



UCL

MBPhD Programme

**Handbook
2018/19**

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The handbook has been designed to help you by providing you with all the relevant information regarding the MBPhD programme. If there is anything you feel isn't covered by the handbook, please contact the Programme Administrator - Ms Susan Beesley. Please note that any rules and regulations outlined here exist in addition to UCL regulations - No information over-rides any regulation set by UCL.

KEY CONTACTS

Programme Director

Prof Robert Kleta, Professor

Division of Medicine, Rayne Building, 5 University Street, WC1E 6JJ

Academic Lead

Prof Robert Unwin, Consultant Nephrologist

UCL Centre for Nephrology, Royal Free Hospital, Rowland Hill Street,

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Clinical Lead

Dr Ricardo Jose, Clinical lecturer and Honorary Consultant in Respiratory Medicine,
UCL Respiratory, Rayne Building, 5 University Street

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Clinical Tutors

Dr Christian Hasford, Consultant Respiratory/Acute Physician

Mr Deepak Chandrasekharan, ENT SpR

Dr Adam Pennycuik, Respiratory SpR

Dr Jocelin Hall, Respiratory SpR

Dr Helen Hall, Respiratory SpR

Dr Sarah Clarke, Respiratory SpR

Administration

Ms Susan Beesley

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Student Representative

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Medical School Divisional Tutor

Dr William Coppola

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PROGRAMME DESIGN

Year	Stage	
1	MBBS Year 1: Fundamentals of Clinical Sciences	
2	MBBS Year 2: Fundamentals of Clinical Sciences	
3	MBBS Year 3: Scientific Method in Depth - iBSc	
4	UCL MBBS Year 4: Integrated Clinical Care	
5	PhD Year 1	PhD Completion = 3yrs
6	PhD Year 2	
7	PhD Year 3	
Option of submitting at this point and returning to MBBS Year 5		
8	Continuing Research Student status (CRS)	PhD Completion = 4 yrs
8*/9	UCL MBBS Year 5: Life Cycle	
9*/10	UCL MBBS Year 6: Preparation for Practice	

CLINICAL TEACHING PROGRAMME

Clinical teaching during the PhD takes place throughout the week, including early morning and evening sessions. Tutorials include bedside teaching, seminars and small group supervisions, and cover medical and surgical specialities. Students are informed of topics and venues by email. During the research phase, students are expected to attend an average 3 bedside teaching sessions per month over a 4 month period, and the Clinical Lead will discuss and agree with you which sessions you will regularly attend. Every student is also expected to attend the monthly "All Hands" meeting.

All MB PhD students are welcome to attend the Clinical Teaching Programme, regardless of their phase of training and those outside of the research years should inform the clinical lead if they wish to attend bedside teaching. In those about to undertake medical school examinations, teaching is often targeted to facilitate revision, and additional support to MB PhDs can be arranged to ensure clinical skills are up to scratch by the time of qualification.

CLINICAL TEACHING PROGRAMME TIMETABLE

The following clinical activities are available to MB PhD students.

Day	Time	Event & Venue
Monday	0800	MB PhD journal club (alternate weeks) <i>Rayne 2nd floor seminar room or 1st Floor meeting room (please see emails)</i>
		Bedside teaching - Dr Hasford (alternate weeks) <i>Meet outside the UCLH AMU seminar room</i>
Tuesday	1230	UCLH morning report <i>P2 seminar room</i>
Wednesday	1245	Grand round <i>Rayne 2nd floor seminar room</i>
	1730	Speciality Seminar – Guest teacher (1 st Wednesday of the month)
Thursday	1830	Bedside teaching (Tutors rotate) <ul style="list-style-type: none"> • Dr Jocelin Hall, Dr Helen Hall <i>Meet outside the UCLH AMU seminar room</i> • Mr Deepak Chandrasekharan <i>Meet outside the UCLH SAU</i>
Friday	0800	Bedside teaching (Tutors rotate) <ul style="list-style-type: none"> • Dr Adam Pennycuik • Dr Ricardo Jose
	1630	MB PhD “all hands” meeting* <i>UCL Rayne, Rockefeller or Cruciform buildings</i>
Saturday	1000-2000	Attachment to ED Med SpR** <i>Meet in UCLH A&E Majors</i>
Sunday	1000-2000	Attachment to ED Med SpR** <i>Meet in UCLH A&E Majors</i>

* All students expected to attend.

