Department of Linguistics and Languages

2023-2024

Graduate Handbook

Purpose

The purpose of this handbook is to provide graduate students in the Cognitive Science of Language program an extensive and consolidated source of information about the program, the faculty, and the university. This can be used as the first place to check for information or for further sources when navigating the program/faculty/university. Wherever this handbook diverges from the current Graduate Calendar, the Calendar prevails. If you notice an error or a faulty link, please contact the Graduate Chair, Dr. Daniel Pape (paped@mcmaster.ca).

Welcome to Cognitive Science of Language

The M.Sc. and Ph.D. programs in Cognitive Science of Language were developed in 2009 to respond to an increasing need for methodologically diverse skills in the study of language knowledge and behaviour. The philosophy of the programs is to support individual growth and provide opportunities for learning both skills and theory of language and language cognition. The students are encouraged to take an active role in the formation of their graduate education.

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M.Sc. Program Requirements

Degree Timeline

The M.Sc. program typically lasts two full years, from September of Year 1 to August of Year 2. The official requirements for the M.Sc. program are found in the [Graduate Calendar](#).

M.Sc. students must complete the following:

- four half-courses
- Cognitive Science of Language Lecture Series
- two SGS pass/fail modules
- the M.Sc. thesis

Enrolment

1. If the offer of admission was conditional, the student must present evidence (e.g., a transcript) to the School of Graduate Studies (SGS) that the conditions of the offer have been fulfilled within 30 days of beginning the program.
2. The student must enroll in the program on [Mosaic](#) by registering in courses. Students are required to enroll in all terms of the academic year (at least one course in each term; if the student does not have any courses in a term they must enroll in the placeholder course SGS 700). For full information about course requirements for the M.Sc. and Ph.D. programs, please see the relevant sections below. Full details about how to enroll in courses are available at the [SGS website](#).

Required Courses

Students must complete a total of four half-courses (3-unit courses) *in addition to* the module COGSCIL 725 (see the "Lecture Series" section below for more information on this module). Three of these courses are selected from the following list:

- COGSCIL 721 Fundamentals of the Cognitive Neuroscience of Language
- COGSCIL 722 Contemporary Issues in the Cognitive Neuroscience of Language
- COGSCIL 730 Language Analysis Methods: Phonology and Morphology
- COGSCIL 731 Language Analysis Methods: Syntax and Semantics

One additional elective half-course is selected in consultation with the supervisor. The elective half-course may be the remaining course from the list above, any other 600- or 700-level course offered in the department, or a course from another department (with the supervisor's permission and the permission of the relevant department). It is also possible to complete two quarter courses (instead of the half course) from the reading

courses COGSCIL 712, COGSCIL 713 and COGSCIL 714. These are independent studies conducted under the mentorship of one of the faculty members.

The School of Graduate Studies requires the additional two pass/fail modules for all graduate students:

- SGS 101 Academic Research Integrity and Ethics
- SGS 201 Accessibility for Ontarians with Disabilities Act

Consult the SGS Calendar for details. Students may not graduate or register in subsequent academic years until they have completed the training from these two courses.

Elective Courses

Students may take courses with the course codes COGSCIL 7xx or COGSCIL 6xxx as an elective. Courses at the 700 level (7xx) are graduate courses in the Cognitive Science of Language program (e.g., COGSCIL 730, COGSCIL 722). Some fourth-year undergraduate courses taught at the Department of Linguistics and Languages with LINGUIST 4xxx course codes are cross-listed as 6xxx courses. These COGSCIL 6xxx courses are also available as electives for graduate students. However, only some of these cross-listed courses are offered in any particular year. Check course offerings on the departmental webpage.

Elective Courses: Quarter Term Supervised Research

Combining two quarter-courses (COGSCIL 712, 713 and 714) meets the requirement for one elective half-course. Each of these quarter-courses may be repeated once (for a maximum of two quarters of each). To arrange to take one or two of these courses, the student must find a faculty supervisor who is willing to supervise a course on that topic. This course supervisor need not be a member of the student's thesis supervisory committee or the department. The student must then contact the department's Administrative Assistant (lingdept@mcmaster.ca) for permission to register in the course on Mosaic.

