

School of Medicine Research Education Office

CCTS New Scholar Agreement - Spring

Applications are due May 15

The Certificate in Clinical and Translational Science (CCTS) Program is designed to enhance academic success, persistence, retention, scholar satisfaction, and graduation from UNM. This program has high expectations of its scholars; to ensure success you must work cooperatively with faculty and staff to develop a personalized education plan. As a CCTS scholar you must make a commitment to the responsibilities and policies as outlined below:

1. Be responsible for understanding and abiding by all academic policies, graduation requirements, class and seminar schedules, and program related procedures outlined in the UNM Catalog, HSC Code of Conduct, contents of the CCTS Orientation binder/handbook, course syllabi, etc.
2. Perform at a high standard of excellence and integrity in all of your work. Complete original work for all assignments and earn a B or better in all coursework.
3. Be respectful of the time and efforts of all members of the interdisciplinary team (professors, thesis advisors/mentors, administrators) and communicate any needs, challenges, and/or concerns as or before they arise.
4. Attend and actively participate in all courses and class meetings as scheduled, including timely arrival and departure and minimal external distractions (pages, phone calls, texts, emails, etc). Excused absences must be approved in advance by the instructor and unexcused absences are not allowed. The program schedule is predetermined and intensive, so regular attendance in each course is required. Scholars are expected to arrange their personal vacations and professional obligations to avoid routine interruption of in-class participation. Instructors may require scholars to use distance learning technology (such as Skype) to participate in the class if they must travel away from Albuquerque during the course period.
5. Personal time away from the program should be planned during the breaks listed on the annual schedule.

Failure to comply with these conditions at any time may result in termination from the CCTS Program. I have read and understand this New Scholar Agreement and my signature indicates agreement and compliance with these conditions, assuming I am accepted into the CCTS program.

Scholar Name: _____

Scholar Signature: _____

Email: _____

Phone: _____

UNM ID: _____ **Date:** _____