



OTAGO MEDICAL SCHOOL
Te Kura Hauora o Ōtākou

BMedSc(Hons) Programme

Information, Guidelines & Regulations Handbook

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WELCOME

Welcome to the BMedSc (Hons) programme.

The Bachelor of Medical Science with Honours (BMedSc(Hons)) degree is available to students who have satisfactorily completed three or more years of study towards a Bachelor of Medicine and Bachelor of Surgery (MB ChB) degree. Most students enroll for the BMedSc(Hons) degree after their third year, but a few do so after their fifth year, prior to their trainee internship. The degree involves a full-time year of health-related research (culminating in a thesis for examination) and stands graduates in good stead for a future clinician-scientist career and leadership in academic medicine.

The degree is awarded upon submission of a satisfactory thesis describing the results of supervised research.

It is strongly encouraged and expected that students will publish their work (original research and review manuscripts) in a peer reviewed national or international journal.

I very much looking forward to meeting you during the research year and provide mentorship for your future clinician - scientist academic career and overall oversight for the BMedSc(Hons) program.

We hope that you enjoy your BMedSc(Hons) research year.

Kind Regards,

Professor Rathan M. Subramaniam,

MBBS, BMedSc, MClEd, PhD, MPH, MBA, FRANZCR, FACNM, FSNMI, FAUR

Dean, Otago Medical School

CONTACTS AND ASSISTANCE

For all queries related to the BMedSc(Hons) programme contact:

Jacqui Bradshaw	Jillian Touelle
Otago Medical School	Student Affairs
	Dunedin campus
Ph: (03) 470 9776	Ph: (03) 479 7700

TIMELINE

Year before enrolment	
March	Call for topics from Departments
May	Topic Booklet available for students
June	Seminar for students held
Late June	Applications for admission to the programme can be made via eVision
1 st Friday in August	Final date for applications for admission
Early September	Applications presented to Otago Medical School Academic Board
Early October	Students provisionally notified
Early October	Student/Supervisory Agreement with Department to be completed
1 st Friday in October	Scholarship applications close
Mid November	Students formally notified after release of Y3 & Y5 Examination results
Mid November	Enrol via eVision
Late November	Students notified of scholarship outcome
Late November	Y5 students to commence BMedSc(Hons)
Year of enrolment	
Beginning January	Y3 students expected to commence BMedSc(Hons)
Mid-February	First scholarship payment made
End February	Ethics application completed and approved
Mid-March	BMedSc(Hons) function for presentation of scholarship awards
End March	Literature review and 1 st progress report due (this may be earlier for Y5 students)
Beginning September	2 nd progress report due (this may be earlier for Y5 students)
Mid to late Nov	Y5 students expected to submit (before start of TI year)
End of December	Final submission date for all students

REGULATIONS FOR THE DEGREE

Bachelor of Medical Science with Honours (BMedSc(Hons))

1. Admission to the Programme
 - a. Admission to the programme shall be subject to the approval of the Pro-Vice-Chancellor (Health Sciences) on the advice of the Academic Board of the Otago Medical School, which must be satisfied that the applicant has the ability and experience to proceed to the programme.
 - b. Every applicant shall have satisfactorily completed three or more years of the programme for the degrees of Bachelor of Medicine and Bachelor of Surgery (MB ChB) or have alternative qualifications or experience acceptable to the Academic Board of the Otago Medical School.
2. Structure of the Programme
 - a. The degree will be awarded upon the submission of a satisfactory thesis embodying the results of a supervised investigation.
 - b. The course of study and the topic of the thesis shall be approved by the Academic Board of the Otago Medical School.
 - c. At least Two supervisors from members of the academic staff (one primary supervisor and one co-supervisor) of the University will be appointed by the Academic Board of the Otago Medical School on the recommendation of the Head of Department, where the research will be undertaken. The primary supervisor shall be an academic staff member (at the level of lecturer or research fellow or above) of the University of Otago. At least one supervisor shall normally be from within the Otago Medical School.
 - d. Candidates for the degree shall be full-time and may not hold any position of emolument or attend any other course without the approval of the Head of Department.
3. Duration of the Programme

