



Directives for the PhD Program in Integrative Molecular Medicine (imMed)

Admission to the PhD Program

The PhD program is open to PhD candidates applying through the Life Science Zürich Graduate School (track I) and to PhD students registered at the University of Zürich (UZH) or at the Swiss Federal Institute of Technology Zürich (ETH), whose thesis supervisor is member of the ZIHP (track II).

Track II students must apply to the PhD program within 3 months after registering at the UZH or ETH.

Applications are reviewed by the PhD program commission. Candidates are interviewed twice a year by the PhD program commission, which decides on the admission to the PhD program. The non-admission of track II students to the PhD program has no influence on the continuation of their PhD thesis at the UZH or ETH. Application is possible only once.

The PhD Program Commission

The PhD program commission organizes and supervises the PhD program. It comprises five members of the ZIHP and a graduate student as representative of all PhD students enrolled in the PhD program.

The PhD program commission is responsible for the organization and the advertisement of the program, the admission of the candidates to the program and the approval of thesis committees.

The Thesis Committee

Within 3 months of the start of the PhD, the thesis supervisor appoints a thesis committee.

The thesis committee comprises three to four members: the direct thesis supervisor, a responsible faculty member, an external advisor from the same research area and an established scientist from a related field of research. The thesis supervisor and the responsible faculty member can be the same person. The responsible faculty member acts as chairperson.

The thesis committee is responsible for the thematic and methodical monitoring of the thesis, for the formulation and supervision of the complementary course work and for the decision to continue or discontinue the thesis.

The PhD Thesis

The PhD thesis normally takes 3 to 4 years. In this time, the PhD student should be author of at least 2 peer-reviewed original publications, with at least 1 publication as first author.

During the thesis, the PhD student has to collect 12 ECTS (credit points) by attending courses organized by the PhD programs of the Life Science Zürich Graduate School or additional courses offered by the UZH and ETH. The selection of courses attended by the PhD student has to be



approved at the beginning of the thesis by the thesis committee. Changes in the course selection have to be discussed during thesis committee meetings.

Participation at conferences, preparation of scientific publications, the presentation of the PhD student's own work at internal seminars are not awarded ECTS as these are intrinsic parts of the PhD thesis. A detailed list of activities awarding ECTS is given in table 1 (see page 4).

The progress of the PhD thesis has to be discussed yearly at dedicated thesis committee meetings.

Thesis Committee Meetings

During the course of the thesis work, the PhD student will be guided by the thesis committee that will meet after approx. 6 months, 1.5 years, 2.5 years, if necessary 3.5 years, and at the thesis defense.

→The first meeting (may be replaced by an E-mail exchange) shall include:

- Discussion of the project outline (written by the PhD student) that has to be submitted beforehand and of the results of pilot experiments;
- Designation of a topic reading related to the thesis work that will be examined at the next meeting. This shall correspond to several chapters of a textbook or reviews relevant to the PhD project (typically ~100 pages);
- Definition of the selection of graduate courses to obtain 12 ECTS.

→The further meetings shall include:

- Discussion of the written interim report submitted beforehand as well as of the future work (30 min);
- Examination of the prepared topic (30 min) and definition of the topic to prepare for the next meeting;
- Verification of the graduate courses attended.

The progress of the experimental work and these meetings form the basis for the decision of the thesis committee on the continuation of the thesis project. If more than one member of the thesis committee is absent at a meeting, the meeting cannot be held. The external advisor has to be present at least at one meeting and is expected to be present at the thesis defense. In cases of absence, he/she shall express his/her opinion on the interim report by written correspondence. The supervisor of the thesis records the contents of the meetings and forwards the minutes of the thesis committee meetings to the ZIHP administrative office.

Predocutorial examination

At the last thesis committee meeting, i.e. at the 2.5 year- or 3.5 year-meeting, the examination of the prepared topics will count as a predocutorial examination, which must be passed successfully prior to submission of the PhD thesis. The successful completion of the predocutorial examination is awarded with 2 ECTS. If the candidate fails the predocutorial examination, a new examination date can be convened by the thesis committee. The predocutorial examination can be repeated once within 3 months. If the predocutorial examination is failed twice the candidate will be excluded from the PhD program but can continue his/her thesis without being in a PhD program.



Graduation

The PhD thesis ends with the submission of the thesis to the Dean's office and with the public defense. Before submitting the thesis, the PhD student has to pass the predoctoral examination and obtain 12 ECTS's.

The PhD thesis will be graded using the following scale: summa cum laude (with highest honor), magna cum laude (with great honor), cum laude (with honor), rite (sufficient).

