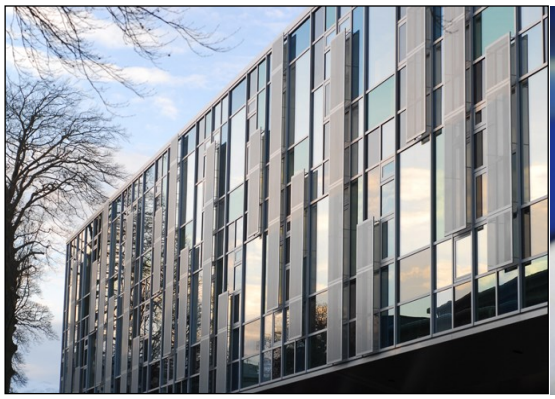
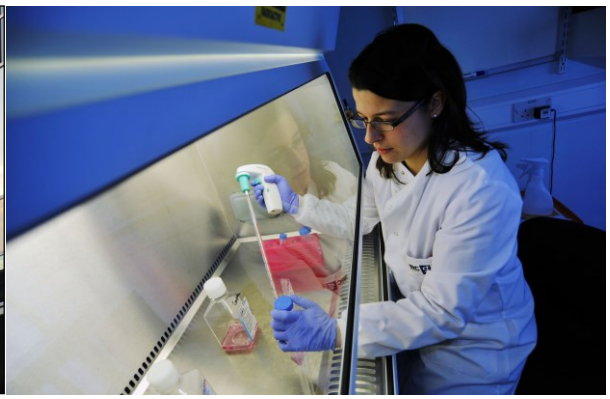
THE UNIVERSITY of EDINBURGH

Precision Medicine
Doctoral Training Programme

PhD with Integrated Study

Programme Handbook
2024/25

This handbook was compiled by the programme team in accordance with the College of Medicine and Veterinary Medicine postgraduate taught (PGT) and postgraduate research (PGR) guidelines. Please note that every effort has been made to ensure that the information contained in this booklet was correct at the time of publishing.

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If you require this document or any of the internal University of Edinburgh online resources mentioned in this document in an alternative format please contact:

Precision Medicine Programme Team
Email: precision.medicine@ed.ac.uk

1 Introduction and Welcome

Welcome to the University of Edinburgh and to the Colleges of Medicine & Veterinary Medicine, Science & Engineering and Arts, Humanities & Social Sciences. We are very pleased you have chosen to take this degree, and we very much hope you will enjoy your time studying with us.

The New Students website is aimed at all new students and provides guidance on a range of necessary actions such as obtaining a visa, securing accommodation and completing the process of registration, as well as useful advice on money, health, orientation events and student support.

We encourage you to get to know and enjoy working with the other members of the Precision Medicine programme team, and to build up your own network of academic friends for the future.

This handbook is a guide to what is expected of you on the Precision Medicine PhD with Integrated Study, and the academic and pastoral support available to you. This handbook collects the essential information about University of Edinburgh regulations, programme structure, and assessment that you will need during your studies (please see University of Glasgow regulations for any of the courses you undertake delivered by the University of Glasgow). This information will be helpful to you as you plan your studies and course options. This may well prove to be vital information at some point, so please read it carefully. It will help you to make the most of your time on the programme.

Every student must comply with the detailed requirements of the curriculum for the degree as set out in:

- the appropriate Degree Programme Table
- the programme handbook
- the courses of study
- the items of assessment for the programme, which are published in the University Degree Regulations and Programmes of Study.

The University Degree Regulations and Programmes of Study set out University-wide and programmes specific regulations.

The Taught Assessment Regulations set minimum requirements and standards for students and staff, expressing in practical form the academic goals and policies of the University.

The Postgraduate Assessment Regulations for Research Degrees
set minimum requirements and standards for students and staff, articulating academic goals and policies of the University

Disclaimer
This handbook does not supersede the University Regulations.

We consider it each student's responsibility to make themselves familiar with the contents of this handbook and the University's Regulations and Policies which are collated at http://policies.ed.ac.uk and includes the Student Contract.

2 Programme Details and Overview

2.1 PhD with Integrated Study

The University aims to foster a vibrant, successful and interactive research community that generates ideas and discoveries, creates new fields of knowledge and makes a difference to the societal, cultural, environmental, health and wealth development of Scottish, UK and global communities.

Research students have a major role to play in these aims. To this end, the University seeks to provide research students with an exceptional and distinctive experience that prepares them to make significant contributions to knowledge during and beyond their period of candidature at the University.

The Precision Medicine Doctoral Training Programme is jointly overseen by the University of Edinburgh and the University of Glasgow and is supported by a funding award from the Medical Research Council (MRC) Doctoral Training Programme in Precision Medicine, a collaboration between the Usher Institute (Deanery of Molecular, Genetic & Population Health Sciences), the College of Medicine and Veterinary Medicine (CMVM), the College of Medical, Veterinary & Life Sciences at Glasgow University and the Karolinska Institute. The University of Edinburgh is the lead institution.

This PhD with Integrated Study programme consists of standard PhD research study alongside a taught element both delivered in accordance to the PG Taught and Research Assessment Regulations as detailed in section 2 of this handbook

There are two variants of this programme. The variant the student completes will be based on their prior experience. The 2 variants are:

i) A 3.5-year PhD for students who already have a Masters degree in a relevant subject (such students will be given 90 Recognition of Prior Learning (RPL) credits at time of entry and study duration shortened to 3.5yrs). This model integrates research (540 credit project) with additional taught courses equivalent to 90 credits.

ii) A 4-year PhD for students entering the programme with a BSc (Hons). This model integrates research (540 credit project) with assessed taught postgraduate training (180 credits).

The duration of your programme will be confirmed at the start of your studies, based on the completion of your Training Needs Analysis (see Section 2.1.1 below). You and your supervisors will have flexibility on taught module timing throughout the first 3 years. The courses have a mix of on-campus and online delivery.

This degree programme comprises of 720 credits of which at least 540 are at SCQF Level 12 (thus equivalent to the PhD). Of the remaining 180 credits, 150 should be at SCQF Level 11 or above (thus ensuring that taught components are consistent with the requirements for a Masters) - this takes into consideration recognition of prior learning.

The prescribed period for the programme is either 3.5 years or 4 years depending on your prior experience. Guidance from the MRC (the funding body for this programme) indicates that target submission is by the end of your prescribed period, either 3.5 years (for students with Recognition of Prior Learning) or 4 years. However, MRC do allow a 6 month unfunded writing up period if required.

As illustrated below, if you are a student on the 4-year programme, you will take 180 credits of taught courses over 3 years of study. If you are a student on the 3.5-year programme, you will take 90 credits in addition to the 90 RPL credits given at time of entry.

	Year 1	Year 2	Year 3
All Students	**Induction** MCLM11085 Precision Medicine Introduction [20 credits] MCLM11086 Precision Medicine Project Proposal [20 credits]	MCLM11088 Public Engagement and Communication of Precision Medicine [10 credits]	
3.5 year PhD	Elective courses to total 40 credits completed between years 1-3		
4 year PhD	MCLM11081Student-Led Individually Created Course for Precision Medicine [20 credits]	MCLM11081Student-Led Individually Created Course for Precision Medicine [20 credits]	MCLM11081Student-Led Individually Created Course for Precision Medicine [20 credits]
	Elective courses to total 70 credits completed between years 1-3		

The outcome of the assessment of the taught component may be used in determining progression on the programme, or eligibility for an exit award at Masters/Diploma/Certificate level, providing that you as a student have attained the requirements for the award as set out in the University regulations. For the award of PhD with Integrated Study, the research component must meet the assessment criteria for a PhD in the current University regulations.

