

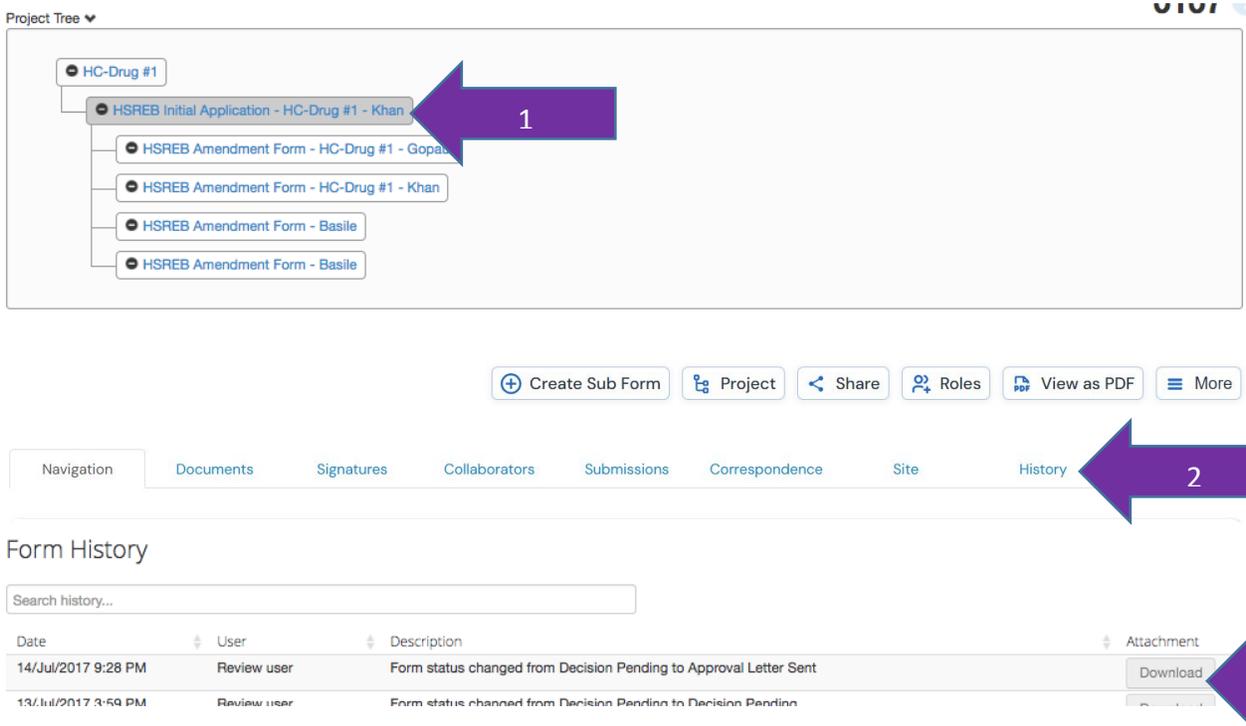
QuickGuide: How to Find an Approval Letter

This QuickGuide outlines steps for finding an approval letter within WREM.

To find an approval letter:

1. Log into WREM <https://applywesternrem.uwo.ca>
2. Click on the study from your **Work Area**, under **'Project Title'**
3. Ensure the application form for which you wish to find your approval letter is highlighted, as illustrated below (1)
4. Click on the **'History'** tab (2)
5. Find the approval notification in the form history and click **'Download'** (3)

***NOTE:** You can also search for **"Approved"** in the search bar to narrow your results.



Project Tree

- HC-Drug #1
 - HSREB Initial Application - HC-Drug #1 - Khan** (1)
 - HSREB Amendment Form - HC-Drug #1 - Gopau
 - HSREB Amendment Form - HC-Drug #1 - Khan
 - HSREB Amendment Form - Basile
 - HSREB Amendment Form - Basile

Navigation: Documents Signatures Collaborators Submissions Correspondence Site **History** (2)

Form History

Search history...

Date	User	Description	Attachment
14/Jul/2017 9:28 PM	Review user	Form status changed from Decision Pending to Approval Letter Sent	Download (3)
13/Jul/2017 3:59 PM	Review user	Form status changed from Decision Pending to Decision Pending	

Questions?

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