
GRADUATE SCHOOL OF BIOMEDICAL SCIENCES
FORM: Thesis Advisor Deferral and Lab Rotation Agreement
To be used when student requests to defer Thesis Advisor selection

GSBS POLICY

GSBS students are required to select a Thesis Advisor by the end of the summer semester of year one. In some instances, a student in good academic standing is unable to make such a selection. This policy describes the steps that the student and the GSBS undertake to address this situation.

Instructions for Students: The policy for deferring Thesis Advisor selection is on page two of this document. After reading the policy, complete this form, have signed by the faculty with whom you will be doing a ½ lab rotation and bring to the Graduate School office for approval and processing.

Instructions for Faculty: Please read the policy on page 2 of this document. If you agree to the commitment for this lab rotation, sign in the faculty signature section below. The student will bring to the Graduate School office for approval and processing.

| | NAME (PLEASE PRINT) | SIGNATURE | DATE |
|----------------|---------------------|-----------|------|
| Student | | | |

Lab Rotation Information

| | NAME (PLEASE PRINT) | SIGNATURE | DATE |
|----------------|------------------------|-----------------------------------|------|
| Faculty | | | |
| | ½ Rotation – 2 Credits | Dates: 09/02/08 – 10/31/08 | |
| | ½ Rotation – 2 Credits | Dates: 11/03/08 – 01/16/09 | |

GSBS Approval

| | |
|---|-------------|
| Date Faculty Commitment must be received | |
| Date Faculty Funding must begin | |
| GSBS Dean's Signature: | DATE |
| | |

Laboratory rotations are an important part of the graduate program, giving students the opportunity to experience different research projects and allowing the faculty to assess the interests and aptitude of the students. To facilitate and optimize the rotation experience for both the student and the faculty, it is important that they meet prior to the start of the rotation to discuss expectations, goals, requirements and laboratory guidelines.

The Laboratory Rotation Faculty must provide students with an explanation of the rotation projects, their goals, and an estimation of the time commitment prior to the start of the rotation. Rotations shall be taken only with GSBS regular faculty members. The rotation should be considered equivalent to a course with a similar commitment from both student and faculty

Pursuant to the University of Massachusetts Intellectual Property policy (DOC. T96-040; http://www.umassmed.edu/uploadedfiles/Intellectual_Property_UMW.doc) laboratory data and laboratory notebooks (classified as non-exempted scholarly work) remain the property of the University of Massachusetts Medical School.

For GSBS Office Use

Registration Information – Fall 2008

| Class # | Course #: MS850 | Description: Lab Rotation | # of Credits: |
|---------------------|--------------------|---------------------------|--|
| PSSA EMPLID: | GSBS Staff: | Date: | <input type="checkbox"/> Registrar |
| | | | <input type="checkbox"/> GSBS Student File |

Deferred Thesis Advisor Selection

GSBS POLICY

GSBS students are required to select a Thesis Advisor by the end of the summer semester of year one. In some instances, a student in good academic standing is unable to make such a selection. This policy describes the steps that the student and the GSBS undertake to address this situation.

GSBS Commitment

The GSBS is committed to assisting all students in good academic standing secure a laboratory for thesis research. If a student in good academic standing is unable to secure a thesis advisor by the end of the summer semester of year one, the GSBS will assume responsibility for the student's stipend and fees for a period extending no further than completion of the fall semester of year two.

Student Commitment

- Fifteen days before the beginning of the fall semester the student will have to identify two research labs that he/she will rotate in during the fall semester.
- Prior to registration, the faculty must indicate via email to the Associate Dean his/her willingness and ability to support this student as a Thesis Advisor, assuming all parties are in agreement to that outcome at the end of the rotation.
- These rotations may not be done with faculty who have previously indicated that they are unable to support the student in thesis research.
- **The student will register in the fall semester for the following courses:**
 - (1) Deferred Pre-Qualifying Research, 4 Credits, Associate Dean Knight (BBS855)
 - (2) Lab Rotation, 2 Credits, Research Lab Faculty
 - (3) Lab Rotation, 2 Credits, Research Lab Faculty (or Gaile Arcouette)
 - (4) Qualifying Examination – 1 Credit - Associate Dean Knight
- The student will begin the fall semester by doing a ½ rotation in one of the selected research labs.
- Prior to week eight of the 1st fall semester ½ lab rotation, the student will meet with the Laboratory Rotation faculty to determine whether there is a mutual agreement for the student to remain in that faculty's laboratory and the faculty agrees to become the student's Thesis Advisor.
- If this rotation results in the selection of a Thesis Advisor, at the end of the rotation that faculty will assume responsibility for the student's stipend and fees. With the assistance of the Graduate School, the student will process a fall registration change form.
- If this first rotation does not result in the selection of a Thesis Advisor, the student will complete a second ½ rotation in the other selected research laboratory.
- The student must secure the commitment of a Thesis Advisor before the end of the fall semester and that faculty will assume responsibility for the student's stipend and fees at the beginning of the spring semester.
- Additionally, the student must maintain good academic standing (grades of B or higher in course work and grades of Pass in laboratory research rotations).
- Failing this, the student will be dismissed from the GSBS at the end of the fall semester of year two.

GSBS Faculty Commitment

All faculty who serve as rotation advisors for students who are financially supported by the GSBS during the fall semester of year two must meet the following:

- Be in a position to support the student in thesis research (student stipend, fees and research expenses).
- Inform the student (prior to the rotation) that they are able and willing to support financially the student in thesis research (subject to satisfactory progress by the student).
- Undertake a review (with the student) of the student's progress at week four and week eight of the laboratory rotation during the fall semester in order to indicate whether the student meets GSBS and laboratory-specific standards for selection for thesis research support. If the student does not meet standards at the time of the first review, the faculty must indicate (using the Laboratory Rotation Evaluation Form) those specific areas that require improvement.
- Inform the student at eight weeks of research whether the student has met the faculty's requirements for selection for thesis research support. If, at eight weeks, the faculty is unable to support the student in thesis research, the faculty must release the student for selection of an alternative thesis research sponsor.