2.1.1 Training Needs Analysis

To ensure individual training needs for the formal taught element of the programme are met and to determine the length of each student's PhD with Integrated Study programme (3.5 or 4 years), you will be asked to complete a Training Needs Analysis form, which will review your individual experience and competency levels to date in the areas of Quantitative Skills, Data, and Life Sciences. Additional training needs including opportunities for professional development and transferrable skills training will be reviewed throughout your programme and will be available separately.

2.1.2 Recognition of Prior Learning

If you have completed a relevant Masters programme prior to joining the Precision Medicine Doctoral Training Programme, you will likely be assigned Recognition of Prior Learning (RPL) credits totaling 90 credits. This means you will only be required to complete 90 credits. This will be confirmed upon review of your completed Training Needs Analysis.

2.2 Choosing Courses

As part of the Training Needs Analysis outlined above, you will be asked to review your competencies in each subject area by reviewing the learning outcomes of each course. You should discuss your course selection with your supervisory team at the earliest opportunity. The Training Needs Analysis, where course selections are made, will be reviewed and approved by both your Primary Supervisor and the DTP Programme Director. Course selections will be reviewed each year by the Programme Administrative Officer upon completion of your annual review, ahead of enrolling you on courses for years 2 and 3 of the programme. Note that courses may not be offered each year, depending on uptake. You will have the opportunity to review your course selection for future years.

2.2.1 Compulsory Courses

You are required to take the following compulsory courses in the first year:

- MCLM11085 Precision Medicine Introduction [20 credits]

  In this course, you will be introduced to Precision Medicine by receiving a wide range of lecture-based teaching and discussion fora covering - open research; research integrity and ethics; systematic reviews, health data science, implementation and worked examples of Precision Medicine in healthcare settings, and other themes from the Programme

- MCLM11086 Precision Medicine Project Proposal [20 credits]

  In this course, you will produce a detailed description and critique of literature relevant to the proposed research and a plan of the work they will carry out for their PhD project.

You are required to take the following compulsory course in the second year:

- MCLM11088 Public Engagement and Communication of Precision Medicine [10 credits]

  In this course, students will be introduced to Public Engagement by receiving a wide range of lecture-based teaching, training and discussion fora covering - communication, design and practice of interactive public engagement.

Students on the 3.5 year programme will be required to take an additional 40 credits. Those on the 4 year programme will be required to take an additional 130credits. 60 credits will be completed by taking a 20 credit SLICC each year, for the first 3 years of the programme as well as a further 70 elective credits.

For further information on course selection, see:

https://www.ed.ac.uk/usher/precision-medicine/student-guide/student-enrolment-2022-onwards/programme-requirements/taught-element-requirements

When selecting your elective courses, you should ensure that the timetable for these courses do not clash with the timetable of your compulsory courses.

2.3 Degree Programme Tables

The Degree Programme Table shows the progression through the taught element of the programme. You can view the Degree Programme Table by clicking on the following link: DPT: Precision Medicine (PhD with Integrated Study) (UoE lead with Glasgow) - Full-time 4 Years (PRPHDISPME2F)

Please bear in mind that the courses offered may differ from year to year, depending on availability. This means that you need to be strategic about which courses you take, and when.

2.4 Academic year 2024/25

The Calendar of the University Academic Year can be found at:
Academic year 2024/25 | The University of Edinburgh

For forward planning on year and semester dates, please see:
Academic year 2025/26 | The University of Edinburgh

3 Contacts and Student Support

3.1 Administrative advice

Guidance and support during the programme of study is available from a number of different sources. Your **Supervisors** should be your first point of contact for matters relating to academic and pastoral support. They are available to advise you about your choice of courses, to support you as you plan your programme of study, support you through the thesis process, and to help you to address personal problems affecting your academic work. It is your responsibility to inform your Supervisor immediately of any problems that are interfering with your coursework or progress.

The **Programme Director(s)**are available to answer questions in relation to the programme as a whole, or issues you may have that you prefer not to discuss with your Supervisor.

Your **Thesis Committee Chair** acts as both a monitor of progression and also of pastoral support. They are available to offer support and advice from both an academic and pastoral point of view.

Postgraduate Directors provide pastoral support to students and are based at School or Deanery level. To find out who your Postgraduate Advisor is please contact your local unit or ask one of the DTP Programme PG Administrative Officers.

Wellbeing Advisors are available to students who may be experiencing issues impacting on their health, wellbeing, studies and personal lives. You can get support from Wellbeing Advisors, even if just to chat on how you are feeling. They can provide you with advice and guidance on wellbeing related issues and will also be able to refer you to other services, such as Student Counselling.

Contact the **DTP Programme PG Administrative Officers** for general day-to-day advice about any administrative aspects of the Programme.

If in doubt, approach any of the above – from the Programme Director, the DTP Programme PG Administrative Officers, or the College Office – and we will try to answer your question or pass you on to the person who can.

Supervisors are responsible for monitoring your progress and reporting annually. They should ensure that they are aware of milestones as outlined for this programme (see section 6.11 below) and will submit reports each year as required.

Supervisors should be honest with their feedback to students and raise any concerns with the Programme Director as soon as possible.

3.2 Programme team

Programme Co-Directors

Prof Susan M Farrington
Cancer Research UK Edinburgh Centre
MRC Institute of Genetics & Cancer
Western General Hospital
Crew Road South, Edinburgh EH4 2XR
Telephone: +44 (0) 131 651 8632
Email: susan.farrington@ed.ac.uk

Dr Tom MacGillivray
Edinburgh Clinical Research Facility
Edinburgh Imaging
Centre for Clinical Brain Sciences
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Email: T.J.MacGillivray@ed.ac.uk

DTP Programme Postgraduate (PG) Administrative Officers

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Maree Hardie
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MRC Institute of Genetics & Cancer
Western General Hospital
Crew Road South, Edinburgh EH4 2XR

Email: precision.medicine@ed.ac.uk

3.3 College contacts

College of Medicine and Veterinary Medicine
The University of Edinburgh
The Chancellor's Building
Edinburgh BioQuarter
49 Little France Crescent
Edinburgh EH16 4SB

Hours: 09:00 to 17:00, Monday to Friday
Email: cmvmpgr-examinations@ed.ac.uk

Website: http://www.ed.ac.uk/medicine-vet-medicine

Director of Postgraduate Research
Prof Robert Semple
Email: rsemple@exseed.ed.ac.uk

Director of Postgraduate Taught
Dr Sarah Henderson
Email: Sarah.Henderson@ed.ac.uk

3.4 Emergency Contacts

In case of emergency students should dial 2222. This number is only available from the University internal telephone systems. Students in Residences or those calling from a mobile phone should dial (0131) 650 2257.

Students who experience a crisis outside normal working hours can contact the University for support through the University Security 24/7 contact number +44 (0)131 650 2257.

For guidance on when to call public emergency services on **telephone number 999** refer to the following pages:

http://www.ed.ac.uk/contacts/emergency

http://www.ed.ac.uk/contacts/out-of-hours-support

3.5 IT Help and support

If the problem is a very specific, course-related one, raise it first with your Course Organiser. If it is a general, broader issue, use the following routes to get the support you need:

The IS Helpline provides a first point of contact for enquiries relating to library, computing services and online learning. More details of the IS Helpline service are available on the IS website:

http://www.ed.ac.uk/schools-departments/information-services/help-consultancy/help-services/contact-helpline

The IS helpline may be contacted in the following ways:
Phone: +44 (0)131 651 5151
Email: IS.Helpline@ed.ac.uk

If you are contacting the helpline by email, please *use your University of Edinburgh email account*. This will ensure your enquiry is prioritised.

