

The University of Toronto delivers academic programs through an in-person learning environment. All students should therefore plan to attend on-campus activities in-person in order to successfully complete their program/degree unless: (i) students have been approved by the University to participate in off-campus activities (such as study abroad or work terms), or (ii) the calendar entry for a program/degree explicitly states that no in-person activities are required. While the University strives to maintain an in-person learning environment, the University reserves the right to alter the manner in which it delivers its courses and co-curricular opportunities in response to health and safety emergencies and public health guidance.

**CALENDAR** 2024-2025



The School of Graduate Studies Calendar is available online in HTML and PDF formats.

In the case of any discrepancy, the HTML version shall apply.

Students are strongly advised to consult the web page regularly to keep informed of changes.

**Composition by** School of Graduate Studies University of Toronto

#### Published by

School of Graduate Studies University of Toronto June 2024

Front cover photo by Polina Teif.

## **University of Toronto**

**School of** 

**Graduate** 

**Studies** 

2024-2025

Calendar

## **Graduate Programs**

For admission and application information, contact the graduate unit directly. Contact information and website addresses are listed in each unit's entry.

#### Website

sgs.calendar.utoronto.ca

# Student Services at SGS

Telephone: (416) 978-6614

Email:

graduate.information@utoronto.ca

#### **About This Calendar**

#### **Effective Academic Period**

The 2024-2025 School of Graduate Studies Calendar is effective for the academic period September 1, 2024 to August 31, 2025. References in the calendar to "current academic year" refer to this period.

#### **Available Calendar Formats**

The SGS Calendar is edited annually; it is available online in HTML and PDF versions in June. The last print edition was published in September 2016.

In the case of any discrepancy, the HTML version shall apply. Students are strongly advised to consult the web page regularly to keep informed of changes.

While graduate administrators are available to provide advice and guidance, it must be clearly understood that the ultimate responsibility rests with the student for completeness and correctness of program requirements and observance of regulations and deadlines. Students are responsible for seeking guidance from a responsible officer if they are in any doubt; misunderstanding or advice received from another student will not be accepted as cause for dispensation from any regulation, deadline, program, or degree requirement.

The SGS Calendar describes the broad range of graduate study opportunities available at the University of Toronto. It also contains policies and procedures related to graduate studies. The calendar is divided into five major sections.

#### **Sections**

**General Regulations** outlines admission, registration, enrolment, grading, and graduation policies and procedures. Selected policies, codes, and guidelines established by the University of Toronto are also featured in this section with links to the full policy.

**Degree Regulations** discusses general admission and degree requirements for graduate degree programs. More details about each program are outlined in Programs by Graduate Unit.

**Fee Regulations** explains fee schedules, types of fees, and fees for graduate student categories.

**Financial Support** describes awards, assistantships, grants, and loans available to graduate students.

**Graduate Programs.** The largest component of the calendar features a comprehensive list of the graduate units that offer degree programs. The term "graduate unit" refers to a department, centre, institute, school, or Faculty.

The section is divided into three categories:

- degree and diploma programs by graduate unit
- combined degree programs
- · collaborative specializations

Each graduate unit entry contains information about the programs offered, admission and program requirements, and courses. Faculty who are affiliated with the graduate unit and hold a graduate faculty membership are listed by appointment category: full member, member emeritus, and associate member.

For more details about a graduate program, visit the graduate unit's website.

# Graduate Studies at the University of Toronto

Graduate education at U of T takes many forms. The School of Graduate Studies offers over 300 degree programs in more than 80 graduate units (departments, centres, and institutes), and approximately 140 combined degree programs, 70 professional graduate programs, 14 dual degree programs, 3 diploma programs, and 40 collaborative (interdisciplinary) specializations. Most graduate units, while large enough to have a diversity of graduate courses, are small enough to allow students to have a sense of belonging to a recognized community of scholars, colleagues, and associates.

Across these varied programs, our overarching goal is to promote the highest standards in research and scholarship while providing an enriching and personalized student experience. In this, we are guided by the principle of inclusive excellence, which recognizes that diversity — in representation, scholarship, and lived experience — is integral to the excellence we pursue in graduate education. Our students come from all over the world and bring with them a variety of lived experiences and expertise.

Research is central to graduate studies at U of T at both the master's and doctoral levels. Research-oriented training conveys the importance of keeping pace with the latest thinking in a subject area. It also fosters intellectual curiosity, elicits creative responses to problems, and encourages students to communicate original discoveries effectively. Graduate students in all our programs benefit from research-based training and teaching.

In the process of learning, graduate students come to grips with the phenomenon of emerging knowledge. This process enriches the individual as well as the community participating in the exercise. The training and experience acquired at U of T provide graduate students with the tools to drive change and excel in many fields, whether they are teaching in a university; conducting research in government, industry, or private enterprise; or pursuing a professional career.

#### **Mission Statement**

Our mission is to foster excellence in graduate education by supporting and promoting outstanding graduate learning and research in an environment that encourages an exceptional student experience.

The School of Graduate Studies achieves its mission by:

- Working collaboratively to advance excellence and innovation in graduate research and education.
- Fostering an outstanding graduate experience for our diverse student population.
- Creating and promoting opportunities for graduate student professional development.
- Advancing integrity and ethical conduct in graduate research and education.
- Establishing policy and promoting best practices for graduate research and education.

Providing registrarial and support services for the graduate community.

#### Dean's Welcome

On behalf of the School of Graduate Studies, welcome to the University of Toronto. We're delighted to have you join us.

I've long believed that graduate education is an opportunity to discover your passions, grow as an individual, and decide how best to contribute to society. As you begin these endeavours, I encourage you to make the most of your graduate experience. Engage with our top-ranked faculty, who are immersed in innovative research; connect and collaborate with your award-winning peers in the graduate community; and take advantage of rare opportunities with leading hospitals, industries, community organizations, and educational facilities across Canada and the world. The University of Toronto is committed to providing you with an enriching experience over the course of your graduate program.

In the SGS Calendar, we outline the parameters of your program, the regulations and policies that guide it, and some of the key expectations that will inform your time here. SGS also offers a range of graduate-focussed services — including the Graduate Centre for Academic Communication and the Centre for Graduate Professional Development — that are designed to support you holistically at every stage of your graduate program. These resources are available on the SGS website and the SGS GradHub, our accessible and user-friendly web space for resources, supports, and services provided by SGS and its partners across the University. I also encourage you to read the monthly Gradschool e-news, our comprehensive e-bulletin about key resources and opportunities for graduate students across our three campuses.

Whatever your program and specialization, I hope you will find a way to stay connected to the University's vibrant communities as you explore and advance your knowledge in the year ahead.

I wish you the best in your studies and look forward to supporting your journey,

Joshua Barker Dean, School of Graduate Studies and Vice-Provost, Graduate Research and Education

#### Deans of the School of Graduate Studies

Dean, School of Graduate Studies and Vice-Provost, Graduate Research and Education J. Barker, BA, MA, PhD

Vice-Dean, Research and Program Innovation V. Goghari, BA, MA, PhD

Vice-Dean, Students John Peever, MSc, PhD

## **Important Notices**

# Changes in Programs of Study and/or Courses

The programs of study that the *SGS Calendar* lists and describes are available for the academic year September 1, 2024 to August 31, 2025. They may not necessarily be available in later years.

If the University of Toronto or the School of Graduate Studies must change the content of programs of study or withdraw them, all reasonable possible advance notice and alternative instruction will be given. However, the University will not be liable for any loss, damages, or other expenses that such changes might cause.

For each program of study offered by the University through SGS, the courses necessary to complete the minimum requirements of the program will be made available annually. However, we reserve the right otherwise to change the content of courses, instructors and instructional assignments, enrolment limitations, prerequisites and corequisites, grading policies, requirements for promotion, and timetables without prior notice.

#### Regulations and Policies

As members of the University of Toronto community, students assume certain responsibilities and are guaranteed certain rights and freedoms.

The University has several policies that are approved by the Governing Council and which apply to all students. All students must become familiar with the policies, and the University will assume that they have done so. The rules and regulations of SGS are listed in this calendar.

In applying to SGS, the student assumes certain responsibilities to the University and SGS and, if admitted and registered, shall be subject to all rules, regulations, and policies cited in the calendar, as amended from time to time, with the exception of program requirements. Each student is required to satisfy the program requirements found in the SGS Calendar (see <a href="Programs by Graduate Unit">Programs by Graduate Unit</a>) of the academic year in which the student first registered in the graduate program.

All University policies can be found on the <u>Governing Council</u> <u>website</u>. Those of particular importance to students are:

- Code of Behaviour on Academic Matters
- Code of Student Conduct
- University Assessment and Grading Practices Policy
- Policy on Official Correspondence with Students

Find out more about students' rights and responsibilities.

#### **Enrolment Limitations**

The University makes every reasonable effort to plan and control enrolment to ensure that all of our students are qualified to complete the programs to which they are admitted and to strike a practicable balance between enrolment and available instructional resources

Sometimes such a balance cannot be struck, and the number of qualified students exceeds the instructional resources that we can reasonably make available while at the same time maintaining the quality of instruction. In such cases, we must reserve the right to limit enrolment in the programs, courses, or sections listed in the calendar, and to withdraw courses or sections for which enrolment or resources are insufficient. The University will not be liable for any loss, damages, or other expenses that such limitations or withdrawals might cause.

#### Copyright in Instructional Settings

If students wish to voice-record, photograph, video-record, or otherwise reproduce lecture presentations, course notes, or other similar materials provided by instructors, they must obtain the instructor's written consent beforehand. Otherwise, all such reproduction is an infringement of copyright and is absolutely prohibited. In the case of private use by students with disabilities, the instructor's consent will not be unreasonably withheld.

#### Person ID (Student Number)

Each student at the University is assigned a unique identification number. The number is confidential. The University strictly controls access to Person ID numbers. The University assumes and expects that students will protect the confidentiality of their Person IDs.

#### Notice of Collection of Personal Information

The University of Toronto respects the privacy of students.

Personal information that is provided to the University is collected pursuant to section 2(14) of the University of Toronto Act. 1971.

It is collected for the purpose of administering admissions, registration, academic programs, university-related student activities, activities of student societies, safety, financial assistance and awards, graduation and university advancement, and reporting to government.

In addition, the Ministry of Colleges and Universities has asked that we notify students of the following: The University of Toronto is required to disclose personal information such as Ontario Education Numbers, student characteristics, and educational outcomes to the Minister of Colleges and Universities under s. 15 of the *Ministry of Colleges and Universities Act, R.S.O. 1990*, Chapter M.19, as amended. The ministry collects this data for purposes such as planning, allocating and administering public funding to colleges, universities, and other post-secondary educational and training institutions and to conduct research and analysis, including longitudinal studies, and statistical activities

conducted by or on behalf of the ministry for purposes that relate to post-secondary education and training. Further information on how the Ministry of Colleges and Universities uses this personal information is available on the ministry's website.

At all times it will be protected in accordance with the *Freedom* of *Information and Protection of Privacy Act*.

If there are questions, please refer to www.utoronto.ca/privacy

or contact:

Coordinator
University Freedom of Information and Protection of Privacy
Simcoe Hall
C/O Office of the Governing Council
27 King's College Circle
Simcoe Hall, Room 106
Toronto, ON M5S 1A1

#### Use and Protection of Student Information

Most uses of personal student information are necessary to the operation of the University — i.e., to deliver and improve core services to you and to meet our reporting obligations to government and other stakeholders. Because of this, you cannot opt out of the collection of this information, nor can you opt out of those essential uses and disclosures. Learn more about how we protect and use student information.

#### Fees and Other Charges

The University reserves the right to alter the fees and other charges described in the SGS Calendar.

## 2024-2025 Sessional Dates

View previous years' sessional dates.

### 2024 Fall Session

Date	Activity		
M July 15	Registration for Fall session begins <sup>(1)</sup>		
M August 5	Civic Holiday (University closed) <sup>(2)</sup>		
F August 23	Recommended tuition fee payment deadline for international students registering or starting their program in the Fall session to ensure they are covered by the University Health Insurance Plan (UHIP) at the beginning of September. A student's status on ACORN will change from "Invited" to "Registered" when registration is complete. <sup>(1)</sup>		
M September 2	Labour Day (University closed) <sup>(2)</sup>		
T September 3	Most formal graduate courses and seminars begin <sup>(3)</sup>		
F September 6	Deadline for graduate units to submit final grades for Summer session courses and extended courses <sup>(4)</sup>		
W September 11	Grades for all Summer session courses available for viewing by students on ACORN		
F September 13	Registration deadline for students registering or starting their program in the Fall (September to December) session; after this date, a late registration fee will be assessed. Minimum required payment due (unpaid fees from previous session[s] + 100% of current Fall tuition fee charges). A student's status on ACORN will change from "Invited" to "Registered" when registration is complete. (1)(5)		
M September 16	For doctoral students who have completed their Final Oral Examination, final date to submit defended and approved doctoral theses to ProQuest to avoid registration and fee payment for the 2024-25 academic year <sup>(6)</sup>		
W September 18	Final date to add full-year and Fall session courses <sup>(5)</sup>		
M September 30	For master's students, final date to complete degree requirements, and if required, submit approved theses to ProQuest to avoid registration and fee payment for the 2024 Fall session <sup>(7)</sup>		
M September 30	For master's students intending to graduate in the Fall convocation, final date to complete degree requirements, and if required, submit approved theses to ProQuest <sup>(7)</sup>		
M September 30	For doctoral students intending to graduate in the Fall convocation, final date to submit defended and approved doctoral theses to ProQuest <sup>(6)</sup>		
M September 30	Payment deadline to avoid service charges on unpaid Fall (September to December) session tuition and non-tuition fees for students registered in the Fall session only, except for those who have successfully registered without payment because they are receiving a full funding package via a research stipend, a major award or scholarship, teaching assistantships, tuition waiver, and/or sponsorships. Monthly service charges will begin accruing on October 15. <sup>(8)</sup>		
M October 14	Thanksgiving Day (University closed) <sup>(2)</sup>		
M October 28	Final date to drop Fall session courses without academic penalty <sup>(9)</sup>		
Fall Convocation	Fall Convocation information and dates are posted on the Convocation website		
Fall Reading Week	Some Faculties offer a Fall session reading week, although SGS regulations do not require this. For example, the Faculty of Arts and Science Fall session reading week takes place from October 28 to November 1. To find out if your Faculty has a reading week, please contact them directly.		
F November 1	Students who are eligible for the domestic tuition rate by claiming a Status in Canada exemption must apply for an international fee exemption for reassessment of both Fall and Winter session fees by this date. Students must report their status and provide supporting documentation to SGS Student Academic Services by this date. For more information on eligibility and required documentation for international fee exemptions, consult the <a href="Student Accounts website">Student Accounts website</a> .		

Date	Activity
S November 30	Payment deadline to avoid service charges on unpaid Winter (January to April) session tuition and non-tuition fees for students registered in the Fall and Winter sessions, except for those who have successfully registered without payment because they are receiving Ontario Student Assistance Program (OSAP) or other government loans, a full funding package via a research stipend, a major award or scholarship, teaching assistantships, tuition waiver, and/or sponsorships. Monthly service charges will begin accruing on December 15. <sup>(8)</sup>
F December 20	Recommended tuition fee payment deadline for all tuition fees billed for the 2024 tax year (Winter 2024, Summer 2024, and Fall 2024) for students who want eligible 2024 tuition fee payments to be reported on the 2024 calendar T2202 tax certificate, available for students to view and print on ACORN on February 21, 2025
F December 20	Recommended tuition fee payment deadline for international students registering or starting their program in the Winter session (i.e., those who were not registered in the previous Fall session) to ensure they are covered by UHIP at the beginning of January. A student's status on ACORN will change from "Invited" to "Registered" when registration is complete. <sup>(1)</sup>
T December 24	University closed for the winter break from Tuesday, December 24 to Friday, January 3 inclusive. For the last day of classes before the winter break, consult your graduate unit(s).

## 2025 Winter Session

Date	Activity			
M January 6	University re-opens			
M January 6	Most formal graduate courses and seminars begin <sup>(3)</sup>			
F January 10	Deadline for graduate units to submit final grades for Fall session courses <sup>(4)</sup>			
W January 15	For doctoral students who have completed their Final Oral Examination, final date to submit defended and approved theses for doctoral degrees to avoid registration and fee payment for the 2025 Winter session <sup>(10)</sup>			
W January 15	Grades for Fall session courses available for viewing by students on ACORN			
F January 17	Registration deadline for students registering or starting their program in the Winter (January to April) session; after this date, a late registration fee will be assessed. Minimum required payment due (unpaid fees from previous session[s] + 100% of current Winter session tuition fee charges). A student's status on ACORN will change from "Invited" to "Registered" when registration is complete. <sup>(1)(11)</sup>			
M January 20	Final date to add Winter session courses <sup>(11)</sup>			
F January 24	For master's students, final date to complete degree requirements, and if required, submit approved theses to ProQuest to avoid registration and fee payment for the 2025 Winter session <sup>(7)</sup>			
F January 24	For master's students intending to graduate in March (no ceremony), final date to complete degree requirements, and if required, submit approved theses to ProQuest <sup>(7)</sup>			
F January 24	For doctoral students intending to graduate in March (no ceremony), final date to submit defended and approved theses to ProQuest <sup>(6)</sup>			
F January 24	For doctoral and master's students, final date to request that their degree be conferred in March (no ceremony) <sup>(7)</sup>			
F January 24	Students dually registered in the Fall session must complete their master's degree requirements by this date to maintain their PhD registration <sup>(7)(12)</sup>			
F January 31	Payment deadline to avoid service charges on unpaid Winter (January to April) session tuition and non-tuition fees for students registered in the Winter session only, except for those who have successfully registered without payment because they are receiving a full funding package via a research stipend, a major award or scholarship, teaching assistantships, tuition waiver, and/or sponsorships. Monthly service charges will begin accruing on February 15. <sup>(8)</sup>			
Winter Reading Week	Some Faculties offer a Winter session reading week, although SGS regulations do not require this. For example, the Faculty of Arts and Science Winter session reading week takes place from February 17 to 21. To find out if your Faculty has a reading week, please contact them directly.			
F January 31	Students who are eligible for the domestic tuition rate by claiming a Status in Canada exemption must apply for an international fee exemption for reassessment of Winter session fees by this date. Students must report their			

Date	Activity
	status and provide supporting documentation to SGS Student Academic Services by this date. For more information on eligibility and required documentation for international fee exemptions, consult the <a href="Student Accounts website">Student Accounts website</a> .
M February 17	Family Day (University closed) <sup>(2)</sup>
F February 28	Final date to drop full-year and Winter session courses without academic penalty <sup>(9)</sup>
March Convocation	March Convocation (no ceremony) information is posted on the Convocation website
April	For the last day of Winter session classes, consult your graduate unit(s)
F April 11	For master's students intending to graduate in the June convocation, final date to complete degree requirements and, if required, to submit approved theses to ProQuest <sup>(7)</sup>
F April 11	For doctoral students intending to graduate in the June convocation, final date to submit defended and approved theses to ProQuest <sup>(6)</sup>
F April 11	Students dually registered in the Winter session must complete their master's degree requirements by this date to maintain their PhD registration <sup>(7)(12)</sup>
F April 18	Good Friday (University closed) <sup>(2)</sup>
W April 30	Payment deadline to avoid service charges on unpaid Fall/Winter (September to April) session tuition and non-tuition fees for students who have successfully registered without payment because they are receiving a full funding package via a research stipend, a major award or scholarship, teaching assistantships, and/or sponsorships. Monthly service charges will begin accruing on May 15. <sup>(8)</sup>

## 2025 Summer Session

Date	Activity			
May	For the first day of Summer classes, consult your graduate unit(s)			
F May 2	Registration deadline for students registering or starting their program in the Summer (May to August) session; after this date, a late registration fee will be assessed. Minimum required payment due (unpaid fees from previous session[s] + 50% of Summer session tuition fees). A student's status on ACORN will change from "Invited" to "Registered" when registration is complete. (1)(13)			
F May 9	Deadline for graduate units to submit final grades for full-year and Winter session courses (except for extended courses) <sup>(4)</sup>			
M May 12	Final date to enrol in May-to-June or May-to-August session courses <sup>(13)</sup>			
W May 14	Grades for Winter session courses available for viewing by students on ACORN			
M May 19	Victoria Day (University closed) <sup>(2)</sup>			
F May 30	Payment deadline to avoid service charges on unpaid Summer (May to August) session tuition and non-tuition fees for students registered in the Summer session, except for those who have successfully registered without payment because they are receiving a full funding package via a research stipend, a major award or scholarship, teaching assistantships, tuition waiver, and/or sponsorships. Monthly service charges will begin accruing on June 15. <sup>(8)</sup>			
June Convocation	June Convocation information and dates are posted on the Convocation website			
M June 2	Final date to drop May-to-June F section courses without academic penalty <sup>(9)</sup>			
M June 23	Final date to drop May-to-August session Y section courses without academic penalty <sup>(9)</sup>			
M June 30	Students who are eligible for the domestic tuition rate by claiming a Status in Canada exemption must apply for an international fee exemption for reassessment of Summer session fees by this date. Students must report their status and provide supporting documentation to SGS Student Academic Services by this date. For more information on eligibility and required documentation for international fee exemptions, consult the <a href="Student Academic Student Academic Services">Student Student S</a>			

Date	Activity
T July 1	Canada Day (University closed) <sup>(2)</sup>
M July 7	Final date to enrol in July-to-August courses <sup>(13)(14)</sup>
F July 11	Deadline for graduate units to submit final grades for May-to-June F section courses <sup>(4)</sup>
W July 16	Grades for May-to-June F section courses available for viewing by students on ACORN
M July 28	Final date to drop July-to-August S section courses without academic penalty <sup>(9)</sup>
M August 4	Civic Holiday (University closed) <sup>(2)</sup>

#### **Footnotes**

<sup>1</sup> To be registered, students must pay at least the Minimum Payment to Register Amount displayed on their current session <u>ACORN</u> invoice or have an approved request to register without payment (fee deferral) in place before the SGS registration deadline. A student's status will change from "Invited" to "Registered" on ACORN when registration is complete.

Students who are recipients of a Graduate Funding Package and successfully register without payment (defer fees) should arrange to make payments throughout the academic year as they receive funding from their scholarship, award, or other sources. Full payment of Fall and Winter session tuition and residence fees is due by April 30 at the latest.

Other students who successfully register without payment (e.g., defer fees with an OSAP loan, another provincial loan, or a U.S. loan) must make their payment(s) by their deferral type deadline. After the deadline based on a student's deferral type, monthly service charges on unpaid fees will be billed on their ACORN invoice on the 15th of every month until paid in full. Visit the <u>Student Accounts</u> website and select a tuition deferral type to view payment and service charge billing deadlines.

Students registered in the Fall and Winter sessions are not normally charged Summer fees. For students starting in the Summer, fees will appear in their ACORN invoice accordingly.

#### <sup>2</sup> University holiday schedule.

<sup>3</sup> The precise dates of commencement of courses are determined by the graduate units; students are advised to contact the relevant graduate units for information. SGS maintains the 13-week graduate instruction period; however, if a course does not fall into the traditional 13-week period, the graduate unit will inform students of important dates and deadlines in the course syllabus. The University welcomes and includes students, staff, and faculty from a wide range of cultural, traditional, and spiritual beliefs. As per the Policy on Scheduling of Classes and Examinations and Other Accommodations for Religious Observances, the University will "...arrange reasonable accommodation of the needs of students who observe religious holy days other than those already accommodated by ordinary scheduling and statutory holidays." For more information, please refer to Accommodations for Religious Observances. The obligation not to discriminate on the basis of religion is a statutory duty arising from the Ontario Human Rights Code, which carries an obligation to accommodate religious requirements.

Graduate students may only enrol in undergraduate courses with the approval of their supervisor or graduate unit. Students are responsible for meeting the deadlines and requirements of the undergraduate course as presented in class and in the undergraduate division's calendar. Graduate students will be graded under the graduate grading scale. Students should consult the appropriate undergraduate calendar for enrolment and dates.

- <sup>4</sup> Graduate units may establish earlier deadlines for completion of coursework and may prescribe penalties for late completion of work and for failure to complete work, provided that these penalties are announced at the time the instructor makes known to the class the methods by which student performance shall be evaluated.
- <sup>5</sup> To avoid cancellation of registration and course enrolment, students must ensure via ACORN that their tuition fee payment is received or that they have successfully registered without payment (defer fees) before September 17, 2024. A student's status on ACORN will change from "Invited" to "Registered" when registration is complete.

Students are strongly advised to make their tuition fee payment 5 to 10 business days before the registration deadline.

- <sup>6</sup> A final thesis is the corrected, approved version of the thesis which is submitted to ProQuest following the Final Oral Examination.
- <sup>7</sup> Graduate units may establish earlier deadlines for completing degree requirements. Students are advised to consult their own graduate unit for information. Graduate units must submit master's degree recommendations to SGS by this date.