** One student per day. Rota will be made available

EXPECTATIONS AND AIMS

We will expect you to:

- a) Attend an average of 3 bedside teaching sessions over a 4-month block (exceptions will be granted for leave, conferences, and other individual circumstances if agreed with the Clinical Lead in advance).
- b) Attend the MB PhD “all hands” and specialty seminar sessions each month.
- c) Complete on average, a minimum of 4 Supervised Learning Events (SLEs) a month during a 4-month block, at least 3 of which must be “patient facing”.
- d) Participate fully in the clinical activities.
- e) Be punctual and demonstrate appropriate standards of dress and appearance (see Year 4 student guide).
- f) Be courteous and respectful towards patients and staff.

Please be aware that failure to engage in clinical teaching will be logged in your ePortfolio, and may affect your progression at later stages of the programme or your clinical training. Your ePortfolio record will be reviewed every 4 months, and may constitute a component of your personal supervisor or programme upgrade review. We will do our best to accommodate individual circumstances. However, the ethos of the MB PhD programme is that you develop as both a clinician and a scientist, and an hour or so a week is not that much to ask of you.

You can expect that we will:

- a) Demonstrate a good understanding of the individual and collective educational needs of students.
- b) Provide an appropriate educational programme, including clinical teaching, within the availability of tutors.
- c) Take our teaching commitments seriously and allocate them a high priority.
- d) Be punctual and courteous to students.
- e) Take account of your feedback in relation to all aspects of the teaching programme.

Through this programme, we aim to help you:

- a) Develop communication and clinical skills.
- b) Diagnose and manage common clinical problems.
- c) Integrate knowledge of the basic sciences into clinical practice.
- d) Develop critical appraisal skills applied to the scientific and clinical literature.
- e) Develop the attitudes appropriate to being a good doctor.
- f) Develop an understanding of the ethical and legal issues involved, and a framework for handling these dilemmas when they arise.
- g) Develop an understanding of relevant epidemiology and health promotion.
- h) Develop reflective skills essential to lifelong practice.

ORGANISATION OF CLINICAL TEACHING

The expectation during your research years of the MB PhD is that you attend an average of 3 bedside teaching sessions per month, calculated over a 4 month block; the “all hands” session per month and the monthly specialty lecture. On top of this, there are other activities open to you as MB PhD students that provide an extended spectrum of clinical experience, and can help you maintain an adequate portfolio record should you have to miss any of the bedside teaching sessions. The default mode of communication with you is through your UCL e-mail. Please do not setup other methods of communication without liaising first with the clinical lead.

An average of three sessions are available for **bedside teaching** each week and you are expected to attend one of these on a recurring basis. Dr Jose will meet with you at the start of the programme, and agree with you which session you will attend (based the student numbers in each group). In addition, there will be regular teaching available on surgical topics and professional development skills (such as communication skills, ethics and law).

The **all hands** sessions will generally take place on the last Friday of each month (with exceptions, such as for university holidays, when they will be moved earlier). Occasionally these will be moved to different dates and you will be informed in advance. The whole student cohort is expected to attend. These meetings will be used partly for teaching. They will also be used to update you on governance or procedural aspects of the programme, provide a forum for group discussion, and may be used to highlight opportunities open to MB PhD students. They will be really important to cement group cohesiveness, and will be a focal point of the teaching programme.

