

Welcome to the School of Biomedical Sciences

The training of research higher degree (RHD) students is central to the mission of the School. Our goal is to produce future leaders of the biomedical sciences in Australia, through a research training program that is founded on the principles of mutual obligation and equity. We endeavour to provide a supportive and inclusive environment for our RHD students.

Together with UQ's standard terms and conditions of candidature (provided at attachment One), this document outlines the key responsibilities and commitments made by the School and accepted by RHD students when they join our Program.

Our Support Framework

- SBMS has appointed an administrative officer who is dedicated to supporting our RHD students. As our Postgraduate Administration Officer, Gabrielle Pascoe provides ongoing support and guidance to you during your studies at SBMS. Gabrielle also provides support to the SBMS Research Training Committee, which is chaired by Professor Stephen Taylor. Should you have any concerns or problems at any time during your enrolment with the School, you are strongly encouraged to contact Gabrielle. All matters will be treated with the strictest confidence. Gabrielle can be contacted on 51950 and g.pascoe@uq.edu.au.
- Each year for the first three years of your study, SBMS will provide funding to your supervisor to support your research activities. In 2008, supervisors will receive \$4000 for each eligible RHD student. Your supervisor will prioritise expenditure to ensure your studies are adequately funded.
- The School provides a desk or carrel, as well as filing and office space for each RHD student. Students also have access to photocopying and limited stationery needs through their labs.
- In the first year of your RHD, the School will provide additional funding to your supervisor to aid in the provision of IT equipment. In 2008, \$750 will be provided for computing support for eligible students. It is for you and your supervisor to determine how best to direct these funds.
- As Head of School, I also retain a fund that both supervisors and students can make application to for additional financial support. Applications may include requests for conference travel support, research support, scholarship top-up/extension support or other relevant financial needs that may arise during your studies. Applications may be made by email to the Head of School. This is not a large contingency fund so requests are prioritised and used to support exceptional cases.
- The School also offers a limited number of partial and full scholarships. If you are interested in applying for one of these Scholarships, you should liaise with your Supervisor and Gabrielle Pascoe.
- SBMS administers a Publications Competition with quarterly prizes of up to \$2500 awarded. The judging panel gives special consideration to publications that are authored by RHD students. Where prizes are awarded to RHD students, the money is directed to supervisors with an expectation that the money is spent either on conference travel in the first instance or to further the research of the recipient.
- The School provides financial support to the SBMS Postgraduate Student Society and in return the Society organises social events, hosts an annual lecture and runs a series of colloquia that highlight the research activities of groups within the School.

Expectations of our RHD Students

Following a theme of mutual obligation, we believe that our RHD students have much to contribute to the research, teaching and social fabric of the School. We hope to provide the opportunity for students to participate in and contribute to the functioning of the School. This commitment will help students develop in the School environment and contribute to its culture.

Our RHD students accept the following commitments when they enrol with us:

- Students are expected to attend major School meetings and events (e.g. annual Public lecture, Thanksgiving ceremony, PhD Welcome ceremony, PhD-Honours student functions, PhD students meet the Biomedical Science students). It is anticipated that students will participate in at least 3 of these annual meetings and events each year.
- Students are expected to attend school seminars (e.g. PhD final seminars, PhD confirmation seminars, SBMS seminars, Publication prize seminars).
- During their time with SBMS, students are encouraged to spend at least one year as an active participant in one of the School Committees, which include:
 - Honours Committee
 - Research Training Committee
 - Staff Appointments Committee
 - Postgraduate Student Society Executive
 - HOS Advisory Committee

These are important opportunities for students to observe and participate in school governance.

- Our RHD Students have the opportunity of strengthening their CV by tutoring and demonstrating within the School. Practical class teaching represents a significant portion of our undergraduate teaching program. We are committed to developing your teaching skills and to prepare you for this important task. If you are interested in nominating for a tutoring or demonstrating position, please seek advice from Gabrielle in the first instance.

Once again, welcome to the School of Biomedical Sciences and I trust that you find your time with the School both memorable and rewarding.

Yours sincerely



Brian Key, PhD
Head of School