

Rules and Regulations of the Doctoral School

Article 1. – First year

1. During the first year, the students are requested to :
 - visit the laboratories
 - perform rotations
 - participate in courses
 - prepare a qualifying exam (a project)
2. **Visits** - Before the beginning of the course 'Frontiers in Molecular Genetics', the students are invited to visit all of the NCCR laboratories. Then, they inform the Head Office of their choice regarding the selected laboratories for the rotations.
3. **Rotations** are intended to acquaint the student with the research interests, problems and techniques in use in the host laboratory.
The rotation will therefore involve:
 - background reading in the relevant research field
 - participation in the laboratory meetings and seminars
 - a short-range laboratory project intended to teach the student an experimental technique or approach

The students must perform no less than 3 rotations. Additional rotations are optional.

Each rotation must last no less than 6 weeks and no more than 3 months.

It is possible to perform one rotation in a platform if the research project is exclusively related to technological research and/or technological development.

The student is assessed after each rotation *via* a short written report (no more than 3 pages). The report has to be delivered within 15 days after the end of the rotation.

The supervisor gives an evaluation which takes into consideration:

- the report
- the performance in the laboratory
- the competences
- the quality of the research work

The comments are communicated orally to the students directly by the PI.

In case of additional rotations, the report and the grades are also optional.

The students always send a copy of the report to the Head Office within three weeks after the end of the rotation.

Transportation fees during the rotations are reimbursed by the NCCR.

The student is also requested to buy the 'Half-Fare card' (150 CHF) which is also fully reimbursed by the NCCR.

If the student needs to rent a second apartment/bedroom due to the rotation in another city, the NCCR will reimburse the lowest rent.

4. **Course** - The course 'Frontiers in Molecular Genetics' is held on Mondays from October to June and includes Lectures and discussion of scientific publications. Attendance is mandatory.

Each lecture may take place in different cities, depending on the lecturer.

Transportation fees are covered by the NCCR.

5. **Qualifying exam.**- At the end of the first year, the students must prepare an exam. This exam has to be a presentation of a theoretical research project (20 pages)
The student has to:
- select an area of research involving molecular genetics *
 - identify a scientific problem
 - present an experimental approach to study the scientific problem
 - prepare an oral defense

* the subject does not have to be related to the future PhD thesis

The advisory committee serves as examining board and includes the future PhD thesis supervisor.

This committee evaluates:

- the student's approach to the problem
- the scientific method
- the experimental plan
- the general scientific preparation

The outcome of the examination determines whether the student qualifies for a PhD thesis.

6. The students can perform the thesis project in a laboratory different from the ones in which he/she has made the rotations.

Article 2. Second year

1. During the second year, the student begins the PhD thesis project.
2. **Supplementary Courses:** during the second, third and fourth year the student is invited to participate in other courses, seminars and activities offered by the NCCR. These courses include topics that are complementary and necessary for the scientific activity (English writing, improving oral presentations, intellectual property, etc).
In addition, the student is free to follow optional scientific and non-scientific modules offered by the University of Geneva or others Universities/Institutions/NCCRs (lectures, short courses, 3ème cycle romand, etc.) but only upon agreement of the thesis supervisor.
3. For the students performing their research at the University of Geneva; at the end of the second year they will be requested to present a progress report to an advisory committee composed of NCCR members. This rule may be slightly different if the students performs the research project in another institution:

Article 3. Third to fifth year

1. Article 2.2 applies here.
2. Each student may attend one international meeting to present his/her own results (as a poster or oral presentation)
This meeting is financed by the NCCR up to about 2'000 CHF. The requested funds may cover registration fees, lodging and/or travel.

Article 4. End of the thesis

1. The rules of the PhD thesis will strictly depend on the institution in which the student performs the thesis project. This aspect concerns diverse subjects, i.e. the structure of the thesis committee, the way of presenting the first page of the thesis, the number of thesis copies that should be delivered, etc.
2. After the thesis defense, the student will receive a PhD certificate from the University in which he/she performed the thesis and a second certificate from the NCCR Doctoral School. The latter is not an official document. However, it is meant to show the affiliation of the student to this NCCR.

Management NCCR- *Frontiers in Genetics*

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