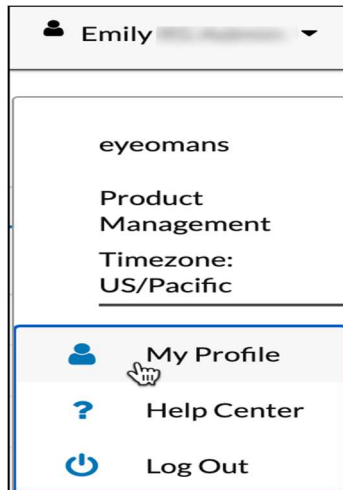


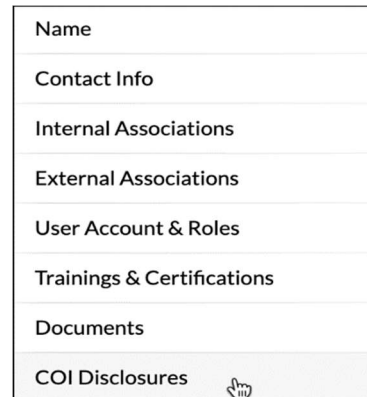
Starting Your COI Disclosure Form in Cayuse

Your Profile tile will let you know if you need to complete your Annual Disclosure, but you can also start a Research-Based disclosure from your Profile.

1) From your profile in upper right-hand corner, click My Profile.



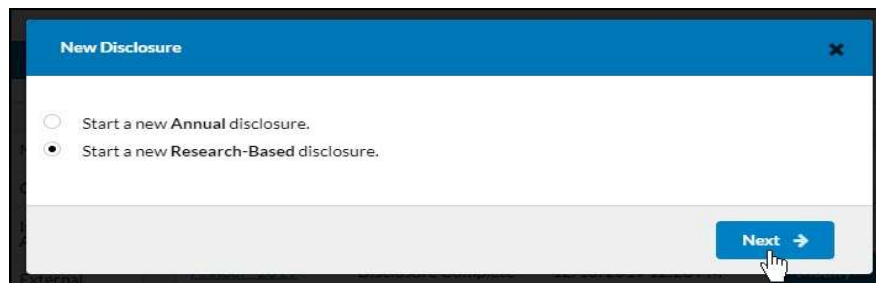
2) In the left-hand menu, click COI Disclosures.



3) Click on



4) Choose whether you want to fill out an Annual Disclosure or a Research-Based Disclosure and click Next.



You can now begin filling out your form.

While filling out a disclosure form, you may run into many different question types and form notifications.



cayuse
Outside Interests

COI Disclosures
[COI Disclosures](#) / Ryan Dodd


Pass to First Reviewer

Date Submitted:
11/04/2021

Type:
Annual Disclosure

Status:
Under Pre-Review

COI Disclosure

General Information Disclosure Questions 

Compensation or Expense Reimbu...

External Positions

Equity or Ownership Interests 

Certification & Acknowledgement

Cayuse Outside Interests (COI) is an interactive web application. A
Therefore, not all sections may appear. You do not have to finish the

Instructions

This form is for submitting your Annual Disclosures.

The UNCP annual disclosure is required for:

- All EHRA faculty (9-month, 12-month, and part-time, including
- EHRA non-faculty
- Designated SHRA employees who are paid with sponsored r

Sections

General Information

Disclosure Questions

Compensation or Expense Reimbursement

Certification & Acknowledgement

Disclosure Questions

Classification *

Please select your employee classification or student status below.

Definitions:

SHRA - Employees subject to the State Human Resources Act of NC

EHRA - Employees exempt from the State Human Resources Act of NC

- ☐ Student (Undergraduate & Graduate)
- ☐ SHRA employees who are paid with sponsored research funds who
- ☐ SHRA employees who are NOT paid with sponsored research funds
- ☒ EHRA

Do you or your immediate family receive compensation or expense reimb

- Service to professional associations
- Service on review panels
- Presentation of scholarly works
- Participation in accreditation reviews

If YES, please complete the COMPENSATION OR EXPENSE REIMBURSEMENT:

- ☒ Yes
☐ No

Do you or your immediate family member receive income from any individual?

"Institutional Responsibilities" consist of assigned teaching, scholarship, re-

This question is required. You can click Find external organization to find organizations within the Cayuse database. Search for the organization, and then click on it to add it to the form.

External Org Finder

Search:

Name

Bill and Melinda Gates Foundation

Prev 1-1 of 1 Next

Selected Records

Name

No entries.

Cancel Save

Don't forget to click:

Save

You can add as many external organizations as you need to add by clicking:

+ Add New Relationship

Attachment Point: Attachment points allow you to upload files relevant to your disclosure form by dragging the file into the container or clicking Upload.

3. Attach availability calendar

Drop files here to upload or

Upload File(s)

PDF

+ Copy