The decision to confer the Doctor title will depend on:

- Approval of the thesis by the thesis committee,
- Approval of the thesis by selected members of the faculty ("Zirkulationskreis"),
- Passing the thesis defense,
- Approval by the UZH or ETH of the proposal of the thesis committee to confer the PhD title

Table 1. Activities awarding ECTS

Activity	Awarded ECTS
PhD program courses	See LSZGS catalog
UZH and ETH courses	See UZH/ETH course catalog
Submitting a grant proposal as main applicant (minimally CHF 15'000 requested), max. 1 grant	3 ECTS if a grant is funded (2 ECTS if a grant is rejected)
Supervision of practical exercises	0.5 ECTS per semester/teaching course; max. 2 ECTS
Predocutorial exam*	2 ECTS

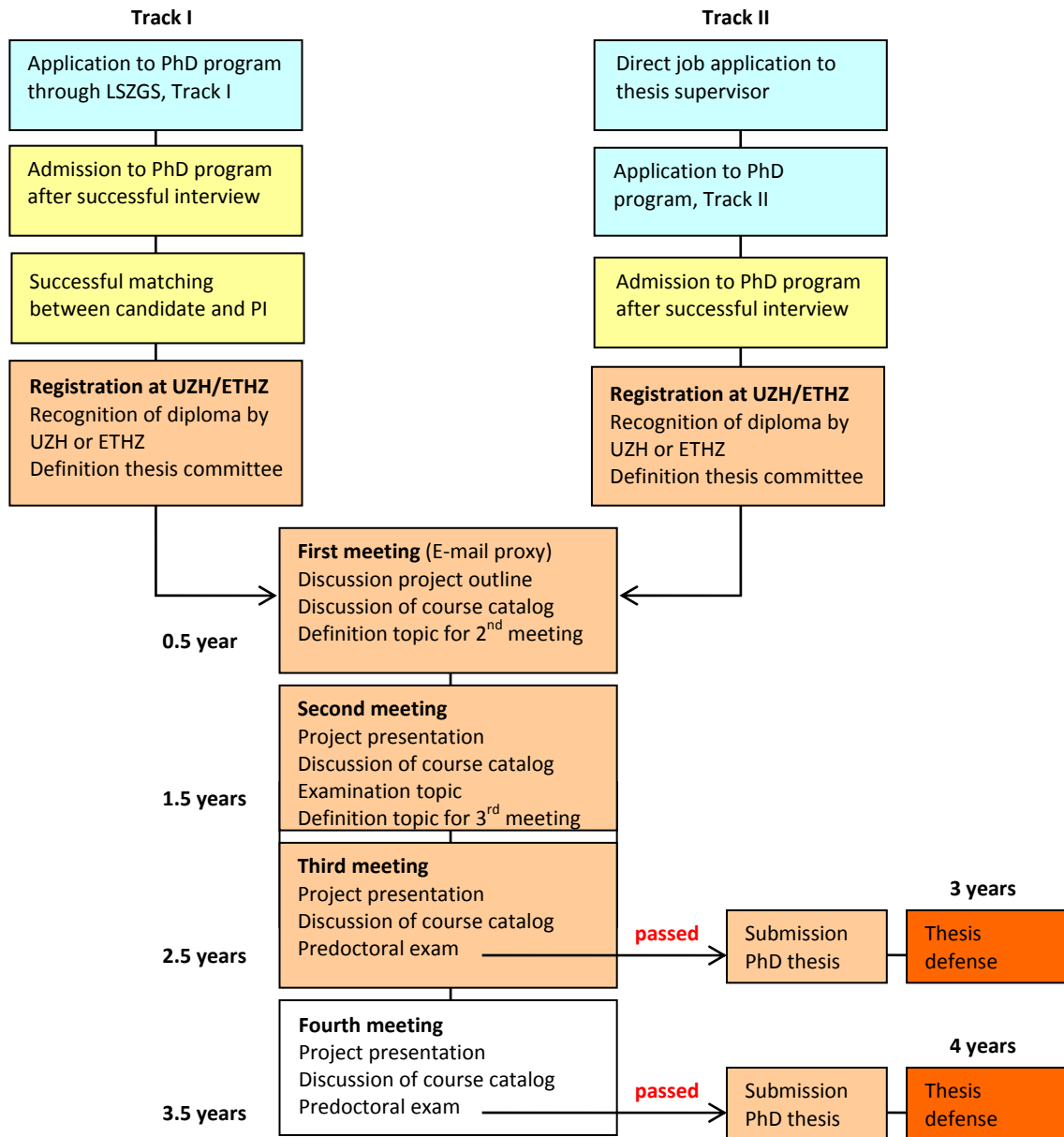
The Thesis Committee decides on the approval of activities and ECTS.

→ The following activities do not award ECTS:

- Participation to conferences,
- Preparation of scientific publications,
- Presentation of the PhD student's own work (progress reports, journal clubs and seminars).



Summary illustration of the PhD thesis



Zurich, August 18, 2012

My signature below confirms that I have read and understood the
 a) Directives for the PhD Program in Integrative Molecular Medicine (imMed)
 b) Information Sheet on the Treatment of Plagiarism of the Lehrkommission, UZH

Date

Name / First Name (blockletters)

Signature PhD Student