

Clinical Trials at USC – Submission Basics

KC Pre-Award Submission Information:

Link: <https://kc.usc.edu/kc-prd/portal.do>

Required Docs:

- Solicitation
- SOW
- Budget
- Any documents required by sponsor

Helpful Resources: <https://research.usc.edu/files/2014/07/Starting-a-Proposal.pdf>

OnCore Submission Information:

Link: <https://calv-oncore.med.usc.edu/login/>

Required Docs:

- Word Version of CTA or Work Order
- Protocol
- Investigator Brochure
- Lab/Pharmacy Manual
- Sponsor Budget
- Sponsor Proposed ICF
- CTU Services Request Form (If available)
- Ancillary Services Agreements (If applicable)
- IND Application/CMS Letter (if applicable)
- CIC Checklist (If available)

Helpful Resources: Ask CTO for the “Essential Documents and Information Guidance Document”

