



NIH – National Cancer Institute
Institutional National Research Service Award
T32 CA09056 – UCLA Tumor Cell Biology
Training Program

GUIDELINES FOR PREDOCTORAL APPLICATIONS

The UCLA Tumor Cell Biology Training Program supports comprehensive didactic training in oncology and laboratory research training in the research specialty of the faculty sponsor. Two program-administered courses (M294: Molecular Basis of Cancer, and M294L: Cancer Histopathology) are required of all trainees. Trainees are also encouraged to participate in the weekly Cancer Center Research Conference and an informal monthly training program luncheon seminar.

ELIGIBILITY

Nominees for predoctoral positions must be sponsored by a UCLA faculty mentor of the program. Applicants will be considered based on their potential for creative research accomplishments and the relevance and strength of their proposed training program in Tumor Cell Biology. The training program is open to applicants who have had two years or less of previous predoctoral NRSA support. Preference is given to those with no prior NRSA support. Minority candidates are encouraged to apply. **Trainees must be U.S. Citizens or Permanent Residents.**

SUPPORT

Appointments are made for a term of one year with the possibility of renewal for two more years. The program limits appointments to no more than three years at the predoctoral level on this training grant. No individual trainee may receive more than five years of aggregate NRSA support at the predoctoral level, including any combination of NRSA support from institutional and individual awards. Renewal is contingent on approval of an annual Progress Report, which must be submitted through the faculty sponsor.

Stipends: Awards include a stipend paid in 12 monthly installments, and a tuition and fees supplement for three quarters (annual amount subject to NIH policy and does not include summer). For current stipends, see the most recent NRSA stipend announcement at <http://grants2.nih.gov/training/nrsa.htm> Faculty who sponsor applicants must provide supplementary funding that will meet recommended departmental stipend levels.

Travel to national meetings: The training program has resources to provide modest support for travel and subsistence for trainees who wish to attend scholarly meetings in their research area. The program recommends that trainees apply to attend the National Cancer Institute-sponsored AACR Workshop on Molecular Biology and Pathology of Neoplasia and will provide travel support for those who are invited.

APPLICATION PROCEDURE

Predocctoral candidates for the Tumor Cell Biology Training Program and their mentors must provide the following:

PART I – APPLICANT

1. Completed **Application for Appointment** form.
2. A description of **Career Goals** - be succinct; do not exceed one page.
3. A **Bibliography** of all publications, including the titles of all research papers published, in press, submitted for publication, or in preparation.
4. A copy of college **Transcripts**, graduate school transcripts, and GRE and/or MCAT **Scores** showing percentile ratings (these may be unofficial records; photocopies will do.)
5. The names, addresses and telephone numbers of at least **two** professional **References** – *excluding mentor(s)* – from whom **Predocctoral Applicant Evaluation** forms have been requested. It is the applicant's responsibility to ensure that the signed, completed Evaluation forms are delivered to us by the deadline. They may be faxed to us at 310-206-1703 or mailed to:

UCLA Tumor Cell Biology Predocctoral Training Committee, c/o Fred Fox (PI)
Department of Microbiology, Immunology & Molecular Genetics
University of California, Los Angeles
PO Box 951489, Los Angeles, CA 90095-1489

PART II – APPLICANT AND MENTOR(S)

6. Description of **Research** to be undertaken by the applicant during the period of training. Explain its relevance to a human cancer problem – be clear and concise; do not exceed one page. This must be signed by both the applicant and the mentor(s).
7. A completed **Research Clearances** form. This must be signed by both the applicant and the mentor(s). If this Trainee Application is approved, funds will not be allocated until the appropriate forms have been received by the Tumor Cell Biology Training Program.

PART III – MENTORS OR MENTOR TEAMS

Mentors must provide items # 7-10 below. In the case of mentor teams, each member of the team must provide these items individually.

8. A **Letter of Nomination** that describes the mentor's training and career development plan for the applicant. In the case of mentor teams, the specific role of each mentor in the program should be described.
9. A brief description of the **Overall Research** program in the proposed mentor's laboratory.
10. A list of all predocctoral and postdoctoral **trainees** currently in the mentor's laboratory and their sources of funding.
11. The mentor's **NIH Biosketch** with publications most closely related to cancer biology (no more than 2 pages).

Please use the predocctoral application forms found at: http://www.mimg.ucla.edu/faculty/fox/fac_fox.html

Attach additional sheets as necessary, observing page limitations.

Incomplete applications may not be reviewed.

Complete predocctoral applications must be received by posted due date.

Make 5 copies of the complete application (original plus 4 copies) and send to:

UCLA Tumor Cell Biology Predocctoral Training Committee, c/o Ken Hazama
Department of Microbiology, Immunology & Molecular Genetics
1602 Molecular Sciences Building, CAMPUS 148906

Tel: (310) 825-9329 Fax: (310) 206-1703 E-mail: tcb@microbio.ucla.edu