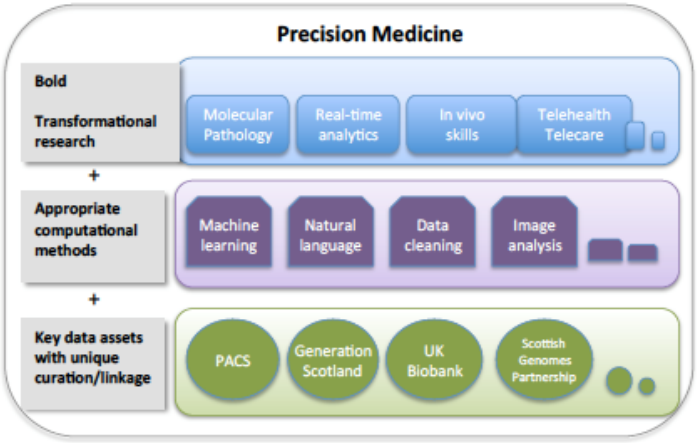
4 Programme aims and outcomes

Precision medicine is a transformational approach that integrates an individual's data to characterise risk, molecular mechanism and resilience and thus target prevention and treatment. While advances in precision medicine have been made in a small number of disease contexts, these are absent for most. The opportunity is to generate evidence from advanced data on myriad clinical samples (blood, cells, biopsies, faeces [microbiome], urine) and meld these with the individual genomics, e-record, imaging and other data-rich '-omic' parameters to enable discovery and tailored therapies.

This programme aims to train the next generation of research leaders (as outlined in the figure below) with the vital inter-disciplinary skillsets to unravel disease mechanism and devise new therapies through three distinctive attributes:

(i) a focus on bold research;
(ii) use of appropriate computational methods;
(iii) application to unique and varied data assets.

It will also provide expert training in informatics-based approaches and biomedical technologies enabling graduates to design, perform and derive new knowledge from personalised medicine.



As students on this programme you will acquire and develop new quantitative and interdisciplinary skills, while integrating optimally with MRC-funded researchers across MRC Centres and Units in Edinburgh and Glasgow and internationally via the Karolinska Institute.

5 Social and Communications

Because of the interdisciplinary nature of this programme, it is often difficult to have a sense of community within the programme and we do our best to encourage you to keep in touch with each other. There is a Facebook page, WhatsApp groups set up by fellow students and a Teams page where you can reach each other.
We encourage you to arrange student-led events, and would be happy to support these where we can. If you do have an idea for an event, please do contact us to discuss at precision.medicine@ed.ac.uk. If you already know what you would like to do and when, please complete the PM event proposal form and return to precision.medicine@ed.ac.uk.

6 Assessment and Feedback

Every student must comply with the detailed requirements of the curriculum for the degree, as detailed in the Introduction and Welcome Section.

The University Degree Regulations and Programmes of Study set out university-wide and programme specific regulations: http://www.drps.ed.ac.uk/24-25/index.php

The Taught Assessment Regulations and Postgraduate Assessment Regulations for Research Degrees set minimum requirements and standards for students and staff, expressing in practical form the academic goals and policies of the university.

The Taught Assessment Regulations should be reviewed for the taught element of the PhD with Integrated Study and are available here:
https://www.ed.ac.uk/sites/default/files/atoms/files/tar24-25.pdf

The Postgraduate Assessment Regulations for Research Degrees should be reviewed for the research element of the PhD with Integrated study and are available here:
https://www.ed.ac.uk/sites/default/files/atoms/files/pgrassessregs2024-25.pdf

6.1 Methods and media

The taught element of this programme is delivered using a combination of on-campus and online distance learning (ODL) courses offered by both the University of Edinburgh and the University of Glasgow. You should take travel plans into account when selecting your courses and note if they are delivered on-campus or online. Courses could include a mix of on-campus or online tutorials, multimedia interactive learning materials, peer-to-peer discussion and independent study. Due to the wide-ranging courses and contributing disciplines (from the Humanities, Sciences and Medicine) within this programme, course delivery methods may be unique to each course and differ from one another.

The courses are assessed by a diverse range of methods that often take the form of formative work that provides you with on-going feedback and summative assessment, which is submitted for credit. Each course will have different methods of assessment and the weight of each assessment may vary from course to course. More information on the various methods of assessment will be provided in individual course handbooks. To enable you to manage your time effectively, details of the assignment deadlines for each course will be available when you first access the course content.

Assessments may include:

- online assignments (e.g., online group presentations)
- written assignments or tasks to be submitted throughout the course
- formal examinations

With each assignment, you will be provided with instructions detailing exactly what is expected from you, what the assessment criteria is, and how your submitted work will be marked.

Students must comply with any assessment requirements specific to their degree programme and the University's taught assessment regulations for the current academic session:

https://www.ed.ac.uk/academic-services/students/assessment/assessment-regulations

6.2 Examinations

Examinations usually take place in December and April/May every year. Timetables detailing the time and venue of exams are available online and published to students' O365 calendars.

6.3 Board of Examiners

Board of Examiners meetings for the programme take place twice a year, normally in January and October. The courses delivered by the programme (see section 2.2.1 Compulsory Courses) will be considered by the Board of Examiners for the programme, other courses taken will be considered by the relevant local Board of Examiners. An External Examiner is appointed for every Programme to provide independent and impartial quality assurance and enhancement. Students must not make direct contact with the External Examiner. Any queries about the assessment process should be directed to the Programme Team or CMVM Academic and Student Administration Office.

6.4 Academic misconduct and plagiarism

Academic Misconduct is any type of cheating that occurs in relation to a formal academic exercise. Academic Misconduct can be intentional or unintentional and can include plagiarism, collusion, falsification, deceit, cheating, personation, and inappropriate use of Artificial Intelligence tools or proofreading tools/services.

Important note: be aware that if you use AI tools (such as Chat GPT or other) to generate an assignment or exam (or part of any assessment) and submit this as if it were your own work, this will be regarded as Academic Misconduct and treated as such. Guidance on working with Generative AI is available here.

The University takes all reported incidences of Academic Misconduct seriously and seeks to ensure that they are dealt with efficiently and appropriately.

A portion of the Academic Misconduct cases the College sees are due to students' lack of good academic skills. You are encouraged to review the guidance on good academic practice and avoiding Academic Misconduct including plagiarism on the Institute for Academic Development website. Resources include 'Academic Writing', 'Referencing and Citations', and 'Good Academic Practice'.

The College also provides this online tutorial on various types of Academic Misconduct and hot to prevent them by adopting good academic practice:

https://www.ems-lt.mvm.ed.ac.uk/AcademicIntegrity/story_html5.html

https://www.ed.ac.uk/files/atoms/files/academicmisconductproofreadingguidance.pdf

https://www.eusa.ed.ac.uk/adviceplace/academic/proofreading

Information on Academic Misconduct including plagiarism, and how such cases will be handled, is given on the Academic Services website.

6.4.1 Research ethics and integrity

The College fosters a culture of responsible research conduct as part of our commitment to excellent research, in line with the University's policies and the Universities UK Concordat.

We encourage an ethics-aware culture and support all our researchers to consider ethics at the outset of the research process.

For further information on Research ethics and integrity, please visit:

https://www.ed.ac.uk/medicine-vet-medicine/our-research/cmvm-research-support/research-ethics-integrity

6.5 Assignment submission

It is your responsibility to submit assessed coursework by the published deadline.

Information on applying for a coursework extensions can be found on the Exceptional Circumstances and Extensions website.

Please note late submission without an agreed extension will lead to a marking penalty being applied in line with Taught Assessment Regulation 28.

6.6 Penalties for failure to submit

Failure to submit a piece of assessed work will results in 0% being awarded which would have serious consequences for your overall degree. It is, therefore, in your interest to submit work, even if very late. As indicated above, penalties for late submission will be applied

6.7 Feedback

Generally, feedback on formative and summative in-course assessed work will be provided within fifteen working days of submission, or in time to be of use in subsequent assessments within the course, whichever is sooner. However, some forms of summative in-course assessed work will not be returned within fifteen working days and course handbooks or websites will provide details when, where and how feedback is offered for the course concerned.