The requirements for the degree shall be completed within one year of commencing the programme.
4. Examination
 - a. The thesis shall be assessed by at least two examiners, at least one of whom shall be external to the University.
 - b. The candidate's supervisor shall not be an examiner but may make a report on the work of the candidate to the Head of Department.
 - c. Each examiner shall supply a written report on the thesis and recommend a mark and grade on the basis of the thesis as submitted, and an overall result selected from the options as specified in clause (d) below.
 - d. The examiners may recommend that a thesis:
 - i. be accepted without amendments;
 - ii. be accepted subject to amendments being made at the discretion, and to the satisfaction, of the Head of Department;
 - iii. does not meet the criteria for the award of the degree, but may be revised and resubmitted for examination;
 - iv. does not meet the criteria for the award of the degree, and should be rejected without right of resubmission.
 - e. Amendments (regulation 4(d)(ii)) and revisions (regulation 4(d)(iii)) shall be completed by a specified date to be determined by the Head of Department and / or the Dean, Otago Medical School.
 - f. A candidate shall be permitted to revise and resubmit a thesis for examination once only.
 - g. If a revised and resubmitted thesis is finally accepted, the degree shall be awarded with Third Class Honours. If the revised and resubmitted thesis is not judged to be satisfactory the result shall be 'Fail' (i.e. ungraded).
 - h. Where examiners cannot agree on a result, the Head of Department concerned should so report to the Dean, Otago Medical School or Pro-Vice-Chancellor (Health Sciences) or nominee who shall arrive at a decision after consulting a referee who should normally be external to the University.
5. The degree may be awarded with First Class Honours, with Second Class Honours (Division 1), with second class honours (Division II), or with Third Class Honours.

INTERNATIONAL STUDENTS

International students can undertake a BMedSc programme.

However, sponsored International students are generally unable to undertake the BMedSc(Hons), although prior discussion with the sponsors may enable the degree to be taken in some circumstances. For more specific information, sponsored International students interested in undertaking a BMedSc(Hons) programme of study should contact the Dean's office, Otago Medical School.

BMedSc(HONS) Information Seminar

A seminar is held at the Otago Medical School (Dunedin Campus) in June prior to the year of enrolment to present available topics which are provided by the departments of the Otago Medical School campuses (Dunedin, Christchurch and Wellington) and School of Biomedical Science. Students will either select a project from the published list of topics, contact the department for further discussion, or contact a department or supervisor directly to discuss possible topics.

CONSIDERATION OF PROPOSALS FOR ADMISSION

Consideration of proposals for admission to the BMedSc(Hons) programme are made by BMedSc (Hons) degree committee and then the Otago Medical School Academic Board in September of the year preceding enrolment in the programme. Successful applicants will be notified of provisional admission following the meeting and are invited to apply for Scholarships. Confirmation of full admission will be sent after the November examination results.

WELCOME EVENT

The Otago Medical School will host an afternoon tea to welcome successful applicants to the Programme and to officially award Scholarships. This is normally held in Dunedin in mid-March. Students will be contacted with further details closer to the time.

SCHOLARSHIPS

Candidates who are successful in gaining admission to the BMedSc(Hons) programme are normally supported financially by scholarships from the Otago Medical School endowments and are invited to apply for various BMedSc(Hons) Scholarships available. Details of each BMedSc(Hons) Scholarship and the application form can be found on the Otago Medical School website. You may apply for any or all of the Scholarships and it is expected that, usually, all BMedSc(Hons) students will be awarded a Scholarship. Cost centers will receive EFTS income and the research group in which the student is undertaking his/her project will provide the resources to undertake the research project. The Deans of each campus and the Dean of the Otago Medical School will select the recipients for each Scholarship. Payments will be made by the Scholarships office.

Please note that 25% of the total scholarship is withheld until submission of the BMedSc thesis, and will be approved by the Dean, Otago Medical School for final distribution to the student.

TUITION FEES

The Otago Medical School will also, usually, provide a tuition fees grant for all BMedSc(Hons) students. This will cover the tuition fee only – students are responsible for payment of any and all sundry fees associated with enrolment.

Please note that failure to complete the BMedSc(Hons) programme may result in a request for reimbursement of scholarship and tuition fees grants paid to you.

