VISITING STUDENTS IN YALE RESEARCH LABORATORIES

BROWN BAG
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• Definitions
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Definitions

- **Minors**
  - All students under 18 years of age wishing to enter a Yale laboratory for an educational experience

- **Visiting Students in Research (VSRs)**
  - Students currently enrolled in an undergraduate program at an accredited degree-granting institution other than Yale

- **Laboratory**
  - Any part of a building used or intended to be used for scientific or technical activities which may be hazardous (teaching and research; clinical research or “wet bench” research)
Definitions

• Visiting Assistants in Research (VARs)
  ▪ Students enrolled in a graduate program at another university
  ▪ Whose faculty mentor is a member of the Yale Graduate School
  ▪ Performing full time research at Yale for up to 2 years as part of their non-Yale degree program
  ▪ They are considered students with access to graduate school services

• Post Graduate Associates (PGAs)
  ▪ Students enrolled in a graduate program at another university
  ▪ Whose faculty mentor is not a member of the Yale Graduate School
  ▪ Performing full time research at Yale for up to 2 years as part of their non-Yale degree program
  ▪ They are considered employees of the University
• Separate processes for other visitors to Yale
  ▪ Special Students – Part time, 1 term to 1 year
  ▪ Postdoctoral Trainees
  ▪ Faculty
  ▪ Other Affiliated Researchers
• **Policy is derived to allow appropriate exception to**
  - CT laws precluding minors from entering any hazardous workplaces and from working at hazardous occupations
  - Yale policies related to minors in laboratories
  - Policy and forms can be found at:
Basic rules for young minors

- Children under 12 cannot enter a laboratory area at Yale under any circumstances

- Minors under the age of 16 cannot perform research at Yale
Exceptions – very limited

• Organized laboratory tours
  ▪ Students aged 12 – 17
  ▪ Permission of Laboratory PI
  ▪ Permission of Department Chair
  ▪ Students must be supervised at all times (PI responsible)
  ▪ Students cannot participate in research

• Yale-administered teaching programs designed for children, reviewed for safety of children, and held in non-hazardous locations
  ▪ Peabody Museum Activities
  ▪ Bring your child to work day activities
  ▪ Partnership programs organized with local schools
  ▪ Organized Yale-sponsored summer courses for children
Minors 16-18 can enter laboratories for faculty-supervised educational and mentoring programs

- Primary goal must be to provide an educational experience for the minor – this element will be reviewed by provost or dean
- A faculty member must serve as the primary faculty mentor for each student
  - Day to day supervision of the student may be delegated to a responsible member of the research team
  - There must be continual oversight and supervision of the student
- There cannot be an employer/employee relationship
  - Lump-sum stipend may be given for the duration of program – cannot be tied to performance or to hours in lab
  - Payment of a stipend requires provostial/dean approval and must be in line with similar stipends for other students
Faculty/Program Director’s responsibilities

- Develop age-appropriate *educational* project
- Develop appropriate plan for supervision of student
- Submit completed application electronically
- Ensure that parental consent and liability waivers are completed
- Arrange participant’s Yale appointment through the Departmental Business Office
  - Student will need ID
  - Student will need net ID to take required training courses
- Arrange for all stipulated regulatory and safety training to be completed before any activity begins
- Ensure appropriate supervision throughout project
Training Requirements

- The educational value of each program will be assessed as part of the approval process
- Applications will be forward as appropriate to regulatory offices EHS, IACUC, IRB, HIPAA
  - Some activities are restricted (see appendix to application)
    - Hazards
      - Need for extensive training, beyond that possible for student
  - EHS reserves the right to inspect the laboratory in which a minor will be or is participating
    - Particularly observant for projects that are considered to be of higher-risk
    - EHS has the authority to suspend participation immediately if they find any uncorrected safety deficiencies or violations in the laboratory
“Visiting Students in Research (VSRs)”

- Rules derive from Yale policies related to the use of Yale facilities by non-Yale students
- Policies and forms for visiting (unpaid) students are on the provost’s website (link below)
- Applies to undergraduate students who are currently enrolled in an undergraduate program at an accredited degree-granting institution other than Yale
- Educational research experience under the mentorship of a Yale faculty member

http://provost.yale.edu/policy-visiting-students-labs
Visiting Undergraduate Students (VSRs)

• Application form and application process are very similar to that for minors in laboratories
  ▪ Educational component will be examined by dean or provost
  ▪ Aim must be to provide an educational experience for a student – goal cannot be or appear to be to provide unpaid hands to assist PI with research
  ▪ No parental consent form needed

• Safety/Compliance Issues similar to minors
  ▪ Students with more maturity and training will be able to undertake more difficult projects
  ▪ Supervision plan required
  ▪ EHS, IACUC, IRB review will be required
  ▪ Yale compliance training will be required
Undergraduate Students may be employed by Yale

- Yale students - office of student employment
  - Normal rules concerning employment would apply
  - Normal hiring procedures would apply

- A VSR may receive a stipend directly from their home institution or receive other fellowship support
  - Support through Yale must support an education experience
**Graduate Students**

- **Special Students**
  - Part time, 1 term to 1 year
  - Enrolled through the Graduate School
  - [http://www.yale.edu/graduateschool/admissions/dsr_ss.html](http://www.yale.edu/graduateschool/admissions/dsr_ss.html)

- **Visiting Assistants in Research (VARs)**
  - Enrolled through the Graduate School for a maximum of 2 years
  - [http://www.yale.edu/graduateschool/admissions/dsr_var.html](http://www.yale.edu/graduateschool/admissions/dsr_var.html)

- **Post Graduate Fellows/Associate (PGAs)**
  - Enrolled through the postdoctoral office for a maximum of 2 years
  - [http://www.yale.edu/postdocs/administrators_ysm.html](http://www.yale.edu/postdocs/administrators_ysm.html)
• Additional considerations for international students at all levels
  ▪ Contact Office of international students and scholars

• For non-degree graduate programs
  ▪ OISS will issue a visa to non-U.S. citizens
    o Must demonstrate source of funding and insurance
  ▪ Yale will sponsor students for J-1 visa status
    o Eligibility requires that substantial portion of financial support must be from a scholarship, fellowship or assistantship provided by an external funding source
  ▪ TOEFL scores may be required
Resources

• Policies and Forms
  - http://provost.yale.edu/policy-visiting-students-labs
  - http://provost.yale.edu/policies/minors-in-labs
  - http://www.yale.edu/grants/policies/index.html
  - http://www.yale.edu/graduateschool/admissions

• Compliance Offices
  - Health and Safety: http://www.yale.edu/ehs/
  - Human Research: http://www.yale.edu/hrpp/
  - Animal Research: http://iacuc.yale.edu/
  - HIPAA: http://hipaa.yale.edu/

• Office of International Students and Scholars
  - http://www.yale.edu/oiss/
Questions?