	<b>Light Microscopy Unit (LMU)</b> Tel.: 6042/6012	<i>just for application at the EMU</i>  Project Number: _____  <input type="checkbox"/> assisted  <input type="checkbox"/> non-assisted
	<b>Electron Microscopy Unit (EMU)</b> Tel.: 4387/6079	
	<a href="mailto:imces-support@uk-essen.de">imces-support@uk-essen.de</a>	


### **Application form for the use of IMCES instruments or services**

Further information concerning instrumentation and registration can be found at <https://www.uni-due.de/imces/>

<b>Which services are you applying for?</b>		
<input type="checkbox"/> LMU	<input type="checkbox"/> EMU	<input type="checkbox"/> Both
After submitting this form please contact us for a project discussion or to arrange an instrument training:		
<b>LMU</b> - Tel.: 6042/6012; Email: <a href="mailto:imces-support@uk-essen.de">imces-support@uk-essen.de</a>		
<b>EMU</b> - Tel.: 4387/6079; Email: <a href="mailto:mike.hasenberg@uk-essen.de">mike.hasenberg@uk-essen.de</a>		

<b>Applicant Details</b> (the person who uses the IMCES service, i.e. a) uses the instruments, b) is responsible for delivered samples, c) appears for assisted image acquisition,...)			
<b>Gender:</b>	<input type="checkbox"/> male	<input type="checkbox"/> female	<input type="checkbox"/> non-binary <input type="checkbox"/> no comment
<b>Title:</b>	<input type="checkbox"/> Dr.	<input type="checkbox"/> PD	<input type="checkbox"/> Prof.
<b>Surname:</b>			
<b>Forename:</b>			
<input type="checkbox"/> Universitätsklinikum Essen <input type="checkbox"/> Universität Duisburg-Essen <input type="checkbox"/> other			
<b>Institute/Clinic:</b>			
<b>Department:</b>			
<b>Room:</b>			
<b>Phone number:</b>			
<b>Email:</b>			


<b>PI Details</b> (the person who pays for use of the IMCES service) <input type="checkbox"/> same as above			
<b>Gender:</b>	<input type="checkbox"/> male	<input type="checkbox"/> female	<input type="checkbox"/> non-binary <input type="checkbox"/> no comment
<b>Title:</b>	<input type="checkbox"/> Dr.	<input type="checkbox"/> PD	<input type="checkbox"/> Prof.
<b>Surname:</b>			
<b>Forename:</b>			
<input type="checkbox"/> Universitätsklinikum Essen <input type="checkbox"/> Universität Duisburg-Essen <input type="checkbox"/> other			
<b>Institute/Clinic:</b>			
<b>Department:</b>			
<b>Room:</b>			
<b>Phone number:</b>			
<b>Email:</b>			

	<b>Light Microscopy Unit (LMU)</b> Tel.: 6042/6012	<i>just for application at the EMU</i>  Project Number: _____  <input type="checkbox"/> assisted  <input type="checkbox"/> non-assisted
	<b>Electron Microscopy Unit (EMU)</b> Tel.: 4387/6079	
	<a href="mailto:imces-support@uk-essen.de">imces-support@uk-essen.de</a>	

**Just for EMU applications: Associated people** (=people that are involved in sample preparation or sample delivery; **pls. note that all people that actively use IMCES equipment must submit their own application form!**)

<b>Name(s) and Contact Details</b>	
--	--

<b>Project title:</b>
<b>Estimated beginning and end of the Project:</b>
<b>Aim of your Project (short!)</b>

	<b>Light Microscopy Unit (LMU)</b> Tel.: 6042/6012	<i>just for application at the EMU</i>
	<b>Electron Microscopy Unit (EMU)</b> Tel.: 4387/6079	Project Number: _____
	<a href="mailto:imces-support@uk-essen.de">imces-support@uk-essen.de</a>	<input type="checkbox"/> assisted <input type="checkbox"/> non-assisted

## Online Booking System

All IMCES users, no matter if they actively work on our machines or make use of a fully assisted service, **must** create a user account with the online booking system. The user account can be created here: <https://imces-scheduler.uk-essen.de/Web/index.php>

Further help and instructions can be found at: <https://www.uni-due.de/imces/usage-guide.php>

## Chemical and Biological Safety

Will you use **chemical** or **biological** hazardous material at the IMCES? ☐ **yes** ☐ **no**

If yes what: \_\_\_\_\_

*Please note: If you wish to work with chemical or biological hazardous material at a future date, you must first inform the IMCES staff.*

The biological samples belong to the risk group\*: ☐ **no risk or R1** ☐ **S1** ☐ **R2/S2**

*\*according to TRBA lists 460-468 of the "Bundesanstalt für Arbeitsschutz und Arbeitsmedizin" and under consideration of potential genetical modifications detailed in the German GenTSV*

- As R1 we define wt organisms of biosafety level (BSL) 1, S1 organisms are GMO of BSL1 and R2/S2 organisms are wt/GMO of BSL2.
- Properly chemically/aldehyde-fixed samples always belong to the group "no risk".

**If you have checked S1 or R2/S2 above, you must additionally submit an "IMCES Biosafety Application Form"** which you will find on our homepage:

[https://www.uni-due.de/imperia/md/content/imces/imces\\_biosafety\\_application\\_form.pdf](https://www.uni-due.de/imperia/md/content/imces/imces_biosafety_application_form.pdf)

**Any change in the BSL status of your work at the IMCES must be announced to the IMCES staff, immediately. A change to a higher level (from "no risk" to S1 or R/S2 or from R/S1 to R/S2) will require the submission of an "IMCES Biosafety Application Form".**

## Mouse work

If your activities at the IMCES include active mouse work, then please download and fill out the IMCES/ZTL application form:

[https://www.uni-due.de/imperia/md/content/imces/imces\\_animal\\_application\\_form.pdf](https://www.uni-due.de/imperia/md/content/imces/imces_animal_application_form.pdf)