6.8 Retaining and Sharing Student Work

The University's student records retention schedule states that material which contribute to the final assessment of the degree, including Dissertations, should be retained in the School for a minimum 40 days after the Board of Examiners meeting which decides the overall classification or award of the degree, after which it will be destroyed. You will then be the only holder of the Dissertation.

However, if your dissertation and other course work has value for teaching or its contribution to knowledge, schools or subject groups may decide to retain it in house or transfer it to the Library. We will remove your name from this work so that only the School can identify you as the author of the work through your UUN.

If your course work contains an assessment in the form of a video recording of you, then we will not be able to remove the identifiers and anonymise. This would then be retained and shown to future students if you give your consent, if not, it will be deleted.

In the case of group work, unless all members of the group give their consent, we will not retain and use the piece of work.

Course work that is non-confidential and obtains marks of 65% and above is, with the student's consent, retained by the School for 10 years and made available online to other students.

You can withdraw your consent at any time by contacted precision.medicine@ed.ac.uk

Please refer to Taught Assessment Regulation 49 'Retention and destruction of material', Further information about Retention of Student Records.

6.9 Extended Common Marking Scheme

For the taught element of this programme, each course has its own specific criteria by which assignments will be assessed – you will find these in the course guides. All criteria are developed, however, with reference to the principles of the University's Postgraduate Common Marking Scheme, which is given here for your information:

Mark (%)	Grade	Description
90-100	A1	An excellent performance, satisfactory for a distinction
80-89	A2	An excellent performance, satisfactory for a distinction
70-79	A3	An excellent performance, satisfactory for a distinction
60-69	B	A very good performance
50-59	C	A good performance, satisfactory for a master's degree
40-49	D	A satisfactory performance for the diploma, but inadequate for a masters degree
30-39	E	Marginal Fail
20-29	F	Clear Fail
10-19	G	Bad Fail
0-9	H	Bad Fail

https://www.ed.ac.uk/timetabling-examinations/exams/regulations/common-marking-scheme

The compulsory courses delivered by the Precision Medicine programme which you undertake will be awarded on a pass/fail basis and the course handbook for the course will detail the requirements to be awarded a pass.

6.10 Borderlines

Regulation 44 Borderlines

Boards of Examiners must consider students whose marks are borderline for progression, award, or classification purposes. Boards of Examiners can also consider students whose marks are borderline for passing a course, where special Exceptional Circumstances apply. Borderline marks are defined as marks from two percentage points below the class or grade boundary up to the boundary itself, e.g. 58.00% to 59.99% for an undergraduate 2.1 classification or 38% to 39% for a pass in a course. Boards of Examiners and Progression Boards must use the University borderline definition and must not set and use a different definition.

6.11 Progression and Award

Progression through this integrated PhD programme requires completion of formal taught and research milestones elements.

6.11.1 Progression Requirements

To monitor your overall progress throughout your programme, you will have a Thesis Committee consisting of your supervisors and one or more members who are independent

of the supervisory team. A member of the DTP Academic Committee will chair each Committee.

As students on this programme, in addition to successful completion of your taught courses, you are also responsible for meeting yearly Research Milestones. Full details of what this entails can be found on our webpages here: https://www.ed.ac.uk/usher/precision-medicine/student-guide/student-enrolment-2022-onwards

And a summary is included below:

Year 1

(i) 1st Year Interim Thesis Committee Meeting – you are required to meet with your Thesis Committee in January after your Project Proposal has been assessed by your Thesis Committee Chair and External member.

(ii) 1st Year Review – you will have a progression review that will consist of three elements:
a) a written report ~5000 words prepared by you in consultation with your supervisors.
b) an interview with your thesis committee which will include a brief (~20 minute) presentation by you
c) a written report by the thesis committee
d) completion of the Postgraduate Research Annual Review form In EUCLID

Year 2
(i) Induction Presentation - you are required to present your work to the new cohort during Induction activities in September.

(ii) Poster Presentation – you are required to present a poster of your work at a cohort event.

(iii) 2nd Year Review - you will have a progression review that will consist of three elements:
a) an Abstract and Thesis Plan prepared by you in consultation with your supervisors.
b) an interview with your Thesis Committee which will include a brief (~20 minute) presentation by you.
c) a written report by the Thesis Committee.

Year 3
(i) Presentation – you are required to give a 15 minute presentation at a cohort event.

(ii) 3rd Year Review - you will have a progression review that will consist of three elements:
a) a written report ~2000 words prepared by you in consultation with your supervisors.
b) an interview with your Thesis Committee which will include a brief (~20 minute) presentation by you.
c) a written report by the Thesis Committee.

Year 4 (of 6 or 12m duration depending on programme)

3.5yr Degree;
(i) Thesis Submission - you will submit a thesis and undergo a viva.

4yr Degree;
(i) 4th Year Review – you will have a meeting with your Thesis Committee to review progress on your Thesis Plan.

(ii) Thesis Submission - you will submit a thesis and undergo a viva.

6.11.2 Thesis Submission

The Thesis Submission process is available on the College Postgraduate Research Wiki:

https://www.wiki.ed.ac.uk/display/CMVMPGR/Doctorate+Thesis+Submission

6.11.3 Progression Monitoring

Progression through this PhD with Integrated Study programme requires completion of formal taught and research elements. Taught courses will be examined by the organisational unit to which course ownership is attributed and is subject to review by the local Board of Examiners. The DTP PG Administrative Officers will collate all DTP student exam marks, in addition to monitoring research programme requirements for each student.

A Joint Precision Medicine Doctoral Training Programme (PM-DTP) Progression Board with both UoE and UoG representation will meet annually and review student and cohort progress.

Year 1 Progression

Information that feeds into the end of Year 1 Progression Board decision will be:

- Grades for the Year 1 courses that each student has taken
- The 1st year review, supervisor(s) feedback and Thesis committee written report.

Year 2 Progression

Information that feeds into the end of Year 2 Progression Board decision will be:

- Grades for the Year 2 courses that each student has taken
- The 2nd year review, supervisor(s) feedback and Thesis committee written report.

Year 3 Progression

Information that feeds into the end of Year 3 Progression Board decision will be:

- Grades for the Year 3 courses that the student has taken.
- The 3rd year review, supervisor(s) feedback and Thesis committee written report.

Progression is monitored throughout the programme so that a tailored plan of remedial action can be determined if required. This would be done by the Thesis Committee, in consultation (where appropriate) with the PM-DTP Progression Board.

Students who are found to be making unsuitable progress at progression review points may be asked to consider submission for an exit award at the institution of their Lead Supervisor.

6.11.4 Taught Course Failure

4 Year Programme Students

There are no resit opportunities for postgraduate students. Should a student fail a taught course, they may be eligible for Credits Awarded on Aggregate for the failed course as per Taught Assessment Regulation 56:
https://www.ed.ac.uk/sites/default/files/atoms/files/tar24-25.pdf

The award of Credits on Aggregate can only be confirmed once the full 180 credits of taught components have been completed.

3.5 Year Programme Students

There are no resit opportunities for postgraduate students. Should a student fail a taught course, they will need to take additional credits the following year. Permission to do so is granted by the PM-DTP Progression Board.

Students on the 3.5 Year Programme are not eligible to receive Credits Awarded on Aggregate.

6.12 Graduations

Please refer to the Graduations webpage for the most up to date information on graduations. Direct any queries about Graduations to infopoint@ed.ac.uk.