Elective courses: Satellite Quarter Courses

It is also possible to use COGSCIL 712, 713 or 714 to earn credit for courses taken elsewhere, such as the Linguistic Society of America Summer Linguistic Institute, Coursera, LOT Summer School, etc. Each quarter-course corresponds to about 12 hours of class time. To arrange to earn credit for courses taken elsewhere, consult the Graduate Chair for permission to register in the appropriate number of sessions of 712/713/714. Upon completing the course, the student must present transcripts and course outlines and the Graduate Chair will transfer the grade earned.

Non-credit Enrolment: Auditing or Listening to Courses

Graduate students may audit or listen to a graduate course by submitting a [Course Selection Form](). The student will receive a transcript notation of having audited the course.

Graduate students may also unofficially audit an undergraduate course. No record of it will appear on the student's transcript in this case. The student must receive permission from the Instructor and will need to be manually added by the Instructor to Avenue.

Lecture Series

All students must attend the monthly Cognitive Science of Language Lecture Series, where scholars from around the world in the fields of Linguistics, Psychology, and Cognitive Neuroscience discuss their research. Usually there is one talk per month, from September to April. For first year students, discussing and attending the Lecture Series constitutes part of the course COGSCIL 725 and thus is mandatory. This course is required but may not have a weekly class; instead, students meet before the guest lecture around assignments or to discuss literature related to or recommended by the speaker.

Students can request or recommend speakers to be invited to the Lecture Series by emailing the Graduate Chair with the full name and university/institution where they work.

Committee

As soon as possible, and no later than five months after a student's arrival in the program, a supervisor has to be declared. No later than twelve months after arrival, the student must discuss potential committee members with their supervisor, contact potential committee members, and establish a supervisory committee.

The responsibilities of the supervisory committee are:

- to assist in planning and to approve the student's program of courses and research;
- to maintain knowledge of the student's research activities and progress;
- to give advice on research, usually through the student's supervisor;
- to provide the student with regular appraisals of progress or lack of it;
- to perform such other duties as may be required by the department;
- to report on the above matters annually, in writing, on the approved form to the department, which in turn will report to the Faculty Graduate Committee on Admissions and Study;

- to initiate appropriate action if the student's progress is unsatisfactory, including any recommendation that the student withdraw, for approval by the department and the Faculty Committee on Graduate Admissions and Study;
- to decide when the student is to write the thesis and give advice during this process;
- to act as internal examiners for the student's thesis;
- to act as members of the examination committee for the final oral defense when so appointed.

The supervisor must be a full or an associate member of the Cognitive Science of Language program. The supervisor may name other committee members from within or outside the program. M.Sc. students need to have a committee of at least two members while progressing through the degree. At the stage of the defense, a minimum of three members is required.

Students should meet regularly with their supervisor. In their first two semesters, they might meet only once a semester, but in the Spring semester of the first year, more frequent meetings should begin. At each meeting, students should make sure they have an understanding of what tasks they should complete before the next meeting, how they are progressing towards their overall goals, and approximately when the next meeting will be. As different supervisors may have different expectations surrounding the frequency and content of these meetings, students should check with their supervisors early in the degree to establish and align expectations for meetings.

If students have concerns about the quality of their supervision, they should consult the Graduate Chair or the Department Chair. If this avenue is not sufficient, the student is encouraged to speak with the Associate Dean of Humanities, Graduate Studies and Research, about the problem.

Thesis

The M.Sc. Thesis is a work of original research (empirical or theoretical) under the supervision of a participating faculty member and evaluated by a thesis committee. Resources for the thesis process can be found on the [SGS resource site.](#)

There is no length requirement for the M.Sc. thesis. The thesis must be long enough to provide a sufficient treatment of the relevant literature, a clear statement of the research question, a report of the evidence that addresses the research question, and a discussion of the contributions of the research for the field. Typically, the M.Sc. thesis will be 40-60 pages long. The thesis must use appropriate citation format following the conventions of the appropriate field. The thesis must conform to the requirements set out in the School

of Graduate Studies' Guide for the Preparation of **Master's** and Doctoral Theses (see Links to Forms below).

The Sandwich Thesis

A commonly used, but not a mandatory option for the thesis format is a sandwich thesis. A minimum of two published or submitted but not yet published scholarly works must be included within the sandwich thesis in addition to an introductory chapter and final chapter. The sandwich thesis must conform to the requirements set out in the School of Graduate Studies' Guide for the Preparation of Master's and Doctoral Theses (see Links to Forms below). Discuss the possible thesis formats with your supervisor towards the end of Year 1.