CHANGES TO PROJECTS/UPGRADES TO MB ChB/PhD

Prior permission must be sought from the Otago Medical School Academic Board (with justification provided) if the project starts to undergo major changes. Applications for transfer to the integrated MB ChB/PhD programme must be made as stated in the MB ChB/PhD protocol document (see page 14).

WITHDRAWING FROM THE PROGRAMME

Students may withdraw from the programme as per the [University Guidelines](#).

It is expected that students discuss this with their supervisor, Student Affairs and the Otago Medical School office before withdrawing from the programme. Advice on the procedures for withdrawal can be obtained by Mrs Jillian Tourelle or Ms Jacqui Bradshaw (contact details on page 3).

THESIS INFORMATION

Please note that this advice is targeted towards Masters theses, but it does contain useful information on the accepted ways of presenting theses.

Thesis Writing: information is also available from staff in the Medical Library.

Working with Long Documents: ITS provides [student workshops](#).

“Size” of Thesis

There is no strict word limit for a BMedSc(Hons) thesis but the thesis would not normally exceed 30,000 words, excluding appendices, footnotes and bibliographies.

Write Up

Students are expected to present the layout of their thesis to their supervisors in advance of the writing process and discuss what they are intending to put in each chapter. Once in the writing process it is expected that the supervisor will receive drafts of each thesis chapter to read and give feedback on content, grammar, writing style and data presentation. The student can seek help from the supervisor with analysis of data (i.e. appropriate statistical analysis) and the supervisor should give guidance on the appropriate figures and tables to be used for data presentation. The supervisor should see a complete draft of the thesis but should not write any part of the thesis or edit final drafts. The student should see the writing of the thesis as an opportunity to receive training on scientific writing and presentation of research in a logical and cohesive manner.

SUBMISSION

Three soft bound copies of the thesis are required and should be submitted by the due date to the Head of Department (HOD). The regulations state that the requirements of the Degree shall be completed within one year of commencing the course.

Extensions to Submission due date

Extensions may be applied for on grounds of exceptional circumstances, that is circumstances beyond the control of the student/supervisor. A formal application by both the supervisor and student must be addressed to the Dean of the Otago Medical School **before** the due date for submission (last working day in December).

EXAMINATION PROCESS

Three soft bound copies of the thesis are required and should be submitted to the Head of Department (HOD).

1) The Head of Department (HOD) will send the submitted theses and a recommendation to appoint a Convener and two examiners to the Dean, Otago Medical School (OMS) – normally there is one external examiner to the University of Otago and one internal examiner to the Otago Medical School. (The HOD should contact the proposed examiners and ask if they would be prepared to undertake the duty and to advise the Dean, OMS accordingly). Potential examiners should be identified several months before the expected submission date so that there is no delay in the examination process. At no time should the candidate be aware of who the examiners are. This is in line with University policy and ensures anonymity for the examiners.

2) The OMS office will send letters of invitation to examiners and send copies to the Convener.

3) Following examination of the thesis the examiners' reports and the copies of the thesis will be returned to the OMS. Copies of the reports will be sent to the Convener who will take account of both reports. Where there is a divergence in marks of more than 10% and/or marks fall on opposite sides of the cutting line for the award of Distinction, Credit or Pass, the Convener will initiate a three-stage mediation process called the Divergence Process. The Divergence Process is also used to resolve disagreement in the recommendation to pass, revise and resubmit, or fail the thesis.

Stage 1: Exchange of Email

Examiners are provided (separately) with an anonymised pdf copy of both examiners' reports (with all references to names/places of work removed), and asked to reconsider their recommendation and mark in light of the other examiner's report. Examiners are assured there is no pressure to change their recommendation or mark; however, a justification for their reconsidered decision is requested (whether they retail the original mark or revise it). Most divergences are resolved at this stage.

Stage 2: Mediation Teleconference

Where Stage 1 email communications fail to resolve the divergence a teleconference meeting with the examiners is chaired by the Convener.

Stage 3: Appointment of Independent Referee

Where the Stage 2 teleconference fails to resolve the divergence, the Convener refers the matter to the Dean OMS who will appoint an independent referee to adjudicate the divergence. The referee will have significant examination experience, and in most cases, will be external to the University. The referee will be provided with anonymised copies of the examiners reports and all prior mediation communications and will be advised that their role is to resolve the divergence. The referee's decision is final. It is very rare that mediation reaches the third stage.

