

**BIOD98 & BIOD99 Permission Form  
Directed Research in Biology  
Summer 2024**

Students wishing to enroll in an independent directed research course (BIOD98 or BIOD99) must read and follow these instructions carefully. In addition, please note the prerequisites and/or exclusions associated with each of these courses.

- 1) Read the General Information Sheet (page 3 of this form)
- 2) Meet with your potential faculty supervisor to discuss your project. If your proposed supervisor is not a UTSC Biological Sciences faculty member, you find a UTSC Biological Sciences faculty member to be your co-supervisor. Approval for doing research with an off-campus supervisor and the co-supervisor must be given by Dr. Mark Fitzpatrick [mark.fitzpatrick@utoronto.ca] prior to enrollment.
- 3) Fill in this Permission form and Registrar's Supervised Study form with your supervisor. Get your supervisor or co-supervisor to digitally initial your academic history.
- 4) Send the Registrar's Supervised study form to Tracey Gayle [bioscisupervisedstudy.utscc@utoronto.ca]
- 5) Send this permission form and your transcript, initialed by your supervisor to Professor Mark Fitzpatrick

After the Registrar's office form has been processed, your course status on ACORN will change from interim (INT) to approved (APP).

Student Name: \_\_\_\_\_ Student #: \_\_\_\_\_

Course # & Session: \_\_\_\_\_ E-mail: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor Name: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Co-Supervisor Name (if applicable): \_\_\_\_\_

Co-Supervisor Signature (if applicable): \_\_\_\_\_

**Breakdown of evaluation of BIOD98/99 students:**

Supervisors are requested to use this template as a guide and can choose from specific categories listed below. Mentors can also include additional project-specific criteria for assessment.

- 1. Intellectual contribution to project =
- 2. Participation & attendance at lab meetings/other group meetings =
- 3. Effort and time spent on research project=
- 4. Meetings with supervisor  
(assessing self-directed learning, punctuality in meeting deadlines etc.) =
- 5. Lab citizenship / working with others =
- 6. Oral presentations  
(presentation to lab group/mentor or other scientific group meetings) =
- 7. Lab notebook/ electronic records of experiments =
- 8. Other Components:

**SUBTOTAL (Sum of items above) = 30%**

Written paper (final submitted, drafts of final paper or other group related reports) **as evaluated by the primary supervisor = 40%**

**TOTAL GRADE contributed by primary supervisor = 70%**

Second reader grade (paper only) = 30%

**TOTAL = 100%**

**General Information Sheet**  
**Directed Research in Biology [BIOD98 & BIOD99]**  
**Summer 2024**

BIOD98 and BIOD99 are Y courses worth 1 full credit. If you wish to become involved in our independent research courses in Biology, you must first have completed credits of which at least 4 must be Biology B or C level courses. You should then consult directly with the faculty member whose research seems relevant to your interests. Keep in mind that any given faculty member can usually only accommodate one or two research students. You should acquaint yourself with the general format and requirements of these courses. That is the purpose of this information sheet. Please read it carefully.

### **Requirements and Deadlines**

Students working in a lab or doing field research must complete WHMIS (online) & Lab Safety Training. Students working with animals must complete animal care training. Students working with biohazards must undergo biosafety training. Contact Human Resources for this training or your supervisors should be able to alert you about the dates that these training sessions will run and the registration process.

You will be required to submit a report at the end of the course.

### **The due date for your thesis is Monday, August 5th, 2024**

This is a fixed university deadline and is not subject to change by you or by your faculty supervisor. A penalty of 20% (of your final grade) per day will apply if your assignment is late. [Note: In an extraordinary case, an extension can only be approved by the Chair of the Biological Sciences Department, if the request is made to the course coordinator PRIOR to the due date.]

You must submit one electronic copy using the submission link under Assignments on your course Quercus page **by 4 PM on TMonday, August 5th, 2024** and a second electronic copy to your research supervisor. If you have a co-supervisor (see below) you must also submit a third copy to them.

### **Procedure**

You will begin the research at the start of the semester, meeting with your faculty supervisor to determine the project you will be working on. Once under way, you will work on carrying out the project, meeting periodically with your supervisor. You will also occasionally meet with the course TA/coordinator [Quercus announcements will be made regarding the scheduling of these meetings] Towards the last two to three weeks of the semester, you should be presenting drafts of your research paper to your faculty supervisor for feedback and revision, so that everything can be finalized by the deadline specified above. Your final paper should be in the form of a standard scientific paper. Please note that students may be asked to submit copies of their final paper via Ouriginal on Quercus.

### **Evaluation**

Evaluation will be based in part on the research paper and in part on the appraisal by your faculty supervisor of your general performance throughout the course. You and your supervisor should ascertain the breakdown of your evaluation and outline this grade breakdown on page 2 of this form.

**Note:** Whether the research works out as anticipated does not affect your grade, assuming that the work has been well done and the paper is a well-written description of the work. You will not be

penalized if your data and findings were not as expected. You and your supervisor may agree on an arrangement for the work to be undertaken and for scheduling along the way, but the rules you have just read above apply to all BIOD98/99 research students and cannot be contravened in individual cases.