- <sup>8</sup> This allows up to 10 business days for processing and recording of the fee payment in the student's ACORN account before the monthly service charge billing date for unpaid tuition and non-tuition fees. More information on service charges can be found on the Student Accounts website.
- <sup>9</sup> Graduate units may establish earlier deadlines to add/drop courses but these dates must clearly be communicated to students. The last date to cancel a course or registration with no academic penalty is not the same as the last date to be eligible for a refund. Please refer to the Tuition Fee & Refund Schedules for Graduate Studies on the <u>Student Accounts website</u>.
- <sup>10</sup> Academic fees for full-time doctoral students in the final year of their program, and who are before their maximum time limit, are prorated based on the 12-month academic year. Sessional incidentals will be charged at a full rate. Academic fees for doctoral students in the final extension year, and who are beyond their maximum time limit, are prorated based on 50% of the annual domestic fee for the 12-month academic year. Sessional incidentals will be charged at a full rate. For details, visit <u>Final-Year Fees</u>.
- <sup>11</sup> To avoid cancellation of registration and course enrolment, students must ensure via ACORN that their tuition fee payment is received or that they have successfully registered without payment (defer fees) before January 21, 2025. A student's status on ACORN will change from "Invited" to "Registered" when registration is complete.

Students are strongly advised to make their tuition fee payment 5 to 10 business days before the registration deadline.

- <sup>12</sup> Please refer to the SGS policy on Dual Registration under General Regulations section 6.1.13.
- <sup>13</sup> To avoid cancellation of registration and course enrolment, students must ensure via ACORN that their tuition fee payment is received or that they have successfully registered without payment (defer fees) **by TBD**. A student's status on ACORN will change from "Invited" to "Registered" when registration is complete.

Students are strongly advised to make their tuition fee payment 5 to 10 business days before the registration deadline.

<sup>14</sup> Students who start their program in the Summer and returning students who are only enrolled in July-to-August Summer courses are required to register by this date by paying the minimum tuition amount stated in their invoice.

## Programs by SGS Division

Graduate units (departments, centres, institutes, schools, or Faculties) are allocated into four divisions. Collaborative (interdisciplinary) specializations are designated as CS.

Division	1.	lumani	tine

Ancient and Medieval Philosophy (CS)

Art History

Book History and Print Culture (CS)

Cinema Studies

Classics

Comparative Literature

Diaspora and Transnational Studies (CS)

Drama, Theatre and Performance Studies

East Asian Studies

Editing Ancient and Medieval Texts (CS)

**English** 

French Language and Literature

**Germanic Languages and Literatures** 

**History** 

History and Philosophy of Science and Technology

**Italian Studies** 

Jewish Studies (CS)

Linguistics

Medieval Studies

Mediterranean Archaeology (CS)

Museum Studies (program housed in Information)

Music

Near and Middle Eastern Civilizations

Philosophy

Religion

Slavic Languages and Literatures

South Asian Studies (CS)

Spanish

Visual Studies (program housed in <u>Architecture, Landscape,</u> and Design)

Women and Gender Studies

Women and Gender Studies (CS)

#### **Division 2: Social Sciences**

Accounting and Finance (program housed in <u>Management</u>, <u>University of Toronto Scarborough</u>)

Anthropology

Applied Psychology and Human Development

Architecture, Landscape, and Design

Community Development (CS)

Comparative, International and Development Education (CS)

Contemporary East and Southeast Asian Studies (CS)

Criminology and Sociolegal Studies

Curriculum, Teaching and Learning

Development Policy and Power (CS)

**Economics** 

Education, Francophonies and Diversity (CS)

Educational Policy (CS)

Ethnic, Immigration and Pluralism Studies (CS)

European and Eurasian Studies

Financial Economics

Financial Insurance (program housed in Statistical Sciences)

Forensic Accounting (program housed in <u>Management & Innovation</u>)

Food Studies (CS)

Geography and Planning

Global Affairs and Public Policy

Industrial Relations and Human Resources

Information

Investigative and Forensic Accounting (diploma program housed in <u>Management & Innovation</u>)

<u>Law</u>

Leadership, Higher and Adult Education

Management, Rotman School of

Management and Professional Accounting (program housed in Management & Innovation)

Management, Tri-campus

Political Science

Psychological Clinical Science

Sexual Diversity Studies (CS)

Social Justice Education

Social Work

Sociology

Urban Innovation (program housed in <u>Management & Innovation</u>)

Workplace Learning and Social Change (CS)

#### **Division 3: Physical Sciences**

Aerospace Studies

Astronomy and Astrophysics

Biomedical Engineering

Biomedical Engineering (CS)

Chemical Engineering and Applied Chemistry

Chemistry

Civil and Mineral Engineering

Computer Science

**Earth Sciences** 

**Electrical and Computer Engineering** 

**Engineering Education (CS)** 

**Environmental Studies (CS)** 

Environment and Health (CS)

**Environment and Sustainability** 

Knowledge Media Design (CS)

Materials Science and Engineering

**Mathematical Finance** 

Mathematics

Mechanical and Industrial Engineering

Physical and Environmental Sciences

**Physics** 

Psychology, Psychiatry and Engineering (CS)

Robotics (CS)

Statistical Sciences

Theoretical Astrophysics

#### **Division 4: Life Sciences**

Addiction Studies (CS)

Aging, Palliative and Supportive Care Across the Life Course (CS)

**Biochemistry** 

Bioethics (CS)

Biotechnology (program housed in <u>Management & Innovation</u>)

Cardiovascular Sciences (CS)

Cell and Systems Biology

**Dentistry** 

Developmental Biology (CS)

**Ecology and Evolutionary Biology** 

**Forestry** 

Genome Biology and Bioinformatics (CS)

Global Health (CS)

Health Policy, Management and Evaluation

Health Services and Policy Research (CS)

<u>Immunology</u>

Indigenous Health (CS)

**Kinesiology** 

**Laboratory Medicine** 

Laboratory Medicine and Pathobiology

Management of Innovation (program housed in <u>Management</u> & Innovation)

**Medical Biophysics** 

Medical Science

Molecular Genetics

Musculoskeletal Sciences (CS)

Neuromodulation (CS)

Neuroscience (CS)

Next-Generation Precision Medicine (CS)

**Nursing Science** 

**Nutritional Sciences** 

Occupational Science and Occupational Therapy

Pharmaceutical Sciences

Pharmacology and Toxicology

Physical Therapy

**Physiology** 

**Psychology** 

Public Health Policy (CS)

Public Health Sciences

Rehabilitation Sciences

Resuscitation Sciences (CS)

Speech-Language Pathology

Sustainability Management (program housed in <u>Management & Innovation</u>)

Toxicology (CS)

Women's Health (CS)

# Graduate Programs at a Glance

### **Degree Programs**

All degree programs are offered full-time unless otherwise indicated.

#### Legend

Symbol	Meaning
EFT	Extended full-time option
flex	Flexible-time program option available in addition to full-time program
р	Part-time option available in addition to full-time program
p~	Program only offered part-time

Graduate Unit	Program	Degrees
Aerospace Studies	Aerospace Science and Engineering	MASc, MEng <sup>EFT,p</sup> , PhD <sup>flex</sup>
Anthropology	Anthropology	MA <sup>p</sup> , MSc <sup>p</sup> , PhD
Applied Psychology and Human Development	Child Study and Education	MA, EdD
	Counselling and Clinical Psychology	MA, PhD
	Counselling Psychology	MEd <sup>p</sup> , EdD <sup>p</sup>
	Developmental Psychology and Education	MA, MEd <sup>p</sup> , PhD <sup>flex</sup>
	School and Clinical Child Psychology	MA, PhD
Architecture, Landscape, and Design	Architecture	MArch
	Architecture, Landscape, and Design	PhD
	Landscape Architecture	MLA
	Urban Design	MUD
	Visual Studies	MVS
Art History	Art History	MA <sup>p</sup> , PhD
Astronomy and Astrophysics	Astronomy and Astrophysics	MSc, PhD
<u>Biochemistry</u>	Biochemistry	MSc, PhD
Biomedical Engineering	Biomedical Engineering	MASc, MEng <sup>EFT, p</sup> , PhD
	Clinical Engineering	MHSc
Cell and Systems Biology	Cell and Systems Biology	MSc, PhD
<u>Chemical Engineering and Applied</u> <u>Chemistry</u>	Chemical Engineering and Applied Chemistry	MASc, MEng <sup>EFT, p</sup> , PhD <sup>flex</sup>
<u>Chemistry</u>	Chemistry	MSc, PhD
Cinema Studies	Cinema Studies	MA, PhD
Civil and Mineral Engineering	Cities Engineering and Management	MEngCEM <sup>EFT</sup>

Graduate Unit	Program	Degrees
	Civil Engineering	MASc, MEng <sup>EFT, p</sup> , PhD <sup>flex</sup>
Classics	Classics	MA <sup>p</sup> , PhD
Comparative Literature	Comparative Literature	MA, PhD
Computer Science	Applied Computing	MScAC
	Computer Science	MSc <sup>p</sup> , PhD
Criminology and Sociolegal Studies	Criminology and Sociolegal Studies	MA <sup>p</sup> , PhD
Curriculum, Teaching and Learning	Curriculum and Pedagogy	MA <sup>p</sup> , MEd <sup>p</sup> , PhD <sup>flex</sup>
	Language and Literacies Education	MA <sup>p</sup> , MEd <sup>p</sup> , PhD <sup>flex</sup>
	Teaching	MT
Dentistry	Dentistry	MSc <sup>p</sup> , PhD
Drama, Theatre and Performance Studies	Drama, Theatre and Performance Studies	MA <sup>p</sup> , PhD
Earth Sciences	Earth Sciences	MASc, MSc <sup>p</sup> , PhD
East Asian Studies	East Asian Studies	MA, PhD
Ecology and Evolutionary Biology	Ecology and Evolutionary Biology	MSc, PhDDoctor of Philosophy
<u>Economics</u>	Economics	MA <sup>p</sup> , PhDDoctor of Philosophy
Electrical and Computer Engineering	Electrical and Computer Engineering	MASc, MEng <sup>EFT, p</sup> , PhD
English	English	MA <sup>p</sup> , PhDDoctor of Philosophy
Environment	Environment and Sustainability	MES
European and Eurasian Studies	European and Eurasian Studies	MA
Financial Economics	Financial Economics	MFE
<u>Forestry</u>	Forest Conservation	MFC <sup>EFT, p</sup>
	Forestry	MScF, PhD
French Language and Literature	French Language and Literature	MA <sup>p</sup> , PhD
Geography and Planning	Geography	MA <sup>p</sup> , MSc <sup>p</sup> , PhD
	Planning	MScPI <sup>p</sup> , PhD
Germanic Languages and Literatures	Germanic Languages and Literatures	MA <sup>p</sup>
	Germanic Literature, Culture and Theory	PhD
Global Affairs and Public Policy	Global Affairs	MGA
	Public Policy	MPP
Health Policy, Management and Evaluation	Health Administration	MHSc
	Health Informatics	мні
	Health Policy, Management and Evaluation	MSc <sup>p</sup> , PhD <sup>flex</sup>
<u>History</u>	History	MA <sup>p</sup> , PhD <sup>flex</sup>
History and Philosophy of Science and Technology	History and Philosophy of Science and Technology	MA <sup>p</sup> , PhD <sup>flex</sup>

Graduate Unit	Program	Degrees
<u>Immunology</u>	Immunology	MSc, PhD
Industrial Relations and Human Resources	Industrial Relations and Human Resources	MIRHR <sup>p</sup> , PhD
<u>Information</u>	Information	MIP
	Information Studies	PhD <sup>flex</sup>
	Museum Studies	MMSt
Italian Studies	Italian Studies	MA <sup>p</sup> , PhD
Kinesiology	Kinesiology	MA <sup>p</sup> , MSc <sup>p</sup> , PhD <sup>flex</sup>
	Professional Kinesiology	MPK
Laboratory Medicine and Pathobiology	Laboratory Medicine	MHSc
	Laboratory Medicine and Pathobiology	MSc, PhD
	Translational Research in the Health Sciences	MHSc
<u>Law</u>	Global Professional Law	GPLLM <sup>EFT</sup>
	Law	LLM <sup>p</sup> , MSL, SJD
Leadership, Higher and Adult Education	Adult Education and Community Development	MA <sup>p</sup> , MEd <sup>p</sup> , PhD <sup>flex</sup>
	Educational Leadership and Policy	MA <sup>p</sup> , MEd <sup>p</sup> , EdD <sup>p</sup> , PhD <sup>flex</sup>
	Higher Education	MA <sup>p</sup> , MEd <sup>p</sup> , EdD <sup>p</sup> , PhD <sup>flex</sup>
<u>Linguistics</u>	Linguistics	MA, PhD
Management & Innovation	Biotechnology	MBiotech
	Forensic Accounting	MFAcc
	Management & Professional Accounting	MMPA
	Management of Innovation	MMI
	Sustainability Management	MScSM
	Urban Innovation	MUI
Management, Rotman School of	Finance	MFP
	Financial Risk Management	MFRM
	Management	MBA <sup>EFT</sup>
	Management Analytics	MMA
Management, Tri-campus	Management	PhD
Management, University of Toronto Scarborough	Accounting and Finance	MAccFin
Materials Science and Engineering	Materials Science and Engineering	MASc, MEng <sup>EFT, p</sup> , PhD <sup>flex</sup>
Mathematical Finance	Mathematical Finance	MMFP
<u>Mathematics</u>		
	Mathematics	MScP, PhD
Mechanical and Industrial Engineering	Mathematics  Mechanical and Industrial Engineering	MSc <sup>p</sup> , PhD  MASc, MEng <sup>EFT, p</sup> , PhD <sup>flex</sup>

Graduate Unit	Program	Degrees
Medical Science	Biomedical Communications	MScBMC
	Medical Science	MSc, PhD
Medieval Studies	Medieval Studies	MA <sup>p</sup> , PhD
Molecular Genetics	Genetic Counselling	MSc
	Medical Genomics	MHSc
	Molecular Genetics	MSc, PhD
Music	Music	MA <sup>p</sup> , PhD <sup>flex</sup>
	Music Performance	MMus, DMA
Near and Middle Eastern Civilizations	Near and Middle Eastern Civilizations	MA <sup>p</sup> , PhD
Nursing Science	Nursing Science	MN, DN, PhD
Nutritional Sciences	Nutritional Sciences	MSc <sup>p</sup> , PhD
Occupational Science and Occupational Therapy	Occupational Therapy	MScOT
Pharmaceutical Sciences	Pharmaceutical Sciences	MSc <sup>p</sup> , PhD <sup>flex</sup>
	Pharmacy	MScPhm
Pharmacology and Toxicology	Pharmacology	MSc <sup>p</sup> , PhD
Philosophy	Philosophy	MA <sup>p</sup> , PhD
Physical and Environmental Sciences	Environmental Science	MEnvSc <sup>p</sup> , MSc, PhD
Physical Therapy	Physical Therapy	MScPT
Physics	Physics	MSc, PhD
Physiology	Medical Physiology	MHSc
	Physiology	MSc, PhD
Political Science	Political Science	MA <sup>p</sup> , PhD
Psychological Clinical Science	Counselling and Clinical Psychology	MA, PhD
Psychology	Psychology	MA, PhD
Public Health Sciences	Bioethics	MHSc
	Community Health	MScCH <sup>p</sup>
	Public Health Sciences	MPH <sup>p</sup> , MSc <sup>p</sup> , DrPH, PhD <sup>flex</sup>
Rehabilitation Sciences	Rehabilitation Science	MSc <sup>p</sup> , PhD
Religion	Religion	MA <sup>p</sup> , PhD
Slavic and East European Languages and Cultures	Slavic Languages and Literatures	MA, PhD
Social Justice Education	Social Justice Education	MA <sup>p</sup> , MEd <sup>p</sup> , EdD <sup>p</sup> , PhD <sup>flex</sup>
Social Work	Social Work	MSW <sup>p</sup> , PhD
Sociology	Sociology	MA <sup>p</sup> , PhD
Spanish	Spanish	MA <sup>p</sup> , PhD
Speech-Language Pathology	Speech-Language Pathology	MHSc

Graduate Unit	Program	Degrees
Statistical Sciences	Financial Insurance	MFI
	Statistics	MSc <sup>p</sup> , PhD
Women and Gender Studies	Women and Gender Studies	MA, PhD

## **Combined Degree Programs**

### **Undergraduate / Master's Degree Programs**

Degrees in the Combination	Combined Degree Program
BASc / MBA	STG, The Jeffrey Skoll Combined Bachelor of Applied Science in Engineering / Management, Master of Business Administration
BBA / MAccFin	UTSC, Bachelor of Business Administration, Specialist in Management and Accounting / Master of Accounting and Finance
BBA / MAccFin	UTSC, Bachelor of Business Administration, Specialist Co-op in Management and Accounting / Master of Accounting and Finance
BKin / MT	STG, Bachelor of Kinesiology / Master of Teaching
BPHE / MT	STG, Bachelor of Physical and Health Education / Master of Teaching (this combined degree program will close in August 2025)
HBA / MA	STG, Honours Bachelor of Arts, Minor in Education and Society / Child Study and Education, Master of Arts
HBA / MScSM	UTM, Honours Bachelor of Arts, Major in Environmental Management / Master of Science in Sustainability Management
HBA / MScSM	UTM, Honours Bachelor of Arts, Specialist in Environmental Management / Master of Science in Sustainability Management
HBA / MT	STG, Honours Bachelor of Arts, Major in English / Master of Teaching
HBA / MT	STG, Honours Bachelor of Arts, Major in History / Master of Teaching
HBA / MT	STG, Honours Bachelor of Arts, Major in Sociology / Master of Teaching
HBA / MT	UTM, Honours Bachelor of Arts, Major in French Studies / Master of Teaching
HBA / MT	UTM, Honours Bachelor of Arts, Major in Language Teaching and Learning: French / Master of Teaching
HBA / MT	UTM, Honours Bachelor of Arts, Specialist in French Studies / Master of Teaching
HBA / MT	UTM, Honours Bachelor of Arts, Specialist in Language Teaching and Learning: French and Italian / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major in English / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major Co-op in English / Master of Teaching

Degrees in the Combination	Combined Degree Program
HBA / MT	UTSC, Honours Bachelor of Arts, Major in French / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major Co-op in French / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major in History / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major in Human Geography / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major in Socio-Cultural Anthropology / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major in Sociology / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Major in Theatre and Performance / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist in English / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist Co-op in English / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist in French / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist Co-op in French / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist in History / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist in Human Geography / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist in Socio-Cultural Anthropology / Master of Teaching
HBA / MT	UTSC, Honours Bachelor of Arts, Specialist in Sociology / Master of Teaching
HBSc / MA	STG, Honours Bachelor of Science, Minor in Education and Society / Child Study and Education, Master of Arts
HBSc / MA	UTM, Honours Bachelor of Science, Major in Psychology / Child Study and Education, Master of Arts
HBSc / MA	UTM, Honours Bachelor of Science, Specialist in Exceptionality in Human Learning / Child Study and Education, Master of Arts
HBSc / MA	UTM, Honours Bachelor of Science, Specialist in Psychology / Child Study and Education, Master of Arts
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Global Environmental Change / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Global Environmental Change / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Global Environmental Change / Civil Engineering, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Global Environmental Change / Civil Engineering, Master of Engineering

Degrees in the Combination	Combined Degree Program
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Environmental Chemistry / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Chemistry / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Environmental Chemistry / Civil Engineering, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Chemistry / Civil Engineering, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Environmental Geoscience / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Geoscience / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Environmental Geoscience / Civil Engineering, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Geoscience / Civil Engineering, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Environmental Physics / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Physics / Chemical Engineering and Applied Chemistry, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist in Environmental Physics / Civil Engineering, Master of Engineering
HBSc / MEng	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Physics / Civil Engineering, Master of Engineering
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist in Conservation and Biodiversity / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist in Global Environmental Change / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist Co-op in Global Environmental Change / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist in Environmental Chemistry / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Chemistry / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist in Environmental Geoscience / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Geoscience / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist in Environmental Physics / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Physics / Master of Environmental Science
HBSc / MEnvSc	UTSC, Honours Bachelor of Science, Specialist in Integrative Biology / Master of Environmental Science
HBSc / MScSM	UTM, Honours Bachelor of Science, Major in Environmental Science / Master of Science in Sustainability Management

Degrees in the Combination	Combined Degree Program
HBSc / MScSM	UTM, Honours Bachelor of Science, Specialist in Environmental Science / Master of Science in Sustainability Management
HBSc / MSW	UTSC, Honours Bachelor of Science, Specialist in Mental Health Studies / Master of Social Work
HBSc / MSW	UTSC, Honours Bachelor of Science, Specialist Co-op in Mental Health Studies / Master of Social Work
HBSc / MT	STG, Honours Bachelor of Science, Major in Mathematics / Master of Teaching
HBSc / MT	STG, Honours Bachelor of Science, Major in Psychology / Master of Teaching
HBSc/ MT	UTM, Honours Bachelor of Science, Major in Biology / Master of Teaching
HBSc/ MT	UTM, Honours Bachelor of Science, Major in Biology for Health Sciences / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Major in Chemistry / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Major in Mathematical Sciences / Master of Teaching
HBSc/ MT	UTM, Honours Bachelor of Science, Major in Physics / Master of Teaching
HBSc/ MT	UTM, Honours Bachelor of Science, Specialist in Astronomical Sciences / Master of Teaching
HBSc/ MT	UTM, Honours Bachelor of Science, Specialist in Biological Chemistry / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Biology / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Chemistry / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Comparative Physiology / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Ecology and Evolution / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Forensic Biology / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Forensic Chemistry / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Mathematical Sciences / Master of Teaching
HBSc / MT	UTM, Honours Bachelor of Science, Specialist in Molecular Biology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Biochemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major Co-op in Biochemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Biology / Master of Teaching

Degrees in the Combination	Combined Degree Program
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Chemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major Co-op in Chemistry / Master of Teaching
HBSc/ MT	UTSC, Honours Bachelor of Science, Major in Conservation and Biodiversity / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Evolutionary Anthropology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Human Biology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Mathematics / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major Co-op in Mathematics / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Molecular Biology, Immunology and Disease / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Physics and Astrophysics / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Major in Plant Biology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Chemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist Co-op in Chemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Conservation and Biodiversity / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Global Environmental Change / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist Co-op in Global Environmental Change / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Environmental Chemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Chemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Environmental Physics / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist Co-op in Environmental Physics / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Evolutionary Anthropology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Human Biology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Integrative Biology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Mathematics / Master of Teaching

Degrees in the Combination	Combined Degree Program
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist Co-op in Mathematics / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Medicinal and Biological Chemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist Co-op in Medicinal and Biological Chemistry / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Molecular Biology and Biotechnology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist Co-op in Molecular Biology and Biotechnology / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Physical and Mathematical Sciences / Master of Teaching
HBSc / MT	UTSC, Honours Bachelor of Science, Specialist in Physics and Astrophysics / Master of Teaching
MusBac / MT	STG, Bachelor of Music, Music, Stream in Music Education / Master of Teaching

## Second-Entry Undergraduate / Master's Degree Programs

Degrees in the Combination	Combined Degree Program
MD / MBA	Medicine, Doctor of / Management, Master of Business Administration
JD / MA	STG, Law, Juris Doctor / Criminology and Sociolegal Studies, Master of Arts
JD / MA	STG, Law, Juris Doctor / Economics, Master of Arts
JD / MA	STG, Law, Juris Doctor / English, Master of Arts
JD / MA	STG, Law, Juris Doctor / European and Eurasian Studies, Master of Arts
JD / MBA	STG, Law, Juris Doctor / Management, Master of Business Administration
JD / MGA	STG, Law, Juris Doctor / Master of Global Affairs
JD / MI	STG, Law, Juris Doctor / Master of Information
JD / MPP	STG, Law, Juris Doctor / Master of Public Policy
JD / MSW	STG, Law, Juris Doctor / Master of Social Work
PharmD / MBA	STG, Pharmacy, Doctor of / Management, Master of Business Administration

#### Second-Entry Undergraduate / Doctoral Degree Programs

Degrees in the Combination	Combined Degree Program
MD /PhD	Medicine, Doctor of /Doctor of Philosophy
JD /PhD	STG, Law, Juris Doctor /Criminology and Sociolegal Studies, Doctor of Philosophy
JD /PhD	STG, Law, Juris Doctor /Economics, Doctor of Philosophy
JD /PhD	STG, Law, Juris Doctor /Philosophy, Doctor of Philosophy
JD /PhD	STG, Law, Juris Doctor /Political Science, Doctor of Philosophy

### Master's / Master's Degree Programs

Degrees in the Combination	Combined Degree Program
MBA / MGA	STG, Management, Master of Business Administration / Master of Global Affairs
MI / MMSt	STG, Master of Information / Master of Museum Studies

## **Dual Degree Programs**

Graduate Unit	Program Name	Degrees
Applied Psychology and Human Development Master of Education (University of Toronto) / Master of Applied Psychology (Zhejang University)		MEd / MAP
	Master of Education (University of Toronto) / Master of Medicine (China Medical University)	MEd / MMed
	Master of Education (University of Toronto) / Master of Science (China Medical University)	MEd / MSc
Global Affairs and Public Policy	Master of Global Affairs (University of Toronto) / Master of International Affairs (Hertie School of Governance)	MGA / MIA
	Master of Global Affairs (University of Toronto) / Master of Public Administration (London School of Economics)	MGA / MPA
	Master of Global Affairs (University of Toronto) / Master of Public Policy (Sciences Po)	MGA / MPP
Law	Bachelor of Laws (National University of Singapore) / Master of Laws (University of Toronto)	LLB / LLM
	Bachelor of Laws (Torcuato Di Tella University) / Master of Laws (University of Toronto)	LLB / LLM
	Bachelor of Laws (Tsinghua University) / Master of Laws (University of Toronto) *	LLB / LLM
	Master of Laws (University of Toronto) / Juris Master (Tsinghua University) *	LLM / JM
	Master of Laws (University of Toronto) / Master of Laws (Tsinghua University) *	LLM / LLM
Management, Rotman School of Management	Global Executive Master of Business Administration (University of Toronto / Bocconi University)	MBA / MBA

Graduate Unit	Program Name	Degrees
Physics	Master of Science in Physics (University of Toronto) / Master in Physics (Sapienza Università di Roma) / Master in Physics (Université Paris-Saclay)	MSc / Master in Physics
	Master of Science in Physics (University of Toronto) / Master in Physics (Sapienza Università di Roma) / Master in Physics (Universidade do Porto)	MSc / Master in Physics

<sup>\*</sup> Admissions have been administratively suspended for the 2025-26 admissions cycle.