Amendments to the Thesis:

When minor corrections are requested by the examiners, the candidate will be given three months to complete the revisions. Corrections must be made to the satisfaction of the Convener.

The Convener will then recommend a final grade, agreed by the HOD, to the Dean, Otago Medical School.

- 4) The Dean, Otago Medical School will consider the Convener's recommendation and award the final grade.
- 5) The Otago Medical School office will return the soft bound copies of the thesis to the candidate along with copies of the examiners' reports (the examiners will NOT be identified).
- 6) Student Records will contact the student instructing them on the process for submitting hard bound copies and a digital copy. One copy of the thesis will reside in the Medical Library and the other in the supervising Department. In the case of the University of Otago Christchurch or University of Otago Wellington, the Library copy will be held by the respective Library. A digital copy will also be retained in the library repository.

AWARD OF MARK/GRADE

The mark/grade will not be released until all corrections have been attended to satisfactorily. BMedSc(Hons) mark/grades are:

<u>First Class Hons</u>	<u>Second Class Hons</u>	<u>Second Class Hons</u>	<u>Third Class Hons</u>	<u>Fail Grades</u>
A+ 90 – 100	(Division I)	(Division II)	C 55 – 59	Fail D 40 – 49
A 85 – 89	B+ 75 – 79	B- 65 – 69	C- 50 – 54	Fail E Below 40
A- 80 – 84	B 70 – 74	C+ 60 – 64		

GRADUATION

Candidates should be aware that the examination process will take some time - at least three months, often more, and therefore this must be borne in mind when selecting a graduation ceremony.

Candidates may apply to graduate as soon as they have submitted their thesis, however students are encouraged to graduate BMedSc(Hons)/MBChB at the same time. **You cannot graduate until you have**

submitted your hardbound copies and e-thesis. You are expected to submit your hard bound copies immediately following the release of your result regardless of when you intend to graduate.

It is critical that BMedSc(Hons) students commencing the programme after 5th Year, follow the timeline and submit before commencing the T1 year to ensure that the examination process is completed before graduation.

BMedSc(Hons) students commencing the programme after the 3rd Year and wishing to defer graduation must apply for a deferral at the Graduation office.

Conference Presentations and Publications

It is strongly encouraged and expected that students will present their work in national or international conferences and publish their work (original research and review manuscripts) in a peer reviewed national or international journal.

Acknowledgement for the Otago Medical School Endowments supporting the work will be provided in the conference abstract presentations and publications arising from the work, with the following statement.

'This research work was supported by the Otago Medical School Endowments, University of Otago, New Zealand'

GUIDELINES FOR SUPERVISORS

Supervisors are expected to read this handbook to ascertain the rules and supervisor's obligations of the BMedSc(Hons) programme.

Supervisor eligibility

The primary supervisor shall be an academic staff member at the level of lecturer or research fellow or above of the University of Otago. Staff of other institutions (District Health Boards) will be accepted as co-supervisors only where it is clear that the project represents a genuine collaboration between the primary and external supervisor/s. Supervisors are to be approved by the HOD and Dean of the campus of the Otago Medical School.

Guidelines for projects - submitting projects for students

The Student Affairs office will send an email to Departments in early March of the preceding year asking for projects.

Supervisors:

- May normally accept only one BMedSc(Hons) student per project and may supervise one BMedSc(Hons) student only as a primary supervisor
- May co-supervise no more than two further BMedSc(Hons) students
- The project should be technically sound and should give the student a broad experience of research, from design through to write-up
- Take care not to be overly ambitious when designing the project to ensure there is no late submission
- Where study subjects are to be recruited, the number of cases should be sufficient to form a conclusion
- If the project involves a survey or requests for lay or patients participants, any consent letters sent out by the student must include supervising academic, Department and campus details, confirmation of ethical approval etc.

Supervisor's contribution to the proposal application

The supervisor should not write the application but may advise on its contents.

