

How-to manual: STCS Full Proposal

Please refer to the STCS Guidelines for further information.

	Regular Project	International Collaboration	BSc/ MSc/ MD thesis	Monocentric study
PI	STCS investigator*	STCS investigator*	Supervisor is STCS investigator*	STCS investigator*
Samples	Yes	No	No	No
Letter of intent	Yes	No	No	Yes
Full Proposal	Yes	Yes	Yes	Yes
STCS Funding	Not available since 2021	No	No	No
CRF	Responsibility of the Co-Investigator in the respective center	All members of the working group are in favor and commit to collecting the data (no added workload outside a specific group)	Thesis author's responsibility	Center's responsibility
Working group approval	No	Yes (if applicable)	Yes (if applicable)	Yes (if applicable)
Approval of all involved centers	Yes	Yes (if applicable)	Yes (if applicable)	n/a
Evaluation procedure	<ul style="list-style-type: none"> Submission of LOI respecting the regular deadline. It will be send to the SC. After invitation by STCS: Submission of a FUP respecting the regular deadline. 	<ul style="list-style-type: none"> Submission of FUP respecting the regular deadline - labelled as International Collaboration Formal check of criteria by STCS office Discussion and decision w/o expert's review at SC 	<ul style="list-style-type: none"> Submission of FUP regardless of regular deadline - labelled as BSc/ MSc/ MD thesis Formal check of criteria by STCS office <u>Either:</u> 	<ul style="list-style-type: none"> Submission of LOI respecting the regular deadline - labelled as Monocentric Study. It will be send to the SC. After invitation by STCS: Submission of a FUP regardless of regular deadline

	<ul style="list-style-type: none"> • Review of FUP by RV and statistician • Discussion and decision with review and Q/A Session at SC Meeting • PI will be informed about the decision and further review process (if applicable) 	<p>Meeting. SC can request Q/A Session at SC Meeting and regular evaluation.</p> <ul style="list-style-type: none"> • PI will be informed about the decision 	<ul style="list-style-type: none"> - presidential decision when all conditions are fulfilled - Discussion and decision w/o expert’s review at SC meeting. SC can request Q/A Session at SC Meeting and regular evaluation. • PI will be informed about the decision 	<ul style="list-style-type: none"> • Formal check of criteria by STCS office • <u>Either:</u> <ul style="list-style-type: none"> - presidential decision when all conditions are fulfilled - Discussion and decision w/o expert’s review at SC meeting. SC can request Q/A Session at SC Meeting and regular evaluation. • PI will be informed about the decision
Progress report	<ul style="list-style-type: none"> • Submit 18 months after receiving AL 	<ul style="list-style-type: none"> • Submit 18 months after receiving AL 	<ul style="list-style-type: none"> • No 	<ul style="list-style-type: none"> • Submit 18 months after receiving AL
Closure procedure	<ul style="list-style-type: none"> • All Publications resulting from FUP must acknowledge STCS with authorship • Send manuscripts to STCS prior to publication for formal evaluation • After publication, send accepted manuscript and lay summary of publication to STCS • In case no publication exists, final report necessary 	<ul style="list-style-type: none"> • Same rules as “Regular project” apply. 	<ul style="list-style-type: none"> • Same rules as “Regular project” apply. 	<ul style="list-style-type: none"> • Same rules as “Regular project” apply.

Footnote:

* An STCS investigator is defined as either member of one of the STCS bodies or working groups.

Abbreviations:

AL Approval letter

FUP Full proposal

LOI Letter of Intent

SC Scientific Committee

PI Principle investigator

RV Reviewer

Q/A Question and Answer

w/o Without