The fortnightly **journal club** meets on alternate Mondays, and is designed to help you develop your critical thinking and finesse your presentation skills. One of the current MB PhD students presents a clinical research paper, ideally published in the preceding 2-4 weeks, from a leading journal (such as the New England Journal of Medicine, Lancet or JAMA). The journal club is supervised by Dr Hasford and Dr Noursadeghi. The rota, links to articles, and discussion summaries are kept at

The UCLH **morning report** and **journal club** are sessions run for clinicians, but which MB PhD students are welcome to attend, and have high learning value. In morning report, junior doctors will present a recent case, and talk through the diagnostic and treatment strategies, with a focus on clinical reasoning; it is also an excellent opportunity to learn about interpretation of blood tests, ECGs and x-rays. Cases in grand round tend to be more specialised, and you will learn more about the clinical rarities and cutting edge medicine here.

The **ED Med SpR** attachment is a unique opportunity to join a senior medical registrar for their shift based in the A&E department at UCLH, where you will receive 1:1 supervision and tuition. It is an unparalleled experience clerking patients as they arrive in hospital (when clinical signs are usually most pronounced, and unmodified by treatment), witnessing clinical decision making in real time, and performing practical procedures (as your competence grows). Due to the nature of the shift, only one student can attend each day, and Dr Marks will email when the rota is being constructed (usually every 2 months) and invite you to request available dates.

ePORTFOLIO

The ePortfolio is a collection of documents providing evidence of learning, achievements, and personal and professional development. It is a place for you to reflect on and describe your learning and to collect, in a structured way, evidence that will assist you in providing evidence of achievements and competencies and your ability to reflect on practice.

MB PhD students are expected to complete on average, 4 SLEs a month, calculated over a 4 month period, and should continue throughout their PhD registration. The relevant tutor will sign-off “tickets” and the MB PhD administration will monitor recording of activity. Dr Jose can sign off tickets for attendance at Morning Report or Grand Round provided that evidence of attendance is provided. Further information on the MBBS Portfolio can be found here: <http://www.ucl.ac.uk/medicalschoo/staffstudents/course-information/portfolio>.

In terms of which type of ePortfolio assessment to select:

- a) A Clinical Evaluation Exercise (**CEX**) evaluates a clinical encounter with a patient to provide feedback on skills such as history taking, examination and clinical reasoning. This is the assessment to select if a tutor at bedside teaching, A&E or a clinic has watched you take a patient history or examine a system.
- b) A Case-Based Discussion (**CBD**) should be used to record a focused discussion a student has had around a patient they have seen with a doctor, who then assesses them on the basis of that discussion. The patient is not normally present. The discussion typically focuses on clinical decision-making and the application of medical knowledge to the care of the patient. It can be used to develop understanding of investigations, treatment plans, and ethical and legal frameworks for practice.
- c) If you want to register attendance at bedside teaching but have not taken a history or performed a substantive examination, please select “**Other achievement**”. This allows the relevant tutor to formally record your attendance and provide some detail on the content of the teaching session. If you already have a CEX or CBD for that session, that is sufficient evidence of attendance (and tickets will not be double counted).

While voluntary, ED Med SpR shifts are particularly high return for ePortfolio assessments, as each case you are involved in can be used for a separate CEX or CBD. However, please note that multiple CEX or CBD from a single attendance do not count as multiple SLE when calculating your average SLE over the 4 month period.

In most cases, sign off will go to the lead clinical tutor for that session, as this is the person who can provide detailed feedback. This includes journal club, where sign off is the responsibility of the supervising consultant. The exceptions are morning report and grand round, which can be signed off by Dr Jose.

Please note that the MB PhD programme regularly audits ePortfolios, and will meet with students who are falling behind their requirements. This review will be feeding into personal tutor and programme review meetings. If you fail to provide satisfactory evidence of engagement on an ongoing basis, this has the potential to lead to sanctions (such as restriction of access to programme bursaries), impact on your clinical progression, or (if extreme and persistent) may be regarded as a fitness to practice issue. If you are going to have a period of absence from clinical teaching, or any other issue arises, please discuss this with Dr Jose in advance so that this can be recorded prospectively and alternative arrangements made (where appropriate).

