

UNIVERSITY OF CALIFORNIA, LOS ANGELES  
SCHOOL OF MEDICINE

GRADUATE TRAINING PROGRAM IN CLINICAL INVESTIGATION  
Application Instructions

**Program of Study: Master of Science in Clinical Research**

The Department of Biomathematics in the School of Medicine offers a Master of Science in Clinical Research graduate degree. The goal of the program is to train physicians and other health professionals in the techniques and processes utilized in patient-oriented research so that they will be able to develop and implement clinical research projects leading to research publications and extramural funding.

**Admission**

Requirements for admission include a baccalaureate degree (or its foreign equivalent) plus an MD, DDS, DNSc, or PhD degree. Candidates should have completed the clinical requirements for Board eligibility in their chosen specialty/sub-specialty at the time of admission. High academic achievement is required and considerable interest in a career as a clinical investigator. *All applicants must have appointments at UCLA or its affiliated institutions (Cedars-Sinai, Harbor-UCLA or Charles Drew University).*

**All applicants must complete the department's Master of Science in Clinical Research Application form, which includes items 1-6 below:**

1. Master of Science in Clinical Research Application cover page (see page 3)
2. A complete CV, including a personal statement on your career goals
3. Official transcripts (including: undergraduate, graduate school and medical school)
4. A brief (2-3 pages) description of the research project that will form the basis of the thesis.
5. Three letters of recommendation (*may be sent separately via mail or email*):
  - One letter from the Division Chief or Departmental Chair indicating the financial support (stipend and registration fees) to be provided during the didactic and research years of the graduate program. The letter of support must specifically state the source of the stipend and support for registration fees/tuition. In addition, the letter should address the arrangements that have been made for protected time for the trainee during the graduate years in the program.
  - One letter of commitment by the research mentor(s) to the applicant. The letter should describe the mentoring program that will be provided, as well as specifics regarding how the research will be funded; mentor's NIH BioSketch and NIH Other Support must be included.
  - One letter from another faculty member.
6. *After you receive confirmation of acceptance into the MSCR program (and only then), complete the online **UCLA Application for Graduate Admission** (<https://grad.ucla.edu/admissions/>).*

Send a **pdf** of above items 1-5 to Doug Smoot at [dsmoot@mednet.ucla.edu](mailto:dsmoot@mednet.ucla.edu).

Transcripts or letters of recommendation to be mailed should be sent to:

Doug Smoot  
CTSI Student Affairs, MSCR Program  
David Geffen School of Medicine at UCLA  
PO Box 957396, CHS 12-233  
Los Angeles, California, 90095-7396

**Questions about the application process** may be addressed to Doug Smoot at [dsmoot@mednet.ucla.edu](mailto:dsmoot@mednet.ucla.edu).

## GRADUATE TRAINING PROGRAM IN CLINICAL INVESTIGATION

### **Program of Study** (*entering 2017-2018*)

Master's degree graduate students must complete 48 units. These units must be distributed as follows: required courses, elective courses, and thesis research course. The required courses (totaling 32-units) are:

Biomath 259: Controversies in Clinical Trials	2 units
Biomath M260 A/B/C: Methodology in Clinical Research	12 units
Biomath M261: Responsible Conduct of Research Involving Humans	2 units
Biomath 170A: Introductory Biomathematics for Medical Investigators	4 units
Biomath 266A: Applied Regression Analysis in Medical Sciences	4 units
Biomath 266B: Advanced Biostatistics	4 units
Biomath 265A: Data Analysis Strategies	4 units

In addition, elective courses (8-units required) are selected in consultation with and approval by the assigned adviser(s). Eight units of Biomathematics 596 are required for thesis research. The thesis is presented in the form of a manuscript for publication. Oral presentation of the thesis is required.

### **Teaching Experience**

Not required

### **Foreign Language**

Not required

### **Thesis Plan**

The thesis option is chosen. Trainees will discuss with their advisor(s) the choice for the chair of the Master's thesis committee. The Executive Committee must approve the chair and the members of the thesis committee.

### **Advising**

The Co-chairs of the Executive Committee for the Master of Science in Clinical Research confer with incoming trainees about their goals and prior preparation. Trainees are assigned a quantitative advisor, from either the Executive Committee or the Admissions Committee.

In addition, for clinical fellows, a faculty member of their sub-specialty training program must be an advisor. Trainees meet with their advisor(s) at least once a month. Detailed assessment of trainee's progress is reported to the Executive Committee.

### **Clinical Research Facilities**

The research mentor will provide the clinical research facilities for the thesis research.

### **Time to Degree**

The minimum time-to-degree is two years for full-time trainees in the program. The program starts the summer quarter after admission (coursework begins with Fall Quarter). The maximum time to degree will be three years; exceptional cases require the approval of the Executive Committee.

### **Financial Assistance**

It is expected that full salary support, registration fees and research support will be obtained from the department or division where the applicant is a clinical fellow or faculty member. (Note: Applicants from UCLA partner affiliates may be eligible for shared tuition support from CTSI. UCLA Non-Senate Academic employees, appointed at 50% time or more, may receive a 66% reduction in fees. [Policy 51](#) - Reduced Fee Enrollment.)

UCLA David Geffen School of Medicine  
CTSI - Department of Biomathematics

**Track 3 - MASTER OF SCIENCE IN CLINICAL RESEARCH**  
*Department Application – Due May 15th*

Name: \_\_\_\_\_ UCLA UID: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Pager: \_\_\_\_\_ E-mail: \_\_\_\_\_

Academic Dept.: \_\_\_\_\_ Current Position: \_\_\_\_\_

Undergraduate School: \_\_\_\_\_

Graduate/Medical or other Health Professional School: \_\_\_\_\_

Internship: \_\_\_\_\_

Residency: \_\_\_\_\_

Fellowship: \_\_\_\_\_

Degrees: \_\_\_\_\_ STAR Applicant? \_\_\_\_\_

Funding Source for Salary (i.e. Division, K grant): \_\_\_\_\_

Funding Source for Tuition (i.e. Division, K grant): \_\_\_\_\_

Funding Source for Research Project (i.e. Mentor's grant, Division): \_\_\_\_\_

*Included with this cover page:*

1. **CV:** A current *curriculum vitae*, including a personal statement of career goals.
2. **Official Transcripts:** all post-secondary institutions attended (undergraduate, graduate and medical school).
3. **Thesis Description:** Brief (2 -3 page) description of the research project that will form the basis of the thesis.
4. **Research Mentor's current NIH Biosketch and NIH Other Support pages.**
5. **Three Letters of Recommendation and Support:**
  - 5.1. Letter from the Division Chief or Departmental Chair indicating the financial support (stipend and registration/tuition fees) being provided during the didactic and research years of the graduate program; must specifically state the source of the stipend and fees support; should address the arrangements that have been made for protected time during the graduate years in the program.
  - 5.2. Letter from research mentor indicating commitment to trainee and mentoring plan.
  - 5.3. Letter of recommendation from a faculty member.

**I certify that the information in this application is true and correct to the best of my knowledge.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Incomplete applications will not be reviewed. Interviews are scheduled by invitation only.  
Please refer to Biomathematics Department and Graduate Division deadlines when submitting an application.*