Defense

The oral defense of the M.Sc. thesis is scheduled by the department's Administrative Assistant (lingdept@mcmaster.ca). The student must arrange with a committee member or another faculty member to chair the defense. The Administrative Assistant can also reserve a room for 2-2.5 hours for the defense.

At the defense, the student gives a short presentation (15-20 minutes) of their thesis work. The supervisor, committee members, and the defense chair will ask questions about the thesis itself and about other research in the field related to the thesis.

After the student answers the questions, the supervisor, defense chair, and any other committee members will confer privately and make a decision as to whether the student passed the defense. Usually, they will ask for some changes to be made to the thesis before the final version is submitted to SGS. Make sure to consult all the SGS regulations and deadlines for submitting the final version of the thesis.

Ph.D. Program Requirements

Degree Timeline

The Ph.D. program typically lasts four full years, from September of Year 1 to August of Year 4. The minimum time in which to complete a Ph.D. program at McMaster is three calendar years beyond the bachelor's level or two calendar years beyond the master's level. However, the minimum time may be reduced by up to one year for graduate work **beyond the** Master's level taken in a university or research institution approved by the Faculty Committee on Graduate Admissions and Study. Completion of the Ph.D. degree is normally limited to six years from initial registration in a full-time doctoral program, or eight years from initial registration in a part-time doctoral program.

The official requirements for the Ph.D. program are found in the [Graduate Calendar](#).

Ph.D. students must complete the following:

- seven half-courses
- Cognitive Science of Language Lecture Series
- presentation at annual Student Research Day milestone
- the language requirement
- the comprehensive exam
- the Ph.D. thesis

Although courses are regularly offered during the Fall and Winter terms, the Spring/Summer term is meant for research and writing.

Enrolment

1. If the offer of admission was conditional, the student must present evidence (e.g., a transcript) to the School of Graduate Studies (SGS) that the conditions of the offer have been fulfilled within 30 days of beginning the program.
2. The student must enroll in the program on [Mosaic](#) by registering in courses. Students are required to enroll in all terms of the academic year (at least one course in each term; if the student does not have any courses in a term they must enroll in the placeholder course SGS 700). For full information about course requirements for the M.Sc. and Ph.D. programs, please see the relevant sections below. Full details about how to enroll in courses are available at the [SGS website](#).

Required Courses

Students must complete four compulsory half-courses (3-unit courses) in addition to the module COGSCIL 726 (see the "Lecture Series" section below for more information on this module):

- COGSCIL 721 Fundamentals of the Cognitive Neuroscience of Language
- COGSCIL 722 Contemporary Issues in the Cognitive Neuroscience of Language
- COGSCIL 730 Language Analysis Methods: Phonology and Morphology
- COGSCIL 731 Language Analysis Methods: Syntax and Semantics

Three additional elective half-courses are selected in consultation with the supervisor. The half-courses may be any 600- or 700-level courses offered in the department, or courses from another department (with the supervisor's permission and the permission of the relevant department). Students with an M.Sc. in Cognitive Science of Language from McMaster University should check the graduate calendar for adjustments to the above requirements.

The School of Graduate Studies requires the additional two pass/fail modules for all graduate students:

- SGS 101 Academic Research Integrity and Ethics
- SGS 201 Accessibility for Ontarians with Disabilities Act

Consult the SGS Calendar for details. Students may not graduate or register in subsequent academic years until they have completed the training from these two courses.

Elective Courses

Three elective half-courses selected in consultation with the supervisor are needed in addition to the required courses. The half-courses may be any other COGSCIL 7xx or COGSCIL 6xx course offered in the department or may be a course from another **department** (with the supervisor's permission and the permission of the relevant department). Some undergraduate courses with LINGUIST 4xxx course codes are cross-listed as 6xxx courses. These COGSCIL 6xxx courses are also available as electives for graduate students. However, only some of these cross-listed courses are offered in any particular year. Check course offerings on the departmental webpage.

Elective Courses: Quarter Term Supervised Research

One way to meet the requirement for the elective half-course is to combine a pair of quarter-courses, COGSCIL 712, 713 and 714. Each of these quarter-courses may be repeated once (for a maximum of two quarters of each). To arrange to take one or two of

these courses, the student must find a faculty supervisor who is willing to supervise a course on an agreed topic. This course supervisor need not be a member of the student's thesis supervisory committee or the department. The student must then contact the department's Administrative Assistant (lingdept@mcmaster.ca) for permission to register in the course on Mosaic.

