

CMBD TRAINEE RE-APPOINTMENT FOR A SECOND YEAR

The CMBD Program supports students for up to two years while they are working towards their thesis. The initial appointment is for one year, with renewal for a second year of support contingent upon meeting certain criteria. These criteria are 1) satisfactory participation in the CMBD Program, 2) progress made by the trainee in their thesis project since the original application, 3) whether they are pursuing biomedically-relevant basic research, 4) have they passed any qualifying exams in the interim, 5) are they in good academic standing, 6) have they met all of the course requirements of the Training Program.

CMBD trainees who are completing their first year of training must submit a re-appointment application no later than July 1st. The application package must be submitted to the CMBD Administrator.

The application package must include:

1. A one-page progress report summarizing research accomplishments and plans for the next year.
2. A list of the core and elective courses taken and passed to fulfill CMBD requirements. If the CMBD course requirements are not yet fulfilled, a statement must be added describing which course(s) will be taken and when in order to fulfill the Program requirements.
3. A copy of the trainee's personal myIDP form (<https://myidp.sciencecareers.org/>) updated from the prior year.
4. A letter from the trainee's thesis mentor evaluating the mentee's progress and confirmation that (a) the mentor has reviewed the trainee's progress report, (b) the mentor has met and discussed the mentee's IDP with the trainee and (c) the mentee has passed qualifying exams (if applicable) and is in good academic standing.

The Steering Committee will review the application package plus documentation provided by the CMBD Administrator about the trainee's compliance with Program attendance and participation as well as whether they helped with Program organization in some capacity.