**CDT in Biomedical AI PhD Proposal**

# **Information for Supervisors**

Researchers wishing to take on PhD supervision of CDT students must read and agree to abide by the following conditions and be familiar with the Supervisor Guide section of the CDT website

**Conditions of Supervision**

* Researchers cannot normally take on a new CDT student as a primary supervisor in two consecutive years, but requests to do so will be considered by the CDT Director on a case-by-case basis.
* Supervisors who have not graduated a PhD student as first supervisor will not be permitted to supervise a CDT student if that supervision would take their supervisory load beyond 4 students.
* Supervisors who have graduated at least one PhD. student as first supervisor would not normally be permitted to take on a CDT student if their supervisory load would exceed 6.
* Supervisors will be active researchers who hold either an academic position or a fellowship that extends for the duration of the PhD project.
* Supervisors must have performed Equality & Diversity and Unconscious Bias training and have attended a University Supervisor Briefing session within the past 5 years.

**CDT Training Programme**

Students remain part of the CDT programme throughout their PhD studies and are required to take part in CDT-specific events and training activities. Supervisors are expected to actively support their student’s ongoing training and development including as part of the CDT programme. Details of such activities will be advertised to students and supervisors on a continuing basis throughout their studies.

**CDT funding**

CDT funding is for 4 years: 1-year MScR degree and 3-year PhD project. As a condition of UKRI/EPSRC funding the CDT is not able to cover any travel/project costs or fees after the student’s prescribed end date. Each student is allocated £7000 for travel/research costs. Students are responsible for managing their budgets in consultation with the supervisory team. Use of CDT funds must be approved by the primary supervisor and CDT team in advance of purchase, following the procedure set out by the CDT: <https://web.inf.ed.ac.uk/cdt/biomedical-ai/student-guide/cdt-funding>

**UKRI Terms and Conditions**

CDT supervisors and students must read and comply with [UKRI Terms and Conditions](https://www.ukri.org/funding/information-for-award-holders/grant-terms-and-conditions/). This includes ensuring that all relevant publications are open access and acknowledging UKRI funding support in publications and other materials: <http://web.inf.ed.ac.uk/cdt/biomedical-ai/student-guide/academic-outputs>

**Supervision procedures**

CDT students are registered on the CDT degree programme, managed by the School of Informatics, for the entire duration of their studies. Supervisors of CDT students are expected to follow all relevant procedures for student supervision, support and monitoring set out by University, School of Informatics and CDT. CDT-specific requirements include:

* Providing quarterly updates on the student’s progress in a timely manner prompted by the CDT Coordinator;
* Notifying the CDT team of any issues that may arise relating to the student or their project in a timely manner.
* Attending annual supervisor meetings organised by the CDT;
* Maintaining compliance with the requirements detailed above.

# **PhD Project**

The PhD project must be designed and supervised in such a way that the student is able to complete their research and submit the thesis by their prescribed end date. Any issues relating to the successful progression of studies should be brought to the attention of the CDT Coordinator in a timely manner and additionally as part of the official PGR Annual Review reporting process.

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| --- | --- |
| **Primary supervisor** |  |
| School/Institute/Department |  |
| Email |  |
| Current PhD students and year of study |  |
| Date of last supervisor briefing attended |  |
| **Second supervisor** |  |
| School/Institute/Department |  |
| Email |  |
| Date of last supervisor briefing attended |  |
| **Third supervisor (if applicable)** |  |
| School/Institute/Department |  |
| Email |  |
| Date of last supervisor briefing attended |  |
| **Student’s primary location during PhD** | |
| Name of Institute/department/lab |  |
| Address |  |
| Will student be allocated a desk? |  |
| Any H&S training required? |  |
| **Project title** | |
|  | |
| **Project summary/abstract (4000 characters max)**  (!) This project summary and title will be reported to UKRI | |
|  | |
| **Interdisciplinary component (250 words)**  Explain the interdisciplinary nature of the project and why it is required to achieve the scientific goals. | |
|  | |
| **Supervisory team**  Briefly detail the roles of the individual supervisors. | |
|  | |
| **Ethics**  List all relevant ethical approvals associated with the project that have been obtained or need to be obtained. | |
|  | |
| **Resource requirements** | |
| **Data**  If your project requires access to any external datasets, has access already been secured? If not, how would the project change if the expected data does not become available? | |
|  | |
| **Computing resources**  Does the project require specific computing resources? List them here and justify why you need them. | |
|  | |
| **Research costs**  Provide an estimate of any project-specific research costs, such as data collection and experiments. | |
|  | |
| **Travel costs**  If your project requires extended trips (e.g. regular visits to external research labs), please estimate and justify additional costs. | |
|  | |
|  |  |

# **Full PhD project proposal**

A more detailed description of the proposed research of no more than 5 pages, excluding front-matter, bibliography and any appendices/supplementary information.

The proposal should include the following sections:

* Project Title (50 words).
* Scientific Abstract (250 words).
* Lay Abstract (250 words).
* Motivation – why are you proposing this? Include the potential value and significance of the proposed research.
* Aims & Objectives.
* Interdisciplinary component
* Supervisory team
* Introduction – place the research in context and prime with necessary information that would enable an academic reader who is not necessarily an AI/Biomedical expert to understand what is to follow.
* Expected Outputs – for example novel insight, tools, software, publications, data. What do you expect the research to produce?
* Initial Research Plan – a plan for the first year including a Gantt chart with key milestones and deliverables.
* References.

You can use and adapt the [InfThesis Latex template](http://media.inf.ed.ac.uk/infweb/infthesis.zip) for this, but in any case, submission should be to the CDT Coordinator as a separate PDF document alongside the completed form above and appropriately named using the following structure:

**[UUN]\_[Surname]\_CDTBAIProjectProposal\_[SUBMISSIONDATE].pdf**.