Acceptance of a Medical Scholars fellowship entails a commitment on the part of both the student and advisor(s).  The primary advisor must be a member of the Stanford faculty and is defined as the person who will have major responsibility for the direct supervision and support of the student.

The responsibilities of the primary advisor are to:

1.   Make available the space, equipment and supplies necessary for completion of the project within the projected time. MedScholars only funds students time doing research. We do not fund project-related costs. NOTE: The student responsibility for a 25% MedScholars is equivalent to 4-5 units and a minimum of 10 hours per week, 50% MedScholars is equivalent to 9 units and a minimum of 20 hours per week, 75% MedScholars is equivalent to 13-14 units and a minimum of 30 hours per week, 100% MedScholars is equivalent to 18 units and a minimum of 40 hours per week.

2.   Ascertain that human subjects, animal care, biohazard, recombinant DNA, radioactive isotopes, and other needed assurances are applied for and received with the student’s name listed before the student undertakes the project.  We must receive compliances within two weeks (10 business days) of the start of the quarter in order to release funding.  If this is not done, the project is subject to suspension/cancellation.

3.  Supervise the student’s work, including: research progression, final written report submission, and attending the student’s poster presentation. In a case where the primary advisor is not able to supervise the written report, attend the presentation, or monitor research (e.g. Traveling Scholars), the co-advisor will assume this responsibility.

4. Advise the MedScholars Program Administrator promptly should significant problems be encountered or should the student need to change either the scope or direction of his/her proposal, or the lab.

5.  Provide timely progress reports and letter of summary if requested by the Medical Scholars Program.

6.   Record an “N” (continuing) grade for projects that span quarters.  The final grade will be recorded by the Registrar upon submission of the Medical Scholars Final Completion.

For your information, I have included the email that the student recently received regarding their responsibilities.   Please note that failure to complete any or all of these contractual items may result in your student’s project funding being withdrawn, project cancellation, funding repayment by the student, or a review of the student’s professional conduct by the CP3.

School of Medicine faculty mentors have TRS (Tuition Revenue Sharing) generated when students register for their MedScholars research under them. Students register for the correct MedScholars units corresponding to the percentage proposed, faculty mentor name, and department. The MedScholars Program works with students to ensure they enroll in the correct Medical Scholars Research units (370), with the correct mentor, so that TRSs are directed to their mentor’s Department.

The TRS units are distributed to the Department Chairs (based on a complex formula) once per year (for the year prior) and the chairs make the call on how the funds are disbursed.  Please work with your Department Chair to discuss TRS disbursement.

7. Write a short summary letter upon completion of the student's project, commenting on the student’s performance, and his/her outlook as a future physician.