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**Laboratory Rotation Confirmation**

Preamble:

The purpose of lab rotations is to help students identify a lab to conduct research. The lab supervisor should make sure he/she has sufficient faculty points to take students, and that he/she has budget to support student stipends (starting from the third year of student’s study) before taking an individual for a laboratory rotation. It is the lab supervisor’s responsibility to ensure students can conduct research in a professional, safe and positive environment. A lab supervisor can only take one rotation student at a time. This confirmation should be sent to the Programme Office via email before the student starts the rotation.

To improve the lab rotation experience, please discuss the following objectives of each rotation with your research mentor and the rotation student that generally include the following:

1. To acquaint students with potential dissertation mentors. Students will:
2. Receive a briefing on the research focus of the laboratory from the PI
3. Receive research papers to read and discuss with the PI and research mentor during the rotation
4. To introduce students to the conduct of laboratory research. Students will:
5. Conduct a research study with the goal of understanding the basis for the hypothesis being tested and the general approach to test the hypothesis, under the guidance of the research mentor
6. Participate in group or laboratory meetings required by the PI
7. To acquire skills in diverse laboratory techniques. Students will:
8. Learn techniques (theory, limitations, etc) associated with the rotation project by collaborating with a research mentor (e.g. a graduate student, postdoctoral trainee and/or technician0
9. Conduct laboratory research under the guidance of the research mentor
10. PIs will encourage students to present their lab rotation project in an informal venue (e.g. talk at a lab meeting) at end of the rotation
11. Evaluation of Laboratory Rotations.

Within one week upon completion of a rotation, a summary report of at least 1500 words (references not included) along with Turnitin annotation and an evaluation form will be submitted to the PI. The report should contain clear descriptions of the research topic, scope of the research project, experimental design, results, discussion, and references. The PI will submit an evaluation form to CBMB Programme Office within one week upon receiving the student’s report. In addition, students are required to complete an evaluation of each laboratory rotation. Failure to submit timely evaluations will result in an incomplete grade for the course.

I, 按一下這裡以輸入文字。, have read and gone through items listed in this document, and have agreed to take 按一下這裡以輸入文字。for rotation for the timeframe ticked below. I will submit an evaluation form with clear comments regarding the student’s performance in the lab to the Programme Office via email within one week after receiving student’s report. I will ensure the student is properly guided by me and the research mentor I assign to mentor the student.

First rotation: 1 October-31 December

Second rotation: 15 January-15 April

Third rotation (1 May-15 July) is available for those who can’t fix the lab by the end of second rotation.

(Lab Supervisor’s signature)