

SGPS POLICY CONCERNING IGPBS LAB ROTATIONS

During the Summer Quarter of their first year, an IGPBS Student commits to a lab, based on the rotations that student has completed during the year. Rotations into 3 different labs are required before a student can commit to a lab. Rotations can only be done from the approved list of faculty for the year in question. Exception to this may be considered by the IGPBS Program Director, but should generally not be considered an option for at least the first two rotations.

Commitment to a specific lab cannot be done before the Summer Quarter. For the Summer Quarter, IGPBS Students may elect to repeat a rotation (in the lab of the mentor they have selected), or they can rotate into a new lab for the Summer Quarter.

All IGPBS Students will be re-classified from IGPBS into their selected Department for the Fall Quarter. Students and Mentors may agree on this arrangement prior to the Fall Quarter, but documentation for this changeover is not completed until the Summer Quarter, and is done by the IGPBS Coordinator. Until Fall, these students are considered IGPBS students.

Committing to Lab

1. Once a Student and Mentor have agreed to work together for the Student's doctoral research, a Student/Mentor Agreement must be completed. This agreement is detailed for both the Combined Degree and Regular Ph.D. Student. Faculty Doctoral Students use a separate agreement. Both Student and Mentor should familiarize themselves with the Standardized Policy for the Ph.D.

Forms and Policies are found on the SGPS Website at

<http://www.rosalindfranklin.edu/dnn/sgps/hidden/SGPS/Policies/tabid/706/Default.aspx>

2. A Payroll Authorization Change for funding of the student stipend is completed by the Department Committing to the Student as follows

2.1. July 1st for a Combined Degree Student

2.2. January 1st of the following year for the doctoral student

3. The Dean's Office will ensure that the student's stipend pay vouchers are included in the Department payroll packets beginning with the Fall Quarter.