



MSc Program in Biology, Specialization in Virology

Learning Agreement - Instructions to Students

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The *Learning Agreement* has to be drafted and signed at the start of the Master study.

Step 1:

Before the start of the Master thesis project, the student identifies a research group where he/she can do the Master thesis research project. He/she identifies a supervisor who guides the project towards the completion of the Master thesis. The supervisor is an MNF Professor or Privatdozent (or in exceptional cases an established MNF research group leader) with significant research and teaching experience in Virology or Molecular Life Sciences. The supervisor has to be approved by the MSc coordinator (see Appendix below for additional information on who can be a supervisor).

Step 2:

The student develops a study program and generates a draft of the *Learning Agreement*. A template is available at

<http://www.biologie.uzh.ch/Studium/Masterstudium/MasterStudies/Virology.html>

Details concerning the MSc Biology, Specialization Virology have to be considered, and are listed in the Wegleitung.

The student discusses the draft of the *Learning Agreement* with the Master thesis supervisor and reaches a consent.



Step 3:

The student sends the filled out *Learning Agreement* to the MSc coordinator (email attachment to urs.greber@imls.uzh.ch). The coordinator invites the student to a meeting. For this meeting, the student brings the BSc certificate/academic record (or a copy thereof). The coordinator either accepts the proposal, including the Master thesis supervisor, or suggests alterations. An agreement between student, Master thesis supervisor and coordinator is reached, and the student submits the final *Learning Agreement* thorough the web site:

http://www.visualedu.ch/index.php?id=learning_agreement

Step 4:

The *Learning Agreement* is printed out, and signed by the student, advisor, and finally MSc coordinator, and is then submitted to the office of Studienkoordination. A copy of the *Learning Agreement* signed by all parties is delivered to the MSc coordinator. In case of questions, contact the coordinator (urs.greber@imls.uzh.ch).

Timing of the exam in Bio 520

After completion of the Master thesis the exam for BIO 520 'Integrated Knowledge in Biology / Themenübergreifende Fachkompetenz' will be scheduled to take place within typically about 8 weeks. Exceptions are allowed only in well justified cases.



Appendix: Who can be a supervisor of a Master thesis in the program MSc Biology, specialization Virology?

The legally binding MNF Rahmenordnung for Studies requests in § 45 (Durchführung und Benotung): Eine Person aus dem Kreis der ordentlichen und ausserordentlichen Professorinnen und Professoren, der Assistenzprofessorinnen und -professoren, der Titularprofessorinnen und -professoren und der Privatdozentinnen und Privatdozenten überwacht die Durchführung der Bachelorarbeit bzw. der Masterarbeit und ist zuständig für die Erteilung der Note. This means that only Professors and Privatdozenten/innen in the Division of Biology of the MNF (Mathematisch-naturwissenschaftliche Fakultät) of the University of Zurich are entitled to act as Supervisors.

§ 45 further assures that supervisors are not only experienced researchers but also experienced academic teachers. This reflects the notion that the Master thesis is the dominating part of the MSc program with typically 60 out of the 90 total credit points.

Exceptions from § 45 are granted, if external supervisors have proven experience in research and academic teaching in Virology, comparable to a Professor or Privatdozent. External supervisors must have a clearly proven interest in teaching. In general, the MSc coordinator grants exceptions from § 45 when an external supervisor is known to contribute substantially and successfully to teaching in the MSc Biology programs (usually in block courses).

The following section assists in identifying a Master thesis supervisor for the program MSc Biology, specialization in Virology:

- Consultation of the list of research groups associated with Msc Virology
- <http://www.biologie.uzh.ch/Studium/Masterstudium/MasterStudies/Virology.html>



- MNF scientists outside the MSc Virology program must be approved as Master supervisors by the MSc coordinator.
- Supervisors from the Medical faculty or University Hospital can be considered, if they substantially contribute to teaching in the BSc/MSc programs of Biology at the MNF. Note that Promotionsrecht at the MNF is not sufficient to qualify as a supervisor of a Master thesis.
- Master thesis supervisors from other Universities (including ETHZ) without appointments at MNF are in general not accepted, since the MNF Rahmenordnung states that at least 50% of the credits must be obtained from activities at UZH. Well justified exceptions can be granted by the MSc coordinator, however.