

## **Expectations of Graduate Students**

Congratulations! As a graduate student in Temple University's RAQA graduate program, you are taking an important step in enhancing your knowledge of the pharmaceutical industry and advancing your professional career.

- Entering a graduate program is a commitment that requires sacrificing personal time while balancing the demands of your professional and personal lives.
- Earning a master's degree is an accomplishment that stays with you the rest of your life, and the critical thinking skills you acquire will serve you every day.
- An important goal of the RAQA staff is to make our courses convenient while upholding the academic standards and integrity of our program.

By outlining basic expectations of graduate-level work, we hope to make the Temple classroom experience rewarding and enjoyable for everyone.

### **RAQA GRADUATE STUDENTS ARE EXPECTED TO:**

#### **Make graduate school a priority and attend all classes.**

Class dates are published on the RAQA website. Please review them for potential conflicts before registering. Attending class should be a priority.

If you need to miss a class because of unexpected work commitments, travel, or emergencies, please notify your instructor, who will notify the RAQA Office about recording the class.

If professional or personal reasons preclude you from attending the majority of classes, please register in a future semester. Online courses enable frequent travelers to log into courses around the globe. You should make every effort to attend class when possible.

#### **Actively participate in all class workshops, discussions, and assignments.**

Graduate students are expected to engage in all class activities. Learning is most effective when it is interactive. Graduate students should come prepared for each class and actively participate in discussions, workshops, and projects.

Instructors use workshops, so students gain experience with interpreting and complying with regulations in simulated exercises rather than learning firsthand in an actual inspection. Class exercises are given for a reason and need everyone's attention.

Receiving cell phone calls, talking in side conversations during lectures, leaving class early, or continually arriving late are examples of disruptive behavior that detract from the learning environment. Disrespectful behavior will not be tolerated, and students who engage in it risk dismissal from the course and/or the program.

**Take advantage of the tremendous networking opportunity that your class provides.**

Our RAQA graduate program draws professionals from numerous pharmaceutical corporations and attracts students from related firms such as food, chemical, pharmaceutical support, and healthcare companies. Members of FDA and other regulatory agencies also participate. This broad spectrum of participants provides students with excellent networking opportunities.

**Perform graduate-level work.**

Graduate school stresses critical thinking: assessing the validity of arguments, interpreting the accuracy of data, and ascertaining the depth and quality of research. Graduate-level work extends beyond the regurgitation of class notes, PowerPoints, or Internet sources. It entails research, assembling cogent arguments, presenting careful analyses, and holding sustained discussions.

Students earn grades based on their performance on exams, workshops, presentations, class participation, and other graded assignments. All courses have at least two graded assignments, including a minimum of one proctored exam. Company tuition reimbursement policies have no bearing on a student's final grade for a course.

**Follow the honor code of the University.**

Students enrolled in RAQA are expected to submit their own work for all assignments, including homework, reports, papers, take-home exams, and projects. Students are expected to participate equally in group projects and not rely on one individual to complete the work. If you are uncomfortable reporting a problem situation to your instructor, please contact the Assistant Dean at [qara@temple.edu](mailto:qara@temple.edu). Your confidentiality will be honored. If academic dishonesty is reported on assignments or during any exam, action may be taken based on the policies and procedures of the School of Pharmacy and Temple University. Students may find the honor code at [www.temple.edu/grad/policies](http://www.temple.edu/grad/policies) and [www.temple.edu/pharmacy\\_QARA/plagiarism.htm](http://www.temple.edu/pharmacy_QARA/plagiarism.htm).

RAQA courses and course materials are the property of Temple University School of Pharmacy and may not be copied, taped, recorded, or duplicated in any format without prior authorization of the course instructor and the RAQA Graduate Program of the School of Pharmacy. Ignoring this policy is regarded as a violation of the School's Code of Academic Honesty and will result in the student being dismissed from the program.

**Advise us of technical problems immediately.**

We videoconference classes to corporate sites throughout the U.S. This technology introduces you to students from many companies with whom you may work later in your professional career. Although occasional transmission problems can occur, our technicians are available to fix them. If there are recurring technical problems with your RAQA class, please advise the RAQA Office ([qara@temple.edu](mailto:qara@temple.edu)) as soon as possible.

The University Services Fee gives students at Temple University Fort Washington access to Temple's state-of-the-art computer labs. If you need to use one, please let a technician know.

"Tell me, and I forget. Teach me, and I remember. Involve me, and I learn."  
Benjamin Franklin (1706-1790), U.S. politician and scientist