

Policy when contracting special Academic Writing services – Medical library of the University of Bern

The research support services team of the University of Bern Medical Library supports students, researchers and clinicians through consultations and reference services, and provides teaching and learning opportunities through lectures, workshops and seminars on literature search techniques and academic writing.

The academic writing tutor has profound expertise in scientific writing and teaching as well as extensive experience as an editor across disciplines. She regularly teaches scientific writing courses to students, postdocs, clinicians, and faculty in Bern and internationally.

This policy covers contractually agreed-upon services offered to internal and external clients (students, researchers, staff members, etc.). We prioritize service requests from members of the University of Bern Medical and Dentistry faculty.

The Medical Library of the University of Bern is committed to teaching students and researchers how to improve their research skills and raise the quality of their publications. Our courses prepare attendees for a career in research or clinical practice.

Our courses in academic writing include:

- Curricular courses for the Faculties of Medicine
- Customized courses to meet the needs of your institution, department, or group

The academic writing tutor will consult with you on course assignments, content, and learning objectives. If you wish to offer ECTS credits, the decision must involve the person responsible for the curriculum.

Courses and workshops

3.1 Contact

For any course offers in scientific writing the academic writing tutor can be contacted by email: kali.tal@ub.unibe.ch or phone: +41 33 533 32 36.

3.2 Time

Our academic writing tutor will consult with you on course length and time points.

3.3 Language

The sessions are provided in English.

3.4 Fees

1. Courses for departments or groups at University of Bern, Inselspital or public administration of Canton Bern (with the exception of free library courses) per complete hour and group CHF 255 (preparation time included; excl travel expenses).
2. Customized courses for external institutions, departments, or groups: per complete hour and group CHF 330 (preparation time included; excl. travel expenses and VAT).
 - a. For class sizes above 30 participants, we charge an additional CHF 50 per hour for each additional 20 participants.
3. Individual participants in offered Library courses:
 - a. Affiliates from University of Bern PH and Inselspital: Free
 - b. Academic fee for affiliates from University and hospital: CHF 150 / course (3 hours)
 - c. External fee: CHF 180 / course (3 hours)