6.12.1 Determination of final award

To be eligible for award of the "PhD in Precision Medicine" from the University of Edinburgh, students must have completed the required 720 credits of advanced level courses and have attended the required skills training and DTP activities, in addition to having their PhD dissertation approved according to the University of Edinburgh's Degree Regulations.

6.12.2 Exit awards

In the unlikely event that a student does not progress to complete the PhD programme, but passes credits from the taught element of the programme, a number of exit routes have been identified.

4 Year Programme Students

General Postgraduate Certificate

If the student successfully completes 60 credits of study they shall be eligible for the award of a General Postgraduate Certificate in Precision Medicine. In order to be awarded the certificate students must:

a) pass at least 40 credits with a mark of at least 40%; and
b) attain an average of at least 40% for the 60 credits of study examined for the certificate

General Postgraduate Diploma

If the student successfully completes 120 credits of study they shall be eligible for the award of a General Postgraduate Diploma in Precision Medicine. In order to be awarded the diploma students must:

a) pass at least 80 credits with a mark of at least 40%; and attain an average of
b) at least 40% for the 120 credits of study examined for the diploma

Master of Science by Research

As stated in 6.11.3 Progression Monitoring, students who are found to be making unsuitable progress may be asked to consider submission for a Master of Science by Research.

3.5 Year Programme Students

Master of Science by Research

As stated in 6.11.3 Progression Monitoring, students who are found to be making unsuitable progress may be asked to consider submission for a Master of Science by Research.

6.12.3 Graduation Ceremony

Once your final award has been confirmed, you will receive a letter from the Postgraduate Office informing you of the date of the graduation ceremony and inviting you to attend in person. You will be sent an 'in person' graduation registration form. This form must be completed and received by Student Administration at least 21 clear days before the date of graduation, if you wish to attend the ceremony in Edinburgh. If you cannot make the ceremony, awards of degrees *in absentia* can also be made.

For more on graduation see:
http://www.ed.ac.uk/student-administration/graduations

6.13 Absences and personal issues affecting studies

This section gives advice on ways the University can support you through a variety of situations that may impact your study.

6.13.1 Exceptional Circumstances and Extensions

At the University of Edinburgh we are committed to supporting you during your studies and want to make sure there's nothing preventing you from succeeding in your assessments. We know that sometimes things can happen in your life, which are beyond your control, but that you feel may have an adverse impact on your academic performance. Therefore, we have a dedicated Exceptional Circumstances service so that you can apply for an **extension** (for a maximum of four calendar days) **or exceptional circumstances** (when unexpected circumstances have had a significant impact on your performance, or resulted in non-attendance or non-submission for an assessment), when you need to.

You can apply for an extension and/or exceptional circumstances online via the Assessment Support Tool. You will be able to access the system via MyEd as well as via the Exceptional Circumstances website. The website also has a dedicated 'Applying for support' page that will guide you through all steps of the application process for both, extensions and exceptional circumstances. Click here for more information.

Extensions

- You can apply up to **3 times per academic year**
- Each extension application can cover assessments during a period of **4 calendar days**
- Extensions to deadline will be for **4 calendar days**
- You can apply up to 10 days before the deadline for assessment
- You must apply before the deadline for the assessment
- Individual Course Organisers are not able to authorise extensions

Inline with the EC policy, Schools and Deaneries may extend the default length of coursework extension to seven calendar days for some courses. Please refer to the relevant course handbook for correct information about that specific course. If School do not permit the submission of late work for particular components of assessment, they must publicise this to students on the relevant course in line with Taught Assessment Regulation 28.

Exceptional Circumstances

- You can apply as many times as you need to
- Each application can cover multiple assessments within the same semester
- You will need to provide supporting evidence for your application
- You can apply up to 10 days before the deadline for the assessment
- You must apply before your School's Exceptional Circumstances deadline

Extra Time Learning Adjustments

- Extra Time Learning Adjustments are available if you have a registered learning adjustment with Disability and Learning Support Service that permits extra time on submissions.
- Learning adjustments are requested through the Extra Time Adjustment Tool (go to the 'Disability support' page within your MyEd student account)
- For more information on the process, please visit our website.

6.13.2 Interruption of Studies

DRPS Regulation 33 states that "A student may apply for an Authorised Interruption of Study, and it may be authorised by the College if there is a good reason for approving the interruption. Students may be required to provide evidence to support their applications. Interruptions of study will not be applied retrospectively. Any one period of authorised interruption of study will not exceed one year, unless authorised by the College. The total permitted period of Authorised Interruption of Study is the same for full-time and part-time continuous students and will not exceed 100% of the prescribed period of full-time study."

All applications for an Interruption of Study (IoS) are subject to the approval of the Director PG ECR Experience and are only granted for stated reasons for specified (not open-ended) periods. Periods of IoS do not count towards a student's total permitted period of study (i.e. they effectively "stop the clock" on the registration period). No fees are payable during any full year in which an authorised interruption of study has been continuous.

Students in receipt of a studentship or scholarship should note that an interruption of study may have implications in relation to receipt of funding (i.e. payments may be suspended during a period of interruption). An IoS is applicable where a student is unable to work on his or her studies for a significant period of time due to circumstances that are largely beyond his or her own control. These circumstances can include:

- Medical and health problems
- Personal and family problems or bereavement
- Problems experienced because of failure of University equipment or lack of access to equipment
- Problems experienced because of deficiencies in the provision of supervision or facilities
- Undertaking distinct time-limited specialised training or employment that would be beneficial to the student's project or generic skills training

If there are medical problems, medical certificates will be required.

Interruptions are not appropriate where a student is able to work on his or her studies but is not progressing at the expected rate where the reasons are foreseeable or to allow a student to undertake long-term periods of paid employment.

Interruptions are not available to permit a student to take extended annual leave/holiday leave or to effectively extend the period available to a student to complete his or her studies.

An application for IoS should be made in advance where possible or as soon as practicable after the problem has emerged or been discussed. **A retrospective interruption of study cannot be applied.** Students with Tier 4 visas seeking IoS for 2 months or more should first seek advice from the University's Student Immigration Service , as Tier 4 students are not permitted to stay in the UK beyond a period of 2 months if on an Interruption of Studies.

Should you wish to apply for interruption of study you should speak with your supervisor and the DTP programme team as soon as practicable.

6.13.3 Extension of studies

DRPS Regulation 34 states that "In exceptional circumstances, a student may apply through the supervisor or School postgraduate director to the College for an extension and it may be authorised by the College if there is good reason. Colleges may authorise individual extensions of up to 12 months. The total maximum period of permitted extensions is 24 months.

Reasons for an extension might include circumstances where progress has been hampered by unforeseen difficulties with facilities or equipment or in obtaining or analysing data and hence completion of the studies has been delayed. A request for an extension cannot be based solely on the need for more time to complete. It is a student's responsibility to make the case for extension as soon as the need for an extension becomes apparent, and before expiry of the student's normal maximum period of registration.

Second or further applications for extension for a student will be subject to greater scrutiny and a higher level of supportive documentation is required. Students are required to pay an annual matriculation fee until the date of submission. For fee information, see: http://www.ed.ac.uk/student-funding/tuition-fees/postgraduate

6.14 Withdrawal and exclusion

Any student may withdraw permanently from their Programme of study at any point in the year, except if the University has already decided to exclude the student Students may be excluded for unsatisfactory academic progress. The procedure is described in the Withdrawal and Exclusion from Studies policy.

Of course, we hope that you will have a happy and productive time while you are studying with us. Occasionally, however, problems can arise. Generally, the earlier a problem is identified and raised the more quickly and easily it can be dealt with. Informal approaches to staff may often be the most effective way of resolving difficulties. You may wish to speak to your Supervisor or the Programme Director if you are having a problem with the programme.