Elective Courses: Satellite Quarter Courses

It is also possible to use COGSCIL 712, 713 or 714 to earn credit for courses taken elsewhere, such as the Linguistic Society of America Summer Linguistic Institute, Coursera, LOT Summer School, etc. Each quarter-course corresponds to about 12 hours of class time. To arrange to earn credit for courses taken elsewhere, consult the Graduate Chair for permission to register in the appropriate number of sessions of 712/713/714. Upon completing the course, the student must present transcripts and course outlines and the Graduate Chair will transfer the grade earned.

Non-credit Enrolment: Auditing or Listening to Courses

Graduate students may audit or listen to a graduate course by submitting a [Course Selection Form]. The student will receive a transcript notation of having audited the course.

Graduate students may also unofficially audit an undergraduate course. No record of it will appear on the student's transcript in this case. The student must receive permission from the Instructor and will need to be manually added by the Instructor to Avenue.

Lecture Series

All students must attend the monthly Ph.D. Cognitive Science of Language Lecture Series, where scholars from around the world in the fields of Linguistics, Psychology, and Cognitive Neuroscience discuss their research. Usually there is one talk per month, from September to April. For first year students, discussing and attending the Lecture Series constitutes part of the course COGSCIL 726 and is, thus, mandatory. This course is required but may not have a weekly class; instead, students meet before the guest lecture around assignments or to discuss literature related to or recommended by the speaker.

Students can request or recommend speakers to be invited to the Lecture Series by emailing the Graduate Chair their full name and the university/institution where they work.

Language Requirement

In order to ensure diversity and breadth of language knowledge, the Department has a second-language requirement for the Ph.D. degree, in addition to the general requirement of English proficiency. Candidates should have, as a minimum, intermediate knowledge of a language other than English, defined as having passed the equivalent of a second-year language course. There are several ways to fulfil this requirement:

- Be a native speaker of a language other than English
- Present a university transcript showing a passing grade in a second-year language course
- Take and pass a McMaster second-year language course.
  *This course would not count towards Ph.D. course requirements
- If the student's language competency comes from a non-university course they must ask the Graduate Chair to arrange for them to take an exam as a test of its equivalency with that acquired in a McMaster language course

The Graduate Chair will record the student's completion of the language requirement on their McMaster transcript once the student presents any of the above evidence.

Presentation at Annual Student Research Day Milestone

Students in the Ph.D. program are required to give a presentation at the annual Student Research Day departmental conference in the second term of their second year of study.

Comprehensive Exam

The Comprehensive Examination is intended to ensure that the student develops competence in a subfield of Cognitive Science of Language beyond the focus of the thesis. In consultation with the supervisory committee, the student will identify a topic for the Comprehensive that is distinct from the thesis topic.

In most cases, the Director of the Comprehensive will not be the thesis supervisor. The student and the Comprehensive Director agree in writing on the nature of the deliverable for the Comprehensive and on interim and final deadlines. At a minimum, the Comprehensive consists of a written paper and oral examination of the topic of the paper. The paper may consist of a literature review, proposal for a research project, report of a research project, or report of a teaching project. The scope of the project should be such that it can reasonably be completed within one semester; the paper will usually be 20-30 pages long.

The Comprehensive Director identifies at least one other faculty member; together, the Director and these other faculty members constitute the Comprehensive Exam Committee. (Comprehensive Directors are encouraged to recruit Comprehensive

Examiners from beyond the Department of Linguistics and Languages.) The Comprehensive Director advises the student on the preparation of the paper. The Comprehensive Exam Committee determines whether the paper is ready for an oral defense and conduct the oral examination. The oral examination consists of a brief presentation (10-20 minutes) by the student of the content of the paper followed by questions from the Committee.

Students must discuss and agree on a topic with their Supervisor about their Comprehensive Exam at the end of their second semester of Year 1. The Comprehensive Exam must be successfully completed within 24 months of entering the PhD program.

Thesis and Supervision

Consult the [Graduate Supervision resource](#) for information about the relationship between supervisor and student.

Committee

As soon as possible, and no later than five months after a student's arrival in the program, a supervisor has to be declared. The supervisor must be a full, an associate, or an adjunct member of the Cognitive Science of Language program. No later than twelve months after arrival, the student must discuss potential committee members with their supervisor, contact potential committee members, and establish a supervisory committee.

