



### PI Withdrawal Process

This process outlines the steps a Principal Investigator (PI) must take to formally withdraw from a submitted **electronic Intent to Submit** (e-ITS) form. This ensures proper documentation and communication with all relevant stakeholders.

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#### Section 1: PI Information

- Name: \_\_\_\_\_
- Unit: \_\_\_\_\_
- Email: \_\_\_\_\_
- Phone: \_\_\_\_\_

#### Section 2: Proposal Information

- Proposal Title: \_\_\_\_\_
- Sponsor: \_\_\_\_\_
- Date Electronic Intent to Submit (ITS) Form Submitted: \_\_\_\_\_
- Sponsor Deadline: \_\_\_\_\_

#### Section 3: Reason for Withdrawal (provide details)

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#### Section 4: Approval

- PI Signature: \_\_\_\_\_ Date: \_\_\_\_\_