Additional formal channels do exist, to be used in situations of difficulty or conflict. If you find yourself in this situation and wish for confidential or independent advice, contact the EUSA Advice Place on +44 (0)131 374 4581 – also see The Advice Place web site at: https://www.eusa.ed.ac.uk/adviceplace

6.15 Appeals

An appeal is a request for a decision to be reviewed in relation to academic decisions such as degree awards and classification, course results, progression outcomes, and academic misconduct mark penalties, exclusion from studies, Code of Student Conduct outcomes, Student Fitness to Practice Committees decisions, and Support for Study policy Stage 3 outcomes. If you are considering lodging an appeal, it is important that you understand what can, and cannot, be considered under the Student Appeal Regulations and that you act promptly as deadlines apply.

It is recommended that you seek advice on the appeals process from The Advice Place and that you review the guidance and information about the appeals procedure here.

7 Attendance Requirements

7.1 Students on a Student Visa

Details on the terms and conditions of your Student visa can be found on the Student Immigration Service website. The service also has an online enquiry form and an online appointment booking service, accessible here.

International Check-In

The International Check-In is the process by which we check immigration documents for non-UK students in the UK. Please refer to the International Check-In website to ensure you have the correct document to bring, as well as frequently asked questions.

7.2 Leave of Absence

Leave of absence is required for compulsory and optional activities related to the programme of study that are not undertaken on campus in Edinburgh. Students must have the formal approval of the College for any leave of absence to study away from Edinburgh that is 30 calendar days' duration or longer. Study location changes of less than 30 calendar days must be agreed with the Supervisor. Where the activity is a compulsory part of the programme of study and is organised by the School or College, permission may be given by the College and Schools must maintain records of all leaves of absence.

NOTE: It is usual to approve requests for leave of absence. A major concern is that requests often arrive after the student has started the period of leave.

Students on a Tier 4 visa, whose leave of absence is not an integral and assessed part of their programme, are should check the conditions of their visa before considering a leave of absence.

8 Learning and Teaching Approach

8.1 Student engagement

As a postgraduate student, you are expected to be self-directed and motivated. You are responsible for organising your time and making sure you meet assessment deadlines and any other requirements. If you are studying courses delivered as Online Distance Learning this is particularly important and you are expected to study approximately 7-10 hours per week for a 20-credit course.

Students should expect different teaching methods and approaches based on their chosen courses, which may cross disciplines or even Universities (as courses are offered from both

the University of Edinburgh and University of Glasgow). Expected learning outcomes and expectations for each course (including any required seminars, practical sessions or online discussion boards) are outlined in the course catalogue entry for each course.

8.2 Student feedback

Student experience feedback is essential to quality assurance. The feedback is used to enhance the quality of current courses and degree Programmes as well as the wider educational experience. By taking the opportunity to provide feedback on you.r experience, you are not only influencing the period of your own studies, but that of future students and the future development of the University

The University uses a number of methods to gather feedback from students. These include:

- An opportunity to provide feedback on each course. This might be in the middle of the course, towards the end or both.
- Programme and School/Deanery student representatives
- Student staff liaision committees (SSLCs)
- Surveys
- Students can give feedback at any time, out with the above named moments and mechanisms

8.2.1 Student Representative Structure

Student representatives – both Programme and Elected Representatives – work closely with staff to ensure your voice is heard on the issues that matter to you, from teaching and learning, to student support, key services, and your sense of belonging to the University community. Throughout the year, representatives will gather feedback from you, share that feedback with relevant staff and other student representatives, and work to enhance your student experience. Your School will facilitate communication between you and your representatives, in-line with this guidance. Student representatives are trained and supported by Staff within the Students' Association.

8.2.2 Student Voice Policy

The Student Voice Policy outlines the University's approach to gathering, learning from and responding to the student voice.

8.2.3 Course and programme monitoring

All current undergraduate and taught postgraduate courses obtain annual feedback from students. This information is considered in a number of areas, including the Student Staff Liaison Committee and the School Teaching Committee. These committees make annual reports to the college committee responsible for quality assurance. The college committees report in turn to Senate Quality Assurance Committee.

Annual course monitoring feedback is also used in reviews by professional, statutory and regulatory body visits or accreditation exercises.

8.2.4 Student surveys and Representation

All the data we gather is used to shape future decision about the full spectrum of areas that make up the student experience. We analyse the results from the surveys and make recommendations for change based on the findings. Some of the findings may prompt

further research so we can gain more of an understanding of how students feel about particular issues.
https://www.ed.ac.uk/students/academic-life/student-voice/student-surveys

Postgraduate Research Experience Survey (PRES)
The Postgraduate Research Experience Survey runs in the Spring every two years and is a UK-wide survey that collects the views of current postgraduate researchers. The survey asks about your experience of supervision, the research environment and your development as a researcher.

The survey is open in late spring every two years and is completed online. If you are eligible to complete the survey, you will receive an email with a link to the survey and will be able to complete the survey through MyEd.
https://www.ed.ac.uk/students/academic-life/student-voice/student-surveys/postgraduate-research-experience

Programme reviews
In addition to annual course evaluation and School reviews, the University conducts internal reviews of all degree programmes at least once every six years. Some programmes may also be reviewed or accredited by external bodies. Student feedback is a vital and highly valued aspect of all such reviews. http://www.ed.ac.uk/academic-services/quality-unit/quality-assurance/internal-review

8.2.5 College Postgraduate Learning and Teaching Committee and Postgraduate Researcher Experience Committee

Student Representatives sit on the College Postgraduate Learning and Teaching and Research Experience Committees. They are able to raise concerns and issues, which they feel may be relevant to these Committees. The Committees provide liaison between postgraduate students and the structures of the College.

8.3 Complaints

The complaint procedure is designed to ensure that complaints are properly investigated and are given careful and fair consideration.

If you are considering making a complaint to the University, you should first:

- Try to sort out the problem with those who are directly involved. Generally, complaints are resolved more easily and effectively at an early stage and by those who have a direct influence on the situation. We call this "Frontline Resolution".
- Have a look at the information and guidance accessible via the link below which explains the complaint procedure.
- If you are a student, speak to an Adviser at the Edinburgh University Students' Association (EUSA) Advice Place. EUSA Advisers have a great deal of relevant experience and knowledge of the University procedures.
  http://www.eusa.ed.ac.uk/support_and_advice/the_advice_place/
  https://www.ed.ac.uk/university-secretary-group/complaint-handling-procedure

8.4 Dignity and Respect

The University has a strong and long-standing commitment to equality, diversity and inclusion and to promoting a positive culture which celebrates difference, challenges prejudice and ensures fairness. Our staff and students are our greatest assets and all

members of the University community should expect to be able to excel, and to be respected and valued for their unique perspectives and contributions.

Integrity, collegiality and inclusivity are central to the University's values. In accordance with these values the University is committed to providing an environment in which all members of the University community treat each other with dignity and respect, and where bullying, harassment and discrimination are known to be unacceptable. The Dignity and Respect Policy sets out the expectations placed on all members of the University.

A network of Dignity and Respect Advisors is available for both staff and students to talk to – for information, advice, or support (if, for example, you are being harassed or bullied, or are experiencing any other unacceptable behaviour). Respect at Edinburgh contains all relevant information https://www.ed.ac.uk/equality-diversity/respect

8.5 Student Conduct

The Code of Student Conduct sets out expectations for student behaviour and the procedures the University uses to resolve matters when students' behaviour is unacceptable. The University expects all students to conduct themselves in an appropriate manner in their day-to-day activities, including in their dealings with other students, staff, and external organisations. The University aims to deal with allegations of misconduct in a fair and consistent manner, following the procedures set out in the Code of Student Conduct
http://www.ed.ac.uk/academic-services/staff/discipline/code-discipline

8.6 Peer Learning and Support

Peer Learning and Support in the context of the University means a student with more experience sharing their more experience sharing their knowledge, skills, abilities and expertise with a new or less experienced student. Peer Learning and Support Schemes may focus around advancing your academic work, providing 1-2-1 mentoring, or opportunities to socialise with other students within your School or offering additional support to ensure your wellbeing while at University. The Students' Association, in partnership with Schools and University Services, provide some of these opportunities, facilitated by trained student volunteers, at both the undergraduate and postgraduate level of study at Edinburgh. Other peer support opportunities are also provided by the University.

