



**Request for Research Projects for the FHS of Medical Sciences, Cell & Systems Biology and Neuroscience 2018 – additional information.**

The research project is the part of the FHS that students value the most. There are always some excellent students who are considering doing a research degree, and a research project affords them an especially valuable experience; approximately 10% of FHS students in the past five years have contributed to work which has resulted in publication. Clinically-related projects are especially welcomed by medical students.

Both supervisors and their departments will benefit financially from hosting a research project student. Supervisors are able to claim the equivalent of 8 hours of tutorial teaching (£207.18 for 2016-17) from the student's College by completing an OxCort report form. For each student supervised, the supervisor's department will be allocated a proportion of the T-JRAM associated with Year 2 of the student's course (usually an amount of c.£2000). Departments are strongly encouraged to make a portion of this income available to the supervisor to contribute to consumables costs.

**Timeline of allocation scheme (Hilary Term 2017)**

Week 0	Monday 9 January	Deadline for supervisors to return project offer forms (completion of online form)
Week 1	Friday 20 January	Students receive introductory talk on projects. Project offers uploaded to Weblearn.
Week 5	Friday 17 February	Deadline for students to submit project preferences Deadline for supervisors to submit student preferences (if any)
Weeks 6 and 7	Monday 20 February to Friday 3 March	The Undergraduate Studies Office allocates projects using the following method: Names of all students are circulated to their 1 <sup>st</sup> choice supervisors who are asked whether they will accept these students (or which of the students they would like to accept). If contact cannot be made with the supervisor, and there is only one student who has named the project as their 1 <sup>st</sup> choice, that student will be automatically allocated to the project. If there is more than one student, the project will be allocated according to academic merit (i.e. results in First BM Part I exams). Names of students not accepted by their 1 <sup>st</sup> choice supervisor are circulated to their 2 <sup>nd</sup> , 3 <sup>rd</sup> and 4 <sup>th</sup> choice supervisor as necessary. Students who have not been allocated a project as a result of this process will be referred to the Chair of the Year 3 Course and Examination Policy Committee.
Week 8	Friday 10 March	Deadline for students to return their Request to Seek Approval of a Research Project Form for privately arranged projects Project allocations are finalised and published to supervisors and students

Students will be strongly advised to contact potential supervisors about their projects before listing them as one of their preferences. Should you wish to hold a communal session then please let us know and we will advertise it to the students.

If multiple students are interested in your project, you will be given the opportunity to indicate a preference towards particular students if you wish. When students begin to contact you, please wait a certain amount of time before forming a preference, in order to allow all students who are interested in your project the opportunity to be considered.

With very many thanks,

Dr Jeremy Taylor  
Director of Pre-Clinical Studies

Dr Robert Wilkins  
Director of Biomedical Sciences

Prof. Helen Christian  
Chair of FHS Course Committee

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