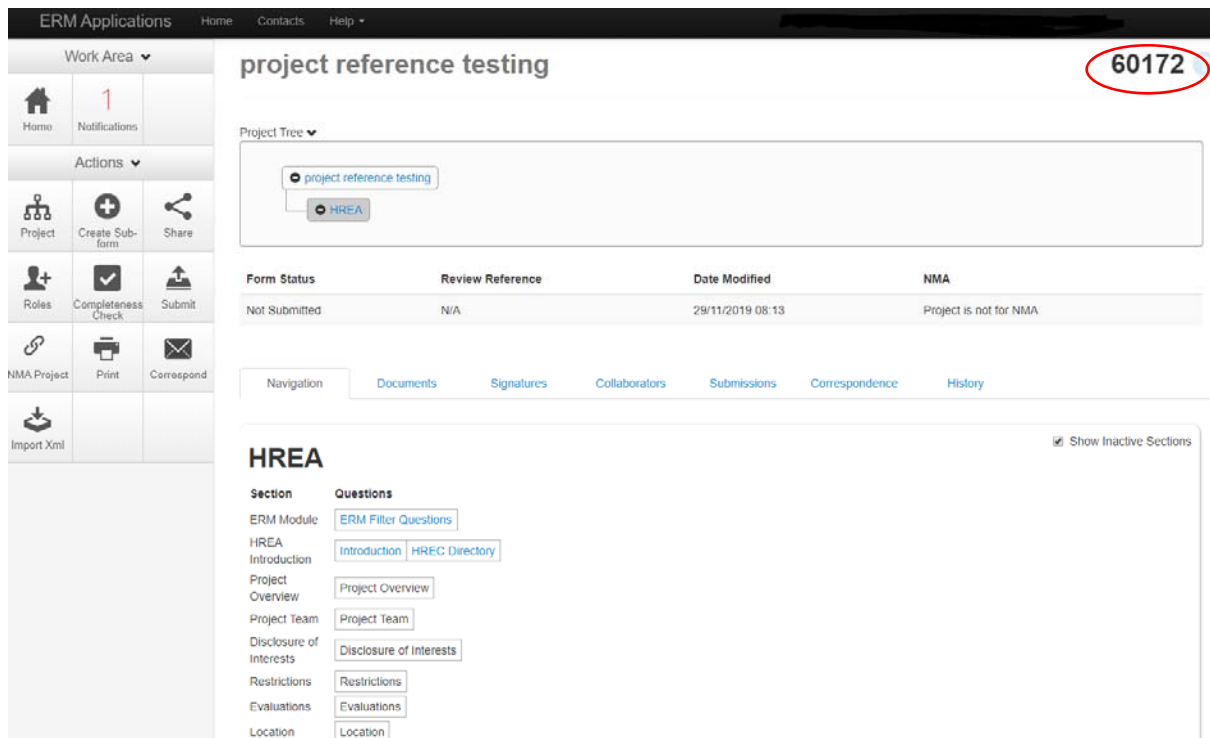# How to get your Project Reference Number

The project reference number is the "Project ID" number allocated in the Ethics Review Manager (ERM) system.

New Governance Only Projects

If your study was submitted for HREC review at a site in Victoria or Queensland:

- Your study will already exist in ERM. Contact the site that submitted the study to get your Project Reference Number.

If your study was submitted for HREC review in another state that does not use ERM:

- You may need to create a new project. Use the Minimal Dataset Form (MDF) as the main form of your project.
- If your study was submitted to the HREC prior to August 2018 it will likely exist in ERM. Contact the site completing the initial submission and/or the Coordinating Office for Clinical Trials Research to locate the study.

New Ethics Projects

- You will need to create a new project. Use the HREA as the main form of your project.
- If you are working with a commercial sponsor, they may have already created the project and begun the application. Check with them before creating the project.