## **Collaborative Specializations**

Collaborative Specialization	Participating Degree Programs	Degrees
Addiction Studies	Counselling and Clinical Psychology (field: Clinical Psychology) Criminology and Sociolegal Studies Medical Science Nursing Science Pharmaceutical Sciences Pharmacology Psychology Public Health Sciences Social Work Sociology	MA, PhD MA, PhD MSc, PhD PhD MSc, PhD MSc, PhD MSc, PhD MA, PhD MPH, MSc, PhD MSW, PhD MA, PhD
Aging, Palliative and Supportive Care Across the Life Course	Adult Education and Community Development Anthropology Counselling and Clinical Psychology Counselling Psychology Dentistry Health Administration Health Policy, Management and Evaluation Information Medical Science Music Nursing Science Pharmaceutical Sciences Psychology Public Health Sciences Rehabilitation Science Social Work Sociology Women and Gender Studies	MA, MEd, PhD MA, MSc, PhD MA, PhD MEd, EdD MSc, PhD MHSc MSc, PhD MI, PhD MSc, PhD MA, PhD MN, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MA, PhD MSc, PhD MA, PhD MSC, PhD MA, PhD MSC, PhD MA, PhD
Ancient and Medieval Philosophy	Classics Medieval Studies Philosophy	PhD PhD PhD
<u>Bioethics</u>	Health Administration Health Policy, Management and Evaluation Law Medical Science Nursing Science Pharmaceutical Sciences Philosophy Public Health Sciences Rehabilitation Science Religion Social Work Women and Gender Studies	MHSc MSc, PhD LLM, SJD MSc, PhD MN, PhD MSc, PhD MSc, PhD MA, PhD MPH, MSc, PhD MSc, PhD MSc, PhD MSc, PhD MA, PhD MA, PhD PhD MA

Collaborative Specialization	Participating Degree Programs	Degrees
Biomedical Engineering (admissions suspended)	Biochemistry Biomedical Engineering Chemical Engineering and Applied Chemistry Chemistry Dentistry Electrical and Computer Engineering Laboratory Medicine and Pathobiology Materials Science and Engineering Mechanical and Industrial Engineering Medical Biophysics Medical Science Pharmaceutical Sciences Physics Physiology Rehabilitation Science	MSc, PhD MASc, PhD MASc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MASc, PhD MASc, PhD MASc, PhD MSc, PhD
Book History and Print Culture	Art History Classics Comparative Literature East Asian Studies English French Language and Literature Germanic Languages and Literatures Germanic Literature, Culture and Theory History History and Philosophy of Science and Technology Information Italian Studies Medieval Studies Museum Studies Music Near and Middle Eastern Civilizations Religion Slavic Languages and Literatures Spanish	MA, PhD
Cardiovascular Sciences	Biomedical Engineering Chemical Engineering and Applied Chemistry Kinesiology Laboratory Medicine and Pathobiology Medical Biophysics Medical Science Pharmaceutical Sciences Pharmacology Physiology Rehabilitation Science	MASc, PhD MASc, PhD MSc, PhD
Community Development (admissions suspended)	Adult Education and Community Development Counselling and Clinical Psychology (field: Counselling and Psychotherapy) Counselling Psychology Geography Planning Public Health Sciences Social Work	MA, MEd MA MEd MA MScPI MPH MSW
Comparative, International and Development Education	Adult Education and Community Development Curriculum and Pedagogy Educational Leadership and Policy Higher Education Language and Literacies Education Social Justice Education	MA, MEd, PhD MA, MEd, PhD MA, MEd, EdD, PhD MA, MEd, EdD, PhD MA, MEd, PhD MA, MEd, PhD MA, MEd, EdD, PhD

Collaborative Specialization	Participating Degree Programs	Degrees
Contemporary East and Southeast Asian Studies	Anthropology East Asian Studies Geography Global Affairs History Management Planning Political Science Public Policy Social Work Sociology Women and Gender Studies	MA MA MA MGA MBA MScPI MA MPP MSW MA MA MA
Developmental Biology	Biochemistry Biomedical Engineering Cell and Systems Biology Immunology Laboratory Medicine and Pathobiology Medical Science Molecular Genetics Physiology	MSc, PhD MASc, PhD MSc, PhD
Development Policy and Power	Anthropology Environmental Science Geography Political Science Public Health Social Justice Education Sociology Women and Gender Studies	MA, MSc MEnvSc MA MA MA MPH MA, MEd MAMaster of Arts MAMaster of Arts
<u>Diaspora and</u> <u>Transnational Studies</u>	Anthropology Art History Cinema Studies Comparative Literature Criminology and Sociolegal Studies Drama, Theatre and Performance Studies English Geography Germanic Languages and Literature Germanic Literature, Culture and Theory History Near and Middle Eastern Civilizations Political Science Religion Slavic Languages and Literatures Social Justice Education Sociology Spanish Women and Gender Studies	MA, MSc, PhD MA, PhD MA MA, PhD MA, PhD MA, PhD MA, PhD MA, PhD MA, MSc, PhD MA PhD MA, PhD
Editing Ancient and Medieval Texts (admissions have closed)	Classics English History Italian Studies Medieval Studies Music Philosophy Religion Spanish	PhD
Education, Francophonies and Diversity	Curriculum and Pedagogy Language and Literacies Education Social Justice Education	MA, MEd, PhD MA, MEd, PhD MA, MEd, EdD, PhD

Collaborative Specialization	Participating Degree Programs	Degrees
Educational Policy (admissions suspended)	Adult Education and Community Development Curriculum and Pedagogy Developmental Psychology and Education Educational Leadership and Policy Higher Education Language and Literacies Education Social Justice Education	MA, MEd, PhD MA, MEd, PhD MA, MEd, PhD MA, MEd, EdD, PhD MA, MEd, EdD, PhD MA, MEd, PhD MA, MEd, PhD MA, MEd, EdD, PhD
Engineering Education	Chemical Engineering and Applied Chemistry Civil Engineering Curriculum and Pedagogy Higher Education Mechanical and Industrial Engineering	MASc, PhD MASc, PhD MA, PhD MA, MEd, PhD MASc, PhD
Environmental Studies	Adult Education and Community Development Anthropology Architecture, Landscape, and Design Chemical Engineering and Applied Chemistry Chemistry Civil Engineering Computer Science Earth Sciences English Environmental Science Ecology and Evolutionary Biology Forest Conservation Forestry Geography Global Affairs Information Landscape Architecture Management Music Physics Planning Political Science Public Policy Religion Social Justice Education Sociology Sustainability Management Women and Gender Studies	MA, MEd, PhD MA, MSc, PhD PhD MASc, MEng, PhD MSc, PhD MSc, PhD MSc, PhD MASc, MSc, PhD MASc, MSc, PhD MA, PhD MEnvSc, PhD PhD MFC MScF, PhD MA, MSc, PhD MA, MSc, PhD MAA, PhD MAA MI, PhD MLA MBA, PhD MSc, PhD MScPI, PhD MScPI, PhD MA, PhD MScSM MA, PhD
Environment and Health	Adult Education and Community Development Architecture, Landscape, and Design Chemical Engineering and Applied Chemistry Community Health Environmental Science Forest Conservation Forestry Geography Landscape Architecture Medical Science Music Planning Public Health Sciences Women and Gender Studies	MA, MEd, PhD PhD MASc, MEng, PhD MScCH MEnvSc, PhD MFC MScF, PhD MA, MSc, PhD MLA MSc, PhD MA, MMus, PhD MScPI, PhD MPH, PhD MA, PhD
Ethnic, Immigration and Pluralism Studies	Anthropology Educational Leadership and Policy European and Russian Affairs Geography Global Affairs History Industrial Relations and Human Resources	MA, PhD MA, MEd, EdD, PhD MA MA, PhD MGA MA, PhD MIRHR, PhD

Collaborative Specialization	Participating Degree Programs	Degrees
	Language and Literacies Education Political Science Public Policy Religion Social Justice Education Social Work Sociology Women and Gender Studies	MA, MEd, PhD MA, PhD MPP MA, PhD MA, MEd, EdD, PhD MSW, PhD MA, PhD MA, PhD MA, PhD
Food Studies	Anthropology East Asian Studies Environmental Science Geography and Planning History Information Medieval Studies Museum Studies Nutritional Sciences Public Health Sciences Sociology Spanish	MA, PhD MA, PhD PhD MA, MSc, PhD MA, PhD MI PhD MMSt MSc, PhD PhD MA, PhD PhD
Genome Biology and Bioinformatics	Biochemistry Biomedical Engineering Cell and Systems Biology Chemical Engineering and Applied Chemistry Computer Science Ecology and Evolutionary Biology Laboratory Medicine and Pathobiology Medical Biophysics Medical Science Molecular Genetics	PhD
Global Health (U of T Global Scholar)	Anthropology Chemical Engineering and Applied Chemistry Community Health Dentistry Geography Health Policy, Management and Evaluation Law Management Medical Science Nursing Science Nutritional Sciences Pharmaceutical Sciences Planning Political Science Public Health Sciences Rehabilitation Science	MA, MSc, PhD MASc, MEng, PhD MScCH MSc (thesis only), PhD MA, MSc, PhD MSc (thesis only), PhD LLM, SJD PhD PhD MN, PhD PhD MSc (thesis only), PhD MSc (thesis only), PhD MScPl, PhD PhD MPH, MSc (thesis only), PhD MSc, PhD
Health Services and Policy Research (admissions suspended)	Health Policy, Management and Evaluation Kinesiology Pharmaceutical Sciences Public Health Sciences Rehabilitation Science Social Work	MSc, PhD MSc, PhD MSc, PhD PhD MSc PhD
Indigenous Health (admissions suspended)	Adult Education and Community Development Anthropology Counselling and Clinical Psychology Counselling Psychology Geography Medical Science Nutritional Sciences	MA, MEd, PhD MA, MSc, PhD MA, PhD MEd, EdD MA, PhD MSc, PhD MSc, PhD

Collaborative Specialization	Participating Degree Programs	Degrees
	Public Health Sciences Social Justice Education	MPH, PhD MA, MEd, EdD, PhD
Jewish Studies	Anthropology Art History Classics Comparative Literature Drama, Theatre and Performance Studies English European and Russian Affairs Geography Germanic Languages and Literatures Germanic Literature, Culture and Theory History Information Law Linguistics Medieval Studies Museum Studies Music Music Performance Near and Middle Eastern Civilizations Philosophy Political Science Religion Slavic Languages and Literatures Sociology Women and Gender Studies	MA, PhD MA, PhD MA, PhD MA, PhD MA, PhD MA, PhD MA PhD MA PhD MA PhD MA, PhD PhD LLM, MSL, SJD PhD MA, PhD MMSt MA, PhD DMA MA, PhD DMA MA, PhD DMA MA, PhD
Knowledge Media Design	Architecture Computer Science Curriculum and Pedagogy Drama, Theatre and Performance Studies Information Landscape Architecture Language and Literacies Education Mechanical and Industrial Engineering Medical Science Museum Studies Religion Urban Design	MArch MSc, PhD MA, MEd, PhD MA, PhD MI, PhD MLA MA, MEd, PhD MASc, MEng, PhD MSc, PhD MMSt MA, PhD MUD
Mediterranean Archaeology	Anthropology Art History Classics Near and Middle Eastern Civilizations Religion	PhD PhD PhD PhD PhD
Musculoskeletal Sciences	Biomedical Engineering Dentistry Kinesiology Laboratory Medicine and Pathobiology Medical Science Pharmacology and Toxicology Rehabilitation Science	MASc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD
Neuromodulation	Biomedical Engineering Chemical Engineering and Applied Chemistry Electrical and Computer Engineering Materials Science and Engineering Mechanical and Industrial Engineering Medical Science	MASc, PhD MASc, PhD MASc, PhD MASc, PhD MASc, PhD MSc, PhD
<u>Neuroscience</u>	Biochemistry Bioethics	MSc, PhD MHSc

Collaborative Specialization	Participating Degree Programs	Degrees
	Biomedical Engineering Cell and Systems Biology Community Health Computer Science Dentistry Developmental Psychology and Education Immunology Laboratory Medicine and Pathobiology Medical Biophysics Medical Science Music Pharmaceutical Sciences Pharmacology Physiology Psychology Psychology Public Health Sciences Rehabilitation Science	MASc, PhD MSc, PhD MScCH MSc, PhD MSc, PhD MSc, PhD MA, PhD PhD MSc, PhD MA, PhD MSc, PhD MSc, PhD
Next-Generation Precision Medicine	Chemistry Chemical Engineering and Applied Chemistry Molecular Genetics Pharmaceutical Sciences	PhD PhD PhD PhD
Psychology, Psychiatry and Engineering	Aerospace Science and Engineering Civil Engineering Electrical and Computer Engineering Mechanical and Industrial Engineering Medical Science Psychology	MASc, PhD MASc, PhD MASc, PhD MASc, PhD MSc, PhD MA, PhD
Public Health Policy (admissions suspended)	Global Affairs Health Administration Health Policy, Management and Evaluation Kinesiology Nutritional Sciences Public Health Sciences Public Policy Social Work	MGA MHSc MSc, PhD MSc, PhD MSc, PhD MPH, MSc, PhD MPP MSW, PhD
Resuscitation Sciences (admissions suspended)	Biomedical Engineering Community Health Health Policy, Management and Evaluation Immunology Laboratory Medicine and Pathobiology Mechanical and Industrial Engineering Medical Science Nursing Science Pharmaceutical Sciences Pharmacology Physiology Public Health Sciences Rehabilitation Science	PhD MScCH MSc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, MEng, PhD MSc, PhD MN, PhD MSc, PhD
Robotics	Aerospace Science and Engineering Biomedical Engineering Computer Science Electrical and Computer Engineering Mechanical and Industrial Engineering Rehabilitation Science	MASc, PhD MASc, PhD MSc, PhD MASc, PhD MASc, PhD MSc, PhD
Sexual Diversity Studies	Adult Education and Community Development Anthropology Art History Cinema Studies Classics	MA, MEd, PhD MA, MSc, PhD MA, PhD MA MA, PhD

Collaborative	Participating Degree Programs	Degrees
Collaborative Specialization	Comparative Literature Counselling Psychology Counselling and Clinical Psychology Criminology and Sociolegal Studies Curriculum and Pedagogy Drama, Theatre and Performance Studies East Asian Studies Educational Leadership and Policy English French Language and Literature Geography Higher Education History History and Philosophy of Science and Technology Immunology Information Italian Studies Kinesiology Law Linguistics Medieval Studies Museum Studies Museum Studies Music Near and Middle Eastern Civilizations Philosophy Political Science Psychology Public Health Sciences Public Policy Religion Slavic Languages and Literatures Social Justice Education Social Work	MA, PhD MEd, EdD MA, PhD MA, PhD MA, PhD MA, MEd, PhD MA, PhD MSc, PhD LLM, MSL, SJD MA, PhD
South Asian Studies	Social Work Sociology Sustainability Management Visual Studies Women and Gender Studies  Anthropology Comparative Literature Drama, Theatre and Performance Studies East Asian Studies English Geography History Music Political Science Religion Social Justice Education Women and Gender Studies	MSW, PhD MA, PhD MScSM MVS MA, PhD  MA, MSc, PhD MA, PhD
Toxicology	Laboratory Medicine and Pathobiology Medical Science Nutritional Sciences Pharmaceutical Sciences Pharmacology	MSc, PhD
Women and Gender Studies	Adult Education and Community Development Anthropology Cinema Studies Classics Comparative Literature Counselling and Clinical Psychology Counselling Psychology Criminology and Sociolegal Studies	MA, MEd, PhD MA, MSc, PhD MA MA, PhD MA, PhD MA, PhD MA, PhD MA, PhD MEd, EdD MA, PhD

Collaborative Specialization	Participating Degree Programs	Degrees
	Curriculum and Pedagogy Drama, Theatre and Performance Studies East Asian Studies Educational Leadership and Policy English French Language and Literature Geography Germanic Languages and Literatures Germanic Literature, Culture and Theory Health Administration Health Policy, Management and Evaluation Higher Education History Information Kinesiology Language and Literacies Education Law Medieval Studies Near and Middle Eastern Civilizations Philosophy Planning Political Science Public Health Sciences Religion Social Justice Education Social Work Sociology Spanish	MA, MEd, PhD MA, PhD MA, PhD MA, PhD MA, MEd, EdD, PhD MA, PhD MA, PhD MA, MSc, PhD MA PhD MHSc MSc, PhD MA, MEd, EdD, PhD MA, PhD MSc, PhD MA, PhD
Women's Health	Anthropology Dentistry English Health Policy, Management and Evaluation Immunology Kinesiology Medical Science Nursing Science Nutritional Sciences Occupational Therapy Pharmacology Psychology Public Health Sciences Rehabilitation Science Religion Social Work Women and Gender Studies	MA, MSc, PhD MSc, PhD MA, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MSc, PhD MN, PhD MSc, PhD MA, PhD MSH, PhD MSC, PhD MA, PhD MSC, PhD MA, PhD MSW, PhD MA, PhD
Workplace Learning and Social Change	Adult Education and Community Development Industrial Relations and Human Resources Rehabilitation Science Social Justice Education Women and Gender Studies	MA, MEd, PhD MIRHR, PhD MSc, PhD MA, MEd, EdD, PhD MA

## **Diploma Programs**

All diploma programs are offered full-time unless otherwise indicated.

#### Legend

Symbol	Meaning
р	Part-time option available in addition to full-time program
p~	Program only offered part-time

Graduate Unit	Program Name	Diploma
<u>Information</u>	Advanced Study in Information Studies (admissions closed)	GDipISt <sup>p</sup>
<u>Management</u>	Professional Accounting	GDipPA
Medical Science	Graduate Diploma in Health Research	GDipHR <sup>p~</sup>
Nursing Science	Post-Master's Nurse Practitioner	DipNP <sup>p</sup> (PMNP)

## **General Regulations**

All graduate students are accepted under the General Regulations of the School of Graduate Studies (SGS). See also Degree Regulations and the program entries.

- 1 Organization of the School of Graduate Studies
- 2 Categories of Students
- 3 Application for Admission to a Degree Program
- 4 Admission Regulations and Procedures
- 5 Structure of Academic Programs
- 6 Registration and Enrolment
- 7 Good Academic Standing and Satisfactory Academic
- Progress. Time Limits. Supervision, and Candidacv
- 8 Thesis and Graduate Student Supervision
- 9 Graduation
- 10 Academic Appeals Policy
- 11 Policies and Guidelines

**Exemptions:** The Graduate Education Council of the School of Graduate Studies has the power to waive the application of a regulation in individual cases. Such exemptions are granted only in exceptional circumstances and require the favourable recommendation of the graduate unit and of the School of Graduate Studies.

# 1 Organization of the School of Graduate Studies

The School of Graduate Studies (SGS) is responsible for the oversight of all graduate programs in the University of Toronto and for developing and implementing appropriate regulations and operating procedures for admissions, programs of study, and completion of degree requirements.

According to its constitution, the School of Graduate Studies has a council and is organized into <u>four divisions</u>. Each of the departments, centres, institutes, schools, and Faculties (referred to generally as "graduate units") belongs to one of the divisions.

#### 1.1 The Divisions

- Division I Humanities
- Division II Social Sciences
- Division III Physical Sciences
- Division IV Life Sciences

#### 1.2 Graduate Education Council

The <u>Graduate Education Council</u> is an academic advisory and regulatory body. It exercises powers and duties, subject to the approval of <u>Governing Council</u>, as required, under the provisions of the University of Toronto Act. The Graduate Education Council consists of 35 elected members and numerous ex-officio members. Each division elects five faculty members and three graduate students to the council; a senior representative of the Graduate Students' Union is a voting member. There are three administrative staff seats. The Graduate Education Council is chaired by the Dean of Graduate Studies and Vice-Provost, Graduate Research and Education.

The Graduate Education Council is primarily responsible for determining policies and regulations affecting the administration and operation of graduate studies, and for advising Governing Council on initiatives in graduate studies. The Graduate Education Council is concerned with the quality of graduate education across the University.

#### 1.3 Graduate Units

A graduate unit offers degree programs or graduate diplomas, courses, and research. It may be a department, centre, institute, school, or Faculty.

Each graduate student is enrolled in one of the units that offer graduate study. The graduate unit is responsible for ensuring that each student is admitted and enrolled in an appropriate program of studies and is responsible for thesis/research supervision in conformity with the policies and procedures of the School of Graduate Studies.

The unit's chair, dean, or director is responsible for the graduate affairs within the unit. The administrative duties may be delegated by the unit's chair or director, as appropriate.

### 1.4 Graduate Programs

Graduate programs are listed alphabetically in the <u>Programs by</u> Graduate Unit section of this calendar.

#### 1.4.1 Degree Programs

A diverse range of both research-oriented and professional <u>degree programs</u> is offered at both the master's and doctoral levels.

#### 1.4.2 Collaborative Specializations

<u>Collaborative specializations</u> (CSs) emerge from cooperation between two or more graduate units and their graduate programs. The student has a broader base from which to explore a novel interdisciplinary area or some special development in a particular discipline.

The student must be admitted to, and enrol in, one of the collaborating graduate units (known as a "home" unit) and must fulfil all the requirements of the degree program in the home unit and any additional requirements of the CS. On successful completion of the program, the student receives a transcript notation indicating completion of the collaborative specialization, in addition to the degree.

#### 1.4.3 Combined Degree Programs

<u>Combined degree programs</u> (CDPs) allow a student to study in two approved degree programs at the same time and to complete the requirements of both, providing a distinctive academic benefit to the student either through academic enrichment or academic acceleration. CDPs build on a strong academic rationale or synergy between the programs in the combination.

CDPs may embody the following combinations: undergraduate/graduate, second-entry undergraduate/graduate, or graduate/graduate. A CDP is an entity; the student is registered in a CDP as well as in the two participating degree programs. On successful completion of the CDP, the student receives two degrees.

#### 1.4.4 Graduate Diploma Programs

Graduate diplomas may be offered at the master's, post-master's, and doctoral levels. They consist of approved graduate courses or other graduate academic activities appropriate to the diploma level. The University of Toronto offers graduate <u>diploma programs</u> in conjunction with a master's or doctoral degree and also graduate diplomas as a standalone program with direct admission.

#### 1.4.5 Conjoint Programs

The University of Toronto and the <u>Toronto School of Theology</u>, in accord with the Memorandum of Agreement between the two institutions, offer specific and approved conjoint programs, some of which are graduate degree programs. Students in a conjoint program are students at the University of Toronto; however, they are not registered at the School of Graduate Studies.

#### 1.4.6 Joint Programs

A graduate joint degree program is a program of study offered by two or more universities, or equivalent institutions, in which successful completion of the requirements is confirmed by a single degree document.

#### 1.4.7 Dual Degree Programs

A dual degree program is a program of study offered in partnership by the University of Toronto and an international peer university, or equivalent institution. In a dual degree program, a student's successful completion of the program requirements of two existing degree programs is conferred with two degree documents or parchments. Dual degree programs build on a strong academic rationale between the programs in the combination and provide a distinctive academic benefit to students. Dual degree programs are governed by a memorandum of agreement.

## 1.5 Graduate Faculty

At the University of Toronto, faculty do not automatically have supervisory privileges in graduate units. Authority to teach or supervise graduate students is a separate layer of responsibility with specific criteria. Responsibility for directing all elements of graduate teaching and supervision rests with members of the graduate faculty.

Graduate faculty membership (GFM) is initiated by the graduate chair/director of the graduate unit. With the approval of the School of Graduate Studies, the graduate chair confirms graduate membership to the faculty member. There are five types of GFM: Full, Associate, Associate (Restricted), Full Emeritus, and Associate Emeritus. Details around GFMs can be found on the School of Graduate Studies website.

#### Types of Graduate Faculty Membership and Associated Graduate Roles

## 1.5.1 Associate GFM, Associate GFM (Restricted)\*, and Associate GFM Emeritus

#### **Teaching**

- Teach, set, and mark examinations for a graduate course.
- Teach in a course-based master's program.

#### **Supervision and Supervisory Committees**

- Supervise a master's research project.
- Act as a member of a master's thesis committee for students in any graduate unit, as appropriate.
- Act as the sole or major supervisor of a master's thesis for students in the graduate unit.\*\*
- Act as a member of a professional doctoral thesis committee for students in any graduate unit, as appropriate.
- Act as the co-supervisor of a professional doctoral thesis for students in the graduate unit.
- Act as a member of a PhD thesis committee for students in any graduate unit, as appropriate.
- Act as the co-supervisor of a PhD thesis for students in the graduate unit.