The responsibilities of the supervisory committee are:

- to assist in planning and to approve the student's program of courses and research;
- to approve the thesis proposal;
- to decide, within departmental regulations, on the timing of the comprehensive examination and, where applicable, of the language and other examinations;
- to maintain knowledge of the student's research activities and progress;
- to give advice on research, usually through the student's supervisor;
- to provide the student with regular appraisals of progress or lack of it;
- to perform such other duties as may be required by the department;
- to report on the above matters annually, in writing, on the approved form to the department, which in turn will report to the Faculty Graduate Committee on Admissions and Study;
- to initiate appropriate action if the student's progress is unsatisfactory, including any recommendation that the student withdraw, for approval by the department and the Faculty Committee on Graduate Admissions and Study;

- to decide when the student is to write the thesis and give advice during this process;
- to act as internal examiners for the student's thesis;
- to act as members of the examination committee for the final oral defense when so appointed.

If students have concerns about the quality of their supervision, they should consult the Graduate Chair or the Department Chair. If this avenue is not sufficient, the student is encouraged to speak with the Associate Dean of Humanities, Graduate Studies and Research, about the problem.

Supervisory Committee Meetings

The full supervisory committee must meet at least once each year. For each meeting, the student will consult with the departmental Administrative Assistant (lingdept@mcmaster.ca) to initiate a Supervisory Meeting Report. After the meeting, the possible progress outcomes are Excellent, Good, Satisfactory, Marginal, Unsatisfactory The annual deadline for completion is **November 30**. For example, if a student starts in Fall 2023, their first Supervisory Committee Meeting must take place no later than November 30, 2024, and then each year after that. The expectation is they complete the online form through [Admin Tools](.).

Thesis

The Ph.D. Thesis is a work of original research (empirical or theoretical) under the supervision of a participating faculty member and evaluated by a thesis committee established by the department.

There is no length requirement for the Ph.D. thesis. The thesis must be long enough to provide a sufficient treatment of the relevant literature, a clear statement of the research question, a report of the evidence that addresses the research question, and a discussion of the contributions of the research for the field. Typically, the Ph.D. thesis will be less than 300 double-spaced pages long. The thesis must use appropriate citation format following the conventions of the appropriate field. The thesis must conform to the requirements set out in McMaster's Guide for the Preparation of **Master's and** Doctoral Theses available (see Links to Forms below).

The Sandwich Thesis

A common, but not a mandatory, option for the thesis format is a sandwich thesis. A minimum of three published or submitted but not yet published scholarly works must be included within the sandwich thesis in addition to an introductory chapter and final chapter. The sandwich thesis must conform to the requirements set out in the School of **Graduate Studies'** Guide for the Preparation of **Master's and** Doctoral Theses (see Links

to Forms below). Discuss the possible thesis formats with your supervisor towards the end of Year 1.

Defense

The oral defense of the Ph.D. thesis is scheduled by the department's Administrative Assistant (lingdept@mcmaster.ca). The oral defense will be open to members of the university community and the public who wish to attend as observers, unless the student requests a closed defense.

At the defense, the student gives a short presentation (15-20 minutes) of their thesis work. The supervisor, an external examiner from another university (possibly only virtually present), committee members, and the defense chair will ask questions about the thesis itself and about other research in the field related to the thesis.

After the student answers the questions, the external examiner, the supervisor, defense chair, and any other committee members will confer privately and make a decision as to whether the student passed the defense. Usually, the examiners will ask for some changes to be made to the thesis before the final version is submitted to SGS.

Transferring from M.Sc. to Ph.D.

An M.Sc. student may wish to be considered for transfer to the Ph.D. program in Cognitive Science of Language with the following procedure:

1. The student initiates a conversation with their primary supervisor and supervisory committee to discuss the feasibility of a transfer.
2. The supervisor (and committee, if applicable) advise the student on developing a two-page written proposal for the Ph.D. research.
3. The supervisor prepares a written recommendation making a case for transferring the student.
4. The committee's recommendation, the student's proposal, and the student's McMaster grade report must be submitted to the Department by April 30 of the student's second year in the M.Sc. program, for consideration by the Graduate Admissions committee.
5. In deciding whether to transfer the student, the Graduate Admissions committee considers the supervisory committee's recommendation, the student's proposal, and the student's performance in graduate classes.
6. The Graduate Admissions committee will make a decision by June 1 of the same year.
7. If the Graduate Admissions committee decides in favour of the transfer, they recommend that SGS complete the transfer.

8. If the Graduate Admissions committee decide against the transfer, they provide a written rationale as feedback to the student and the student's committee.