Supervisor's responsibilities

- ***Student/Supervisor Agreement:*** Supervisors/Departments should provide the following:
 1. Availability - supervisors must be available to the student during the thesis year or provide suitable cover (i.e.: a co-supervisor) if absent for short durations
 2. Suitable facilities also ensuring that students have access to necessary buildings and laboratories, computer facilities and libraries and that they are provided with a security or ID cards if needed
 3. Project expenses
 4. Bench skills and equipment necessary to carry out the project
 5. Health and safety training for the particular techniques and materials that they will be using during their research
- ***Ethical approval:*** All work involving human subjects requires the approval of the Health and Disability Ethics Committee. All work involving animals requires approval from one of the University of Otago's Animal Ethics Committees (Dunedin, Christchurch, Wellington). It is the supervisor's responsibility to obtain all of the necessary approvals so that students can commence their research without delay. Please be aware that some projects have been delayed considerably by supervisors leaving the applications to the last minute or designing projects that are too ambitious.
- ***ERMA approval:*** Work involving genetically-modified organisms requires approval from ERMA or the University of Otago Institutional Biological Safety Committee (IBSC). Once again it is the supervisor's responsibility to ensure these approvals are in place.

- *Literature Review:* The objective of the literature review is to comprehensively review, interpret and present significant literature relevant to the research area in which the project is based. It should provide a critical appraisal of studies in the research area and highlight gaps in knowledge to provide justification for ongoing work. You can discuss studies to be included in the literature review with your student but should only give generic feedback on the writing of the literature review before submission. The literature review should be embarked upon as early as possible and is expected to be completed (and written) by end of first three months.
- *Progress reporting:* progress reporting should be undertaken twice in the BMedSc(Hons) year using the eVision process. Satisfactory progress reports should be signed by the student and supervisor and kept in the student's file within the Department. Unsatisfactory progress reports should escalate via the Postgraduate Coordinator to the Head of Department. Recommendations (with justifications) for either mediation or withdrawal/ termination from the programme should be made to the Dean, Otago Medical School by the supervisor and Head of Department.
- *Thesis Confidentiality and Embargoes:* From time to time supervisors will wish to place an embargo on the student's thesis – perhaps because the project is part of an on-going piece of research that will form part of a high-level publication, or because the work is subject to a patent application. Embargoes can be arranged by the Graduate Research School (GRS) and require the student/supervisor to write to the Dean GRS explaining why the embargo is required. The GRS then develops a form that students/supervisors/HODs/OMS/PVC need to sign. This form is then sent to the Library and to Student Administration. This process should not impact on the completion of the degree or on the ability of the student to apply for Scholarships.

If the supervisor wishes the examination of the thesis to remain confidential s/he may request that the examiner signs a Confidentiality Agreement. This is provided by the GRS. It is the supervisor's responsibility to arrange this Confidentiality Agreement at the time the examiners are appointed. (Do not leave it until the date the thesis is due to be submitted).

GUIDELINES FOR STUDENTS

Students are expected to read this handbook to ascertain the rules and student's obligations of the BMedSc(Hons) programme.

Student eligibility

Admission to the course for BMedSc(Hons) is not automatic and requires the approval of the Otago Medical School Academic Board, which must be satisfied that the student has the ability and experience to proceed to the degree.

Choosing an Advanced Learning in Medicine (ALM) School

Students will no longer be guaranteed their choice of an ALM campus upon completion of the BMedSc(Hons).

Making an application

Applications for admission to the BMedSc(Hons) programme are made via eVision. You may apply after the seminar – applications close by the first Friday in August in the preceding year of enrolment.

Please ensure all areas of the application are completed and appropriate documentation uploaded as follows:

- Cover letter addressed to the Otago Medical School Academic Board explaining why you want to enrol for BMedSc(Hons) (half a page).
- CV
- Topic area and title of project
- Supervisors/Department information
- Letters of support from supervisors and HODs
- Thesis Proposal - outlines of the proposed area of study and project approach are required (double-spaced typed A4 pages in Times or Times New Roman 12-point font should be used).

Background

This should provide a brief review of the appropriate literature and hypothesis/aims of the project (one page inclusive of references).

Proposed Methods

Brief description of the experimental design, audit, survey etc. i.e. what will be measured and how; inclusive of the intended number of patients, subjects, animals or tissue samples and assays, etc.; and how the data will be statistically analysed (one page).