Peer Assisted Learning Schemes (more commonly known as PALS), involve trained volunteers in second year and above who plan and facilitate structured study sessions for other students. These academic sessions cover a variety of topics, including settling into university life, study skills, course content, module choices, assessment and the skills students need to excel in their degrees.

Peer Support Schemes (e.g. academic families, buddies, clans or similar) aim to building a sense of community for students, enhance student well-being and enrich the university experience. Peer Support Schemes are based on a model where higher year's students plan and run regular sessions to foster a sense of community and belonging through the integration of the year groups. Sessions can vary depending on the Scheme, but sessions usually have a specific well-being or academic focus, while others provide more social opportunities to facilitate meeting new people.

Peer Mentoring Schemes are a form of peer support that take place in a 1-2-1 environment, whether this is in person or online. Peer Mentoring Schemes usually have

a pastoral/welfare or academic focus, however we do also have some identity based Schemes available for example our LGBTQ+ Peer Mentoring Scheme.

9 Useful information and services available to students

9.1 Technology and Libraries

Our computer support services, training opportunities and library resources will help you make the most of your study time.

https://www.ed.ac.uk/information-services/students
https://www.ed.ac.uk/students/academic-life/support/study-support/technology-and-libraries

Learning opportunities to develop your information and IT skills are available through the IS website. These materials include online self-teach learning and workbook resources for personal development and to help you work and study more effectively.
https://www.ed.ac.uk/information-services/help-consultancy/is-skills

9.2 Getting help

The IS Helpline provides a first point of contact for enquiries relating to library, computing services and online learning. The helpline is available around the clock with 24/7 cover. More details of the IS Helpline service is available on the IS website:
www.ed.ac.uk/is/helpline

Please contact using your University email account to ensure your enquiry is prioritised.
Is.helpline@ed.ac.uk

9.3 Email

When you join the University you will get a University of Edinburgh email account and address which will be used for a variety of essential communications. You must access this and manage this account regularly as important information from the University will be sent to this address. It is your responsibility to check this, and failure to do so will not be an acceptable excuse or grounds for appeal.

9.3.1 How do I forward my email to another account?

Automated forwarding is not typically allowed under the Information Security Policy due to the risks associated with breaching GDPR/DPA2018 regulations.
Standard practice is to set up the University mail account on your email client in addition to any personal accounts that you may have in place already (https://www.ed.ac.uk/information-services/computing/comms-and-collab/office365/email-calendar)

If a user requires auto-forwarding, they would need to apply for an exemption via the form at the following link https://edin.ac/email-forward-request

General Communications
To ensure secure communications between students and staff we would encourage you to use official methods of communication provided by the University e.g. Microsoft email, Teams, any local platforms used by your lab. This also ensures that if there is any reason to revisit your conversations, correspondence is easily located.

We would discourage using less secure platforms like Facebook or WhatsApp for work related conversations

9.4 Digital Research Services

Digital Research Services support researchers with data-intensive and computational work at any stage of the research lifecycle. They provide a single point of access for information on digital research tools and services offered by Information Services Group and other providers. They also organise various events and training opportunities, so you can develop digital research skills, scale up your project, or build a network of helpful contacts.

If you need tailored advice for your research project, you can get in touch with the Research Facilitator for CMVM (Sarah Janac - sarah.janac@ed.ac.uk).

Visit the Digital Research Service website to find out more:
https://digitalresearchservices.ed.ac.uk/

9.5 Your Student Record

From your initial registration as an Edinburgh student to receipt of your final award, you can use the student self-service to view course and programme information and update your personal details. It allows you to:

- Check your registration and matriculation status
- Edit personal and contact information
- View course details and results
- View your final award and Higher Education Achievement report (HEAR)
- View any applications for further study at Edinburgh

The user guide for student self-service is available at:
https://www.ed.ac.uk/student-systems/support-guidance/students/student-self-service

9.6 My Online Resources

Online resources designed around you and your specific needs. MyEd is the University of Edinburgh's web portal. Access to MyEd web portal is possible on smart phones, laptops and desktop computers.

9.7 Support Services and Welfare

As with all transitions in life studying at university can be both exciting and challenging – whether it is your first time at university or you are returning to higher education, and whether you have a pre-existing mental health condition or not, it is important to look after yourself. University can be busy and stressful at times, this can in turn cause our state of wellbeing to fluctuate. We all have strategies for coping with life and it is important to continue using and revising these skills, to help support and maintain your wellbeing which is crucial to allow you to experience a positive and happy university journey. The University provides a range of evidence-based resources, workshops and support which are available to you. These are provided by a number of different services, including the Centre for Sport and Exercise, Chaplaincy, Student Counselling & Disability Services, the Institute for Academic Development and the Edinburgh University Students' Association. We also have the Student Wellbeing Service which will provide wellbeing support, the Equally Safe team to provide support for survivors of gender-based violence, and our online reporting platform Report + Support.

9.7.1 University Support Services

University Support Services and useful webpages	Description
A – Z of Student Support Services	Complete listing of University Support Services.
The Advice Place	The Advice Place is a professional, impartial and inclusive service for all students at the University of Edinburgh. Our service is free, independent and confidential.
Careers and Opportunities	The Careers Service provides useful resources and sources of support for helping you make the most of your time at Edinburgh.
The Chaplaincy	The Chaplaincy is a safe and welcoming service for people of all faiths and none.
Edinburgh Global	Edinburgh Global is the central contact point for international students. It provides all the information and support you need when coming to Edinburgh for your studies, and also provides support for all Edinburgh students going abroad on international experiences.
Edinburgh University Students' Association	Edinburgh University Students' Association exists to represent and support the community of students at the University of Edinburgh.
English Language Education (ELE)	Online learning (OL) students can access a range of ELE self-study materials, fully accessible online.
Fees	Full guidance on how to pay fees.
Health and wellbeing	Information on health services, sport and exercise, mental wellbeing and support in a crisis.
Institute for Academic Development	The Institute for Academic Development (IAD) provides a number of workshops and resources for University of Edinburgh postgraduate taught students (online distance learners and on campus students), to help you gain skills, knowledge, and confidence for study and assessment at postgraduate level.
Scholarships and Student Funding	Student funding information, including information for current students who have already commenced their programme of study.
Student Administration	Student Administration are responsible for providing services to all students throughout their time at the University of Edinburgh and for supporting Colleges and Schools and other student services in delivering a high quality student experience.
Student Counselling	We support the mental health of all students at the University, using short-term counselling and referral to other services.
Disability and Learning Support Service	The Student Disability Service supports disabled students.
Student Wellbeing Service	Advice and guidance on wellbeing related issues.
University Health Service	Information on the University Health Centre.

