CSB 497H1S CONTRACT
Winter 2022

Student Name:	Student #:	Supervisor:

The CSB 497H1S course is designed for students with a considerable background in cell and molecular biology, physiology and bioinformatics. The normal expectation of a project course is that the student, aided and advised by the supervisor, will read relevant literature, and plan, execute, analyze and report on experimental or descriptive investigations on an appropriate topic. The project must be original work and a literature review alone is not acceptable. The purpose of this form is to outline in advance the expectations, rules and regulations associated with CSB 497 of the student and the supervisor. This will help to ensure the protection of the student and to maintain academic standards.

COURSE REQUIREMENTS

Before the course begins:

1. Each student is responsible for finding a professor within the Department of Cell and Systems Biology to supervise their project.
2. Once a supervisor has been found and the nature of the project discussed, this contract must be completed and submitted to the CSB Undergraduate Office for Departmental approval.
3. Enrollment of all students will be done through the CSB Undergraduate Office after the contract has been submitted and approved by the Department. **This form must be submitted by Friday, January 14, 2022 (if this is your only course in 2021-22, then it is due Friday, August 27, 2021).**

During the school year:

1. Supervisors must provide students with meaningful feedback on a significant amount of work **prior** to the last date to drop the course, **Monday, March 14, 2022.**

At the project end:

1. Each student must present a poster or oral presentation at the annual research day, **date TBA.**
2. Each project must result in a substantive written report. The final report and poster/oral presentation combined must be worth a **minimum of 50**% of the final grade. Of this, the **final paper** must be worth a **minimum of 35%** and the **presentation** is worth a **maximum of 15%**. The report must be submitted to the supervisor with an electronic copy to the Undergraduate Office in time for the supervisor to submit a critique and final grade.
3. The supervisor must submit by **Thursday, April 14, 2022** a final grade and a brief (approximately one-page) critique of the student's work outlining the strengths and weaknesses of the work, and a rationale for the mark. A copy of this is to be given to the student, and a copy to the Undergraduate Office for Departmental approval.
4. If the final report is in the form of a multi-authored manuscript, it must be accompanied by a statement signed by the supervisor and student describing the contribution made by the student.

PROJECT TITLE

MARKING SCHEME (Must include a minimum of 10% before the drop date – March 14, 2022)

Please include a backup plan in the project description in the event of another University lockdown. (e.g., Student will continue their project remotely through bioinformatics analysis, literature review, etc.)

Course Components	Due Date	% of Final Mark
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PROJECT DESCRIPTION and Backup Plan

This contract must be signed and submitted to m.casco@utoronto.ca. E-signatures are acceptable.

Student Name:	Student Number:
Email Address (utoronto address only):	Phone Number:
Student's Signature:	Date:

Supervisor's Name:	Email:
Supervisor's Signature:	Date:
Supervisor's Name:	Email:
Supervisor's Signature:	Date:

Departmental Approval:	Date:

If at any time you feel that any aspect of this contract is not being fulfilled, please contact the Associate Chair, Undergraduate, Prof. Dinesh Christendat, dinesh.christendat@utoronto.ca