GUIDELINES FOR POSTDOCTORAL APPOINTMENTS

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. Trainees with no previous oncology-related course work are required to audit course M294, Molecular Basis of Cancer. Trainees are also required to participate in course M294L, Cancer Histopathology (trainees with MD degrees excepted). Trainees are also encouraged to participate in the weekly Cancer Center Research Conference, and other formal or informal activities sponsored by the program, including a recurring luncheon seminar.

ELIGIBILITY

Nominees for postdoctoral positions must have an M.D., Ph.D., or equivalent doctoral degree, and must be sponsored by an approved UCLA faculty mentor. 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. **Trainees must be U.S. citizens or permanent residents.**

SUPPORT

This appointment will be made for a term of one year with no possibility of renewal. In any event, no individual fellow may receive more than three years of aggregate NRSA support at the postdoctoral level, including any combination of NRSA support from institutional and individual awards.

**Stipends:** The stipend for this award will be $34,200, and a contribution toward health insurance, if needed, will be provided as well.

**Travel to national meetings:** The training program has resources to provide modest support for travel and subsistence for trainees who wish to attend meetings in their research area. The program recommends that trainees (with the exception of trainees who hold the MD degree) 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.

**Payback Agreement:** This award is subject to the provisions of Public Law 93-348, National Research Act, which requires that if suitable research or teaching positions are available, the award recipient will engage in research or teaching for a period equal to the period of support.

PROCEDURE

Postdoctoral candidates for the Tumor Cell Biology Training Program and their preceptor, must provide the following:

**Part I - Applicant**

1. A completed **Application for Appointment** form.
2. A description of **Career Goals** – be succinct; do not exceed one page.
3. A **Curriculum Vitae** including bibliography (attach one copy of all or relevant publications).
4. The names, addresses and telephone numbers of at least two professional **References (excluding preceptor)** from whom letters of recommendations have been requested. It is the applicant’s responsibility to ensure that the letters are received by the deadline. Letters should be sent to:
   UCLA Tumor Cell Biology Training Committee, c/o C. Fred Fox (PI)
   Department of Microbiology Immunology & Molecular Genetics
   University of California, Los Angeles
   PO Box 951489
   Los Angeles, CA 90095-1489
   Fax: (310) 206-1703

**Part II – Applicant and Preceptor**

5. The **Research Program** 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 Preceptor.

6. A completed **Research Clearances** form: this must be signed by both the Applicant and the Preceptor. If this application is approved, funds will not be allocated until the appropriate forms have been received by the Tumor Cell Biology Training Program.

**Part III – Preceptor**

7. A **Letter of Nomination**.

8. A brief description of the **Overall Research** program in the proposed preceptor’s laboratory.

9. A list of all predoctoral and postdoctoral **Trainees** currently in the preceptor’s laboratory and their sources of funding.

10. The preceptor’s **NIH Biosketch** or CV (not to exceed 2 pages).

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Please use the Application and Clearances Forms provided and attach additional sheets as necessary, observing page limitations.

*Incomplete applications may not be reviewed.*

**Complete postdoctoral 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 Training Committee, c/o Amanda Jones
Department Microbiology Immunology & Molecular Genetics
1602 Molecular Sciences Building, MC 148906
Tel: (310) 825-9329   Fax: (310) 206-1703
E-mail: amandaj@microbio.ucla.edu