ATTITUDES, DRESS AND BEHAVIOUR

Students should:

- a) Gain an understanding of the impact of illness on peoples' lives.
- b) Show courtesy and thoughtfulness toward patients and colleagues alike. This includes being punctual and sending apologies if you are unable to attend a session.
- c) Develop self-directed lifelong learning.
- d) Demonstrate a common sense attitude with patients and colleagues.

In order to gain and maintain the trust and confidence of patients, there are certain rules of behaviour that a doctor or medical student must observe. Obviously you must never appear in front of a patient (or indeed in any other teaching situation in College) the worse for drink or drugs, or even smelling of alcohol. Remember that abuse of drugs implies that you are not to be trusted with drugs and medicines, and a conviction for a drugs-related offence may mean that we cannot certify you as fit to practise.

You should regard the clinical aspects of the course as an apprenticeship for your professional career as a doctor. Certain standards of appearance are necessary, both in your own interests and, most importantly, for the well-being of patients. Please remember that patients come from all sections of society and that people who are ill or worried may more easily become anxious about small details. Many of them will regard you in the same way they will a fully-trained doctor. If your standards of dress and behaviour are professional and reasonably conservative you will be unlikely to cause offence or anxiety to your patients, and you will find that your relationships with them and with hospital staff will be easier.

You should comply with NHS infection control policies whilst on hospitals wards, at GP surgeries, at clinical skills sessions with patients or simulated patients and at OSCEs (see also the dress code policy relevant to these requirements: <http://www.ucl.ac.uk/medicalschoo/staff-students/general-information/a-z/#dress>). If this code is not adhered to, students may be asked to leave that clinical session and asked to see the Faculty Tutor. Please also note that local Trust policies take precedence, in particular regarding white coats and ties.

Finally, we expect you to behave in a professional and collegial manner towards your tutors and student colleagues. This applies equally to e-mail and social media platforms as to face-to-face interactions. Any concerns around inappropriate language or behaviour, or bullying (which may include deliberate exclusion of another student) will be taken seriously, and can lead to sanctions. We also remind you not to share any confidential information about patients (including photographs in which patients or clinical information appear) on social media or instant messenger applications.

REGULATIONS

During the approved research degree period of study, the student will be governed by the UCL Research Degree Regulations. Upon their return to MBBS they are governed by the regulations for MB BS degrees.

Candidates **must** submit their thesis for the PhD before returning to the MBBS programme. A return to the MBBS programme will be determined by an academic review at 3 months prior to scheduled return to MBBS (see Academic Review & Monitoring Regulations – Appendix 1).

If a student is unable to submit their thesis by the end of their approved period of registration, they may register as Completing Research Student Status (**CRS**) for 12 months while they write up their theses. CRS status means that students do not pay fees but have access to UCL facilities, and can have one draft of their thesis read by their Supervisor (Graduate Research Degrees - Code of Practice). Transfer to CRS status is only permitted with the approval of the students' supervisor and the Faculty Tutor, and the student must have successfully upgraded from MPhil to PhD.

In addition to the UCL regulation transfer from MPhil to PhD between 9 and 18 months of registration, MB PhD students present to the MBPhD Review Panel at 12 months (see Academic Review & Monitoring Regulations – Appendix 1).

ACCESS TO THE UNIVERSITY AND HOSPITAL

UCLH Trust building and relevant computer access will be requested for you to run until the end of your PhD phase, The Medical School will routinely request the same when you return to the MBBS. At the start of your PhD, you need to obtain your UCLH Trust ID Card:

You will need to pay a £30 refundable deposit to UCLH Induction and Core Skills Team (Ground Floor, East Wing, 250 Euston Road), please note, only card payments are accepted. You will be issued a card for the duration of the placement which will need to be returned at the end of your placement date in order to be reimbursed the £30.00 deposit

Access to the Rayne Building, 5 University Street, will be added to your UCL Access card.