#### **Examinations**

- Serve as a voting member of a Final Oral Examination committee, where such examinations are required by SGS and perform all associated duties.
- \* Faculty holding an Associate GFM (Restricted) may perform any of these roles, if specified.
- \*\* The one exception is that faculty with an Associate GFM (Restricted) should not normally perform this role. It is best practice for the supervisor of a master's thesis to hold either an Associate or Full GFM.

**Please note:** A faculty member holding an Associate GFM Emeritus may perform any of the roles that someone with an Associate GFM may, with the proviso that they may only take on the sole or major supervision of a master's thesis for students in the graduate unit with the approval of the graduate chair/director.

#### 1.5.2 Full GFM and Full GFM Emeritus

Faculty holding these types of GFM may perform all the roles above and the following:

#### **Supervision and Supervisory Committees**

- Act as the sole or major supervisor of a professional doctoral thesis for students in the graduate unit.
- Act as the sole or major supervisor of a PhD thesis for students in the graduate unit.

#### **Examinations**

- Assume lead responsibility for the setting and marking of comprehensive (general) examinations.
- Serve as the chair of a Final Oral Examination committee, where such examinations are required by SGS, and perform all associated duties.

**Please note:** A faculty member holding a Full GFM Emeritus may perform any of the roles that someone with a Full GFM may above, with the proviso that they may only take on the sole or major supervision of a master's, professional doctoral, or PhD thesis for students in the graduate unit with the approval of the graduate chair/director.

## 2 Categories of Students

The University offers admissions to three categories of graduate students:

- 1. degree or diploma student;
- 2. special (non-degree) student;
- visiting student.

### 2.1 Degree or Diploma Student

A degree or diploma student is registered in a graduate degree or diploma program in the School of Graduate Studies.

A student who has completed all requirements for the doctoral degree exclusive of thesis research is deemed to have achieved candidacy and will be designated as a "doctoral candidate" in the School of Graduate Studies.

## 2.1.1 Degree or Diploma Student Conditionally Registered

Admission conditions enable a graduate unit to offer admission, and in some cases even allow registration, conditional upon satisfying some outstanding admission requirement(s) such as conferral of admitting degree. When credentials are from a university where the program of study cannot readily be appraised by the graduate unit, the applicant may be required to register conditionally (i.e., conditional upon demonstrating satisfaction of one or more admission requirements) for a period not to exceed one academic session (four months). Applicants must hold a recognized degree with appropriate standing.

Failure to satisfy the condition by the registration deadline will result in the withdrawal of the offer of admission, at the request of the graduate unit.

## 2.2 Special (Non-degree) Student

Two categories of special students are described below. Special students are not registered in a program of study which may lead to a degree or diploma. All special students must be enrolled in at least one graduate course; some may be enrolled in both undergraduate and graduate courses. Special students must

submit an application for admission for each academic year of study.

#### 2.2.1 Special Student, Full-Time

Students who are changing disciplines or require preparatory work may be admitted as full-time special students and enrol in a full-time program of study not leading to a degree or diploma. Full-time special students are enrolled in more than 1.0 full course equivalent (FCE) per session.

#### 2.2.2 Special Student, Part-Time

Students wishing to take 0.5 or 1.0 full course equivalent (FCE) may be admitted as part-time special students. Part-time special students may take a maximum of 0.5 or 1.0 full course equivalent (FCE) in any session as approved by the graduate unit. Coursework does not count for degree/diploma credit.

### 2.3 Visiting Student

Visiting students are registered under special arrangements in the School of Graduate Studies and are not admitted to a degree. For more information, visit the web pages on <u>Visiting and Exchange Opportunities</u> and <u>International Visiting Graduate</u> Students.

Students registered at Canadian universities can apply through the Ontario Visiting Student (OVGS) program, the Canadian University Graduate Transfer Agreement (CUGTA), or the Canadian Association for Graduate Students (CAGS) research mobility agreement. For further information on all three programs, students should consult their home university.

Students registered at international universities can apply to conduct research as a visiting student through the International Visiting Graduate Student (IVGS) program. Students must secure a U of T supervisor. They must also obtain approval from their home institution.

For all categories of visiting student, students must be registered in a graduate degree program at a recognized institution. Students in diploma or certificate programs, undergraduate students, and students on leave from their degree programs are not eligible.

# 3 Application for Admission to a Degree Program

#### 3.1 Procedures

- Application for admission should be submitted using the <u>Graduate Admissions Application (GradApp)</u>. The exceptions for using the SGS Admissions Application are:
  - All master's programs offered through the Rotman School of Management.

- MScPT, MScOT, and the MHSc in Speech-Language Pathology, which participate in a common provincial application for professional rehabilitation medicine programs (ORPAS).
- Applicants needing accommodation for accessibility reasons may request a paper application from the School of Graduate Studies. Applicants submitting a paper application form should consult with their graduate unit for advice on submitting supporting documents. Paper applications may take longer to process, and should be submitted as early as possible in the application cycle.
- Applicants must pay a non-refundable application fee of \$125. Some graduate units have set higher application fees. Payment is made online at the time of application using a credit card. Applications will not be processed until the application fee is received.
- Applicants are required to provide a copy of their complete academic record issued directly from all postsecondary institutions attended. Letters of reference are also required. Individual graduate units may require further documentation.
- Certified English translations of all international documentation written in a language other than English or French must also be submitted.

## 3.2 Application Deadlines

The graduate unit determines the deadline date for applicants to submit their applications, supporting documentation, and at least two letters of reference to be assured that they will be considered for a place in the program of their choice and for financial support.

For specific information on application and financial support deadlines, contact the graduate unit offering the program to which you are applying.

International applicants are encouraged to initiate their application early in the cycle to ensure timely submission, particularly where special documentation (and/or translation) and proof of English-language proficiency are required.

Most programs commence in the Fall session. Some commence in the Winter or Summer session. Applicants should consult the graduate unit to confirm program start times.

## 3.3 Acceptance to Program

Admission decisions are made by the graduate unit. The official acceptance letter is issued by the School of Graduate Studies. Admission decisions are final and cannot be appealed.

Applicants who are offered acceptance pending receipt of final transcripts must submit one official copy of their final transcripts for all post-secondary study to the graduate unit before final acceptance can be approved. If final transcripts do not indicate that the expected degree has been conferred, official documentation indicating the anticipated date of degree conferral must be submitted before registration.

Normally, students accepted to the School of Graduate Studies must commence their program of study on the date specified in their letter of acceptance. If circumstances prevent a student from starting study on the specified date, the graduate unit may approve to defer admission for a period not to exceed 12 months from the original commencement date. In such a case, official transcripts will be required to document any new study completed in the interim. If the period exceeds 12 months from the original date of expected commencement, the admission will be withdrawn and a new application must be submitted.

With the approval of the graduate unit, students accepted to begin their programs in September will be permitted to start the preceding summer. Students taking courses during the summer will pay the Summer session fees (academic, incidental, and ancillary), which is additional to the Fall and Winter session fees. Students engaged only in research must register but do not pay Summer session fees. International students may only begin studies, including research, if they hold a currently valid study permit. In these cases, time to completion is measured from the start of the Summer session.

## 4 Admission Regulations and Procedures

The University's admission regulations and procedures are designed so that students entering a graduate program may normally have the capacity and preparation necessary to meet the challenges of the program effectively.

The School of Graduate Studies regulations for admission specify minimal requirements only. Graduate units may have additional requirements and/or set higher than SGS minimum admission requirements. Meeting the minimal requirements of the graduate unit and the School of Graduate Studies does not guarantee admission.

The University reserves the right to determine whether credentials of other degree-granting institutions meet the standards for admission to University of Toronto programs. Admission decisions are final and are not appealable. The University also reserves the right to verify the accuracy of any documentation submitted as part of an application.

## 4.1 Academic Requirements for Admission

All applicants will be considered on their individual merits for admission to any graduate program at the University of Toronto. See Degree Regulations for further information.

#### 4.1.1 Master's Programs

#### **Minimum Requirements**

- An appropriate bachelor's degree with high academic standing from a recognized university, that has appropriate breadth and depth in a discipline deemed appropriate for the intended field of study.
- An average grade equivalent to at least mid-B or better, normally demonstrated by an average grade in the final year or over senior courses.
- 3. At least two letters of reference.
- 4. Other qualifications as specified by the graduate unit.

#### 4.1.2 Doctor of Philosophy Programs

#### **Minimum Requirements**

- An appropriate master's degree, or in some programs an appropriate bachelor's degree with high academic standing, from a recognized university in a discipline deemed appropriate for the intended field of study.
- An average grade equivalent to a B+ or better in a previous master's degree program. Where relevant, demonstrated research competence equivalent to at least a B+ grade will be considered.
- Direct entry from a bachelor's degree to a PhD program may be available when permitted by the graduate unit. For direct-entry applicants, an average grade equivalent to A

  or better in courses in the relevant discipline is required.
- 4. At least two letters of reference.
- 5. Other qualifications as specified by the graduate unit.

#### 4.1.3 Other Doctoral Programs

Normally, an appropriate master's degree with high academic standing from a recognized university in a discipline deemed appropriate for the intended field of study is required. See appropriate graduate unit entry for details about specific minimum admission requirements.

#### 4.1.4 Graduate Diploma Programs

Graduate diploma programs involve concurrent or standalone registration with a graduate degree program. Applicants to graduate diploma programs should complete the <u>Graduate Admissions Application (GradApp)</u>.

#### **Minimum Requirements**

- A bachelor's degree in a discipline deemed appropriate for the intended field of study is an appropriate degree for a graduate diploma.
- Other qualifications may apply, as specified by the graduate unit.

#### 4.1.5 Special Students

Before applying, applicants should identify the courses they wish to take and obtain approval from the graduate unit offering the course. With the approval of the graduate unit, they may serve to satisfy prerequisite requirements. Special students' programs must include at least one graduate course. Any tuition fees paid as a special student cannot be transferred to a subsequent degree program.

- Full-time special students must have obtained an average grade equivalent to mid-B or better in the final year (or over senior courses) of an appropriate bachelor's degree program.
- Part-time special students who are accepted with less than mid-B standing are not normally considered admissible to a master's degree at a later date.
- At least two letters of reference are required for full-time special students.

4. Other qualifications as specified by the graduate unit.

## 4.2 Regulations and Procedures

#### 4.2.1 Advanced Standing

Advanced standing refers to academic credit awarded upon admission to a program of study that enables direct entry to an identified higher academic achievement level of the program. Students are eligible for advanced standing if they meet a clearly articulated set of objectives and/or course requirements for an advanced-standing option as defined in the graduate program calendar entry. Not every program offers an advanced-standing option.

## 4.2.2 Eligibility of Students for Second Graduate Degree of Same Title

The University may confer upon a student a graduate degree having the same title as a previous degree, if that initial degree was obtained at a different institution. For students who already have obtained a University of Toronto degree, a second degree of the same name will not be conferred unless it is undertaken in a different field of study from the first.

#### 4.2.3 Mature Students

Applicants who graduated five or more years ago but without achieving sufficiently high standing for admission to a graduate program may be considered for admission if, since graduation, they have done significant intellectual work and/or made a significant professional contribution that can be considered equivalent to a higher academic standing. This means that the mere passage of time in a profession is not sufficient. Graduate units must submit recommendations for admission to the School of Graduate Studies for approval.

This contribution and its impact on the profession must be detailed, documented, and presented as part of the application. Such applicants may be considered for admission if they can document that they have achieved qualifications at least equivalent to those stated in the preceding sections and if a graduate unit so recommends. Applicants should explain why they think their professional development activities or work experiences should be viewed as equivalent to academic work conducted at a university.

Examples of evidence may include but are not limited to:

- publications and/or research which is professionally relevant (including published papers, technical reports, or patents)
- a record of outstanding advancement in one's profession (e.g., progressive leadership roles, management of projects and personnel, professional or scientific citations, and awards)
- professional designations, diplomas, or certificates
- training or courses taken subsequent to the undergraduate degree and/or being an instructor of professional development courses to others in one's profession

 development of new skills over and above what would normally be expected in one's profession.

## 4.2.4 Eligibility of Members of Teaching and Administrative Staff

Members of teaching or administrative staff of the University or its federated or affiliated colleges who are engaged in graduate instructional and/or graduate administrative activities within the graduate unit offering the graduate program to which they are seeking admission are normally not eligible to be graduate students within that graduate unit at the University of Toronto.

Exceptions may be granted by SGS when it is confident that the graduate program is sufficiently remote from the faculty or staff member's usual work that academic impartiality is not compromised.

#### 4.2.5 Transfers

#### 4.2.5.1 Master's to Doctoral

A student may be recommended for transfer from a master's program to a doctoral program. In such cases, the student will transfer to a five-year doctoral program with the years in the master's program being counted as part of the doctoral program. Courses may be excluded in the transfer. The total number of courses required for the doctoral program is the sum of the normal master's and doctoral course requirements, unless otherwise specified by the graduate unit. Where flexible-time is an approved option, a student may also be recommended for transfer to a flexible-time doctoral option with the years in the master's program being counted as part of the doctoral program. Such a transfer must occur within 24 months of initial registration.

#### 4.2.5.2 Doctoral to Master's

Students transferring from the doctoral to the master's program must complete all of the normal master's degree requirements, or their equivalent, in order to be awarded the master's degree. These transfers are made on the recommendation of the graduate unit and must be approved by the School of Graduate Studies.

A second University of Toronto master's degree of the same name will not be conferred unless it is undertaken in a different field of study from the first. Students who transfer from the doctoral to the master's program will not be permitted to transfer subsequently to the doctoral program within the same graduate unit unless approved by the School of Graduate Studies.

## 4.3 English-Language Proficiency

Students must be able to communicate effectively in English to study at the University of Toronto. Proficiency in the English language must be demonstrated by all applicants educated outside Canada whose primary language is not English. This is a requirement of admission and should be met before application, but must be met before the deadline to register.

This requirement may be satisfied using one of the Englishlanguage proficiency tests below. Test results that are older than two years at the time of application cannot be accepted. In these circumstances, the applicant must retake the English-language proficiency test. Minimum scores are indicated; however, many graduate units require a higher score.

#### 4.3.1 Test of English as a Foreign Language (TOEFL)

Educational Testing Service (ETS) Web: www.ets.org/toefl

The TOEFL examination is offered in two formats:

- 1. the Internet-based format (iBT) offered year-round
- 2. the paper-based format (PBT) only offered on specific dates in a limited number of countries

The iBT TOEFL must include the writing and speaking sections.

The PBT TOEFL must include the Test of Written English (TWE) component.

All applicants must satisfy the minimum TOEFL score requirements set by each of the four SGS academic divisions listed in the following chart.

## TOEFL Minimum Score Requirements

Consult the graduate unit to which you are applying to determine if a higher minimum score is required.

determine if a higher minimum score is required.		
Academic Division	Internet-Based Test (TOEFL iBT) Including Writing and Speaking Sections	Paper-Based Test (TOEFL PBT) and TWE
I. Humanities	Overall score: 93 Writing: 22 Speaking: 22	Overall score: 580 TWE: 5
II. Social Sciences	Overall score: 93 Writing: 22 Speaking: 22	Overall score: 580 TWE: 5
III. Physical Sciences	Overall score: 93 Writing: 22 Speaking: 22	Overall score: 580 TWE: 4
IV. Life Sciences	Overall score: 93 Writing: 22 Speaking: 22	Overall score: 580 TWE: 5

## **4.3.2 International English Language Testing System (IELTS)**

Web: www.ielts.org

Required score: 7.0 (Academic) with at least 6.5 for each

component.

#### 4.3.3 Academic English Level 60

School of Continuing Studies, University of Toronto Web: <u>learn.utoronto.ca/english-language-program/programs/english-for-academic-purposes</u>
Required score: B

## 4.3.4 Canadian Academic English Language (CAEL) Online

Web: www.cael.ca

Required score: 70 minimum total with at least 60 in each part.

#### 4.3.5 The Certificate of Proficiency in English (COPE)

English Language Diagnosis and Assessment (ELDA)

Web: www.copetest.com

Required score: 76 minimum total with at least 22 in each

component and 32 in writing

#### 4.3.6 Cambridge English

C1: Advanced and C2: Proficiency Web: <a href="https://www.cambridgeenglish.org">www.cambridgeenglish.org</a>

Required score: minimum 185 overall with at least 176 in each

component. Cambridge English scores do not expire.

## 5 Structure of Academic Programs

#### 5.1 Academic Year

In the School of Graduate Studies, the academic year begins in September and ends in August. The academic year is divided into three sessions:

- Fall (F) session (September to December)
- Winter (W) session (January to April)
- Summer (S) session (May to August)

## 5.2 Academic Programs

Academic programs leading to graduate degrees and diplomas are defined by the units that offer them and by the degree regulations. Consult the <u>Degree and Diploma Programs by</u> Graduate Unit section of this calendar.

## 5.3 Program Length

Program length is established at the time of initial approval of the program. Program length refers to the period of time (in sessions or academic years) for an academically well-prepared student to complete all program requirements while registered full-time. The program length is the period of time upon which the minimum degree fee is based (for master's programs only).

The typical registration sequence for full-time master's programs is shown in individual graduate unit entries: for example, the F/W/S abbreviation is used for Fall/Winter/Summer.

Actual time to complete a program may vary for individual students and across disciplines. Doctoral program length is established through the Doctoral Degree Regulations. All requirements for the degree must be completed within the time limit (see 5.5).

#### 5.4 Period of Residence

Many programs specify a period of residence whereby students must be on campus full-time and consequently in geographical proximity to be able to participate fully in the University activities associated with the program. Residence provides the student with an opportunity to become immersed in the intellectual environment of the University. Exceptions to the residency requirement must be approved by the graduate unit.

#### 5.5 Time Limit

All program requirements must be completed within a specific period of time. The time limit for a degree is the maximum period of registration permitted for the completion of the program. The time limit for all graduate degrees and combined programs are as follows:

Degree Type	Time Limit
Doctoral	6 years (except for the Dentistry PhD: 7 to 8 years depending on specialty)
Direct-entry doctoral	7 years
Flexible-time PhD program option	6 to 8 years (depending on program)
Professional doctoral	5 to 6 years (depending on program)
Full-time master's	3 years (except for the MArch: 4 years; Dentistry MSc: 3 to 5 years)
Part-time master's	6 years
Combined degree programs	Time limit is established for each combined degree program. The time limit will be set at one year (or two for doctoral programs) beyond the established combined program length.

## 6 Registration and Enrolment

Registration is the process by which a person has established, for an academic period, an active association with a program of study.

Enrolment is a separate process from registration. It is the approved engagement by a student in a course or other academic activity or component of a program of study.

See the complete policy on <u>Association, Admission, and Registration</u>.

### 6.1 Registration Policies and Procedures

#### **6.1.1 Registration Procedures**

Students are required to register at the beginning of each session they wish to attend. The first step to registration is the payment of fees or arrangements to pay such fees. A student is considered to be registered once any conditions of admission have been satisfied and academic, incidental, and ancillary fees are paid or a fees arrangement has been made. New students who have received a conditional offer of admission should make arrangements with their graduate unit to clear conditions as soon as possible.

New graduate students will receive registration instructions prior to the registration dates listed in <u>Sessional Dates</u>. Students may access <u>registration instructions</u> from the SGS website and the graduate unit.

Registration material is posted online and students should consult the SGS website or their graduate unit's website for detailed registration information. Students are asked to check their <u>ACORN</u> account to view their invoice online. Every effort is made to ensure that only students who are eligible to register receive registration material. However, receiving such material does not override any other notification students receive about academic status and eligibility.

#### 6.1.2 Full-Time Studies

Students registered as full-time students in the School of Graduate Studies must be engaged in their studies on a full-time basis, as required by government regulations for full-time graduate studies.

Full-time graduate students are defined according to government regulations as follows:

- They must be pursuing their studies as a full-time occupation and identify themselves as full-time graduate students.
- 2. They must be designated by the University as full-time students.
- They must be geographically available and visit the campus regularly.
- They must be considered to be full-time students by their supervisors.
- If an academic program requires an absence from the University, students must apply through their graduate unit for permission to be off campus.

A full-time student may be absent from the University for an extended period or may participate in a program offered by another university if, and only if, the student has received written permission from the graduate unit in which they are registered. A graduate student who, in a given session, is absent from the University without receiving prior approval may lose good academic standing. In exceptional cases, a graduate unit may recommend to the School of Graduate Studies the termination of the student's registration and eligibility.

#### 6.1.3 Extended Full-Time (EFT) Studies

The EFT option permits an additional year of full-time studies to complete the program where the option is offered in a program.

- The EFT registration option is available in professional master's or professional doctoral programs where offered. Registration is full-time. A prescribed path to completion over the extended period is set out in the graduate unit's calendar entry.
- Full-time time limits apply to this option; the extended period may not exceed the time limit for the full-time program.
- Students are charged the equivalent of the minimum degree fee which is spread out over the extended period; full-time incidental fees apply for each year of registration.
- 4. Students who do not complete the program in the prescribed period may apply for an extension and will be subject to the usual extension regulations.
- Transfers between the EFT registration option and any other registration option are not permitted.
- Students in this option are subject to the rules and conditions of full-time studies as set out in the Full-Time Studies section above.

#### 6.1.4 Part-Time Studies

- 1. The option to undertake studies on a part-time basis is available in some master's programs.
- A student enrolled in part-time studies may, over the course of each academic year, normally take a maximum of one-third of the annual program requirements, as defined by the graduate unit; enrolment each session by part-time students is subject to graduate unit approval.
- A prescribed path to completion may or may not be provided for part-time studies; where provided, it will be set out in the graduate unit's entry in the SGS Calendar.
- A student who is registered in part-time studies is subject to the minimum degree fee (see section <u>14.4</u> Minimum Degree Fee).
- Transfer from part-time studies to full-time studies requires the approval of the graduate unit and may not be permitted in some programs.
- Transfer from part-time studies to the extended full-time registration option is not permitted.
- 7. Time limits for part-time studies are outlined in section 14.4 Minimum Degree Fee.
- 8. Part-time special (non-degree) students may take a maximum of 0.5 or 1.0 full course equivalent (FCE) in any session as approved by the graduate unit; work does not count for degree credit.

#### 6.1.5 Flexible-Time PhD Studies

- Some PhD programs are approved to offer flexible-time studies.
- Students in a flexible-time PhD program option will register full-time during the first four years and will switch to part-time registration during subsequent years in the program.

- Students are required to be registered for every successive session, including summers, following the first session of registration unless granted a leave of absence.
- The time limit, between six and eight years, will be established through the departmental regulations.
- Transfers between the full-time PhD program and the flexible-time PhD program option are not permitted.

#### 6.1.6 Summer Session Courses

Students enrolled in courses or engaging in research or project work in the summer must register for the Summer session. Doctoral, MSc, and MASc students are already registered for the Summer session when they first register in:

- September for the September-to-August period or
- January for the January-to-August period.

In addition to a large program of research supervision and independent study, the School of Graduate Studies offers a limited number of graduate courses for credit towards higher degrees during the summer. Summer courses are equivalent to those offered during the Fall and Winter sessions but vary in duration and thus in frequency of meeting. Some courses will last 12 to 14 weeks while others will meet for 7 weeks.

For students enrolled in the May-to-August session, the maximum possible load is 2.0 full-course equivalents (FCEs). The maximum load in the May-to-June or July-to-August period is 1.0 FCE.

#### 6.1.7 First Registration

Students beginning their degree programs normally register for the first time in the Fall session. In some cases, graduate units may give permission for new students to register for the first time in their program in the Winter or Summer session.

#### 6.1.8 Continuity of Registration

Students in a thesis program (doctoral or master's) or in a coursework-only master's program with other requirements to complete, such as a project, major research paper, or recital, must be continuously registered or have an approved leave of absence.

#### 6.1.8.1 Master's Students: Continuous Registration

Once they have first registered, full-time, part-time, and extended full-time master's students in programs that require continuous registration must register annually until all degree requirements have been completed. Full-time master's students who have completed the program length defined for the program may not register as part-time students.

#### 6.1.8.2 Master's Students: Coursework-Only

Full-time master's students in coursework-only programs must register initially for the program length defined for the program and thereafter for each session in which they are completing requirements for the degree. Master's students in coursework-only programs proceeding to their degree on a part-time basis register in those sessions in which they are completing course requirements for the degree. When all course requirements have been completed, part-time master's students must register annually until all other requirements have been completed. A switch from full-time to part-time status is not permitted once the program length defined for the program has been completed.

Prior to completing all courses in a coursework-only program, and with the permission of their graduate unit, master's students admitted to a full-time or part-time program may "stop out" between sessions for up to 12 months. However, no change is made to the time limit for completing the degree.

Master's students are advised to consult their graduate units for further information on continuity of registration requirements, particularly with regard to the Summer session; many graduate units expect their students to be registered for all three sessions.

#### 6.1.8.3 Doctoral Students

All doctoral students must register continuously until all degree requirements have been fulfilled.

#### 6.1.9 Late Registration Fee

Since it is the student's responsibility to ensure that proper registration is completed on time, late registration will be subject to an additional fee as specified in the <u>Fee Regulations</u> section of this calendar.

#### 6.1.10 Failure to Register

Students will not receive credit for work completed during a session in which they have not registered.

