

PI Status Qualifications and Procedure

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Instructions

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

Qualifications:

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

- a. 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)
- b. 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
- c. 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, and copy 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