Potential Outcomes of the Study

This section should provide a brief description of possible outcomes of the study, and the potential scientific and health implications for the future (half a page).

See page 12 for an application checklist.

Other study/employment

Candidates for the degree must be full-time and may not attend any other course without the approval of the Head of Department. The requirements for the degree must normally be completed within one year.

Fitness to Practice

Medical students enrolled in the BMedSc(Hons) programme are still bound by the "Code of Conduct for Medical Students" and any breaches that occur will be reported to and monitored by the Fitness to Practice Committee. Students are still expected to consult with Student Affairs should any issues arise.

Student's responsibilities

- *Student/Supervisor Agreement, Ethical and ERMA approvals:* See "Supervisor's responsibilities" on page 8).
- *Literature Review:* The objective of the literature review is to comprehensively review, interpret and present significant literature relevant to the research area in which your project is based. It should provide a critical appraisal of studies in the research area and highlight gaps in knowledge to provide justification for ongoing work. You can discuss studies to be included in the literature review with your supervisors but should only receive generic feedback on the writing of the literature review

before submission. The literature review should be embarked upon as early as possible and is expected to be completed (and written) within the first three months.

- [Student/Supervisor relationship](#): Although this is written for postgraduate students, it outlines the qualities of a good supervisor and research students. Please ensure you communicate regularly with your supervisor and attend all meetings fully prepared and promptly.
- *Plagiarism*: Students are advised to familiarize themselves with [University policy on plagiarism](#) and dishonest practice

Plagiarism is defined as:

- Copying or paraphrasing another person's work and presenting it as your own
- Being party to someone else's plagiarism by letting them copy your work or helping them to copy the work of someone else without acknowledgement
- Using your own work in another situation, such as for the assessment of a different paper or program, without indicating the source
- Plagiarism can be unintentional or intentional. Even if it is unintentional, it is still considered to be plagiarism

All students have a responsibility to be aware of acceptable academic practice in relation to the use of material prepared by others and are expected to take all steps reasonably necessary to ensure no breach of acceptable academic practice occurs. You should also be aware that plagiarism is easy to detect and the University has policies in place to deal with it.

- *Progress reporting*: progress reporting should be undertaken twice in the BMedSc(Hons) year using the eVision process. Satisfactory progress reports should be signed by the student and supervisor and kept in the student's file within the Department. Unsatisfactory progress reports should escalate to the Head of Department. Recommendations (with justifications) for either mediation or withdrawal/ termination from the programme should be made to the Dean of the Otago Medical School by the supervisor and Head of Department.

APPLICATION CHECKLIST FOR BMedSc(Hons) Programme

Full Name:

Student ID:

Current MB ChB Year:

Current Campus:

Campus for BMedSc(Hons):

Date:

COVER LETTER

CV

TITLE OF PROJECT

PROJECT OUTLINE

- Background
- Proposed Methods
- Analysis of Results
- Potential Outcomes of the Study and the potential scientific and health implications for the future

SUPERVISOR INFORMATION:

- Primary Supervisor
Department:
Email:
- Co-Supervisor/s
Department:
Email:
- Letter/s of support from supervisors

DEPARTMENT INFORMATION

- HOD letter of support

MB ChB/PhD Protocol

This protocol is for medical students who wish to take an approved course of study leading to the degrees of MB ChB and PhD

The purpose of combining the two degrees is to allow the most able of the medical undergraduates to undertake PhD training while still an undergraduate. One of the benefits would be that these students would then approach clinical training having had significant research training and experience. There is an acknowledged need for well-trained physician/scientists worldwide. Requirements of postgraduate training of both house surgeon and registrar level mean that few medical graduates in New Zealand can contemplate taking time after graduation from MB ChB to devote to full time research necessary for a PhD. The period after MB ChB graduation is normally occupied in obtaining postgraduate clinical qualifications.

It is important to emphasise that the Otago Medical School would not wish to see any compromise in the standard required for either qualification. The academic criteria for the course outlined below would ensure there is no compromise. The MB ChB remains a six-year course of undergraduate study while the PhD requires the usual minimum period of study.

The award of the PhD would be conditional upon the award of the MB ChB unless the student has a prior University qualification.

The same processes of selection and supervision will apply to both graduate and undergraduate entrants to second year medicine who wish to undertake the course.

