Imperial College London

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INTERNAL MEMO

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TO: All BSc Global health Part C Project Students

FROM: Dr Mariam Sbaiti, Dr Graham Cooke, Prof Paolo Vineis, Prof Helen Ward

DATE: November 2011

SUBJECT: Project Allocation Procedure

Please find on the intranet a list of the project outlines submitted via the BSc Global health Module Leaders.

The list is there for you to decide which subjects may be of interest. We strongly advise you to contact and meet the supervisors of the projects you are interested in. Supervisors will choose students either through a face-to-face meeting or a written statement of interest. Criteria for selecting students generally include motivation for the particular project and skills. Once a supervisor has approved your application, please email the details of your supervisor and project title to Helen King. We would like all students to be allocated to a project before the end of term 1.

Timeline

Round 1: students start contacting potential supervisors and submitting applications according to supervisors' instructions (advised to contact up to 4 supervisors)

Monday 5 December   supervisors to email Helen King with the project title approved and name of the student chosen (Helen.king@imperial.ac.uk)

Round 2: students who have not been allocated to a project in Round 1 resubmit applications to available supervisors.

Friday 9 December   supervisors to email Helen King with the project title approved and name of the student chosen (Helen.king@imperial.ac.uk)

If by Round 2 you find that you haven't been allocated a project that you are happy with, please contact Mariam and we will try and suggest alternatives if possible.

For students organising their own project (not included in the list), please could you:

1. Discuss this first with Mariam
2. Ask your supervisor to fill in the appropriate Project specification form (posted on the intranet) and return it to Helen King by 1st December 2011.
3. Complete a safety assessment if the project involves more than a ICL-based library work

Students will be informed of their final project allocations by February 2012.

If you have any questions, please contact me.

Best wishes.