

BCB330Y1 Contract

Summer 2025

Student Name:	Student #:	Supervisor:
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The BCB special project course is designed for students in the Bioinformatics and Computational Biology undergraduate specialist program. 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; a literature review alone is not acceptable. The purpose of this form is to outline in advance the expectations and course requirements associated with BCB330Y. Dates given here are with reference to [U of T's academic calendar](#).

Before the course begins:

1. Each student is responsible for finding a faculty member to supervise their project – a list of potential supervisors is available on the BCB Program website.
2. Once a professor has agreed to supervise your project, complete and submit this form to the BCB program administrator for the BCB director's approval. **This form must be submitted by April 28, 2025.**
3. Once the research has been approved by the BCB director, the BCB administrator will enroll the student in the course.

During the academic year:

4. Students must submit to their supervisor a written literature review/project proposal of approximately 6-8 double-spaced pages **by June 2, 2025.**
5. Supervisors must provide the proposal/literature review evaluation to the student and the BCB administrator **by June 16, 2025.**
6. Supervisors must provide an interim participation mark to the student by the last day to drop the course: **July 22, 2025.**

At the end of the course:

7. Each student must present their research to their lab – **date to be mutually agreed on, ideally 1-2 weeks before the final report is due³.**
8. Each project must result in a substantive written report. The report must be submitted to the supervisor **by August 12, 2025.** The report should follow the format of a standard scientific article (introduction, methods, results, discussion, references, figures) and be 10-15 double-spaced pages in length.
9. The supervisor must provide the report evaluation and a final grade to the student and the BCB administrator **by August 26, 2025.**

MARKING SCHEME:

Evaluation Component	Due Date	% of Final Mark
1. Project Proposal and Literature Review	June 2, 2025	15%
2. Interim participation mark	July 22, 2025	5%
3. Presentation to Lab (add a date, can be tentative)		20%
4. Final Written Report - Min. 30%, often 50%	August 12, 2025	
*5.	August 12, 2025	
*6.	August 12, 2025	
TOTAL		100%

*Add other component(s), for example final participation mark, collaboration, quality of code.

PROJECT TITLE:

PROJECT DESCRIPTION:

**This contract must be signed and submitted to undergrad.csb@utoronto.ca by April 28, 2025.
E-signatures are acceptable.**

Student (please print/type):	Student # :
Email address:	Phone #:
Signature:	Date:

Supervisor (please print/type):	Email:
Signature:	Date:

If applicable:

Co-Supervisor (please print/type):	Email:
Signature:	Date:

If at any time you feel that any aspect of this contract is not being fulfilled, please contact the BCB Administrator, Melissa Casco, m.casco@utoronto.ca