A. Selection of Candidates

- i) Only students with exceptional academic ability as demonstrated by their academic record or research experience will be selected for this course of study.
- ii) Students entering the course will be required to have had research experience, for example, a structured summer programme for which the student will enrol. This programme would involve training in research methods and provide research experience.
- iii) Students entering the MB ChB/PhD course of study will require the prior approval of the Academic Board of the Otago Medical School and the Graduate Research Committee.
- iv) A student may exit the programme through choice or because of unsatisfactory progress. The student may enrol for a BMedSc(Hons) and use completed research work towards that degree.

B. Duration of the Course

- i) Students will complete the prescribed medical course.
- ii) Between third year and entry to sixth year, usually as a two-year period at the end of third year, candidates will complete two years of full time supervised research.
- iii) Candidates will complete additional research work during 4th, 5th and if needed 6th Year MBChB on a part-time basis (and may use the three-month elective period on a full-time basis in the trainee intern year if needed). This elective period may be used for PhD approved research in an overseas laboratory.
- iv) Candidates who have not met the duration of the PhD course requirements during this period will complete PhD research after MB ChB graduation.

C. Supervision

- i) From the time of acceptance into the MB ChB/PhD course of study the supervision of all research work will be as for a PhD. There will be a principal supervisor and at least one co-supervisor or a Departmental Advisory Committee. Supervision of those candidates who have enrolled for a BMedSc(Hons) with a view to applying towards the end of that year for entry to the MB ChB/PhD course of study will be as for a PhD.
- ii) Six monthly annual progress reports will be required from the candidates as for a PhD student. These will be reviewed by the Graduate Research Committee. At the end of the first year of research, approval from both the Academic Board of the Otago Medical School and the Graduate Research Committee would be required for the candidate to enrol for a second year. At the end of the second year of full time research progress would again be reviewed by both the Academic Board of the Otago Medical School and the Graduate Research Committee.

D. Enrolment

For undergraduate candidates enrolling in the course at the end of third year the enrolment procedures would be as follows:

Progress	Course	PhD enrolment	PhD Months	PhD EFTs
Year 1	Enrolled Health Sciences First Year			
Years 2 – 3	Enrolled MB ChB Years 2 & 3			
Summer	Enrolled in structured programmes in research methodology & practice			
Year 4	Enrolled BMedSc(Hons) <ul style="list-style-type: none"> Apply to upgrade to PhD (does not submit BMedSc(Hons) thesis) Approval for admission to Integrated MB ChB/PhD programme 	Jan – Dec	12 FT	1
Year 5	PhD Year 2	Jan – Dec	12 FT	1
Year 6	Enrolled MB ChB Year 4 concurrently with PhD	Jan – Dec	12 HT	.5
Year 7	Enrolled MB ChB Year 5 concurrently with PhD	Jan – Dec	12 HT	.5
Year 8 (optional)	Enrolled PhD	Jan – Dec	12 FT	(1)
Year 8 (or 9)	Enrolled MB ChB Year 6 concurrently with PhD (including Elective quarter)	Jan – Dec	12 HT	.5

Enrolment of graduate entrants with research experience:

Progress	Course	PhD enrolment	Months	PhD EFTs
Years 1 – 4	Enrolled Honours Degree			
Year 5	Enrolled MB ChB Year 2			
Year 6	Enrolled MB ChB Year 3 <ul style="list-style-type: none"> Approval for admission to Integrated MB ChB/PhD programme 			
Year 7	Enrolled PhD Year 1	Jan – Dec	12 FT	1
Year 8	Enrolled PhD Year 2	Jan – Dec	12 FT	1
Year 9	Enrolled MB ChB Year 4 concurrently with PhD	Jan – Dec	12 HT	.5
Year 10	Enrolled MB ChB Year 5 concurrently with PhD	Jan – Dec	12 HT	.5
Year 11 (optional)	Enrolled PhD	Jan – Dec	12 FT	(1)
Year 11 (or 12)	Enrolled MB ChB Year 6 concurrently with PhD (including Elective quarter)	Jan – Dec	12 HT	.5

This programme ensures the integrity of both degrees and that the students receive appropriate training in both medicine and research.

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