Each request is evaluated on an individual basis. The following elements, while not required, are likely to be present in the strongest proposals:

- An understanding of the key theoretical issues in the field
- A hypothesis to be tested
- A plan for how to gather and analyze data to test the hypothesis, possibly also including pilot data.
- Evidence of conference presentations or publications of the student's M.Sc. work

Please note:

1) It is possible to transfer into a Ph.D. program after the first year with or without defending the M.Sc. This is decided at the program level, partly based on a recommendation by the supervisor
2) If the student transfers after defending the M.Sc., they remain a full-time M.Sc. student until they begin their Ph.D.

Departmental Funding

The baseline funding package for M.Sc. students consists of one or two 130-hour Teaching Assistantships plus a Graduate Scholarship described in the acceptance offer letter. The baseline funding package for Ph.D. students consists of two 130-hour Teaching Assistantships plus a Graduate Scholarship described in the acceptance offer letter. Graduate scholarships are guaranteed to domestic M.Sc. students for 2 years and for all Ph.D. students for 4 years.

All students who are Canadian citizens or permanent residents must apply for Ontario Graduate Scholarships and Canada Graduate Scholarships from the appropriate agency (SSHRC, NSERC, CIHR). If a student wins an OGS or CGS, they retain their Teaching Assistantship, but the department may retract part or all of their Graduate Scholarship.

Scholarships

External Awards

McMaster University recommends candidates for awards from the federal and provincial government agencies:

Master's SSHRC/NSERC/CIHR (CGS)

- Canada Graduate Scholarships: $17,500 per year; for 12 months

Doctoral SSHRC (CGS)

- [Joseph-Armand Bombardier CGS Doctoral Scholarship:](#) $35,000 per year; for 36 months
- [SSHRC Doctoral Fellowships:](#) $20,000 per year; for 12, 24, 36 or 48 months

Doctoral NSERC

- [Joseph-Armand Bombardier CGS Doctoral Scholarship](#): $35,000 per year; for 36 months
- [NSERC Postgraduate Scholarships-Doctoral Program](#): $21,000 per year; for 36 months

Doctoral CIHR

- [Joseph-Armand Bombardier CGS Doctoral Scholarship](#): $35,000 per year; for 36 months
- [Doctoral Foreign Study Award (DFSA):](#) $35,000 per year; for 36 months

OGS/OGF

- [Ontario Graduate Scholarship](#) (Queen Elizabeth II Graduate Scholarship in Science and Technology): $15, 000; for 12 months
- [Ontario Graduate Fellowship](#): $12, 000; for 12 months

Ontario Trillium Scholarship (International Students)

- [Ontario Trillium Scholarship](#): $40, 000; for 12, 24, 36, or 48 months

Internal Scholarships

Graduate Student Recognition Awards

- [Graduate Student Recognition Awards](#)
  - Dean's Award for Outstanding Leadership and Contributions to the International Graduate Student Community Download the Nomination Package
  - Dean's Award for Excellence in Communicating Graduate Research (awarded to top five Three Minute Thesis finalists)
  - GSA Keith Leppmann Teaching Assistant Excellence Award
  - GSA Award for Contributions by Non-Academic Staff
  - Therese Quigley Award of Excellence for Graduate Student Leadership in Athletics (Awarded by the GSA)
  - Mary Keyes Award for Outstanding Leadership and Service to McMaster (Awarded by the GSA)

- GSA Millennium Award for Community Service

MacDATA Graduate Fellowship
- [MacDATA Graduate Fellowship](#)

Policies

- [Academic Integrity Policy](#)
- [Collective Agreement for TA/RA in lieu](#)
- [Leaves of Absence](#)
- [Student Appeals Process](#)
- [Student Appeals Procedures Policy](#)
- [Incomplete Grades](#)
- [Code of Student Rights and Responsibilities](#)
- [Student Appeals Procedures Policy](#)
- [Copyright Policy](#)
- [Discrimination & Harassment Policy](#)
- [Research Integrity Policy](#)

Links to Forms

- [Guide for the Preparation of Master's and Doctoral Thesis (August 2021)](#)
- [MSc Supervisory Committee Meeting Report (January 2023)](#)
- [PhD Supervisory Committee Meeting Report:](#)
  The annual deadline for completion is **November 30**. For example, if a student starts in Fall 2023, their first Supervisory Committee Meeting must take place no later than November 30, 2024, and then each year after that. The expectation is they complete the online form through [Admin Tools](#).