

## Qualifications

Principal Investigator (PI) status is granted using the following guidelines:

**PI status is automatically granted** for individuals holding the following titles, provided the individual is a salaried, regular faculty member having at least a 50 percent appointment.

- professor; associate professor; assistant professor
- research professor; research associate professor; research assistant professor
- professor; associate professor or assistant professor of (clinical discipline)

Persons holding the following university non-academic titles **may request and be granted principal investigator status** for projects directly related to the mission and responsibility of their office:

- director; associate director; assistant director

Persons holding the titles listed below are **not eligible for PI (or co-PI) status, unless a formal request is made in writing and an exception granted** by the university senior associate vice president for research. (Requests for co-PI status follow the same process as for PI status.) Granting of co-PI status requires that a regular faculty member serve as PI and assume responsibility for the project.

- emeritus professor
- lecturer; instructor
- clinical professor; clinical associate professor; clinical assistant professor
- professor – clinical; associate professor – clinical; assistant professor – clinical
- professor – practice; associate professor – practice; assistant professor – practice
- adjunct professor; adjunct associate professor; adjunct assistant professor; adjunct instructor
- visiting professor; visiting associate professor; visiting assistant professor; visiting lecturer
- senior research associate; research associate; research assistant
- research scientist (unless permission was granted in initial appointment letter)
- postdoctoral researchers or doctoral students

## Procedure to Request PI (or co-PI) Status

- A letter requesting PI (or co-PI) status must be written (on department letterhead) by a candidate's dean, chair or director
- The individual's CV must accompany the request letter

- Submit the request letter and CV to the [associate dean for research](#) of the candidate's college for approval. (All requests in the College of Arts and Sciences should be directed to [hadad.1@osu.edu](mailto:hadad.1@osu.edu), and copy [vangundy.1@osu.edu](mailto:vangundy.1@osu.edu))
- The college associate dean for research will forward their approval and all documentation to the Office of Research for final approval

Contact [cahlander.2@osu.edu](mailto:cahlander.2@osu.edu) or call (614) 247-4764 with questions.