



# Setting Expectations for Research Rotations



*This form is submitted to the Program Administrator by the end of the 1<sup>st</sup> week of the term.*

Student Name: \_\_\_\_\_ Program: \_\_\_\_\_

Major Advisor: \_\_\_\_\_ Term: \_\_\_\_\_ Credit Hours: \_\_\_\_\_

General requirements for a research rotation are outlined below. Faculty and students should discuss specific requirements prior to the start of a rotation.

The primary goal for the rotation is to introduce students to research conducted in potential thesis laboratories. The laboratory experience is a key factor students consider when selecting a thesis project and a Ph.D. advisor. The rotation experience is meant to familiarize students with a variety of laboratory procedures, scientific approaches, and research projects. To this end, students are best served when they can participate in an ongoing project, but should not be expected to contribute significantly to this work (i.e., produce a publication) given the limited eight-week term.

The faculty member and the student should discuss the requirements and expectations at the beginning of the rotation to avoid any misunderstandings. For every credit hour of laboratory rotation taken, the student is expected to work three (3) hours per week in the laboratory; typically, this will be 10-20 hours depending on course load. Some rotations may require more effort (biological systems do not always operate on a convenient schedule) for limited periods of time (evenings or weekends). Rotation students are not expected to be full-time laboratory personnel.

To optimize the lab experience for everyone involved, please discuss, agree on, and document the following points with the student before the rotation begins. If the Major Advisor will not directly supervise experimental work, the laboratory supervisor should also be present at this meeting so that everyone understands what is expected.

What is the overall scientific goal of the student's rotation?
Who will serve at the student's supervisor on a day-to-day basis?
What are the lab's expectations for recordkeeping?

Based on the class schedule for the term, what days and hours will the student be expected in the lab?

--

Whom should the students notify if there is a change in their schedule?

--

Is the student expected to attend lab meeting, data review, journal club, etc? If so, when/where?

--

Is the student expected to give a presentation at the end of the term? Is so, what day/time?

--

Will there be regularly scheduled meetings with the P.I. or lab supervisor to provide feedback (weekly, etc)?

--

Set a date and time for a mid-term evaluation meeting between the student and the P.I. Constructive feedback should be given so that positive changes can be made to improve performance and rotation experience.

--

**Student Signature:**

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

**Major Advisor:**

\_\_\_\_\_

Signature

\_\_\_\_\_

Date

Please return the completed signed form to your program administrator by the end of the 1st week of the term.