All students are issued with an email account when they register at UCL, and it is UCL Policy that all communications are sent to you at your @ucl.ac.uk email address. Further details of how to manage your UCL email account and other IT matters (including information about mobile devices, printing etc) can be found at www.ucl.ac.uk/isd.

UCL uses a Student System known as Portico: The UCL Student Information Service. You can take ownership of your own personal data by logging on to PORTICO, and will be expected to edit your own personal data (for example, update your home and term addresses, contact numbers, and other elements of your personal details). Access is available via the web portal: <http://www.ucl.ac.uk/Portico>. You will need to logon using your **UCL user id and password**, which are issued to you once you have enrolled. These will allow you to access UCL restricted web pages, UCL email and Desktop. If you do not know your user id and password, you should contact the IS Helpdesk as soon as possible (<http://www.ucl.ac.uk/is/helpdesk>). Please remember that your password will automatically expire after 150 days, unless it has been

changed. Warnings are sent to your UCL email address during a 30 day period. It is vitally important that you ensure your contact details are kept up to date at all times during your time at UCL. Failure to do so may mean that you miss out on important information that may be sent to you. **It is your responsibility to ensure that you keep your record updated.**

STUDENT FEEDBACK

The programme welcomes feedback and suggestions from students, and we are keen to enable activities where they will enrich the programme and add value. You may feedback any issues to the Programme Leads (Prof Unwin or Dr Jose) or Administrator (Ms Sue Beesley), at any time. In addition, a second year PhD student is nominated to the university MB PhD committee membership and normally serves for 2–3 years, and issues can also be raised via this representative.

PERSONAL TUTOR SCHEME

UCL requires all students have access to their personal tutor throughout their study at UCL. MB PhD students will be allocated to an MBBS Personal Tutor in the normal way during MBBS Years 4, 5 and 6. During the research degree phase of the programme, students will be allocated to an MB PhD Personal Tutor. MB PhD Personal Tutors will meet with students once a term (minimum), and will take a global view of both your academic and clinical progress.

During the PhD phase of the programme, students' research degree supervisors also act as Personal Tutors. The MB PhD Personal Tutoring Scheme works in parallel with students' regular research degree supervisor meetings and support.

RESEARCH STUDENT LOG

A **Research Student Log** (<https://researchlog.grad.ucl.ac.uk/>) is provided by the Doctoral School for all research students to record the development of their skills and research. The log is a **mandatory** component of all UCL research degree programmes, and provides a framework for recording details related to your graduate research programme, scheduled supervisory meetings and activities concerning the development of academic and key skills. Your log will also help you to assess your progress, and plan and chart evidence of the development of academic and discipline specific skills and key skills.

SKILLS DEVELOPMENT PROGRAMME

All Research Council funded research students are **required** by their funding bodies to participate in the Doctoral Skills Development Programme and/or appropriate departmental courses to a degree equivalent to two weeks per year of their funded studentship. Students should discuss with their supervisor which courses from the Graduate School's Skills Development Programme and any Departmental/Faculty training courses they need to attend, and then select a range of courses to be taken over the full period of their research degree programme. Further information regarding the Doctoral Skill's Development Programme can be found here: <http://courses.grad.ucl.ac.uk/>.

EVENTS

Annual Dinner. As well as regular social events, the MBPhD Programme hosts an Annual Dinner of alumni, current students, staff and honoured individuals. This is a time to relax and celebrate achievements.

Annual Symposium. Students in their final PhD year are expected to present their research at the MBPhD Annual Symposium in January. This is a showcase symposium for the Programme. The audience includes present and past students, prospective students, supervisors, funding bodies and senior academics.