Students who fail to register during a program requiring continuity of registration and who do not have an approved leave may only apply to re-register if, at the time of application, they are still within the maximum allowable time for the degree program (normal time limit plus maximum extension years). A student wishing to re-register must apply to the relevant graduate unit.

Re-registration requires approval from both the graduate unit and SGS. The program's normal requirements and time limits (as defined by regulation <u>5.5 Time Limit</u>) will apply to reinstated students as if they had been continuously registered; reinstated students must pay fees owing for any session(s) in which they did not register. Non-registered students forfeit any funding that would have been available had they been registered.

## 6.1.11 Extension of Time for Completion of Degree Requirements

#### 6.1.11.1 Master's Students

In exceptional circumstances, a master's student who did not complete all the requirements for the degree within the time limit specified in the degree regulations may be considered for a maximum of three one-year extensions provided that the

graduate unit concerned so approves. The first two extension requests require departmental approvals; the third requires departmental and School of Graduate Studies approvals.

To apply for an extension, the student must complete the <a href="Program Extension form">Program Extension form</a> and present to the graduate unit concerned the causes for the delay. If an extension request is made for a third and final extension, the student and the department must each provide confirmation that the degree requirements can be met within the time limits of the final extension. No registration beyond the extension period will be permitted.

#### 6.1.11.2 Doctoral Students

In exceptional circumstances, a doctoral student who has not completed all the requirements for the degree within the time limit for the doctoral degree is eligible to apply for four one-year extensions. The first two extension requests require graduate unit approvals; the second two require graduate unit and School of Graduate Studies approvals.

To qualify for an extension, the student must complete the <a href="Program Extension form">Program Extension form</a> and present to the graduate unit concerned the causes for the delay. If an extension request is made for a fourth and final extension, the student, the supervisor, and the department must each provide confirmation that the degree requirements can be met within the time limits of the final extension. No registration beyond the four-year extension period will be permitted.

## 6.1.12 Joint Educational Placement (JEP) for Doctoral Students

A Joint Educational Placement (JEP) is an opportunity for individual students to pursue their doctoral degree program under the joint supervision of faculty at the University of Toronto and a partner Canadian or international university. The JEP is intended to allow exceptional doctoral students to pursue research opportunities and acquire research experience in two institutions at an early stage in their doctoral studies.

At the time of application to the JEP, the applicant designates one of the participating institutions as the lead institution, the other as the collaborator. For students who designate the University of Toronto as the lead institution, the agreement must be completed prior to achieving candidacy. Regardless of whether the University of Toronto is the lead or collaborator institution, all U of T course requirements for the doctoral degree must be met as defined in the graduate unit entry in the SGS Calendar.

Applicants must meet the admission, registration, and degree requirements of both SGS and the partner institution. To be considered for this option, an applicant must complete the Joint Educational Placement agreement, must be recommended for admission as a full-time doctoral degree student, and must be deemed admissible by both institutions. Applications are assessed on a case-by-case basis by the graduate unit in consultation with SGS.

The academic and research program of a student enrolled in a JEP should be based on ongoing or developing research collaboration between supervisors and/or research groups in the

two participating institutions. The academic and research program of a student enrolled in a JEP should be based on ongoing or developing research collaboration between supervisors and/or research groups in the two participating institutions. Students enrolled at the University of Toronto who successfully complete the requirements of the program receive a U of T degree with the parchment and transcript noting that the degree is "Awarded as a single degree under a Joint Placement arrangement (with the collaborator institution)" and may participate in a U of T convocation ceremony. The partner institution may also issue a parchment.

For the JEP agreement template and additional information, visit the SGS web page on Joint Educational Placement Students.

#### 6.1.13 Dual Registration

A student in a master's program at this University who has been offered admission to a doctoral program conditional on completion of the master's program may be a dual registrant for only one session in both programs under the following conditions:

- A minimal amount of work remains to complete the requirements for the master's degree. A student may enrol in a maximum of 0.5 full-course equivalent (FCE; one half course) for the master's program in the one session of dual registration with the approval of the graduate unit.
- 2. Permission has been granted by the graduate unit.
- The student will be engaged in full-time doctoral studies and will be registered full-time in the doctoral and parttime in the master's program. Only the appropriate doctoral fees will be charged.
- 4. The period of dual registration will be either September 1 to December 31 or January 1 to April 30.

In order to receive credit for the doctoral program for the period as a dual registrant, the student must be recommended for the award of the master's degree by the deadlines in the <u>SGS</u> <u>Sessional Dates</u>. Otherwise, the doctoral registration will be cancelled, no credit for the doctoral program will be allowed, and the student will continue to be registered as a master's student only. An appropriate fees adjustment will be made so that the student will be charged fees only as a master's student.

Doctoral program course credit will be retained for courses completed in the period of dual registration, provided the graduate unit has informed the School of Graduate Studies.

Students who are not recommended for the master's degree by the deadline and whose enrolment in the doctoral program is thereby cancelled may not apply for dual registration a second time. They must successfully complete the requirements for the master's degree before registering in the doctoral program.

#### 6.1.14 Simultaneous Registration

Simultaneous registration in two full-time programs is not permitted. With the consent of both graduate units concerned, or of the graduate unit and another Faculty or School, and written notification to the School of Graduate Studies, simultaneous registration in a full-time program and a part-time program may be permitted. Two part-time registrations in different programs

also may be permitted. Students are responsible for the fees charged for both programs.

#### 6.1.15 Leave Policy

Graduate students may apply to their graduate unit for a onesession to three-session leave during their program of study for:

- health or personal problems which temporarily make it impossible to continue in the program; or
- parental leave by either parent at the time of pregnancy, birth or adoption, and/or to provide full-time care during the child's first year. Normally, parental leave is completed within 12 months of the date of birth or custody. Where both parents are graduate students taking leave, the combined total number of sessions may not exceed four.

Once on leave, students will neither be registered nor will they be required to pay fees for this period. In general, students on leave may not make demands upon the resources of the University, attend courses, or expect advice from their supervisor. Students on an approved leave of absence may opt in to paying compulsory non-academic incidental fees and receive continued access to campus services offered by Student Life (Academic Success Centre, Career Centre, Centre for International Experience, Centre for Community Partnerships, Health and Wellness, Housing Services, Indigenous Student Services, Multi-Faith Centre, Student and Campus Community Development, etc.), Hart House, and the Faculty of Kinesiology & Physical Education during the leave of absence. Students on leave for parental or health reasons who wish to consult with their supervisor or other faculty are advised to make special arrangements through their graduate unit.

Students on leave will not be eligible to receive University of Toronto financial assistance. In the case of other graduate student awards, the regulations of the particular granting agency apply. Master's students whose programs do not require continuous registration may "stop out" as an alternative to taking a formal leave — see section 6.1.8.2 Master's Students: Coursework-Only.

Students may make application for a leave by completing the <u>Leave of Absence form</u> and submitting it to their graduate unit for approval. The form is then sent to the School of Graduate Studies for processing.

The time limit of the degree program will be extended by the duration of the leave taken, i.e., one, two, or three sessions as appropriate. Except for parental leave or in exceptional circumstances, it is not expected that a student will be granted more than one leave under the terms of this policy.

It is expected that leaves coincide with sessional start and end dates. In exceptional circumstances, students may request special arrangements, which require the approval of both the graduate unit and the School of Graduate Studies.

#### 6.1.16 Personal Time Off Policy

The *Personal Time Off Policy* applies to all **full-time** graduate students (i.e., research stream and professional stream) registered in a degree program in the School of Graduate

Studies. The policy applies only to those programs that are over 12 months in duration.

Graduate students can take up to 15 business days per academic year in personal time off, in addition to statutory holidays and days designated as University closures or holidays. The time off is not mandatory.

Personal time off does not result in any changes to registered student status or funding status; students remain registered and continue to receive any funding to which they are entitled as well as pay all fees during the academic session.

All graduate units are responsible for communicating the *Time Off Policy* to their students and academic supervisors via orientations, handbooks, and other communication channels as appropriate.

Sick leaves or absences for health reasons do not fall under the category of personal time off. Students who need extended time off for personal or medical reasons should consider the option of requesting a <u>leave of absence</u>.

The policy pertains only to the individuals in their student role, not in any employment role they may hold at the University. Graduate students who have any kind of employment relationship with the University, e.g., Teaching Assistants, Research Assistants, Graduate Student Library Assistants, etc., should speak with their employment supervisor and consult the applicable collective agreement(s), if any, on all matters and questions pertaining to their employment, including for obtaining approval of any time off work.

There are expected differences in the application of this policy depending on the type of the program — research-stream versus professional-stream. Programs and units have flexibility in implementation of this SGS Policy to serve their specific needs.

For students in research-stream programs (Master's and PhD):

- Time off should be planned in a clear and transparent manner with consultation between the student and the supervisor. Students should meet with their supervisors to seek input on the appropriate times within an academic year to take time off.
- Personal time off must be requested and discussed with as much advance notice as possible.
- Time off should not compromise student research, coursework, and overall progression through the curriculum. Time-sensitive deadlines (e.g., award applications, abstract submissions) must be taken into consideration while planning time off.
- Personal time off must be approved by the student's graduate supervisor. Any dispute or disagreement over planning the time off should be referred to a unit's graduate coordinator/program director.
- Time off cannot be carried forward or accumulated across academic years (September 1 to August 31).
- Professional development activities and scientific meetings (i.e., conferences, symposia) do not fall under the category of personal time off.
- Students are solely responsible for documenting time off information and keeping the annual record for the duration of their program.

For students in professional-stream programs (Master's and Doctoral):

- Due to the structure of these programs, the time off is expected to be taken by student cohorts rather than by individual students.
- Units are required to identify designated personal time off periods as appropriate within their program's curriculum. Reading weeks can be used in lieu of time off.
- Time off should not compromise coursework, requirements for placement hours, and the overall progression through the curriculum.
- Students completing academic requirements at thirdparty sites (e.g., placements or internships) should ensure requirements in those settings are met.
- Graduate units are not required to keep individual records of times off in the professional programs.
- Units are expected to review and align their curriculum with respect to personal time off policy within two academic years from the time of policy approval.

#### 6.1.17 Withdrawal from a Graduate Program

A student may withdraw voluntarily from their program at any point. To withdraw from a program, a student first must submit a Program Withdrawal Form to the graduate unit and then to SGS. The withdrawal is recorded on the student academic record and reflected on the transcript; the University determines fee rebates, if applicable. Should the student wish to return, they must reapply. An application for re-admission by a student who has withdrawn will be made in competition with all other applicants.

## 6.1.18 Graduate Courses and Other Academic Activities

See the guidelines on <u>Graduate Courses and Other Academic Activities</u>.

#### 6.1.18.1 Graduate Courses

All graduate programs are composed of a number of academic requirements that include graduate courses and other academic activities. A graduate course is a discrete, time-delimited unit of instructional/learning activity identified by a course code in which students enrol. Graduate courses must be approved as minor modifications. All graduate courses must have an instructor in charge who has a graduate faculty membership in the graduate unit(s) responsible for the course.

Graduate courses may vary in timing, weight, delivery mode, and format. Course codes may serve as markers for Other Academic Activities. See the guidelines on <u>Graduate Courses and Other</u> Academic Activities including Program Examinations.

If a course is not offered for more than five years, it becomes inactive; SGS will archive the course in <u>ACORN</u>. See the SGS guidelines for <u>De-activating/Archiving and Re-activating</u> Graduate Courses.

#### 6.1.18.2 Course Code and Weight

All graduate courses have course codes consisting of:

- a prefix associated with the academic unit or program (three letters):
- a four-digit course number; and
- a suffix associated with the course weight (alpha character).

Normally, course weight is measured in full-course equivalencies (FCEs) and is indicated using a Y or H suffix:

- Y (full course): 1.0 FCE, normally taken over two sessions
- H (half course): 0.5 FCE, normally taken over one session

A full graduate course (course weight of 1.0 full-course equivalent [FCE]) should involve a minimum of 48 to 72 hours of organized activity (e.g., two lectures or three hours of laboratory work a week over two sessions). A half course (0.5 FCE) should require approximately half this time commitment.

Normally, the beginning and end dates for courses should coincide with the beginning and end dates of University sessions. Graduate units may offer modular courses which have enrolment deadlines that do not conform to the beginning and end of the sessions.

## **6.1.18.3 Other Academic Activities Including Program Examinations**

Graduate programs may have a variety of requirements that are not courses but constitute other academic activities that have been approved according to SGS policies and procedures. Some common non-course academic activities are theses, major research papers, placements (including field work, clinical placements, and internships), and program examinations, etc.

Included in the category of program examinations are examinations such as comprehensive, qualifying, and field examinations. See individual program requirements in the <a href="Programs by Graduate Unit">Programs by Graduate Unit</a> section of this calendar. Individual program requirements will identify the:

- different components of each examination;
- format of each examination and its components, if any;
- deadlines and timelines associated with required completion of examinations; and
- consequences for failure of a required examination and/or its components, including information about the number of attempts permitted to satisfactorily complete the examination.

#### 6.2 Enrolment Policies and Procedures

#### 6.2.1 Enrolment

Students enrol with their graduate units and arrange programs of study (courses, research topics, supervisors, etc.). Students should contact the graduate unit regarding enrolment procedures. Enrolment should be completed by the deadline noted in the Sessional Dates.

Most formal classes and seminars in the:

- Fall session begin in the week of September following Labour Day
- Winter session begin during the first week of January
- Summer session begin in May.

However, starting dates are determined by the graduate units; students are urged to contact the relevant graduate unit for information.

Not every course will be offered in any one year. Consult the graduate unit concerning course availability.

#### 6.2.2 Deadlines for Enrolment Changes

Graduate units may establish earlier deadlines for course changes. Courses must be dropped by completing an <u>Add/Drop Course(s)</u> form or by using <u>ACORN</u>, if the graduate unit permits access.

In order to avoid academic penalties, courses must be dropped by the following deadlines:

Deadline	Type of Enrolment Change
September 18, 2024	Final date to add full-year and Fall session courses.
October 28, 2024	Final date to drop Fall session courses without academic penalty.
January 20, 2025	Final date to add Winter session courses.
February 28, 2025	Final date to drop full-year and Winter session courses without academic penalty.
May 12, 2025	Final date to enrol in May-to-June or May-to-August session courses.
June 2, 2025	Final date to drop May-to-June F section courses without academic penalty.
June 23, 2025	Final date to drop May-to-August session Y section courses without academic penalty.
July 7, 2025	Final date to enrol in July-to-August courses.
July 28, 2025	Final date to drop a July-to-August S section courses without academic penalty.

Students enrolled in coursework-only programs who drop all courses by the deadlines must withdraw from the program.

Some graduate units offer modular courses which have enrolment deadlines that do not conform to the deadlines in the above chart. All modular courses with non-standard start/end dates require the graduate unit to establish suitable drop dates.

## 6.2.3 Exceptional Circumstances Affecting Student Performance

Students with health problems or other personal circumstances which may adversely affect their performance in, or their ability to complete coursework, examinations, or other departmental or graduate program assessments may request special consideration. Students with long-term needs are encouraged to register with Accessibility Services.

Written requests, supported by a medical certificate or other appropriate evidence, must be submitted to the instructor or the graduate unit as soon as possible. If a medical certificate is submitted, it must confirm the student was adversely affected by health problems and must show the dates of illness and that the physician was consulted at the time of the illness.

If a student is affected by health problems or other personal circumstances during an examination that affect the completion of the examination, the student must notify the instructor or invigilator immediately; that is, the student should not wait until the end of the examination. Such notification must be followed up with a written request for special consideration as above.

## **6.2.4 Completion of Coursework and Grade Submission**

Coursework must be completed and grades submitted by the following dates:

Deadline	Completed Action
January 10, 2025	Coursework must be completed and grades submitted for Fall session courses.
May 9, 2025	Coursework must be completed and grades submitted for full-year and Winter session courses (except for extended courses). *For students receiving degrees at June convocation, grades must be submitted by April 11.
July 11, 2025	Coursework must be completed and grades submitted for May-to-June F section courses.
September 5, 2025	Coursework must be completed and grades submitted for July/August Summer session courses and extended courses.

Graduate units may establish earlier deadlines for completion of coursework and may prescribe penalties for late completion of work and for failure to complete work, provided that these penalties are announced at the time the instructor makes available to the class the methods by which student performance shall be evaluated.

#### 6.2.5 Coursework Extensions

Students are expected to meet the course deadlines, both of the School of Graduate Studies and of the graduate units in which they are registered, and are advised to plan their research projects accordingly. Students who find themselves unable to meet SGS deadlines for completing coursework can, under certain conditions, receive extensions for completing the work after the date set by SGS. Students must be registered in the session in which they are completing coursework extensions.

#### 6.2.5.1 Petitions for Course Extensions

The authority to grant an extension for the completion of work in a course beyond the original SGS deadline for that course rests with the graduate unit in which the course was offered, not the instructor of the course. Students will petition the graduate unit for extensions, using a standard form provided by SGS.

The deadline for requesting an initial extension is the deadline for completion of coursework and grade submission for courses offered in the relevant session, as specified in this calendar.

A student on extension who is unable to complete the required coursework in the extension period specified by the graduate unit may apply to the graduate unit for a continuation of the extension (subject to the time limits and deadlines for extensions, set out below); however, the student must make such a request before the expiry date of the extension period in place.

#### 6.2.5.2 Grounds for Course Extensions

Legitimate reasons for an extension can be academic in nature (e.g., unexpected problems of research in a course) or non-academic (e.g., illness). In order to ensure as much uniformity and fairness as possible in the granting of extensions (or continuations of extensions), the relevant graduate unit must be reasonably certain that:

- the reasons for the delay are both serious and substantiated: the student must provide a statement detailing the reasons, together with a physician's letter in the case of illness;
- the student would not be granted an unfair academic advantage over fellow students in the course;
- the student would not be placing in jeopardy the normal and satisfactory completion of new coursework; and
- the student does have a reasonable chance of completing outstanding requirements within the time to be allotted.

#### 6.2.5.3 Deadlines for Course Extensions

If a graduate unit grants a petition for a course extension, it must specify an extension period which is not to run beyond the SGS deadline for completion of coursework and grade submission following the original SGS deadline for the course. Thus, the deadlines for course extensions are as follows:

Deadline	Applicable Courses
May 9, 2025	Fall session (Y, H) courses
September 5, 2025	Fall/Winter session (Y) and Winter session (Y, H) courses
January 9, 2026	Summer session courses and extended courses

A graduate unit may grant a continuation of an extension that is already in place provided that it does not extend the total period of the extension beyond the foregoing deadlines.

Extensions beyond these deadlines will require the approval of both the graduate unit and the School of Graduate Studies.

#### 6.2.5.4 Grade-Reporting Procedures

The graduate unit will assign the temporary course report of SDF (Standing Deferred) to a student on an approved coursework extension, pending receipt from the instructor and graduate unit of a final course report. The final course report is due no later than the SGS deadline for completion of coursework and grade submission in the subsequent session.

If, by that date, the student has not submitted the outstanding coursework, the submitted grade should be the actual grade earned in the course, calculated with zero assigned to any coursework that is still incomplete.

If there are compelling reasons for a further extension, and a graduate unit-supported request is approved by SGS, then the temporary report of SDF will be maintained until either a final course report is received by SGS, or the relevant deadline has expired.

Use of non-grade course reports such as WDR or INC, and amendments to submitted grades, must be approved by the School of Graduate Studies. Grade and non-grade notations appear in transcripts and are governed by the <u>University</u> Assessment and Grading Practices Policy.

#### 6.2.5.5 SGS and Graduate Unit Notification

Graduate units are to notify SGS of extensions no later than the original deadlines for submitting grades for the relevant courses or, in case of continuations, no later than the expiry dates of the original periods of extension, providing in each case the new deadline for completion of coursework.

In addition, a graduate unit should notify the graduate unit in which the student is registered when it is not the same as the one granting the extension.

#### 6.2.6 Extra Courses Not Required for the Degree

Graduate units may permit students to enrol in additional courses not required for the degree prior to completing degree requirements. Such courses must be so designated on the student's enrolment form.

These courses are subject to the same regulations regarding withdrawal, failure, and failure to complete work as are courses required for the degree, except that repetition or replacement of failed or incomplete courses may be waived by the graduate unit.

#### **6.2.7 Prerequisite Courses**

At least B– is required in all prerequisite courses but some graduate units may require a higher average; students should consult the graduate unit in advance.

#### 6.2.8 Auditing a Graduate Course

Graduate units determine if they wish to allow auditing of their courses and which groups of students and non-students specified in the University of Toronto's <u>Policy on Auditing of Courses</u> they wish to allow. When auditing is allowed, the final decision to permit an individual to audit rests with the instructor of the course. In all cases, students registered in the University who wish to audit courses have priority over others.

An auditor may attend lectures and other class meetings, take part in class discussions, and, when the appropriate fee is paid, receive written confirmation of attendance. An auditor will not receive evaluations of participation and will not be allowed to submit assignments or write examinations and tests except by special and express permission.

Audited courses are not recorded on the student's official transcript. The following University of Toronto codes apply to auditors:

- 1. Code of Student Conduct
- 2. Code of Behaviour on Academic Matters

Further information about access, certificates of attendance, and fees for auditing may be obtained from Student Services at the School of Graduate Studies.

#### 6.2.9 Transfer Credit and Exemptions

Transfer credit for graduate work completed in another program or as an SGS special student is limited to 1.0 full-course equivalent (FCE) or 25% of the course requirements for any degree, whichever is greater, provided that the courses have not been credited towards another degree, diploma, certificate, or any other qualifications. Such credit may be given on the recommendation of the student's graduate unit and with the School of Graduate Studies' approval, normally upon admission. Exceptions to the limit are allowed when approved for specific degrees.

Students participating in an approved exchange program on the recommendation of their graduate unit may receive transfer credit for up to 50% of the course requirements for their degree. They may also complete language requirements while on the exchange. When recommended by the unit and approved by SGS, that percentage may be exceeded by doctoral students.

In all cases, transfer credit arrangements for exchange program participants must be approved in advance by SGS.

Transfer of credit and course exemptions include the following categories:

- Transfer Credit: Course Equivalent Credit received for course completed in a prior program is considered to be equivalent to course offered by the graduate unit, thus reducing the overall course credit requirements for degree.
- Transfer Credit: General Equivalent Unassigned credit for course not identifiable with course offerings but which is evaluated as being appropriate for academic credit on transfer, thus reducing overall course credit requirements for degree.
- Course Exemption: The graduate unit may exempt a student from a specific course requirement permitting the substitution of another course to meet degree requirements. Overall course credit requirements for degree are not reduced.

#### 6.2.10 Credit/No Credit (CR/NCR)

Degree students in the School of Graduate Studies may not normally select any degree credits to be assessed on a Credit/No Credit basis. Graduate units may identify specific graduate programs in which students may elect to be assessed on a Credit/No Credit basis in specific courses on a limited basis. This information appears under the entry of the graduate unit offering the program.

#### **Deadline**

In graduate programs where this option is enabled, students can choose or remove this mode of assessment on ACORN; the deadline to do so is the last date to drop the relevant course without academic penalty. Once the deadline has passed, students may not reverse this decision.

#### **Eligibility for CR or NCR**

To achieve a status of CR (Credit), a student must achieve a final mark of at least B–. Marks below that will be assessed as NCR (No Credit).

Students taking a course on a CR/NCR basis will not be identified individually to the instructor teaching that course; they will be assessed in the same way as all other students in the course, i.e., will have the same assignments and tests and will be evaluated with the same expectations.

This option is not available to SGS non-degree students.

Note to graduating students: The CR/NCR option is only open to degree students. Once students have graduated, they become non-degree students and they may not complete courses on a CR/NCR basis, even if they enrolled in the course before their graduation. For example, if a student is graduating in June and they select the CR/NCR option for a Summer course, or if a student is graduating in November and they select the CR/NCR option for a Fall or Winter course, the CR/NCR option will be removed upon graduation and a refined letter grade will appear on the student's record.

The CR/NCR option cannot be selected for a course if there is an allegation of academic misconduct. If a student has specified the CR/NCR option for a course in which an academic offence has been committed, the CR/NCR option will be revoked and the refined letter grade will stand as the course grade.

#### Important Notes and Limitations of CR/NCR

The underlying mark of a course completed on a CR/NCR basis will not be released or reported in any way. However, the School of Graduate Studies cannot determine how an external body may read or interpret the CR/NCR on a transcript. If a specific mark may be required in a course for professional or graduate school applications or for other reasons in the future, students should not choose the CR/NCR option. Students may wish to seek advice of their Graduate Coordinator when considering the use of CR/NCR.

## 7 Good Academic Standing and Satisfactory Academic Progress, Time Limits, Supervision, and Candidacy

### 7.1 All Degree Students

To be in good academic standing, a student registered in a degree program in the School of Graduate Studies must:

- comply with the General Regulations of the School of Graduate Studies as well as with the Degree Regulations and program requirements governing that degree program; and
- make satisfactory progress towards the completion of the degree.

All degree students are admitted under the General Regulations of the School of Graduate Studies, described in this section of this calendar. The degree regulations for the various doctoral and master's degrees offered by the School of Graduate Studies are specified in the <a href="Degree Regulations">Degree Regulations</a> section of this calendar and in the <a href="Programs by Graduate Unit">Programs by Graduate Unit</a> section, under the entry of the graduate unit offering the graduate program leading to the relevant degree. The specific requirements for the various graduate programs offered in the School of Graduate Studies are described under the entry of the graduate unit offering the program.

