PhD interview guidelines – Drug Discovery Biology, MIPS.

All applicants will be ranked via the interview process as outlined below.

**Pre-interview instructions**

*Interviews to be scheduled a minimum of one-week prior to scholarship applications (May 31st and October 31st).

*Interview panel to consist two members of the HDR executive committee and one independent member.

*The interview will take approx 30 minutes and can take place in person or via Skype.

*Candidates will need to prepare a 10 minute talk on previous research experience.

*Powerpoint slides should be provided to the committee the day prior to interview

*When scheduling the interview applicants will be informed of the following:
  - interview format
  - assessment criteria

  - outcomes of the interview:
    - recommend for PhD candidature
    - recommend for Masters with option to transition to PhD
    - recommend for Masters
    - do not accept into Masters/PhD

  - referees will be contacted

*At least two referees will be contacted.

*Evaluation of CV and marks: candidates with below H1 average (<80) will be flagged as potential masters candidates.

**Goals of interview**

- Meet and get to know applicant
- Understand applicant’s background, experience and qualifications, including meeting entry requirements.
- Understand applicant’s capacity to problem solve and ability to integrate into program/theme
- Identify strengths and weaknesses of the applicant
- Make a final recommendation on the applicant and rank for scholarships
- Provide information to applicant about the University, theme, program and the tasks/responsibilities and expectations of HDR students.

**Interview Format:**

10 min presentation from applicant on their previous research (criteria 1)
10 min of questions from the panel about the science presented (criteria 2, 3 & 5)
10 min general questions to applicant (criteria 1, 3-6)

* Panel reaches agreement on final recommendation.

* HDR Executive Committee member to collate scores/notes for scholarship ranking and ratification at next committee meeting.
PhD CANDIDATE NAME:__________________________________________________________

Date:__________ INTERVIEWER:__________________________________________________

PANEL MEMBERS:______________________________________________________________

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Score</th>
<th>Comments</th>
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<tbody>
<tr>
<td>1: Presentation skills: delivery and style</td>
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<td>2: Comprehension of presented work</td>
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<td>3: Comprehension of literature</td>
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<td>4: Problem solving and technical skills</td>
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<td>5: Evidence of independent thought</td>
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<td>6: Motivation &amp; ambition</td>
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Interviewer recommendation:
☐ accept into PhD program
☐ accept into PhD program pending scholarship outcomes
☐ accept into masters program with option to upgrade to PhD after 1st year
☐ accept into masters program
☐ do not accept into masters/PhD

Score: ______

NB: Default recommendation is masters or do not accept for scores above 18.

Student will require additional training:
☐ ESL
☐ Basic pharmacology coursework
☐ Discipline-specific coursework (neuroscience, cancer, metabolic disorders, pain, inflammation)