



School of Pharmacy
TEMPLE UNIVERSITY

Quality Assurance/Regulatory Affairs
Graduate Program

Temple University - School of Pharmacy
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Expectations of Graduate Students

Congratulations! As a graduate student in Temple University's QA/RA 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 QA/RA 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 more rewarding and enjoyable for everyone.

QA/RA students are expected to:

- **Attend all classes.**
Class dates are published in the QA/RA schedule. Students should review them for potential conflicts *before* enrolling. Attending class should be a priority. If you need to miss class because of previously unscheduled work commitments, travel, or family emergencies, you must notify your instructor and make arrangements with another student to obtain missed notes. If professional or personal reasons preclude you from attending the majority of classes in a given semester, you should take the course when travel will not interfere with your studies. (You might discuss your travel with your supervisor, as your participation in Temple's QA/RA program benefits your company as much as it does your own professional goals.) The QA/RA Office cannot provide tapes to students of missed classes or arrange for teleconferencing for individual students.
- **Actively participate in all class workshops, discussions, and assignments.**
Students in a graduate program who are attempting to advance themselves professionally 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. Teachers present workshops, so that students can discuss different approaches to interpreting regulations in a simulated exercise 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 detracts from the learning environment. Such 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 in your class**
 Temple's QA/RA program draws professionals from virtually every major US pharmaceutical corporation and attracts students from related firms such as pharmaceutical support, food, chemical companies, and the healthcare sector. Studying with a broad spectrum of industry professionals affords students the benefit of repeated 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. Most professors use at least two forms of grading, including in-class and take-home tests. Graduate-level work extends beyond the simple regurgitation of class notes, PowerPoint presentations, or internet sources. It entails in-depth research, assembling cogent arguments, presenting careful analyses, and holding sustained discussions. Students *earn* grades based on their individual performance on tests, workshops, presentations, participation, and other graded assignments. Company tuition reimbursement policies will have no bearing on an individual's final grade for a course.
- Follow the honor code of the University**
 Students enrolled in QA/RA courses must familiarize themselves with and follow the honor code of the University (www.temple.edu/grad/policies) at all times. Students are expected to submit their own work for all assignments, including homework, reports, papers, take home exams, and other projects. It is also expected that students will participate equally in the workload of group projects and not rely on one student to do all the work. If you are uncomfortable reporting such a situation to your faculty member, please feel free to contact the Assistant Dean at qara@temple.edu. Your confidentiality will be honored. If any sign of academic dishonesty is reported on assignments or during any examination, action may be taken based on the policies and procedures of the Program and Temple University. Students may find the University honor code published at: www.temple.edu/grad/policies and http://www.temple.edu/pharmacy_QARA/plagiarism.htm
- Advise us of Technical Problems immediately.**
 We videoconference classes to corporate sites throughout the nation. This technology will introduce you to colleagues from many companies and regions with whom you may work later in your professional career. Although occasional transmission problems can occur, our technicians are available to fix them as quickly as possible. If there are continual technical problems with the transmission of your QA/RA class, please advise the QA/RA Office. Do not wait to notify us at the end of the term about a technical problem that could have been easily addressed earlier. Temple's computer and technology fee gives you access to the University's state-of-the-art computer labs. If you need to use a computer lab on weekends and the room is locked, please let a technician know.