Each student is required to satisfy the program requirements found in the *SGS Calendar* (see <u>Programs by Graduate Unit</u>) of the academic year in which the student first registered in the graduate program. Failure to maintain good academic standing may result in various sanctions, including ineligibility for financial assistance, lowest priority for bursaries and assistantships, and even termination of registration.

The School of Graduate Studies may terminate the registration and eligibility of a student

 who fails to comply with the General Regulations of the School of Graduate Studies, the relevant Degree Regulations, or the specific degree requirements of the graduate unit in which the student is registered; or  who fails to maintain satisfactory progress in the degree program in which the student is registered, as measured either by the general standards of the School of Graduate Studies or by the specific standards of the graduate unit.

#### 7.2 Full-Time Students

Students must meet the full-time studies requirements to be in good academic standing — see General Regulations, section 6.1.1 Registration Procedures.

# 7.3 Timely Completion of Graduate Program Requirements

Each graduate unit establishes specific requirements for degree programs, in addition to those of the School of Graduate Studies, as well as standards of satisfactory performance and progress. These requirements and standards are described in the appropriate entry in the <u>Programs by Graduate Unit</u> section of this calendar and in material published separately by graduate units

Continuation in a degree program requires satisfactory progress towards the completion of that program. A student's progress in a degree program will be considered satisfactory only if the student satisfies and completes the various requirements for that degree in a manner consistent with the SGS General Regulations and Degree Regulations and the graduate unit's timeline for completion of the degree program.

A graduate unit may recommend to the School of Graduate Studies that a student's registration and degree eligibility be terminated when a student fails to maintain satisfactory progress towards the completion of the degree.

## 7.4 Satisfactory Completion of Graduate Courses

Satisfactory performance in a degree program requires the completion of every course taken for graduate credit with a grade of at least a B-; some graduate units may require a minimum grade above a B- for some or all courses.

If a student fails to complete a graduate course in a satisfactory manner (i.e., receives a grade report of FZ or NCR in a course or receives a grade report below the minimum acceptable by the graduate unit), then the graduate unit in which the student is registered may recommend to the School of Graduate Studies the termination of registration and eligibility of that student.

If the student is permitted to continue, the student must repeat the relevant course, or take an alternative course recommended by the graduate unit and approved by the School of Graduate Studies, and obtain a satisfactory grade. The report for the course that was not completed in a satisfactory manner as well as the report for the repeated or alternative course will appear on the student's academic record.

#### 7.5 Doctoral Students

## 7.5.1 Achieving Candidacy: Requirements and Time Limit

A degree student who has completed all requirements for the doctoral degree exclusive of thesis research will be designated as a "doctoral candidate" in the School of Graduate Studies.

To achieve candidacy, students in doctoral degree programs must:

- complete all requirements for the degree exclusive of thesis research and courses such as ongoing research seminars that run continuously through the program; and
- have an approved thesis topic, supervisor, and supervisory committee.

Candidacy must be achieved by the end of Year 3 for all doctoral programs, except for the five-year doctoral program, flexible-time PhD program option, and professional doctoral programs begun on a part-time basis. For those exceptions, candidacy must be achieved by the end of Year 4 of registration (see chart below).

**Note:** The foregoing time limits do not apply to courses that run continuously throughout the program.

Doctoral Degree Program Categories	Time Limit to Achieve Candidacy
Doctoral, four-year program	by end of Year 3
Doctoral, five-year program (direct-entry)	by end of Year 4
Flexible-time PhD program option	by end of Year 4
Professional doctoral program, full-time	by end of Year 3
Professional doctoral program, part-time	by end of Year 4

In exceptional circumstances, a student who has not met these requirements may be permitted to register in the program for up to 12 months (3 sessions) at the discretion of the graduate unit in which the student is registered. Continuation beyond 12 months will require the approval of both the graduate unit and the School of Graduate Studies.

Completion of the program requirements identified above will signal the achievement of candidacy. Successful completion of candidacy is recognized by a notation on the transcript.

See also requirements and deadlines in the <u>Degree Regulations</u> and unit entries in the <u>Programs by Graduate Unit</u> section of this calendar.

#### 7.5.2 Supervision and Satisfactory Progress

All doctoral students must have an identified supervisor and supervisory committee as early as practicable in their program. The supervisory committee should consist of the supervisor chosen from among the graduate faculty members of the graduate unit in which the student is registered and two other members of the graduate faculty.

Where appropriate, the graduate unit should assist in selection of the supervisor. Both student and supervisor should be involved in the selection and approval of other supervisory committee members.

Unless the graduate unit has specified earlier deadlines, supervisory committees should be established no later than the end of the fourth session in all doctoral programs, except in five-year (direct-entry) doctoral programs, flexible-time PhD program options, and part-time professional doctoral programs, where the supervisory committee should be established no later than the end of the seventh session (see chart below).

Doctoral Degree Program Categories	Time Limit for Constituting Supervisory Committee
Doctoral, four-year program	by end of first session in Year 2
Doctoral, five-year program (direct-entry)	by end of first session in Year 3
Flexible-time PhD program option	by end of first session in Year 2
Professional doctoral program, full-time	by end of first session in Year 2
Professional doctoral program, part-time	by end of first session in Year 3

The student's choice of supervisor and supervisory committee is subject to the approval of the graduate unit in which the student is registered. A student who encounters difficulties setting up a supervisory committee should consult the chair, director, or graduate coordinator of the graduate unit in advance of the relevant deadline.

A student who fails to constitute a supervisory committee by the required time may lose good academic standing.

A student is expected to meet with this committee at least once a year, and more often if the committee so requires. At each meeting, the supervisory committee will assess the student's progress in the program and provide advice on future work. In each of two consecutive meetings, if a student's supervisory committee reports that the student's progress is unsatisfactory, the graduate unit may recommend to the School of Graduate Studies the termination of registration and eligibility of that student.

A student who encounters difficulties arranging a meeting of this committee should consult the chair, director, or graduate coordinator of the graduate unit in advance of the relevant deadline for doing so.

A student who, through their own neglect, fails to meet with the supervisory committee in a given year will be considered to have received an unsatisfactory progress report from the committee.

See also <u>General Regulations</u>, <u>section 8 Thesis and Graduate Student Supervision</u>; <u>Degree Regulations</u>, <u>section 12 Doctoral Degrees</u>; and specific program requirements in the <u>Programs by Graduate Unit section</u>.

## 8 Thesis and Graduate Student Supervision

### 8.1 Thesis Topic and Supervision

A thesis is a piece of scholarly writing. In those degree programs for which a thesis is part of the requirements, the work upon which the thesis is based must be conducted under the direction of one or more members of the faculty of the School of Graduate Studies.

Students must choose a thesis topic for which the graduate unit in which they are registered is able to provide adequate supervision.

A student's choice of thesis topic, as well as their choice of supervisor from among the graduate faculty members available in the graduate unit and supervisory committee, is subject to the approval of the Graduate chair, director, or dean in the graduate unit in which the student is registered.

## 8.2 Doctoral and Master's Supervision

While the special, collaborative relationship between student and supervisor serves as a foundation for graduate education, particularly at the doctoral level, the primary responsibility for graduate programs and their supervision rests with the graduate unit. The chair, director, or dean of the graduate unit has the principal obligation and authority for exercising these responsibilities, in accordance with the Constitution of the School of Graduate Studies, and, therefore, for implementing the academic and procedural standards established in the School of Graduate Studies.

Although this calendar outlines procedures to be followed in the supervision of doctoral and master's students, it is clear that these have general applicability for all graduate students to some degree. It is essential that students have access to information relevant to their graduate program of studies, in all domains.

Thus, each graduate unit will provide students with documentation that provides details of all procedures involved with graduate training, a list of members of the graduate faculty with relevant information concerning their participation, fields of expertise and supervision, and access to the <a href="SGS Graduate">SGS Graduate</a> Supervision Guidelines.

In addition, updated statements must be made available to students on a regular basis. These will include the availability of financial assistance, and relevant information to affected students about the expected absences of their supervisor(s) and/or advisor(s).

Any graduate student who believes that their graduate unit is not following the supervision guidelines may inform their graduate unit or the School of Graduate Studies.

The academic experience is greatly enhanced if members of the academic faculty, in addition to the direct supervisor, are readily and formally available for consultation and discussion with the graduate student. Therefore, an individual thesis supervisory committee or, as an alternative, an area supervisory committee, should be struck as early as possible for each graduate student, and certainly from the commencement of thesis supervision.

The graduate unit is responsible for adopting a procedure for monitoring the progress of doctoral students registered in its programs. Consistent with the <u>SGS Graduate Supervision</u> <u>Guidelines</u>, the procedure must contain, at minimum, a supervisory committee that:

- consists of the supervisor, chosen from among the graduate faculty members of the graduate unit in which the student is registered, and at least two graduate faculty members who hold a graduate faculty membership;
- if a co-supervisor is identified, must also hold a graduate faculty membership in the student's graduate unit:
- meets with the student at least once per year to assess the student's progress in the program and to provide advice on future work; and
- 4. submits a report detailing its observations of the student's progress and its recommendations.

Further, the student must be given the opportunity to respond to the supervisory committee's report and recommendations and to append a response to the committee's report. Copies of the report must be given to the student and filed with the graduate unit

#### 8.3 Doctoral Final Oral Examination

All doctoral students must defend a thesis at a Final Oral Examination organized by the graduate unit with the cooperation of the School of Graduate Studies, as follows:

- The candidate shall defend the thesis at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. The process of scheduling the examination, allowing time for professional appraisal, can be expected to take at least eight weeks, and candidates should discuss the timing with the graduate administration of their unit. Candidates should also ascertain whether their unit imposes regulations over and above the minimal conditions required by SGS.
- 2. The graduate unit will notify SGS eight weeks prior to the examination when the thesis is ready to go forward for examination. In the absence of any particular local procedure, the candidate's supervising committee will advise SGS that the thesis is ready to proceed. In rare cases, a thesis may proceed to examination without the approval of the supervising committee; candidates who wish to proceed without such approval should contact SGS

- The thesis will be sent to an appraiser external to the University of Toronto, appointed by SGS on the recommendation of the graduate unit. (The supervisor of the thesis will propose a list of names of possible external appraisers to the graduate coordinator or chair, who will choose one and send the recommendation to SGS for approval. The graduate unit will certify that the external appraiser has an arm's-length relationship to the candidate and supervisor.) The external appraiser must be a recognized expert on the subject of the thesis and must be external to the University as well as to its affiliated teaching hospitals and research institutes. Such an individual must be an associate or full professor at the home institution or, if the individual comes from outside the academic sector, must possess the qualifications to be appointed to an academic position at this level. Arrangements with external appraisers are the responsibility of the graduate unit. In particular, the graduate unit must allow the external appraiser sufficient time to act. The graduate unit must have a copy of the thesis delivered to the appraiser at least six weeks, and preferably longer, in advance of the examination date. Appraisals must be submitted to SGS at least two weeks in advance of the examination date: if they are not, the examination may have to be rescheduled. The graduate unit must also ensure that copies of the thesis are made available to all other voting members of the examination committee at least four weeks in advance of the examination date.
- An examination committee, appointed by SGS on the recommendation of the graduate unit, will conduct the Final Oral Examination. The examination committee must include at least four, but no more than six, voting members: one to three of the voting members will have served on the candidate's supervisory committee, and at least two voting members will not have been closely involved in the supervision of the thesis. Eligible for inclusion in the latter group are the external appraiser, members of the graduate faculty of the candidate's graduate unit, and members of the graduate faculty of other departments, centres, or institutes of the University. The examination committee may include, in addition, up to two non-voting members, who will be members of the graduate faculty of the candidate's graduate unit or members of the graduate faculty of another graduate unit of the University. A guorum is four voting members, two of whom must not have been closely involved in the supervision of the thesis. Graduate units must ascertain in advance the willingness of the persons named to act. SGS may modify the composition of the examination committee to fit exceptional circumstances.
- SGS will appoint a non-voting chair to the examination committee. The chair will be a full member or member emeritus of the graduate faculty, holding no appointment to the graduate faculty of the candidate's graduate unit.
- The graduate unit is responsible for scheduling the examination, booking a room, and making appropriate technical arrangements.
- The graduate unit must submit to SGS, via ROSI, a nomination form; an abstract of the thesis, in English, not longer than 350 words; and a copy of the examination program.
- 8. The graduate unit will send a copy of the external appraisal of the thesis to SGS as soon as it is received. The graduate unit is responsible for the distribution of copies of the external appraisal to the candidate (two

- weeks before the examination) and members of the examination committee. It should not be distributed beyond that group and the relevant administrative officers before the examination. The candidate is to be instructed not to communicate with the external appraiser/examiner until the examination is under way.
- 9. Members of the graduate faculty are entitled to attend the examination, and with the permission of the chair, they may ask questions of the candidate, but they must withdraw before the committee's discussion and vote. A qualified observer may attend, subject to the same restrictions, if the graduate unit has received approval for such attendance in writing beforehand from SGS. Otherwise, the examination is closed to the public. The vote at the examination takes into account both the thesis and the oral defence itself.
- 10. The examination committee represents the SGS Graduate Education Council and through it the University. It is therefore responsible for the standard of the doctoral degree in this University. Graduate unit examinations held immediately in advance of the final oral must not therefore interfere with attendance at, or thoroughness of, the final examination. The committee must evaluate the external appraisal of the thesis, which is to be considered only as an individual opinion to be employed as the committee sees fit. It must examine the candidate on the content and implications of the thesis. Where someone other than the candidate is a co-author of any portion of the thesis, the examination committee must be satisfied that the candidate's personal contribution to the thesis is sufficient to fulfil the requirements of the doctoral degree. In addition to determining the adequacy of the thesis, the committee must satisfy itself that the thesis document meets the proper standards of scholarship. The committee possesses the full authority of the School of Graduate Studies with respect to the examination.
- 11. A quorum for the final examination is four voting members, two of whom must not have been closely involved in the thesis, plus the examination committee chair, who has no vote. Voting shall be by signed ballot, and the names of the examiners and their respective votes shall be read to the examination committee by the chair. If a quorum is not present, the chair must delay the examination to obtain a quorum or may postpone the examination to another date.
- 12. The candidate passes on the first examination:a. if the decision is unanimous;b. or if there is not more than one negative vote or abstention.

If there is more than one negative vote or abstention, adjournment is mandatory. In the event of adjournment, the examination committee must provide the candidate, as soon as possible, with a written statement that indicates the reasons for adjournment and the committee's requirements for the reconvened oral examination. In addition, the examination committee must decide the approximate date of the reconvened examination. The time between the adjourned examination and the reconvened examination should be as short as circumstances will permit and in no case shall exceed one year.

At the reconvened examination, no new committee members shall be added, except for necessary replacements. It is the obligation of the examiners to attend the reconvened examination.

The candidate passes on the reconvened examination:

- a. if the decision is unanimous:
- b. or if there is not more than one negative vote or abstention.

No further adjournment will be allowed. If a candidate is not recommended for the degree by the committee in charge of the second examination, the candidate is ineligible for further doctoral candidacy at the University. The examination committee must provide the candidate, as soon as possible, with a written statement that explains clearly and directly why the examiners found the candidate's performance unsatisfactory on the written and/ or oral components of the examination, as may be relevant. The candidate's registration in the graduate program will be terminated.

- If the thesis is considered to be acceptable as it stands, the candidate must make arrangements to submit the thesis to the digital research repository within one week of the date of the examination.
- 2. If editorial corrections are a condition of acceptance of the thesis, the candidate must complete the corrections within one month of the date of the examination, and the supervisor will inform the candidate of the necessary corrections. The supervisor must notify the School of Graduate Studies directly in writing that the required corrections have been made by the candidate, with a copy of the correspondence sent to the graduate coordinator of the graduate unit, before the candidate is recommended for the degree.
- If minor revisions are a condition of acceptance of the thesis, the chair of the examination committee will appoint a subcommittee of the examination committee (to be approved by the examination committee) to supervise the proposed revisions. One member of the subcommittee is designated by the chair, with the approval of the examination committee, as the convenor. The convenor will be responsible for the preparation of a statement detailing the revisions required. Revisions must be completed within three months of the date of the oral examination. The members of the subcommittee will report on the acceptability of the completed revisions to the convenor. If all members of the subcommittee approve the completed revisions, the candidate will be passed without the necessity of reconvening the examination committee. The convenor of the subcommittee must certify in writing to the School of Graduate Studies. within three months of the original examination, that the revisions have or have not been satisfactorily completed. If one or more members of the subcommittee do not approve the completed revisions. the Final Oral Examination must be reconvened within a year of the date of the original examination.
- 4. The examination committee must decide the nature of minor revisions, but it is intended that minor revisions should be more than corrections in style and less than major changes in the thesis. A typical example of minor revisions might be clarification of textual material or qualification of research findings and conclusions.

For further details, students should consult the <u>Producing Your Thesis</u> section of the SGS website.

#### 8.4 Submission of Theses

One electronic copy of the final approved version of the defended thesis (master's or doctoral) must be submitted to SGS through the <u>digital research repository</u> for the University of Toronto community.

The format of the submitted thesis must comply with the School of Graduate Studies guidelines.

SGS requires that every doctoral thesis be published substantially as it is accepted. The preservation and public dissemination of original dissertation research is a principle to which the University, as a publicly funded institute of higher education, is strongly committed. Unrestricted release of theses means permanent worldwide access through the Internet. Students retain copyright on the thesis as the thesis author. However, in exceptional cases, the author, in consultation with the thesis supervisor and with the approval of the chair of the graduate unit, shall have the right to postpone distribution and publication for a period up to two years from the date of acceptance of the thesis. In exceptional circumstances and on written petition to the Dean of the School of Graduate Studies. the period might be extended, but in no case for more than five vears from the date of acceptance of the thesis unless approved by the SGS Graduate Education Council.

All theses will be submitted to ProQuest, which in turn makes theses available for purchase on its ProQuest Dissertations and Theses Global Database and includes the catalogue records in its bibliographic services. Following submission to ProQuest, theses will be made openly available on TSpace, the University of Toronto's research repository, and submitted to the national thesis program at Library and Archives Canada.

Thesis submission initiates the request for graduation. A bound printed copy of the doctoral thesis in its final form may be required by the candidate's graduate unit. Candidates should consult their unit to determine the format, number, and distribution of such copies.

Students must agree to the Library and Archives Canada Theses Non-exclusive License when making an electronic submission; any necessary copyright permissions will be uploaded to the digital research repository at this time.

Specific formatting guidelines must be followed so that theses conform to the requirements of SGS and for the publication of the thesis. Theses that do not conform to these formatting guidelines will not be accepted. For more information about required fees, forms, copyright, thesis formatting, and other related matters, visit the Producing Your Thesis section of the SGS website.

#### 8.4.1 Doctoral Thesis

Prior to the Final Oral Examination, required copies of the doctoral thesis must be submitted by the candidate to the graduate unit. The candidate should consult the graduate coordinator regarding requirements and deadlines for submission of material.

The graduate unit is responsible for ensuring that a copy of the thesis is available at the Final Oral Examination.

Following successful completion of the Final Oral Examination, an electronic copy of the final approved version of the thesis and the required form(s) must be submitted to SGS (see section <u>8.4 Submission of Theses</u>).

Confirmation in writing that any corrections or revisions deemed necessary after the defence must also be received by SGS (see General Regulations section <u>8.3 Doctoral Final Oral Examination</u>).

#### 8.4.2 Master's Thesis

Students should consult their graduate unit for additional local format requirements, submission deadlines, and procedures concerning master's theses.

An electronic copy of the thesis must be submitted to the School of Graduate Studies only after the thesis has been successfully defended and any final corrections have been made. The School of Graduate Studies also requires a copy of the letter from the student's supervisor confirming completion of any required corrections.

#### 9 Graduation

### 9.1 Degree Recommendations

When all requirements for a **master's degree program** or **graduate diploma program** have been fulfilled, the graduate unit is required to submit a degree recommendation or diploma recommendation to the School of Graduate Studies indicating that the program has been satisfactorily completed by the student. Students should note that in the case of thesis master's programs, degree recommendations are only approved after the thesis and required supporting documents have been submitted to SGS.

When all requirements for a **doctoral program** have been fulfilled and a final copy of the thesis, as well as required supporting documents, have been submitted to SGS, the student will be recommended for graduation by SGS.

Master's and doctoral students must graduate at the convocation immediately following the completion of their degree requirements.

#### 9.2 Convocation Ceremonies

Convocation ceremonies are held twice a year, in the spring and fall. Students who choose to attend a ceremony must attend the ceremony which directly follows the completion of their degree requirements. SGS Student Services submits the names of the graduands to the Office of Convocation, which is responsible for the procedures for the convocation ceremony and the issuance of diplomas.

Students who complete degree requirements by the January deadline can choose to have their degree conferred in absentia in March (there is no ceremony) or attend the ceremony in June.

The School of Graduate Studies will not release the official diploma to students who have outstanding debts or obligations to the University in accordance with the <u>Policy on Academic Sanctions for Students Who Have Outstanding University Obligations</u>. See section <u>11.9 Access to Official Student Academic Records</u>.

Graduation information is available at governingcouncil.utoronto.ca/convocation.

## 10 Academic Appeals Policy

#### 10.1 General

Graduate students may appeal substantive or procedural academic matters, including grades, evaluation of comprehensive examinations and other program requirements; decisions about the student's continuation in any program; or concerning any other decision with respect to the application of academic regulations and requirements to a student.

Decisions related to admission to an academic program, including admission to the doctoral program for current master's students, are not subject to appeal.

Appeals (except those under 10.1.1) must be initiated within the student's home graduate unit unless the appeal relates to a course outside the graduate unit, in which case it must be initiated in the graduate unit in which the course was taken, with notification to the student's home graduate unit. In the case of collaborative specialization core courses, the appeal is pursued through the student's home graduate unit where representation from the collaborative specialization will be included in the constitution of an appeal committee or hearing.

#### 10.1.1 Exception

The process of academic appeal described in this policy must be followed for all disputes except appeals related to failure of a Final Doctoral Oral Examination or related to termination of registration in a program. Such appeals must be made directly to the SGS Graduate Academic Appeals Board (GAAB).

These appeals begin at Graduate Appeal Step 3 (section 10.3.3). In some such cases, the chair of GAAB may refer the appeal to the Graduate Department Academic Appeals Committee (GDAAC) for prior consideration and a recommendation to GAAB. The GDAAC does not have the right to overturn a failed Final Doctoral Oral Examination result or a termination of registration, but may recommend that such a decision be considered further by GAAB.

#### 10.2 Informal Mediation

At any stage before filing and until the hearing of any appeal with the SGS Graduate Academic Appeals Board, a student may consult SGS for advice and/or informal mediation. With the consent of both parties, a representative of SGS will serve as informal mediator, attempting to resolve the dispute or clarify issues. Timelines are not affected by mediation. Consultation with SGS at an early stage is encouraged.

In cases where SGS has approved the termination of a student's registration or in cases where perceived or actual conflict of interest is identified, the student will have access to an alternate informal mediator.

### **10.3 Steps**

The overall graduate appeals process is set out in the table below. Students should note the timelines for each stage carefully.

#### 10.3.1 Step 1: Informal

In the case of dispute, students must first attempt to resolve the matter with the instructor or other person whose ruling is in question. Should the matter not be resolved with the instructor, and should the student wish to pursue the matter, the student must discuss the matter with the graduate coordinator/chair/dean of the graduate unit.

#### 10.3.2 Step 2: Department Appeal

Should such discussions fail to resolve the matter, the student may make a formal appeal in writing to the Graduate Department Academic Appeals Committee (GDAAC).

The student must complete a Notice of Appeal to GDAAC; a copy of this notice is available from the graduate coordinator/chair/dean in every graduate unit. This form must be completed and delivered to the chair/dean of the graduate unit or the chair of GDAAC within the specified timeline of eight weeks from the date of the decision under appeal.

The chair of the GDAAC will determine, at their sole discretion, whether the appeal will proceed by way of an oral hearing and/or written submissions. In either case, at the conclusion of the hearing and/or review of the written submissions, the GDAAC will make a recommendation to the chair/dean of the graduate unit regarding the merits of the appeal. The chair/dean of the graduate unit will then render the department-level appeal decision. GDAAC guidelines for chairs/deans are made available to all parties in an appeal.

#### 10.3.3 Step 3: Appeal to GAAB

 The student may appeal the decision of the chair/dean of the graduate unit by filing a Notice of Appeal to the SGS Graduate Academic Appeals Board (GAAB) within eight weeks of the decision of the chair/dean of the graduate unit.  Filing a Notice of Appeal to GAAB is the first step for a student who is making an appeal regarding the failure of the Final Doctoral Oral Examination or termination of registration in a graduate program.

#### 10.3.4 Step 4: Governing Council Appeal

A decision of the SGS Graduate Academic Appeals Board (GAAB) may subsequently be appealed by a student to the Governing Council's Academic Appeals Committee, in accordance with its guidelines and procedures. An appeal to this committee shall be commenced by filing a notice of appeal with its Secretary no later than 90 days after the date of the GAAB decision under appeal.

