



SEMMELWEIS UNIVERSITY

CENTRE FOR TRANSLATIONAL MEDICINE

DIRECTOR
DR. PETER HEGYI

Dear Prospective Project Students!

We are very pleased that you are considering joining our project student program, we truly believe this represents a great opportunity for you. Joining our program carries benefits and responsibilities, both of which will be outlined in this letter. Please read this information letter in detail to be aware of what will be expected of you.

Benefits

You are most likely wondering what benefits you might expect from a program like ours. The benefits include the following, and more:

- **Experience:** First of all, you will receive hands-on experience with clinical and other research, an opportunity in and of itself.
- **Choice of topic of interest:** The CTM has a broad selection of topics in many different specialties. Students are asked to indicate their main topic of interest, alongside other potential topics for which they will be contacted with offers to participate.
- **Co-authorship:** Substantial contribution to the conception, data processing and writing in a project will result in a co-authorship for the given project - nearly all of which will be in Q1 or D1 journals.
- **TDK conference participation:** A project with this level of participation will also be available for you to present at TDK conferences, and the high quality will give you a good chance to receive awards (several of our TDK students last year already did).
- **Networking:** Furthermore, our large system and structure with group meetings and events will give you a terrific opportunity to network with nationally leading experts in different clinical specialties, as well as with the up-and-coming young scientists who are currently enrolled in our PhD program.
- **Events:** This is further supported by exclusive social events for CTM participants.
- **Education:** From an educational perspective, as a project student you will receive access to our e-learning on different topics, as well as lectures by outstanding international scientists.
- **First author projects:** Finally, outstanding students showing a high performance and high level of dedication, assessed by an objective set of criteria that you will receive upon enrollment, will receive the opportunity to start their own 1st author project after their first year in the system, under the supervision of an experienced PhD student.



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Structure of the Centre for Translational Medicine

Our system of education represents an innovative new way of organizing medical and health science PhD education. This system rests on a few core parts.

Staff and persons:

- **Scientific methodology experts (SME):** The most experienced methodological advisors with experience coordinating and leading in the system.
- **Scientific methodology advisors (SMA):** Selected experienced SMS's who have key roles coordinating the parts of the system. They are responsible for the most difficult methodological questions, as well as organizing courses and events. Several coordinator roles exist (1st year coordinator, Clinical research coordinator, Meta-analysis coordinator, Undergraduate research coordinator, Clubs and events coordinator).
- **Scientific methodology supervisors (SMS):** A subgroup of experienced PhD students whose role is to supervise and guide new SMPs, answer methodological questions, and lead the groups.
- **Scientific methodology practitioners (SMP):** PhD students enrolled in the system.
- **Scientific methodology learners (SML):** Project students.
- Other roles:
 - Experts: A group of experts in different clinical and research fields, available to discuss practical and clinical issues on request from the co-ordinators.
 - Statisticians: Our group of leading statisticians is available to solve statistical problems and provide the highest level of statistical analysis in our projects.

Regular programs:

- **Group meetings:** Groups are arranged by subject matter, and composed of PhD students, supervisors, the respective group leaders, who are leading experts in the field, and scientific methodology supervisors (SMS). Group meetings are weekly occasions where PhD students present their projects and progress to the other group members, statistician team representatives and Prof. Peter Hegyi, allowing for input and discussion, as well as follow-up of goal achievement.
- **Project meetings:** Each student must have a weekly project meeting with their supervisor and SMS present to discuss methodological questions and ensure proper progress of the projects.
- **Progress reports:** PhD students have a total of six progress reports during their time at the CTM, four progress reports during their first year and two progress reports during



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their second year. These progress reports are designed around the model of a conference. Each day is attended by several groups, and divided into sessions. Sessions are chaired by group leaders and invited experts. The students get the opportunity to expose their projects and results over a limited amount of time, with extra time dedicated to discussion. Students are also required to ask questions from their fellow students, other questions are asked by the chairs or other participants (supervisors, guests). These progress reports represent an excellent opportunity to develop presentation and discussion skills, as well as preparation for conferences.

- **Classes, lectures:** Practical classes are held for the PhD students in those topics in which we also provide e-learning. Lectures are held by invited outstanding scientists, including Nobel Laureates.

Online platform

Our new online system, powered by Moodle, is accessible to PhD students, supervisors and TDK students. This system has multiple parts, all of which serve different functions.

- **E-learning:** The e-learning courses consist of short videos and tests. Currently we have several topics as e-learnings (Meta-analysis, Clinical trials, Registries, Statistics, Article writing).
- **Project follow-up:** The project follow-up courses are designed to ensure that the correct workflow is followed for all types of scientific projects, and that all parties involved in the project stay up-to-date with it. All important documents related to the project are uploaded here, and questions discussed in the forum.
- **Program specific course:** Separate courses exist for the separate years, containing weekly resources, tasks and updates for participants, as well as forums for the individual groups and classes. One such course exists specifically for the project students. This serves to allow students to communicate with each other and the coordinator team, to follow the students progress and workload, and to organize the optimal matching up of projects to project students.



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Requirements for participation

The most important requirements for participation are motivation, dedication and time. Some objective criteria remain, however:

- **Language knowledge:** The main language of the CTM is English. It is therefore required to have a sufficient level of English language knowledge to be able to participate in the discussion of projects.
- **Attendance:**
 - Progress reports: Attendance to the progress reports is **mandatory** for all participants in the TDK program.
 - Group meeting: Attendance to the group meetings is highly suggested to all project students, however we realize the scheduling conflicts many undergraduate students face and their limited opportunity to manage their own schedule, therefore it is not mandatory. However, to achieve an **outstanding** result and the opportunity to conduct a first-author project, a *50% attendance rate* to the group meeting is required.
 - Project meeting: To be **eligible for co-authorship** in a project, in addition to the practical contributions a *50% attendance rate* to project meetings is required. To achieve an **outstanding** result, a *75% attendance rate* is required.
 - Lectures: There is no attendance requirement for the lectures, however we strongly suggest that you make use of these excellent opportunities!
- **Education:** While we offer several courses, completion of the meta-analysis course with a satisfactory result is required from everyone before being fully admitted to the project program.
- **Follow-up:** On the online course for the project students, monthly follow-up questionnaires will be made available to you. These are intended to ensure that all those who wish to work have projects administered to them, and to stay up-to-date with the work of the project students. You will have the opportunity to indicate if you are satisfied with the amount of work you have, and we will be able to adjust things dependently (e.g. assign you to another project, or assign further project students to a project if the workload is too large). Completing these questionnaires is also **mandatory** for project students in the program.



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Steps for joining

To apply for our program, please fill the form on our website, the link and QR code are attached at the end of this letter. In this form we will collect your contact information, a letter of motivation and a short CV (no more than one page, please highlight any previous research experience as well). After we receive your application, you will be invited to an interview with our coordinator team to assess your skills and motivation. If you are admitted to the program, we will enroll you in our online platform. On this platform you will receive access to the previously mentioned e-learning, and the course for the project students. We will also request you to fill in details about yourself, such as your topics of interest (primary and secondary), the languages you speak and to what level, and hobbies and interests (to contact you with offers for our social clubs). If you have not yet joined a project and have no specific wish, we will contact you with offers for projects that fit your interests and still need project students.

Best regards,

Marie Anne Engh
Meta-analysis coordinator

Dr. Péter Hegyi
Program Director

[Apply now!](#)



[Contact](#)

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