

# IRCN Human fMRI Core | Terms of Use

## **【Introduction】**

The International Research Center for Neurointelligence (IRCN) of the University of Tokyo Institutes for Advanced Studies strategically advances the IRCN scientific mission with state of the art equipment of common need. This agreement stipulates the use of the IRCN Human fMRI Core (hereinafter referred to as "the facility") of the University of Tokyo Institutes for Advanced Studies. Please read to the end and understand the following Terms of Use before application to the facility and observe these terms when using it. Please understand that we reserve the right to refuse the use of this facility if there is no agreement to the Terms of Use, or if there is any violation. For cases not included in this agreement, the facility manager will be responsible for decision and if necessary, revise this 'Terms of Use' after approval by the IRCN steering committee.

## **【Purpose of Facility】**

The facility provides human magnetic resonance imaging (MRI) equipment to support neuroscience research by IRCN-recognized people (Lab members of IRCN PI and affiliated faculty, and designated external users).

## **【User Scope】**

IRCN-recognized people (Lab members of IRCN PI and affiliated faculty, and designated external users) approved by the facility.

## **【Usage Time】**

Weekdays from 9 am to 5 pm. Please contact the facility in advance regarding continuous use or outside hours (before 9 AM or after 5 pm on weekday, Saturdays, Sundays and public holidays).

## **【Procedure】**

Laboratories who wish to use the facility may submit an application form for use every year to the facility to obtain permission for use. Applications will be renewed every fiscal year. If any changes to the contents of the application form occur, please re-submit the application form each time. In order to use the equipment, it is necessary to take a "pre-usage training course" executed by the core manager, and to receive the certification of operation of the equipment. Also, the setting of the imaging protocols and sequences is needed before the start of MRI scan. Use of the equipment is based on an advance reservation system. For details, please see the separate sheet "Flow of Using the IRCN Human fMRI Core use".

## **【Ethical and safety issues】**

The use of the equipment is only permitted after the ethical committee of the user's institution has approved the study. Although participants in the experiment may include people under 20 years old or clinical populations, they should be approved by the ethical committee specified above with the appropriate ethical and safety considerations.

## **【Operation support】**

For IRCN PIs and affiliated faculty members, they may ask the operational support by the manager. The operational support will not be provided for external users. Researchers from the user group who have the certificate as specified above should operate the equipment on their own responsibility. However, for exceptional cases the operation support may be asked with additional fees.

## **【Emergency】**

In any emergency of the equipment operation or participant's safety, the user takes responsibility for dealing with it. In such cases, please contact the facility immediately.

#### **【Usage Fees】**

The cost of use for one slot (30 minutes) is JPY 10,400. Fees will be charged on monthly basis. The cost for a slot with operational support by the facility staff will be determined on case by case basis.

#### **【Reservation Cancellation】**

In case of cancellation of a reservation, please contact the facility promptly. There is no charge for cancellations made up to 96 hours before the start time of the reserved slots. Please note that a penalty equivalent to the appointment time will be generated if it is not used without advance contact by 96 hours before the start time of the reserved slots.

#### **【Notes】**

To be determined in detail by the manager

#### **【Prohibited Activities】**

To be determined by the manager

#### **【Taking Items Out, Bringing Items In】**

#1. Taking items out: It is prohibited for users to take out the facility's items without permission of the facility manager. In case of violation, we reserve the right to prohibit use of the facility.

#2. Bringing items in: It is prohibited for users to bring their items in the facility without permission of the facility manager. In case of violation, we reserve the right to prohibit use of the facility.

#### **【Damage claim】**

If users damage the facility's equipment even if unintentionally, we reserve the right to require them to meet all or part of the cost of repairs.

#### **【Publication】**

If you use the MRI equipment and publish the research results in a paper, please use the following sentences in the Acknowledgements section (change as appropriate).

Japanese: 「東京大学国際高等研究所IRCNヒューマンfMRIコアの支援に感謝する。」

English: 'We appreciate the support of the IRCN Human MRI Core, the University of Tokyo Institutes for Advanced Studies.'

Also, please submit a reprint to the facility when publishing the paper.

In principle, the facility staffs will not seek authorship. Only in cases where extra effort was required to produce results beyond the standard core mission will their co-authorship be considered. Any conflicts will be resolved on the advice of the steering committee to the Director.

#### **【Disclaimer and Damages】**

The facility is not responsible for any loss or damage of personal items brought into the facility by users (including valuables etc.).

Please understand all Terms of Use and cooperate with the operation of the facility. In addition, we will inform you when the Terms of Use are renewed. Please feel free to contact the staff if you have any requests.