Steps and Timelines		
Timeline for Student Action at Each Stage	Step	Timeline for Decision/Action by University Body at Each Stage
See Note A below	See Note B below	See Note C below
	1. Informal	
	Student to instructor	
	Student to graduate coordinator/chair/dean	
8 weeks from date of decision being appealed	2. Graduate-Unit-Level Appeal Notice of Appeal to GDAAC¹ Note: Appeals related to failure of the Final Doctoral Oral Examination or to termination of registration in a graduate program must be made directly to GAAB²; see Step 3b below.	8 weeks from filing of Notice of Appeal to GDAAC <sup>1</sup>
8 weeks from decision of graduate unit chair/dean	3. SGS Appeal	<b>8 weeks</b> from filing of Notice of Appeal to GAAB <sup>2</sup>
<b>8 weeks</b> from written notification of failure of the Final Doctoral Oral Examination or termination of registration in a graduate program	Notice of Appeal to GAAB <sup>2</sup> Appeal begins here for students who wish to appeal failure of the Final Doctoral Oral Examination or termination of registration in a graduate program.	
90 days from decision of GAAB <sup>2</sup>	4. Governing Council Appeal Notice of Appeal to GCAAC <sup>3</sup>	Not applicable

**Note A:** A student may apply, in writing and with reasons, for an extension of time. Such applications may be made to the chair of GDAAC for graduate-unit-level appeals or to the GAAB for SGS-level appeals. Any extension is within the discretion of the GDAAC chair, or the GAAB, as appropriate, where the view is that compelling reasons exist.

**Note B:** Informal mediation is available via the SGS Vice-Dean at any stage before filing an appeal with the GAAB. Consultation with the SGS Vice-Dean at an early stage is encouraged. In cases where SGS has approved the termination of a student's registration or in cases where perceived or actual conflict of interest is identified, the student will have access to an alternate informal mediator.

**Note C:** The chair of the appeal body retains discretion to extend time limits applicable to its response at any stage where, in its view, compelling reasons exist.

- <sup>1</sup> Graduate Department Academic Appeals Committee
- <sup>2</sup> Graduate Academic Appeals Board
- <sup>3</sup> Governing Council Academic Appeals Committee

## 11 Policies and Guidelines

Important School of Graduate Studies policies and guidelines affecting graduate students are included in the SGS Calendar. However, there are numerous <u>additional policies and guidelines affecting graduate studies</u> on the SGS website.

Furthermore, University of Toronto-wide policies affecting students are posted on the <u>Governing Council</u> website.

## 11.1 University Assessment and Grading Practices Policy

The <u>University Assessment and Grading Practices Policy</u> sets out the principles and key elements that should characterize the assessment and grading of student work in for-credit programming at the University of Toronto.

For graduate programs and students, any reference to "division/Faculty" should be understood to refer to the School of Graduate Studies, and any reference to department should be understood to refer to the relevant graduate unit.

The School of Graduate Studies is the only division that may develop additional grading regulations and guidelines for graduate studies. Where undergraduate and graduate practices differ, this has been indicated explicitly in the text. Otherwise, all clauses should be understood to apply equally to students at either level of study. Divisions/Faculties may wish to develop procedures for implementing these policies according to their needs. These procedures must be consistent with this policy. In case of conflict or lack of clarity, this policy will be understood to take precedence.

See the full text of the <u>University Assessment and Grading</u> Practices Policy.

## 11.2 Academic Continuity Policy

This policy provides a framework that will guide the University in enhancing its ability to fulfil its academic mission in the face of potential threats to academic continuity. It is intended to apply to circumstances and events that are potential threats to the continuity of the academic operations of the University and relates entirely to the principles and processes that should guide the University in this context. It applies to instances when the academic continuity of one or more programs, one or more departments or Faculties, one or more campuses, or the whole University is disrupted and changes need to be made to the normal academic operations of the University.

See the full text of the Policy on Academic Continuity.

## 11.3 Intellectual Property

The University believes that all contributors to the successful realization of new technologies and knowledge should share

fairly and appropriately in the benefits. For details and further information, visit www.research.utoronto.ca.

#### 11.4 Research Ethics

The University's <u>Policy on Ethical Conduct in Research</u> requires each academic division to formulate its own guidelines. The divisional guidelines apply to graduate students enrolled in graduate units within those Faculties. For details and further information, visit www.research.utoronto.ca.

# 11.5 Policy on Academic Sanctions for Students Who Have Outstanding Obligations to the University

Academic sanctions are applicable to any student who has an outstanding obligation to the University. Recognized obligations are as follows:

- 1. tuition fees
- 2. academic and other incidental fees
- 3. residence fees and other residence charges
- 4. library fines
- 5. bookstore accounts
- 6. loans made by colleges, Faculties, or the University
- 7. health service accounts
- unreturned or damaged instruments, materials and equipment
- orders for the restitution, rectification, or the payment of damages, fines, bonds for good behaviour, and requirement of public service work imposed under the authority of the Code of Student Conduct.

See the full text of the <u>Policy on Academic Sanctions for Students Who Have Outstanding University Obligations</u>.

#### 11.6 Code of Behaviour on Academic Matters

The Code of Behaviour on Academic Matters addresses the responsibilities of all students and faculty to the integrity of the teaching and learning experience.

See the full text of the Code of Behaviour on Academic Matters.

## 11.7 Policy on Sexual Violence and Sexual Harassment

The *Policy on Sexual Violence and Sexual Harassment* protects students, faculty, and staff from sexual harassment within the University community.

See the full text of the  $\underline{\text{Policy on Sexual Violence and Sexual }}$   $\underline{\text{Harassment}}.$ 

#### 11.8 Code of Student Conduct

Non-academic offences are defined in the University's *Code of Student Conduct*. The *Code* addresses offences, procedures, interim conditions and measures, and sanctions.

See the full text of the Code of Student Conduct.

## 11.9 Access to Official Student Academic Records

Academic records of students are ultimately the property of the University. The *Guidelines Concerning Access to Official Student Academic Records* establishes University-wide aims, objectives, criteria, and procedures that apply to the academic records of students.

See the full text of the <u>Guidelines Concerning Access to Official</u> Student Academic Records.

The School of Graduate Studies will withhold access to statements of results and transcripts of students, alumni, and former students who have outstanding debts or obligations to the University in accordance with the *Policy on Academic Sanctions for Students Who Have Outstanding University Obligations*. The School of Graduate Studies will not release the official diploma to such persons nor will it provide written or oral certifications of degree on their behalf.

### 11.10 Transcript Policy

This policy sets out the principles that underpin the University's understanding of its official academic transcript and to describe the minimum information that the transcript must include. The academic transcript is the primary, official, consolidated record of a student's academic performance and achievement.

University of Toronto consolidated transcripts are limited to degree-level studies.

See the full text of the Transcript Policy.

## 11.11 Policy on Official Correspondence with Students

The University and its divisions may use the postal mail system and/or electronic message services (e.g., electronic mail and other computer-based online correspondence systems) as mechanisms for delivering official correspondence to students. Official correspondence may include, but is not limited to, matters related to students' participation in their academic programs, important information concerning University and program scheduling, fees information, and other matters concerning the administration and governance of the University.

Students are responsible for maintaining and advising the University — via the University's student information system (currently ACORN) — of a current and valid postal address as well as the address for a University-issued electronic mail

account that meets a standard of service set by the Vice-President and Provost.

Failure to do so may result in a student missing important information and will not be considered an acceptable rationale for failing to receive official correspondence from the University.

The University provides centrally supported technical services and the infrastructure to make electronic mail and/or online communications systems available to students. University correspondence delivered by electronic mail is subject to the same public information, privacy, and records retention requirements and policies as are other University correspondence and student records. The University's expectations concerning use of information and communication technology are articulated in the guidelines on Appropriate Use of Information and Communication Technology.

Students are expected to monitor and retrieve their mail, including electronic messaging account(s) issued to them by the University, on a frequent and consistent basis. Students have the responsibility to recognize that certain communications may be time critical. Students have the right to forward their University-issued electronic mail account to another electronic mail service provider address but remain responsible for ensuring that all University electronic message communication sent to the official University-issued account is received and read.

See the full text of the <u>Policy on Official Correspondence with</u> Students.

# 11.12 Policy on the Framework on Off-Campus Safety

The Policy on the Framework on Off-Campus Safety is designed to provide University staff and faculty involved in the planning and execution of University-related off-campus activities with a set of core planning principles with respect to safety.

See the full text of the  $\underline{\text{Policy on the Framework on Off-Campus}}$   $\underline{\text{Safety}}.$ 

Students are also encouraged to review the <u>Guidelines on Safety in Field Research</u> produced by the Office of Environmental Health and Safety.

# 11.13 Statement on Appropriate Use of Information and Communication Technology

The University of Toronto provides guidelines on the appropriate use of information and communication technology (ICT) within the University community. ICT resources are made available for all employees, students, and other members of the University community, but remain the property of the University. Users are expected to limit their use to the performance of University-related activities, although a reasonable allowance will be made for personal use. Users should not have an expectation of complete privacy in using the University's ICT and related services.

See the full text of the <u>Appropriate Use of Information and</u> Communication Technology.

### 11.14 Statement on Human Rights

Acknowledging its fundamental and distinctive commitment to freedom of thought, inquiry, and expression, the University of Toronto affirms its commitment to the values of equal opportunity, equity, and social justice.

See the full text of the Statement on Human Rights.

## 11.15 Supportive Leaves Policy

The University is committed to providing students with the opportunity to pursue their educational goals. It is also committed to maintaining a safe environment for study and work. Pursuant to the University's commitment to providing supports and accommodations for students and its obligation under the *Ontario Human Rights Code*, the University provides accommodative resources through a number of services, each involving specialized attention by experienced and qualified staff to the specific needs of students.

In most circumstances, these resources, combined with the engagement and cooperation of the student, will allow a student to obtain their educational goals. However, on a small number of occasions, a student's behaviour that is believed to be arising from mental health or other similar issues may pose a risk of harm to others or result in substantial impairment of the educational experience of fellow students, and efforts to accommodate the student's needs may not be successful in mitigating or eliminating this risk.

In these exceptional circumstances, the potential application of the *Code of Student Conduct* will not be suitable, since it entails a disciplinary approach. This Policy, therefore, sets out additional options to better accommodate the needs and the situation of the student. This Policy must be applied in a manner that fully complies with the *Ontario Human Rights Code* including (where applicable) the duty to provide reasonable accommodation to the point of undue hardship.

See the full text of the Supportive Leaves Policy.

## **Degree Regulations**

All degree students are accepted under the <u>General Regulations</u> of the School of Graduate Studies.

All degree program students are subject to both the General Regulations and Degree Regulations in this calendar. In particular, note section 7 of the General Regulations, <u>Good Academic Standing and Satisfactory Academic Progress, Time Limits</u>, Supervision, and Candidacy.

The University of Toronto offers graduate programs leading to doctoral and master's degrees. Numerous degree types are offered in a variety of programs in multiple graduate units. Degree types that are specific to one graduate program are listed below with a link to details contained in the graduate unit entry. See Programs by Graduate Unit.

## 12 Doctoral Degrees

The University of Toronto offers programs of study leading to six doctoral degrees:

- 1. Doctor of Philosophy (PhD)
- Doctor of Education (EdD)
- 3. Doctor of Juridical Science (SJD)
- 4. Doctor of Musical Arts (DMA)
- 5. Doctor of Nursing (DN)
- 6. Doctor of Public Health (DrPH)

Degrees offered in multiple programs are listed first, followed by degrees specific to one graduate program.

## 12.1 Doctor of Philosophy (PhD)

The PhD is offered in a variety of programs in multiple graduate units. For specific admission and program requirements, consult graduate unit entries. The Graduate Education Council of the School of Graduate Studies has recommended that all graduate units offering the PhD degree design a four-year program that can be completed on a full-time basis by a student who holds a master's degree in a discipline appropriate to the intended field of study. Where graduate units are aware that it may be difficult for students to complete their PhD programs within four years, they should include a statement to that effect in their calendar entries. Where students are not able to complete all degree requirements within four years, all requirements for the degree must be completed within six years from first enrolment.

#### 12.1.1 Admission Requirements

#### 12.1.1.1 Four-Year PhD Program

Students admitted to this program require an appropriate master's degree with at least B+ standing from a recognized university in a discipline deemed appropriate for the intended field of study.

A student who is admitted on condition that the requirements for an acceptable master's degree at another university are completed may be permitted conditional registration, unless this is excluded by the terms of the letter of admission. A student who is conditionally registered must submit to the graduate unit, not later than January 31 of the first year of enrolment, official verification of completion of the requirements for the master's degree. If verification is not submitted by that date, additional requirements may be added to the PhD program. See further information in section 4 of General Regulations, Admission Regulations and Procedures.

#### 12.1.1.2 Five-Year PhD Program (Referred to as "Direct-Entry")

Students admitted to this program, where offered, require an appropriate bachelor's degree with at least A– standing from a recognized university in courses in a discipline deemed appropriate for the intended field of study. Students who hold a master's degree in a discipline deemed not appropriate or require further preparation would normally be admitted to this program.

#### 12.1.1.3 Flexible-Time PhD Program Option

Applicants may apply to a flexible-time PhD program option in a graduate unit offering such an option that has been approved through University of Toronto governance. Details are found in each program entry; see <u>Programs by Graduate Unit</u>.

Applications to flexible-time PhD program options are subject to the SGS General Regulations and Degree Regulations and must meet the same admission requirements as applicants to the full-time PhD program.

In addition, applicants to the flexible-time PhD program option must demonstrate that they are "practising professionals"; that is, they are active professionals who are engaged in work activities that may include consulting, community organizing, self-employment, contractual work, or equivalent.

Applicants to the flexible-time PhD program option must demonstrate:

- that the research and proposed program of study is related to the applicant's professional work and vice versa;
- that they will continue to be professionally engaged while registered in the program.

#### 12.1.2 Program Requirements

PhD students must register for every successive session, including summers, on a full-time basis following the first session of registration unless granted a leave of absence. The minimum degree fee is based on one academic year, that is, three consecutive sessions. All PhD students are subject to rules and regulations outlined in the General Regulations, including section 7 on <u>Good Academic Standing</u> requirements, in addition to these PhD degree requirements and those of the graduate unit in which the student is registered. See also Flexible-Time PhD Program Option, below.

#### 12.1.2.1 Four-Year PhD Program

Most PhD applicants are admitted to their program based on the completion of an appropriate master's degree as detailed in the admission requirements section above and the General Regulations section. The program length is four years, except for the Dentistry PhD program, which has a program length of five to six years depending on the specialty. Where graduate units are aware that it may be difficult for students to complete their PhD programs within the established program length, they have been asked to include a statement to that effect in their calendar entries. Where students are not able to complete all degree requirements within the program length, all requirements for the degree must be completed within six years from first enrolment (except for the Dentistry PhD program, which must be completed in seven to eight years depending on the specialty).

#### 12.1.2.2 Five-Year PhD Program (Direct-Entry)

Graduate units may offer a five-year PhD program, approved through University of Toronto governance. Qualified students may be admitted into a five-year PhD program (direct-entry) based on the completion of an appropriate bachelor's degree as detailed in the admission requirements section above and in the <u>General Regulations</u>. See the above section <u>12.1.1.2 Five-Year PhD Program (Direct-Entry) Admission Requirements</u>.

Students in a direct-entry PhD program will register full-time. Five-year PhD program requirements will include:

- The program requirements for the four-year PhD program;
- A substantial portion of the requirements for the master's degree;
- Additional requirements may be required by the graduate unit;
- Achieving acceptable minimum grades or averages for Year 1 courses;
- Students must be in Good Academic Standing at the end of Year 1.

Other than the requirements stated here, the five-year PhD program differs from the four-year PhD program requirements only in the additional first year of the program and related effects to timing of other PhD program components.

#### 12.1.2.3 Flexible-Time PhD Program Option

Graduate units may offer a flexible-time PhD program option, approved through University of Toronto governance. Such a program option is offered where there is sufficient demand by practising professionals in related fields. The design and delivery of a flexible-time PhD program option permits continued employment by the student in areas related to the student's field of research, except for short, specified periods of time. In these programs, theory and praxis uniquely engage and inform each other. See further information in Degree Regulations, Admission Requirements section 12.1.1.3 Flexible-Time PhD Program Option.

The flexible-time PhD program option differs from the full-time PhD program only in design and delivery. Students in a flexible-time PhD program option will register full-time during the first

four years and part-time during subsequent years in the program. Students are required to be registered for every successive session, including summers, following the first session of registration unless granted a leave of absence. Each graduate unit offering a flexible-time PhD option will identify a program length for students in the option, which normally will be five or six years.

The time limit, between six and eight years, will be established through the graduate unit practice. Transfers between the full-time PhD program and the flexible-time PhD program option are not permitted. Students in the flexible-time option must satisfy the <u>SGS General Regulations</u> and Degree Regulations in the *SGS Calendar*, including good academic standing, supervision, and candidacy regulations.

#### 12.1.2.4 Approval

The graduate unit must approve a student's program of study and research.

#### 12.1.2.5 Program

Specific program requirements are set by the graduate units and are found in their respective entries. The thesis topic and the name of the supervisor must be submitted by the middle of the first session in Year 2. Graduate units may, at their discretion, require an earlier date.

#### 12.1.2.6 Language Requirement

Individual graduate units may require that students have an adequate knowledge of such language or languages, other than English, in order to complete the degree program. (See individual graduate unit entries for specific requirements.)

Testing and certification of languages may be administered by the appropriate language department or by the student's own graduate unit.

The graduate unit in which the student is registered is responsible for ensuring that an appropriate certificate of language competence is recorded in the official student file.

#### 12.1.2.7 Achieving Candidacy: Requirements and Time Limit

See General Regulations, section 7 on <u>Good Academic Standing</u> for detailed requirements.

#### 12.1.2.8 Thesis

The candidate, through the graduate unit, shall present a thesis embodying the results of original investigation, conducted by the candidate, on the approved topic from the major field. The thesis, which is a piece of scholarly writing, shall constitute a significant contribution to the knowledge of the field and must be based on research conducted while registered for the PhD program.

A thesis should have a coherent topic with an introduction presenting the general theme of the research and a conclusion summarizing and integrating the major findings. A common

thesis format reflects the original conception of a thesis as a "book" presenting the candidate's research project. This traditional format is organized as a single narrative describing the research problem, the context of the research, the methods used, the findings, and the conclusions.

The publication-based thesis (PBT), also referred to as the manuscript or article-based thesis, is a coherent work consisting of a number of scholarly publications focusing on the same research problem. The PBT, which takes many forms, generally includes an introductory section, the publishable manuscripts, and a cumulative discussion or conclusion chapter. To promote coherence, the introduction and cumulative concluding chapters clearly explain how these separate manuscripts fit together into a unified body of research. All doctoral theses must contain a written component; however, other elements may be included in addition to the written text. Some examples of other elements that may be included with the written text are films or videos, electronically interactive word/image-based texts, poems, novels or sections of a novel, play scripts, short stories, documentation of performances, or pieces of art. A thesis must be prepared in a standard format (see National Library guidelines and Guidelines for the Preparation of Theses).

The thesis should normally be written in English, but with the permission of the School of Graduate Studies, a graduate unit may permit or require students in that unit to write the thesis in French.

In Division I, the Humanities, permission may be given for a thesis to be written in a language other than English or French when the language has been approved for use in theses by the graduate unit concerned. Before such permission can be granted, the graduate unit chair must certify in writing to the School of Graduate Studies that the candidate has passed a supervised essay type examination, written in English, which demonstrates the candidate's proficiency in writing correct and idiomatic English prose. A supplementary abstract of about 5,000 words in English or French must form part of a thesis that is written in a language other than English or French. No language other than English or French may be used for the conduct of Doctoral Final Oral Examinations.

See also General Regulations sections <u>8.2 Doctoral and Master's Supervision</u> and <u>8.4 Submission of Theses</u>.

#### 12.1.2.9 Final Oral Examination

All students must defend a thesis at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. See General Regulations section <u>8.3 Doctoral Final Oral Examination</u> for detailed requirements and deadlines.

#### 12.1.2.10 Time for Completion of Degree

All requirements must be completed within six years from first enrolment for the four-year PhD program and within seven years for the five-year PhD program. In exceptional circumstances, a candidate who has failed to complete all the requirements for the degree within this period may be considered for a maximum of four one-year extensions. See General Regulations section 6.1.11.2 Extension of Time for Completion of Degree Requirements, Doctoral Students.

PhD students who have not completed the degree requirements before the time limit for the degree or by the end of the approved extension period may not enrol further.

For flexible-time PhD program option, see section <u>12.1.1.3</u> Flexible-Time PhD Program Option.

## 12.2 Doctor of Education (EdD)

The EdD program is offered in a variety of programs in multiple graduate units within the Ontario Institute for Studies in Education (OISE). The EdD program is designed to provide opportunities for more advanced study for those already engaged in a career related to education.

All students are subject to rules and regulations outlined in the <u>General Regulations</u> section, including section 7 on <u>Good Academic Standing</u> requirements, in addition to these degree requirements and those of the graduate unit in which the student is registered. See specific admission and program requirements in the <u>Programs by Graduate Unit</u> section.

All students must defend a thesis at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. See General Regulations section <u>8.3 Doctoral Final Oral Examination</u> for detailed requirements and deadlines. In exceptional circumstances, a candidate who has failed to complete all the requirements for the degree within the time limit of six years may be considered for a maximum of four one-year extensions. See <u>6.1.11 Extension of Time for Completion of Degree</u> Requirements.

Students who have not completed the degree requirements before the six-year time limit or by the end of the extension period may not enrol further.

#### 12.2.1 Admission Requirements

Students admitted to this program require an appropriate master's degree with at least B+ standing from a recognized university in a discipline deemed appropriate for the intended field of study.

A student may be enrolled in one of the following graduate units:

- Applied Psychology and Human Development
- Leadership, Higher and Adult Education
- Social Justice Education

### 12.2.2 Program Requirements

For specific program and registration requirements, see the <u>Programs by Graduate Unit</u> section of this calendar.

- Normally, a minimum of one Fall session and one Winter session of full-time study must be taken consecutively, i.e., Fall session (September to December) followed by Winter session (January to April) or Winter session (January to April) followed by Fall session (September to December).
- 2. In most programs, students may begin their studies on a part-time basis.

- 3. Eight half courses are required for students who have an MEd or MA degree or the equivalent in the same area of specialization proposed at the doctoral level. An eight half-course EdD program should include at least four half courses in the home graduate unit except as otherwise stated in graduate unit program descriptions.
- Students in some graduate programs may be required to take a comprehensive examination. Consult the specific graduate unit entry for details.
- Students undergo an SGS Final Oral Examination on the content and implications of the thesis to determine the adequacy of both the thesis and its defence by the student
- All requirements for the EdD must be completed within six years of first enrolment as an EdD student.

#### 12.2.3 EdD Thesis (Dissertation in Practice)

The EdD candidate, through the graduate unit, shall present a thesis (professional doctoral thesis in practice), which is the culminating component of the Doctor of Education degree. The professional doctoral thesis in practice shall include an identification and investigation of a problem of practice, the application of theory and research to the problem of practice, and a design for action to address the problem of practice. It must be the result of original research undertaken while the candidate is a registered student.

A professional doctoral thesis in practice should have a coherent topic, describe a challenge in educational practice, include a review or research literature and/or policy analysis related to the challenge, as well as the investigation of the challenge and/or possible solution(s) to address the challenge. It should have direct implications for policy and/or practice and uphold common standards of high quality (well written, conceptualized and structured, rigorous and coherent approach to methodology. vield generative impacts in the field). The professional doctoral thesis in practice can take two formats: (1) a traditional format where, similarly to a traditional doctoral thesis, the research problem is a complex problem of practice and the inquiry is presented in an authored, multi-chapter document; (2) a mixed format where the problem of practice and related review and analysis of applicable scholarship and policy is presented in a written research document combined with a practical component, which may take form of, for example, school/community improvement project, organization restructuring plan, policy or guideline, installation, film or website, or other endeavour relevant to the field.

The professional doctoral thesis in practice should normally be written/produced in English, but with the permission of the School of Graduate Studies, a graduate unit may permit or require students in that unit to write the professional doctoral thesis in practice in French.

See General Regulations sections 8.2 and 8.4.

#### 12.2.4 Final Oral Examination

All students must defend the thesis (dissertation in practice) at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. See General Regulations section 8.3 Doctoral Final Oral Examination for detailed requirements and deadlines.

### 12.3 Doctor of Juridical Science (SJD)

This degree is offered in the Faculty of Law. Admission and program requirements for the degree program are outlined in the Law entry in the Degree and Diploma Programs by Graduate Unit section. All SJD students are subject to rules and regulations outlined in the <u>General Regulations</u>, including section 7 on <u>Good Academic Standing</u> requirements, in addition to the degree requirements specified in the Faculty of Law entry.

All doctoral students must defend a thesis at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. See General Regulations section <u>8.3 Doctoral Final Oral Examination</u> for detailed requirements and deadlines.

### 12.4 Doctor of Musical Arts (DMA)

This degree is offered in the Faculty of Music. Admission and program requirements for the degree program are outlined in the Music entry in the Degree and Diploma Programs by Graduate Unit section. All DMA students are subject to rules and regulations outlined in the <u>General Regulations</u>, including section 7 on <u>Good Academic Standing</u> requirements, in addition to the degree requirements specified in the Faculty of Music entry.

All doctoral students must defend a thesis at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. See General Regulations section <u>8.3 Doctoral Final Oral</u> Examination for detailed requirements and deadlines.