Cordwainers Prize (Appendix 2). All students submitting a thesis in the current calendar year are eligible to apply for The Worshipful Company of Cordwainers Prize for the Best MB PhD Thesis of the Year. The prize value is £1000.

UCL-Cambridge MBPhD Symposium. The symposium brings together the MBPhD students of UCL and Cambridge University to discuss their research through poster sessions, with the aim of fostering academic relationships. There are also a series of talks and workshops based on how to make the most of your PhD, careers after graduation, and maintaining clinical contact during the research part of the programme, to name a few.

European MD/PhD Conference www.eumdphd.com. In 2012, the 1st European MD/PhD Conference was organised at UCL. MD/PhD candidates from Sweden, Denmark, France, Switzerland, the UK, Portugal and The Netherlands attended and presented their work during poster and oral presentations. The European Conference is a unique event with representative students of MD/PharmaD-PhD programs from all over Europe. After London (2012), Paris (2013), Brunnen (2014), Groningen (2015), Strasbourg (2016), and Basel (2017), the 7th European MD/Pharma-PhD Conference took place in Paris again in July 2018.

ASTOR TRAVEL FUND

The principal aim of the MB PhD Astor Travel Bursary is to encourage MBPhD students to present their research at international conferences. Awards are for a maximum of £500 per student during their programme of study and this can be split over two applications totalling a maximum of £500.

In order to apply to this fund you must:

- Be an MB PhD student registered:
 - > for an MPhil/PhD at UCL, *or*
 - > with Completing Research Student status, *or*
 - > on the MBBS for the 12 months subsequent to CRS.
- Have successfully upgraded at 9-18 months.
- Have completed an average, a minimum of 4 Supervised Learning Events (SLEs) during a 4-month block least, as defined within the MB PhD handbook and evidenced via the ePortfolio (unless special dispensation is granted at the discretion of the MB PhD academic or clinical lead.
- Be presenting a paper or poster, or taking some formal part in the proceedings.

Application forms and regulations are available from our website: www.ucl.ac.uk/mbphd/ or from the MB PhD Administrator.

Academic Review and Monitoring Regulations **for MBPhD Students Registered for PhD** **IN and AFTER September 2014**

1. **Quarterly review** by PhD supervisors for ALL students:

Supervisors to review students quarterly and to return a report to the MBPhD Review Panel:

- i) E Excellent
- ii) S Satisfactory
- iii) SC Some concern
- iv) U Unsatisfactory

MBPhD Review Panel to review reports and follow up where appropriate

2. **Throughout the PhD registration period**, completion of the Research eLog

3. **Throughout the PhD registration period**, completion of ePortfolio (minimum of average of 4 workplace-based assessments/month. Exclusions if period of research away from UCL limiting access to clinical environment, or sick leave etc.)

4. At **1 month** of graduate research registration, students are required to submit a 4 page outline of their research project and methods for review by the MBPhD Review Panel and for their eLogbook.

5. At **9 – 18 months** of graduate research registration, students are examined for MPhil to PhD upgrade. The upgrade will be a two-part process involving: A) MBPhD Review Panel review at 12 months; and B) Departmental upgrade at 9 – 18 months. Students are expected to successfully fulfil both parts A and B:

A) MBPhD Review Panel review

At **12 months** of graduate research registration students are reviewed by the MBPhD Review Panel, currently:

- i) oral presentation of 15 – 20 minute duration (10 slides max)
- ii) Confirmation of satisfactory completion of ePortfolio.

B) Departmental Upgrade*

At **9 – 18 months** of graduate registration students are examined by their Departmental, in accordance with the [UCL Regulations](#) and [Guidelines](#), currently:

- i) written report comprising background (including a brief literature review, the importance of the problem and aims & objectives), methods, results, discussion, future work, references and any presentations or publications arising from the work
- ii) oral presentation
- iii) supervisor's report on the written report and oral presentation
- iv) viva examination with an internal and external examiner.

