Department of Medical Genetics | Graduate Program Welcome Letter

WELCOME TO THE MEDICAL GENETICS GRADUATE PROGRAM!

Dear Graduate Student,

Congratulations and welcome to the Department of Medical Genetics at the University of Alberta! We are delighted to have you join our graduate community and look forward to supporting you as you begin this exciting journey of research, learning, and professional development. Your success in this program will depend on your commitment, initiative, active participation, and collaboration with your supervisor, supervisory committee, and colleagues.

Getting Started

As you begin your program, we encourage you to:

- **Meet with your supervisor**: Discuss research goals, academic expectations, communication, and responsibilities.
- **Plan your academic program**: Review your course requirements and registration responsibilities to ensure you maintain the required full-time status.
- **Establish your supervisory committee**: Your committee should be established within your first three months and must meet at least once annually to review your progress.
- **Complete required training**: Complete INT D 710 and INT D 720 ethics training within your first year, and submit proof of completion. Complete your 8 hours of Professional Development (PD) activities. Finally, prepare your Individual Development Plan (IDP) within 12 months for MSc students and 18 months for PhD students. For more information, visit UAlberta Professional Development (https://www.ualberta.ca/en/graduate-studies/training-events/ethics-and-pd-requirements/required-professional-development/index.html).
- **Present student seminars**: All students are required to present a Junior Seminar (20–25 mins) in their second year. PhD students are also required to complete a Senior Seminar (40–45 mins) in their fourth year.
- **Participate in departmental activities**: Attend Medical Genetics seminars, graduate activities, research presentations, and other academic events as part of your professional development.

Expectations for Graduate Students

We encourage all students to demonstrate professionalism, integrity, accountability, and initiative throughout their studies. You are expected to maintain a minimum cumulative

GPA of 3.2, keep accurate research records, communicate regularly with your supervisor, and submit progress reports when required.

Your supervisory committee will provide guidance and assess your academic and research progress. Students are also expected to uphold institutional standards of academic integrity and adhere to all university safety and ethical protocols.

The Medical Genetics Graduate Student Manual is your primary departmental reference. It outlines program requirements, registration procedures, supervisory responsibilities, milestones, and other important policies.

We are excited to welcome you to our department and encourage you to make the most of the opportunities, relationships, and research experiences ahead. We wish you a rewarding and successful graduate journey!

Warm regards,

The Graduate Committee
Department of Medical Genetics
University of Alberta