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# Faculty of Land and Food Systems

Grounded in Science | Global in Scope

## Graduate Programs

The Faculty of Land and Food Systems

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## Contacts

Graduate Programs

Tel: +1.604.822.4593  
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gradapp@interchange.ubc.ca

Dear \_\_\_\_\_,

Welcome to the \_\_\_\_\_ Program in \_\_\_\_\_

According to UBC Policy 85, [www.policy.ubc.ca](http://www.policy.ubc.ca) (noted below), graduate student supervisors are to outline issues such as stipends, supervision, research data & publications to new members of their research team. Please read the following carefully, then sign one of the copies and return to me.

**Student Stipend:** If you do not hold a major scholarship, I will be providing you with a Graduate Research Assistantship (student stipend) of \$ \_\_\_\_\_ per year for \_\_\_\_\_ year(s) starting \_\_\_\_\_ subject to satisfactory progress. You are expected to apply for major scholarships for which you are eligible.

**Area of Research:** Your area of research **will be** \_\_\_\_\_

**Supervision:** You are expected to conduct research under the general guidance of your supervisory committee. We will meet regularly and provide a formal report of two meetings per year to the Land and Food Systems Graduate Programs Office.

### Research data (Policy 87):

<http://universitycounsel.ubc.ca/files/2010/08/policy87.pdf>): Original records must remain with the lab. You may take copies with you when you have completed your program to assist in writing papers.

### Patents (Policy 88):

<http://www.universitycounsel.ubc.ca/files/2015/03/policy88.pdf>):

If a patent or commercial development arises from your work, the intellectual property right will belong to the University (UBC Policy 88) [www.policy.ubc.ca](http://www.policy.ubc.ca); however, income generated from the patent or commercialization will be shared equally between the University and all the inventors.

**Publication:** If there are outstanding manuscripts arising from your thesis research at the time you defend your thesis you will have one year to prepare these manuscripts in a format ready for submission to a mutually agreed upon refereed journal (s). If, at the end of this time, you have not produced these manuscripts, I will produce them but likely as the senior author.

Yours truly,

\_\_\_\_\_  
Supervisor's Name

\_\_\_\_\_  
Date

## On the Web

Students can find this and additional information about our programs on our Web site at: <http://www.landfood.ubc.ca/>

I have read the contents of this letter and understand them.

\_\_\_\_\_  
Student's Name



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The University of British Columbia (UBC) is responsible for developing awareness among all students and members of faculty and staff involved in teaching and scholarly activities of the need for the highest standards of integrity, accountability and responsibility. UBC holds scholars responsible for scholarly and scientific rigor and integrity in teaching and research, in obtaining, recording and analyzing data and in presenting, reporting and publishing results. Research conditions for all involved in a research team should be outlined in a letter from the principal investigator before team members become engaged. Letters are to include issues as compensation, supervision, authorship, records of data, ownership and/or use of data, publication rights, and commercialization.