



Institute of Biomaterials
& Biomedical Engineering
UNIVERSITY OF TORONTO

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2019-20 Supervisor / Student Agreement (PLEASE PRINT LEGIBLY)

To be completed by the primary Institute supervisor and signed by the supervisor and student. If a similar document has already been completed and signed by the supervisor and a collaborative student within the student's home department, please **DO NOT complete this agreement. Instead, provide a COPY of the home department's agreement** as it is required for the file at the Institute.

STUDENT INFORMATION:

Name: _____ Student Number: _____

Program Start Date: _____ Location of Research: _____

RESEARCH SUPERVISION:

I, _____ and _____, agree to supervise _____
(Supervisor's Name) (Co-Supervisor's Name) (Student's Name)

who has been accepted at the Institute of Biomaterials & Biomedical Engineering for:

- MSc in Biomedical Engineering
- MHS in Biomedical Engineering
- PhD in Biomedical Engineering
- Collaborative Program in Biomedical Engineering through the Department of _____.

STIPEND*

I also acknowledge that this student will receive a stipend from the following sources:

Assistantship	Award / Fund Name	Fund Number	Amount
External Student Award:	_____	N/A	\$ _____
Supervisor's Research Grant:	_____	_____	\$ _____
IBBME Fellowship:	_____	_____	\$ _____
IBBME Top-up ¹	_____	_____	\$ _____
Hospital Awards:	_____	N/A	\$ _____
Other Awards:	_____	N/A	\$ _____
Total Stipend:	_____	_____	\$ _____

¹ See *Basic Minimum Funding* table for a list of awards

Supervisor Research Grant held, and stipend payments processed by:

- IBBME
- Other: _____

**The stipend will be renewed subject to the student's satisfactory progress in the graduate program and availability of funding. In accepting a student, a supervisor commits to ensuring to the best of her/his ability that funds are/will be available to support the student for the duration of their program up to two years for a MASc or MHSc student and four years for a PhD student. See Appendix B*

SIGNATURES

I have read the Statement of Agreement, and I agree to abide by its terms and provisions.

Signature of Student

Signature of Supervisor

Signature of Co-Supervisor

Notes:

APPENDIX

A. GENERAL CONDITIONS OF SUPERVISION

Both supervisor and student have read the IBBME policies pertaining to graduate degree programs, supervision and student funding. The following conditions have been read and agreed upon:

1. The supervisor will direct the graduate program of the student facilitating timely completion of research, thesis writing and defense, in accordance with IBBME guidelines.
2. The supervisor will provide mentorship and serve as an academic role model.
3. The supervisor will choose appropriate members for the graduate program advisory committee and ensure, jointly with the student, that the ongoing supervision is appropriate and timely. Formal meetings should be scheduled at least every 12 months.
4. The supervisor will ensure appropriate continuing supervision of the student during any leave of absence from the University (e.g., sabbatical).
5. If the supervisor is not on site at the UofT and affiliated teaching hospitals s/he should not be allowed to supervise IBBME students.
6. Both student and supervisor will make every reasonable effort to obtain funding for the student equivalent to the IBBME guarantee minimum stipend.

B. FUNDING

The supervisor and student have agreed upon a funding strategy for the duration of the graduate program. This stipend will be renewed subject to the student's good academic standing and satisfactory progress in the graduate program and availability of funding. In accepting a student, a supervisor commits to ensuring to the best of her/his ability that funds are available to support the student for the duration of their program.

According to the guidelines of the Institute of Biomaterials and Biomedical Engineering, all graduate students receive the Institute's suggested minimum annual stipend. Students are responsible for paying all tuition and fees to the School of Graduate Studies from this support and are subject to penalties due to late or overdue fees. Students who hold an NSERC studentship, an Ontario Government Scholarship, or a QEII-GGSST scholarship will receive a top-up in recognition of the meritorious nature of these awards. Students who do not have multi-year awards are expected to apply each year for all scholarships for which they are eligible. Students in the Collaborative Program in Biomedical Engineering will follow the guidelines of their Home Department.

C. INTELLECTUAL PROPERTY and CONFIDENTIALITY

Industrial support of research has risen dramatically. There is a great diversity among industrial contracts and the potential for conflicts to arise. We strongly recommend the full and open disclosure of all pertinent issues to all parties involved, as outlined in the Faculty of Medicine Guidelines for Graduate Students Working in an Industrially Supported Environment You can check out the full guidelines at the Faculty of Medicine website: http://www.library.utoronto.ca/medicine/student_info/graduateInfo.html and in the School of Graduate Studies Intellectual Property Guidelines Students and Supervisors at the university of Toronto at: <http://www.sgs.utoronto.ca/currentstudents/Pages/Intellectual-Property-Guidelines-.aspx>