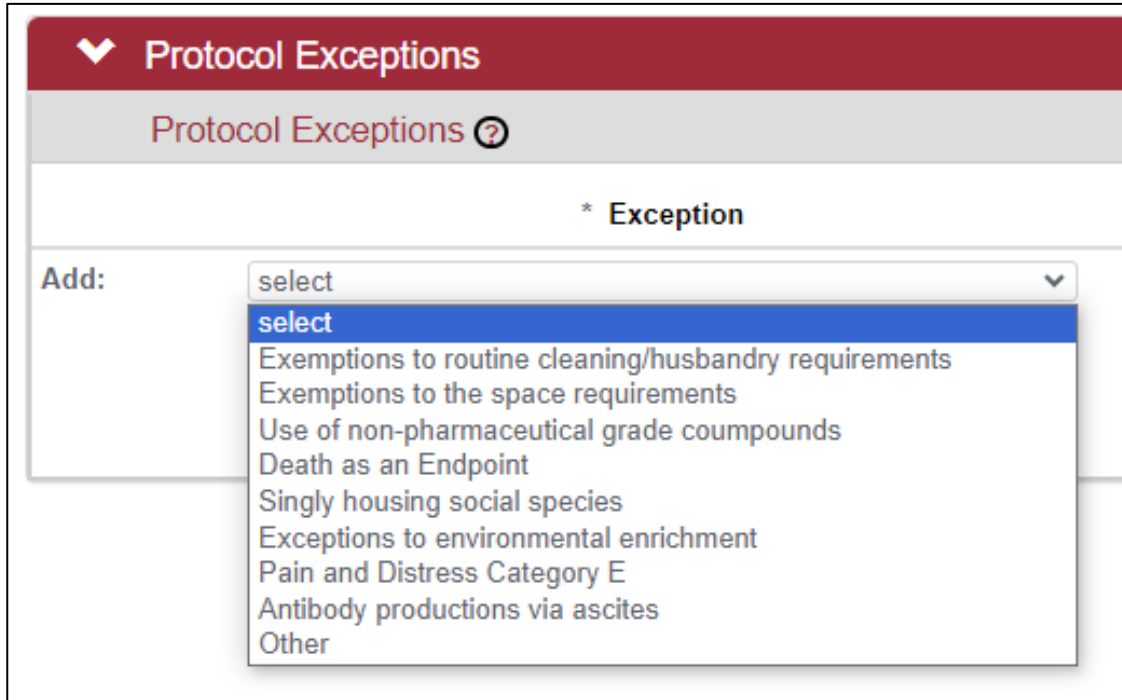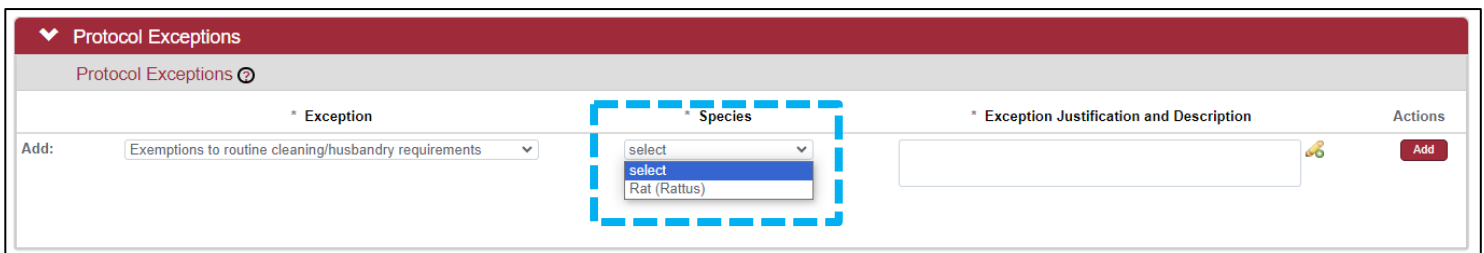# IACUC: UPDATING THE PROTOCOL EXCEPTION TAB

The **Protocol Exception** tab allows you to add any protocol exceptions such as those listed in the image below.

1) To begin, select the exception type using the dropdown menu under the **Exception** column.

2) Select the species the exception applies to using the next dropdown menu under the **Species** column.

*Note: This dropdown is populated from the species identified in the **Species/Groups** tab. If you do not have any species to select here, you will need to complete the **Species/Groups** tab before you can complete this section.*

3) Type in a description of the exception along with the justification in the text box provided for it and click the Add button to add your exception. If needed, you can modify your exceptions or click the **Delete** button to delete them.