### 12.5 Doctor of Nursing (DN)

This degree is offered in the Lawrence S. Bloomberg Faculty of Nursing. Admission and program requirements for the degree program are outlined in the <u>Nursing Science</u> entry in the Degree and Diploma Programs by Graduate Unit section. All DN students are subject to rules and regulations outlined in the General Regulations, including section 7 on <u>Good Academic Standing</u> requirements, in addition to the degree requirements specified in the Lawrence S. Bloomberg Faculty of Nursing entry.

All doctoral students must defend a thesis at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. See General Regulations section <u>8.3 Doctoral Final Oral</u> Examination for detailed requirements and deadlines.

## 12.6 Doctor of Public Health (DrPH)

This degree is offered by the Dalla Lana School of Public Health. Admission and program requirements for the degree program are outlined in the <u>Public Health Sciences entry</u> in the Degree and Diploma Programs by Graduate Unit section. All DrPH students are subject to rules and regulations outlined in the General Regulations, including section 7 on <u>Good Academic Standing</u> requirements, in addition to the degree requirements specified in the Dalla Lana School of Public Health entry.

All doctoral students must defend a thesis at a Final Oral Examination organized by the graduate unit with the cooperation of SGS. See General Regulations section <u>8.3 Doctoral Final Oral Examination</u> for detailed requirements and deadlines.

## 13 Master's Degrees

The University of Toronto offers programs of study leading to the master's degrees listed below. All master's students are subject to rules and regulations outlined in the General Regulations, including section 7 on <u>Good Academic Standing</u> requirements, in addition to the degree requirements specified in the relevant graduate unit entry. Numerous degree types are offered in a variety of programs in multiple graduate units.

Degrees offered in multiple graduate programs are listed first, followed by a chart containing degrees specific to one graduate program.

## 13.1 Degrees in Multiple Graduate Programs

#### 13.1.1 Master of Arts (MA)

The MA program is offered in a variety of programs in multiple graduate units.

#### 13.1.1.1 Admission Requirements

- Applicants must hold an appropriate bachelor's degree with high academic standing from a recognized university.
- If the master's program is not a continuation of a course of study previously pursued as an undergraduate, or if there are deficiencies in meeting graduate unit admission requirements, prerequisite work may be required and the normal length of program may be extended.

#### 13.1.1.2 Program Requirements

- Under the direction of a graduate unit, a student must pursue a program of advanced study approved by the graduate unit.
- All requirements for the MA degree must be satisfactorily completed within 3 years (full-time) or 6 years (part-time) from first enrolment.

Admission and program requirements may vary; consult the individual unit entry for details.

#### 13.1.2 Master of Science (MSc)

The MSc program is offered in a variety of programs in multiple graduate units.

#### 13.1.2.1 Admission Requirements

- Applicants must hold an appropriate bachelor's degree with high academic standing from a recognized university.
- If the master's program is not a continuation of a course of study previously pursued as an undergraduate, or if there are deficiencies in meeting graduate unit admission requirements, prerequisite work may be

required and the minimum length of program may be extended.

#### 13.1.2.2 Program Requirements

- Under the direction of a graduate unit, a student must pursue a program of advanced study approved by the graduate unit.
- 2. All requirements for the MSc degree must be satisfactorily completed within 3 years (full-time) or 6 years (part-time) from first enrolment.

Admission and program requirements may vary; consult the individual unit entry for details.

#### 13.1.3 Master of Applied Science (MASc)

The MASc program is offered in a variety of programs in multiple graduate units. The MASc degree is intended primarily for those who wish to prepare for a career in research and/or plan to continue their graduate studies through the PhD degree.

#### 13.1.3.1 Admission Requirements

 Applicants must hold the degree of Bachelor of Applied Science or an equivalent degree in engineering. An applicant having an appropriate bachelor's degree in science or applied mathematics may be admitted as a student by the graduate unit concerned.

A student may be enrolled in one of the following graduate units:

- Aerospace Studies
- Biomedical Engineering
- Chemical Engineering and Applied Chemistry
- Civil and Mineral Engineering
- Earth Sciences
- Electrical and Computer Engineering
- Materials Science and Engineering
- Mechanical and Industrial Engineering

#### 13.1.3.2 Program Requirements

- Under the direction of a graduate unit, a student must pursue a program of study approved by the graduate unit. Normally, the program will include not more than three full-year courses or equivalent and the preparation of a research thesis, the latter being the major requirement.
- All requirements for the MASc degree must be satisfactorily completed within 3 years (full-time) or 6 years (part-time) from first enrolment.

Admission and program requirements may vary; consult the individual unit entry for details.

#### 13.1.4 Master of Education (MEd)

The MEd program is offered in a variety of programs in multiple graduate units.

#### 13.1.4.1 Admission Requirements

- Applicants must hold an appropriate bachelor's degree from a recognized university, completed with standing equivalent to a mid-B or better in the final year.
- 2. A year of professional education for teaching, or the equivalent in pedagogical content, is helpful.
- Normally, at least one year of relevant, successful, professional experience is required.
- A student may be enrolled in one of the following graduate units:
  - Applied Psychology and Human Development
  - o Curriculum, Teaching and Learning
  - Leadership, Higher and Adult Education
  - Social Justice Education

#### 13.1.4.2 Program Requirements

The minimum program requirements for the MEd degree are as follows:

- Under the direction of a graduate unit, a student must pursue a program of advanced study approved by the graduate unit, which in addition to coursework may include a major research paper or a comprehensive examination requirement. Each individual graduate unit calendar entry specifies the options available for each MEd degree.
- The MEd degree program requires that a minimum of half of the courses must be taken in the home department unless otherwise specified by the department.
- All requirements for the MEd degree must be satisfactorily completed within 3 years (full-time) or 6 years (part-time) from first enrolment.

Admission and program requirements may vary; consult the individual unit entry for details.

#### 13.1.5 Master of Engineering (MEng)

The MEng program is offered in a variety of programs in multiple graduate units. The MEng degree is intended primarily for those who wish to pursue advanced study at the master's level, which is especially suited for professional practice.

#### 13.1.5.1 Admission Requirements

 Applicants must hold the degree of Bachelor of Applied Science or an equivalent degree in engineering. An applicant having an appropriate bachelor's degree in science or applied mathematics may be admitted as a student by the graduate unit concerned.

A student may be enrolled in one of the following graduate units:

- Aerospace Studies
- o Biomedical Engineering
- Chemical Engineering and Applied Chemistry
- Civil and Mineral Engineering
- o Electrical and Computer Engineering
- Materials Science and Engineering
- Mechanical and Industrial Engineering

#### 13.1.5.2 Program Requirements

- Under the direction of a graduate unit, a student must pursue a program of study approved by the graduate unit. The program will be equivalent in weight to fulltime study for at least two sessions (eight months), and may include a project in addition to lecture and laboratory courses.
- There is no general residence requirement for the degree. However, a period of residence may be required, depending on the individual student's program and experience. This required period will be as recommended by the graduate unit and approved by the School of Graduate Studies, but must not exceed two sessions.
- The MEng degree program must be completed within 3 years (full-time) or 6 years (part-time) from first enrolment.

Admission and program requirements may vary; consult the individual unit entry for details.

#### 13.1.6 Master of Health Science (MHSc)

The MHSc program is offered in a variety of programs in multiple graduate units. Admission and program requirements vary; consult the individual unit entry for details.

- Biomedical Engineering
- Health Policy, Management and Evaluation
- Laboratory Medicine and Pathobiology
- Medical Science
- Speech-Language Pathology
- Translational Research in the Health Sciences

## 13.2 Degrees in Single Graduate Programs

Each of the following degrees is offered in an individual graduate unit and program. Admission and program requirements for the degree program vary and are outlined in the applicable entry in the <u>Programs by Graduate Unit</u> section of this calendar, unless otherwise noted. All master's students are subject to rules and regulations outlined in the <u>General Regulations</u>, including section 7 on <u>Good Academic Standing</u> requirements, in addition to the degree requirements specified in the relevant graduate unit entry.

The degree names are listed alphabetically; visit the relevant graduate unit web page where the degree program is described.

Degree Name	Degree Abbreviation	Graduate Unit
Global Professional Master of Laws	GPLLM	<u>Law</u>
Master of Accounting and Finance	MAccFin	Management, University of Toronto Scarborough
Master of Architecture	MArch	Architecture, Landscape, and Design
Master of Biotechnology	MBiotech	Management & Innovation
Master of Business Administration	MBA	Management, Rotman School of
Master of Engineering in Cities Engineering and Management	MEngCEM	Civil and Mineral Engineering
Master of Environmental Science	MEnvSc	Physical and Environmental Sciences
Master of Environment and Sustainability	MES	Environment
Master of Finance	MF	Management, Rotman School of
Master of Financial Economics	MFE	Financial Economics
Master of Financial Insurance	MFI	Statistical Sciences
Master of Financial Risk Management	MFRM	Management, Rotman School of
Master of Forensic Accounting	MFAcc	Management & Innovation
Master of Forest Conservation	MFC	<u>Forestry</u>
Master of Global Affairs	MGA	Global Affairs and Public Policy
Master of Health Informatics	МНІ	Health Policy, Management and Evaluation
Master of Industrial Relations and Human Resources	MIRHR	Industrial Relations and Human Resources
Master of Information	МІ	<u>Information</u>
Master of Landscape Architecture	MLA	Architecture, Landscape, and Design

Degree Name	Degree Abbreviation	Graduate Unit
Master of Laws	LLM	<u>Law</u>
Master of Management and Professional Accounting	ММРА	Management & Innovation
Master of Management of Innovation	MMI	Management & Innovation
Master of Mathematical Finance	MMF	Mathematical Finance
Master of Museum Studies	MMSt	<u>Information</u>
Master of Music	MMus	<u>Music</u>
Master of Nursing	MN	Nursing Science
Master of Professional Kinesiology	MPK	Kinesiology
Master of Public Health	MPH	Public Health Sciences
Master of Public Policy	MPP	Global Affairs and Public Policy
Master of Science in Applied Computing	MScAC	Computer Science
Master of Science in Biomedical Communications	MScBMC	Medical Science
Master of Science in Community Health	MScCH	Public Health Sciences
Master of Science in Forestry	MScF	<u>Forestry</u>
Master of Science in Occupational Therapy	MScOT	Occupational Science and Occupational Therapy
Master of Science in Pharmacy	MScPhm	Pharmaceutical Sciences
Master of Science in Physical Therapy	MScPT	Physical Therapy
Master of Science in Planning	MScPI	Geography and Planning
Master of Science in Sustainability Management	MScSM	Management & Innovation
Master of Social Work	MSW	Social Work
Master of Studies in Law	MSL	Law
Master of Teaching	MT	Curriculum, Teaching and Learning

Degree Name	Degree Abbreviation	Graduate Unit
Master of Urban Design	MUD	Architecture, Landscape, and Design
Master of Urban Innovation	MUI	Management & Innovation
Master of Visual Studies	MVS	Architecture, Landscape, and Design

## Fee Regulations

### 14.1 Schedule of Fees

The annual Schedule of Fees, updated each year in June, is available on the Student Accounts website, studentaccount.utoronto.ca.

## 14.2 Fees and Registration

Students are informed of fees payable online through ACORN (www.acorn.utoronto.ca).

University of Toronto students normally pay tuition fees from a Canadian Bank account, with a Canadian dollar denominated Mastercard or Visa credit card, or with Higher Ed Points. Fee options for making a fee payment within Canada are found on the <u>Student Accounts website</u>. Holders of certain scholarships, awards, research assistantships, teaching assistantships, or loans may request to register without payment through their graduate unit.

To be registered, students must pay at least the Minimum Payment to Register Amount displayed on their current session ACORN invoice or have an approved request to register without payment in place before the SGS registration deadline. By virtue of being registered, a student thereby agrees to abide by all of the academic and non-academic policies, rules, and regulations of the University of Toronto, the School of Graduate Studies, and the graduate unit in which the student is registered.

### 14.3 Academic Fees Structure

Because the course of study in many graduate units is program/student specific and often cannot be described in terms of a specific number of courses, and because graduate education more often than not results from the sum of experience encountered during the program, School of Graduate Studies fees are assessed on a program basis rather than on the number of courses taken.

Degree students and special students who pay the full-time fee for the previous Fall or Winter session do not pay fees for the Summer session. However, part-time special students pay Summer fees. In addition, part-time degree students who register for the Summer session, but who have not registered in both sessions of the previous academic year, pay Summer fees.

A degree program is defined on a sessional basis and the full fee is charged regardless of the number of courses taken. All students (except special students not proceeding to a degree) are accepted into a program with a defined program length (see <u>General Regulations section 5.3 Program Length</u>). This period establishes the minimum degree fee that must be paid before graduation.

## 14.4 Minimum Degree Fee

### 14.4.1 Master's Programs

The minimum degree fee is the academic fee associated with the program length for each graduate master's program and represents the minimum amount of academic fees that every student, regardless of registration option or status, must pay upon completion of the program prior to graduation. Full-time program length is associated with the minimum degree fee that is based on the Fall session as the start of the program, even if some students commence the program in the Winter or Summer session.

### 14.4.2 Balance of Degree Fee

Master's students who finish the degree program requirements in less time than the defined program length, regardless of registration option, will be subject to a balance of degree fee. The balance of degree fee is the minimum degree fee minus program fees already paid by the student. The balance of degree fee is assessed just prior to graduation. The payment due date for the balance of degree fee is three months from the student's convocation. If the fee is unpaid, students are charged the monthly service fee of 1.5% compounded (19.56% per annum).

Master's students who take longer than the defined program length to complete their degree will pay more than the minimum degree fee. In these cases, the difference will not be refunded.

For international students who change to domestic status during their study period, the minimum degree fee will be assessed as follows:

- if the legal status change occurred within the program length, the minimum degree fee will be based on the domestic program fee;
- if the legal status change occurred after the program length, the minimum degree fee will be based on the international program fee.

## 14.4.3 Doctoral Programs

The minimum degree fee for PhD and professional doctoral programs is the academic fee associated with one year (three sessions) of full-time studies and represents the minimum amount of academic fees that every PhD or professional doctoral student, regardless of registration status or option, must pay upon completion of the program prior to graduation.

All students are subject to tuition and fees for each session and year of registration, including sessions following the defined program length, until the program is completed.

## 14.4.4 Degree or Special (Non-degree) Students

The SGS-approved transfer of graduate academic credit as a degree or special (non-degree) student does not alter or reduce the required minimum degree fee.

### 14.5 Full-Time Student Fee

The full-time student fee is the fee charged to a full-time student. See also: Minimum Degree Fee above; Fees for Final-Year Doctoral Students below; and Fees for Students on Extension below, regarding fees for graduate students on extension.

## 14.6 Dual Registrations

Dual registrants will be required to maintain their registration for the master's degree, register also for the PhD degree, and pay only the appropriate PhD fees.

# 14.7 Full-Time Students Commencing a Degree Program in January

Students commencing a degree program in January will pay half the appropriate fee for the year.

#### 14.8 Summer Students

Students commencing a degree program in the Summer and taking courses will pay the Summer session fee. These fees are in addition to the annual fees which will be assessed in September.

Students commencing a degree program in September but who start research in the preceding Summer do not pay fees for the Summer session. Continuing degree students and special students who pay the full-time fee for the previous Fall or Winter session do not pay fees for the Summer session. However, part-time special students pay Summer fees. In addition, part-time degree students who register for the Summer session but who have not registered in both sessions of the previous academic year pay Summer fees.

Students returning in the Summer session from an approved leave (see <u>General Regulations section 6.1.15 Leave Policy</u>) do not pay Summer session fees.

## 14.9 Part-Time Degree Students

Students undertaking their studies on a part-time basis are required to pay the part-time academic and incidental fees each year they register until the completion of their program. See also Minimum Degree Fee above.

## 14.10 Flexible-Time PhD Degree Students

Students undertaking a flexible-time PhD program are required to pay full-time academic and incidental fees during the first four years of the program and may pay part-time academic and incidental fees thereafter up to the time limit for the degree.

Extensions are permitted under existing policy: students granted an extension may register full-time or part-time and pay fees accordingly. See also: <u>Minimum Degree Fee</u> above; and <u>General Regulations</u> section 6.1.11 Extension of Time for Completion of Degree <u>Requirements</u>.

## 14.11 Special Students

Full-time special students pay the full academic fee per session. Special students enrolling on a part-time basis will pay for each course or half course. Fees paid as a special student cannot be applied to any subsequent degree program.

Refund dates are different for part-time special students. For details, visit the <u>Student Accounts website</u>.

### 14.12 International Students

Certain categories of international students are charged academic fees equal to those for Canadian citizens and permanent residents. For more information and to see whether you may be eligible for an international fee exemption, please consult the Student Accounts website.

If an international student's status in Canada changes during a session, exemption from the higher fees may be granted. The fees will be adjusted in the current session, provided the status change occurs before November 1 in the Fall session or before February 1 in the Winter session.

Status changes with supporting documents must be reported to the SGS Student Academic Services Office prior to the above deadlines. However, if a status change effective before these dates is reported with a minor delay, a fee adjustment may still be possible.

International students who receive an international fee exemption may be responsible for paying the minimum degree fee based on international fees, depending upon the timing of the international fee exemption. For further information, please refer to section 14.4 Minimum Degree Fee.

## 14.13 Incidental Fees

Compulsory incidental fees are charged for the Graduate Students' Union, Health Services, Hart House, the Athletic Centre, and other student services. See the University's <u>Policy</u> for Compulsory Non-Academic Incidental Fees.

## 14.14 Minimum Required Payment

Students have the option to make payments on a sessional basis.

The Fall-Winter minimum required payment consists of any arrears plus Fall session tuition fees.

For students registering in the Winter session only, the minimum required payment consists of arrears plus Winter session tuition fees.

For students registering in the Summer session only, and for students starting in the Summer session, the minimum required payment consists of arrears plus 50% of Summer session tuition fees.

For details regarding fee payment and service charge billing deadlines, students should visit <u>University of Toronto Student Accounts</u>.

Students should check <u>ACORN</u> for account balances and details to avoid service charges.

## 14.15 Service Charges

If not paid in full, any outstanding account balance, regardless of the source of payment, is subject to a monthly service charge of 1.5% compounded (19.56% per annum). This is the case even if students have registered without payment on the basis of an Ontario Student Assistance Program (OSAP) or other provincial government loan, a US government loan, or University funding package.

For details regarding fee payment and service charge billing deadlines, students should visit <u>University of Toronto Student</u> Accounts.

Students should check <u>ACORN</u> for account balances and details to avoid service charges.

## 14.16 Late Registration

Any student registering after the deadline date specified in the academic calendar (sessional dates) is required to pay a late registration fee of \$44.

# 14.17 Fees for Graduating Master's Students

Master's students who are recommended for graduation by the deadline date for Fall Convocation will not be assessed fees for the Fall session. Master's students who miss this deadline are required to register for the Fall session and pay the appropriate fees.

## 14.18 Fees for Final-Year Doctoral Students

Doctoral student academic fees for the final year will be prorated, based on a 12-month academic year, for the number of months that elapse between September and (including) the month in which the final thesis (including corrections required by the Final Oral Examination committee) is submitted to the School of Graduate Studies. Fees for the final month will not be charged if the requirements are met before the 16th day of the month. Incidental and ancillary fees will be charged per session and are not pro-rated monthly.

Academic fees for the final extension year will be pro-rated, based on 50% of the domestic fee for the 12-month academic year, for the number of months that elapse between September

and (including) the month in which the thesis (including corrections required by the Final Oral Examination committee) is submitted to the School of Graduate Studies. Fees for the final month will not be charged if the requirements are met by the 15th day of the month. Incidental and ancillary fees will be charged per session and are not pro-rated monthly.

#### 14.19 Fees for Students on Extension

All full-time graduate students on extension, both domestic and international, will be registered as full-time students and charged an academic fee equal to 50% of the domestic fee and full-time incidental and ancillary fees during each year of extension. Part-time students will pay the relevant part-time, incidental, and ancillary fees.

## 14.20 Reinstatement Fees

Reinstated students in programs requiring continuity of registration must pay a reinstatement fee equivalent to the academic fee owing for any session(s) in which they did not register, including program extension session(s), as well as the appropriate fee for the current year.

Academic fees charged for sessions before the time limit will be assessed at 100% of the annual academic fee according to the program delivery option (full-time or part-time) and student status (domestic or international).

Academic fees charged during the program extension period for full-time students will be calculated at the rate of 50% of the annual domestic fee, for both domestic and international students, plus full-time incidental and ancillary fees and the University Health Insurance Plan (UHIP), if applicable.

Part-time students are charged the relevant part-time academic fees during the program extension period plus part-time incidental and ancillary fees and UHIP, if applicable.

Reinstated students in programs not requiring continuity of registration are charged academic fees plus incidental and ancillary fees and UHIP, if applicable, for the year in which they are reinstated.

See also General Regulations section 6.1.10 Failure to Register.

## 14.21 Outstanding Fees and Charges

See General Regulations section 11.5 Policy on Academic Sanctions for Students Who Have Outstanding Obligations to the University.

## 14.22 Receipts for Income Tax

Tuition Fee Certificates are available online from ACORN.

## 14.23 Transcripts

A \$15 fee is charged for each copy of a transcript of record. These fees are subject to change.

Transcripts will not be issued for students whose fees are in arrears.

Transcripts may be ordered online from <u>ACORN</u> or at the University of Toronto Transcript Centre, 172 St. George Street, Toronto, Ontario M5R 0A3.

## **Financial Support**

## 15.1 Graduate Funding

The University of Toronto gives high priority to graduate financial support. For doctoral-stream students in the funded cohort, graduate units provide base funding at the beginning of each year. Students in professional-stream graduate programs typically self-fund their education and rely on student loans and lines of credit. Students may be eligible for a limited number of graduate awards available through their graduate units and various external agencies. For more information about graduate funding and award opportunities for graduate students, visit the Awards and Funding section of the SGS website.

Students are encouraged to contact their graduate unit or the SGS Graduate Awards Office for information about financial assistance.

### 15.2 Admission Awards

SGS administers a number of awards to meritorious incoming graduate students. During the admissions process, students may automatically be considered and nominated by their home graduate unit for some awards while other awards require an application. For more information on admission awards, visit the Admission Awards section of the SGS website.

## 15.3 Graduate Awards

SGS administers many awards from sources internal and external to the University of Toronto (e.g., awards established through SGS, federal, provincial, and external agencies). Some competitions require that the student's application be submitted to the graduate unit or to SGS for consideration, while other applications must be sent directly to the awarding institution.

Current award opportunities with detailed information for applicants are identified in the <u>Awards and Funding</u> section of the SGS website.

### 15.4 Awards for International Students

In addition to any internal departmental funding that may be available to international students in the funded cohort, there are a number of other funding sources listed on the SGS website. International students are also encouraged to investigate and apply for all possible funding opportunities provided by their home country. For more information on these awards and other funding opportunities, visit the <a href="International Awards">International Awards</a> section of the SGS website.

# 15.5 Government Student Assistance Program and Financial Aid

The federal and provincial governments provide financial support to qualified students who are Canadian citizens or permanent residents. The loan and grant amounts depend on a student's assessed financial need. Information on the Ontario Student Assistance Program (OSAP) and other government aid is available on the U of T <a href="Enrolment Services">Enrolment Services</a>' web page. Students who receive government loans may also qualify for the University of Toronto Advance Planning for Students (UTAPS) grant.

## 15.6 Teaching and Research Assistantships

Some graduate units offer teaching and/or research assistantship opportunities as a component or outside a student funding package. Teaching assistants may be assigned teaching tasks such as conducting tutorials, grading undergraduate essays and exams, and acting as a resource for undergraduate students. Research assistants normally work with a faculty member, assisting with research projects.

For more information, contact your graduate unit regarding the application process for these opportunities.

# 15.7 SGS Financial Aid and Advising Programs

Financial advising is available through SGS to assist students with managing educational expenses, budgeting, and planning. Financial advising staff can provide information and direction on various financial aid programs such as student loans, grants, and other resources available. Graduate students facing sudden and unanticipated financial need may be eligible for SGS emergency financial assistance programs. Financial advising is confidential, free of charge, and normally available in person, by email, or phone, video, and teleconferencing. Visit the Financial Aid and Advising section of the SGS website.

## **Emergency Grant Program**

The SGS Emergency Grant Program assists currently registered, full-time graduate students who encounter a sudden and unanticipated serious financial emergency. This is not considered to be a source of routine or long-term funding or serve to address general unmet need.

## **Emergency Loan Program**

The SGS Emergency Loan Program alleviates temporary cash flow problems for registered graduate students who are expecting to receive a University-issued payment in the near future. The average loan is approximately \$1,000 to \$1,500, but may be approved for a larger amount. Loans are interest free until the mutually agreed upon repayment date up to 120 days.

### **Accessibility Grant Program**

The Accessibility Grant Program assists currently registered, full-time graduate students with academic accommodations necessary to meet unexpected needs arising from the particular demands of their graduate program. Though students are expected to plan for long-term assistance, the grant can assist with short-term essential educational expenses that are not normally covered by the student, the graduate unit, provincial or federal agencies. Students must apply for this grant through Accessibility Services.

### Contact

School of Graduate Studies University of Toronto 63 St. George Street Toronto, Ontario M5S 2Z9 Canada

Graduate Awards Office Telephone: (416) 946-0808

Email: graduate.awards@utoronto.ca

Financial Aid and Advising Office Telephone: (416) 978-2839

Email: sgs.financial.assistance@utoronto.ca