

BIOLOGY 703 – Special Problems in Biology

GUIDELINES PERTAINING TO REGISTRATION IN BIOLOGY 703

This course is typically conducted at a Ph.D. level, but is not restricted to Ph.D. students.

The following instructions must be followed to ensure that an appropriate decimal number is assigned and that you are registered in Biology 703.

1. Complete all pages of this form and obtain the required signatures.
2. Return completed form to BioSciences 186.
3. Please submit these forms at least 10 working days prior to the last date to change registration for the Fall or Winter term (as indicated in the Graduate Studies Calendar).
4. After approval has been received from the Department, a decimal will be assigned and the course will be timetabled. You will be automatically registered in the course. Ensure that program fees are paid by the deadline date.
5. Failure to complete the forms correctly may delay your registration in the course.

GUIDELINES FOR THE CONDUCT OF BIOLOGY 703

1. Biology 703 will be conducted within the jurisdiction of the Department of Biological Sciences.
2. If the Supervisor is not a member of the Department of Biological Sciences, a Departmental Faculty member must act as the Co-Supervisor. In this case both signatures will be required before approval for registration will be granted.
3. In the case of a co-supervised project, the Supervisor, the out-of-Department Supervisor and the student will meet to approve the proposed project.
4. The final written report will, in the case of co-supervised projects, be assessed by both the Supervisor and the Co-Supervisor and a grade awarded as a result of consultation between these two individuals. The grade will be submitted to the Department of Biological Sciences by the Department Co-Supervisor.

RETENTION OF DATA AND AUTHORSHIP AGREEMENT

DATE: _____

THE FOLLOWING CONSTITUTES AN AGREEMENT BETWEEN:

COLLEAGUE OR STUDENT: _____

LABORATORY SUPERVISOR: _____

This is to attest that during the period of your research programme in my laboratory, all original materials and data will be kept in a form that can be recovered and re-evaluated in the laboratory. At the end of your programme of studies, we will come to another mutually satisfactory agreement so that the data can be retained safely for as long as is appropriate or to meet granting agency requirements.

Any person who has substantially contributed academically to a study being reported in a publication or presentation, either in the conception or design, execution of any experimental work, interpretation of data or drafting the article, should be included as an author or given other appropriate acknowledgement. It is understood that results which you will produce in the laboratory may, with respect to primary publication, be co-authored by both of us. In any such case, neither of us shall submit any of this work for primary publication without the other, except by mutual consent. I reserve the right to utilize any of these data for purposes of reviews, textbooks or grant applications. If I utilize any of your work, I will acknowledge it by joint authorship, reference to your abstract or paper, or (if yet unpublished) by an appropriate statement such as AYOUR NAME, unpublished observations.

SIGNATURES:

Supervisor

Date

I agree with this statement:

Colleague or Student

Date

This information is collected under the authority of the Freedom of Information and Protection of Privacy Act and the Universities Act. It is required to document the agreement. The information will form part of the student record. If you have any questions about the collection or use of this information, please contact BI 186. 01/99