9.7.2 Mental Health and Wellbeing

While university life is full of exciting opportunities, it can sometimes be an overwhelming time. Here you can find information to support your physical and mental health and wellbeing. We have a range of support services to guide you through your university journey, and help to support your wellbeing. These include:

- Student Advisers/Student support teams/Graduate School staff in Schools and Deaneries
- Wellbeing Advisers for you to contact yourself or through your Student Adviser and wellbeing activities in Schools and Deaneries
- Our Chaplaincy, for all faiths or none, offer The Listening Service 24/7 365 days a year for confidential caring conversations as well as Mindfulness, Yoga, Tai-Chi, PhD bookclub, Writing and Doodling workshops
- Drop-in groups such as Skills for Life and Learning run by Student Counselling, IAD study skills, Disability support groups and Comfort Cafes
- Keeping active through our Feel Good Walks, Just Play Sport Sessions, and through the various offering of our Sport & Exercise team, including the Pleasance gym, St Leonards Land swimming pool, sports teams, clubs and the Sports Union
- Residence Life provide wellness support for those in University accommodation
- Student Counselling Service offer short-term counselling
- Disability & Learning Support Service for learning adjustments, mentoring and other specialist support
- The Advice Place for independent support and The Student's Association for student societies, peer support, Nightline and Let's Talk campaign & events

IT IS IMPORTANT FOR YOU TO COME FORWARD AND ASK FOR HELP AS EARLY AS POSSIBLE. IF YOU ARE NOT SURE WHAT TO DO, PLEASE CONTACT YOUR SUPERVISOR OR A MEMBER OF THE PRECISION MEDICINE TEAM AS THE FIRST STEP.

9.7.3 Support for Study

The University of Edinburgh welcomes a diverse student body and aims to support all students throughout their studies. This includes students who have temporary or long -term physical or mental health conditions which may have an adverse impact on their ability to study.

The University takes seriously its duty of care to all members of the University community. This policy and procedures are to be followed by staff where the behaviour of a student is giving cause for concern, and where it is believed this may be caused by a mental health problem. The Support for Study Policy applies to all students and to all aspects of University life.

9.7.4 Health and Safety

The University Health and Safety Policy

The University has a duty, so far as reasonably practicable, to ensure the health, safety and welfare of all employees and students while at work, and the safety of all authorised visitors and members of the public entering the precincts of the University. The University Health and Safety Policy is issued upon the authority of the University Court and contains the Health and Safety Policy statement and summary of the organisation and arrangements of health and safety within the University. The successful implementation of the University Policy requires the support and co-operation of all employees and students – no person shall intentionally interfere with, or misuse anything provided by the University in the interest of health, safety or welfare.

The University Health and Safety Policy is supported by a Framework document published in two parts on the Organisation and Arrangements of health and safety within the University. Individuals are required to comply with any procedure or arrangements formulated under the authority of this Policy. Any questions or problems about matters of health and safety can be taken up initially with the School Safety Advisor. Further guidance on health and safety matters can be found on the Health and Safety website at http://www.ed.ac.uk/health-safety/ including contact details for all professional staff within the corporate Health and Safety department.

For College of Medicine and Veterinary Medicine specific health and safety information, please refer to http://www.ed.ac.uk/medicine-vet-medicine/staff-and-current-students/cmvm-health-and-safety

9.7.5 Sport and Exercise

The University of Edinburgh's superb sport and exercise facilities are ranked among the very best in the UK. Catering to a diverse range of users from occasional exercisers to international athletes our state-of-the-art gym and sport offer will allow you to stay active, have fun, try new things and feel your best.

Whether you are looking to work-out or play indoor sport in the heart of Edinburgh at Pleasance Sport Centre & Gym, take part in outdoor sport at Peffermill Playing Fields, take in the scenery and outdoor activities at Firbush Outdoor Centre, try our gym at the University's Easter Bush Campus, use one of our specialist Swimming or Climbing facilities or need treatment at FASIC Sport & Exercise Medicine Clinic, there really is something for everyone here at Sport & Exercise. So, come Play. Train. Perform!

There is also a range of exercising at home guides and videos

9.7.6 Study Skills and Personal Development

IAD INSTITUTE FOR ACADEMIC DEVELOPMENT

Institute for Academic Development

The Institute for Academic Development (IAD) provides a number of workshops and resources for University of Edinburgh postgraduate taught students (online learners and on-campus students), to help you gain the skills, knowledge, and confidence needed for studying at postgraduate level.

On-Campus and Online Workshops

The IAD offers a range of on-campus and online workshops/events and one-to-one study skills sessions.

Examples of on-campus and online workshops are highlighted below and a comprehensive list and booking details can be found on the IAD website, MyEd or on the blog.

- Critical: reading, essay planning and writing
- Getting started with your scientific writing: who's afraid of the big blank page
- Time management
- Project planning
- Dissertation planning and writing
- Introduction to the online library for online learners
- Getting started with Endnote (bibliographic tool)
- Preparing for exams

- Managing your digital footprint (online presence)

Resources
There are various resources available on the IAD website, including:

- Preparing for your studies
- Studying at postgraduate level
- Developing your English
- Literature searching
- Managing research workloads
- Writing a postgraduate level
- Assignments: planning and drafting
- Critical thinking
- Digital media
- Guides and codes

Institute for Academic for Academic Development
Website: www.ed.ac.uk/iad/postgraduates
Email: iad.phd@ed.ac.uk
Digital Footprint: www.ed.ac.uk/iad/digitalfootprint

Study Support
Workshops, courses, and online resources focussed on the challenges of studying at postgraduate level, covering topics such as working with research data, literature searching, critical thinking, dissertation planning and writing, and managing your reading:
https://www.ed.ac.uk/students/academic-life/study-support

Study Skills Consultations
The IAD offers half hour one-to-one study skills sessions with a Study Development Advisor. These are confidential and can help you to learn and study more effectively by developing effective study strategies and enhancing current study skills. More information can be found here.

Examinations
A searchable timetable of forthcoming exams, examination adjustment deadlines, details of current and forthcoming exam diets.

Curriculum, assessment and exams
Information on Choosing courses, where to find assessment and exams information, getting advice on academic matters, and information about academic appeals and Special Circumstances processes.

eProfessionalism
An eProfessionalism guide and case study are available on the digital footprint website

9.7.7 English Language Ability

English Language Education provides a range of general, academic and specialist English courses, for students, professionals and groups.

Further information about ELE services can be found on the ELE website:
http://www.ed.ac.uk/schools-departments/english-language-teaching
Email: col.admissions@ed.ac.uk

9.7.8 Money, Fees and Finance

Paying Fees 2024/25

Full guidance is provided here.

Payment Options

The payment options are:

- self-funded students can pay in full or by instalment
- external funded students – the sponsor will pay in full
- a combination of the above

Students paying by instalment must follow the same rules and timetable as for direct debit instalments:

For UK based students instalment payment is by direct debit only from a UK bank. Non-UK based students can also pay by instalment; on-line, bank-to-bank transfer or by phone.

Income Section contact details
Telephone: 44 (0) 131 651 5151
Email: finance.helpline@ed.ac.uk

Scholarships and Student Funding

Student funding information can be found here, including information for current students who have already commenced their programme of study. http://www.ed.ac.uk/student-funding/

9.7.9 Development and Alumni

Our role is to work with the academic community to engage alumni, friends, companies and trusts in the life of the University.

We are responsible for sustaining a lifelong relationship with our worldwide alumni community of over 250,000 graduates and raising funds to support students and the University's research and teaching activities. More information can be found here.

10 Data Protection

Under Data Protection Law, personal data includes all information about a living, identifiable individual. Students using personal data as part of their studies must comply with The University's data protection policy and the related responsibilities as outlined in the linked guidance.

Before using personal data as part of their studies students must become familiar with the linked guidance, discuss implications with their supervisor and seek appropriate ethics approval. They must also obtain consent from the data subjects to take part in their studies. Failure to comply with the responsibilities under the policy is an offence against University discipline, A breach of the University policy can cause distress to the people the information is about, and can harm relationships with research partners, stakeholders, and funding organisations. In severe circumstances, the University could be sued, fined up to £17,500,000, and experience reputational damage.

Data protection guidance and information is available here.