Outcomes*:

- i) Pass and transfer registration to PhD.
- ii) Fail and retake upgrade within 6 months. Develop a work plan based on the examiners and supervisors comments.
- iii) Fail and withdraw from MBPhD programme. Return to Yr5 (Life Cycle to complete course requirements for the MBBS.

*Department to confirm outcome of Upgrade to: [MBPhD Programme Administrator](#)

6. At **33 months** of graduate research registration (i.e. 3 months prior to scheduled return to MBBS), meeting with Medical School Divisional Tutor (via [Medical School Student Support](#)) to discuss return to MBBS programme subject to submission of thesis at 3 years and completion of the MBPhD programme in 9 years.

or,

At **45 months** of graduate research registration (i.e. 3 months prior to return to MBBS following 12 months of Continuing Research Status), meeting with Medical School Divisional Tutor (via [Medical School Student Support](#)) to discuss return to MBBS programme subject to submission of thesis at 4 years and completion of the MBPhD programme in 10 years.

MBPhD Review Panel:	MBPhD Programme Director	Prof Robert Kleta
	MBPhD Academic Lead	Prof Robert Unwin
	MBPhD Clinical Lead	Dr Ricardo JP Jose
	Medical School, Divisional Tutor	Dr William Coppola
	Faculty Graduate Tutor (Research)	Dr Jill Norman

Updated: August 2018

Appendix 2

CORDWAINERS PRIZE For The Best MBPhD Thesis of the Year



The Royal Free Hospital was founded in 1828 by William Marsden, at one time the Master of the Worshipful Company of Cordwainers. The Company has maintained a strong link with the hospital ever since and has now generously donated an annual prize for the best PhD thesis presented by an MBPhD student.

- The prize will consist of a cheque for £1000.
- The award is open only to MBPhD students at UCL.
- All students submitting a thesis in the current calendar year are eligible to apply.
- Applying students are expected to:
 1. Submit one copy of the thesis.
 2. Submit copies of papers and abstracts published, in press and submitted.
 3. Submit a one page summary of the research work, outlining the scientific contribution that has been made.
 4. Present their thesis to the selection panel in January.
- The theses will be examined by a distinguished clinical scientist panel, chosen by the MBPhD management committee.
- The thesis will be judged on the following grounds:
 1. The timeliness of its submission
 2. Its contribution to clinical science
 3. The quality of its presentation.
- The award will be made in the autumn term. The winner will be required to attend the Marsden Lecture (third Thursday in November) to receive the award. The Marsden Lecture is held in recognition of the Royal Free Hospital's founder, William Marsden and is open to the public.
- The Committee will reserve the right to make no award.

Further details of the award are available on the MBPhD website.

The honours board of previous prize winners is on display in the Cruciform Building.

USEFUL UCL CONTACTS/INFORMATION

MBPhD Programme

<https://www.ucl.ac.uk/mbphd/>

UCL Doctoral School

<http://www.grad.ucl.ac.uk/>

Code of Practice and Doctoral School Handbook:

<http://www.grad.ucl.ac.uk/essinfo/>

MBBS Online Resources/Moodle Courses

<http://www.ucl.ac.uk/medicalschoo/staff-students>

Student Fees

<http://www.ucl.ac.uk/finance/fba-teams/fa/student-fees>

How to contact us:

- In person: between 10am to 4pm from Monday to Friday: Student Centre (SC2), Chadwick Building (Ground Floor), UCL, Gower Street, London, WC1E 6BT
- By post: Student Fees and Credit Control, UCL, 7th Floor, 1-19 Torrington Place, London, WC1E 7HB
- [Email: fees@ucl.ac.uk](mailto:fees@ucl.ac.uk)
- Telephone: +44 (0) 20 3108 7284 (external), x57284 (internal)

The UCL Student Handbook

www.ucl.ac.uk/current-students/

The Student Centre (Enrolment)

Ground Floor, Chadwick Building, UCL

<http://www.ucl.ac.uk/current-students/student-centre>



