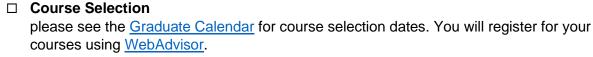
# Appendix L

## MSc Thesis Student Schedule of Dates & Deadlines

#### Semester 1



## ☐ Financial Registration

required for registering for each semester. Students may choose to pay their tuition via payroll deduction from their GTA or scholarship funding. You will do this via <u>WebAdvisor</u>.

#### ☐ Graduate Student Evaluation

the <u>Graduate Student Progress Report</u> must be completed at the end of each semester and signed by all members of the Advisory Committee and the student. This evaluation is started by the student using <u>Gryph Forms</u>. The evaluation needs to be signed electronically by all Advisory Committee members and is due no later than the first Friday of the following semester.

#### Semester 2

#### □ Course Selection

please see the <u>Graduate Calendar</u> for course selection dates. You will register for your courses using <u>WebAdvisor</u>.

### ☐ Financial Registration

required for registering for each semester. Students may choose to pay their tuition via payroll deduction from their GTA or scholarship funding. You will do this via <u>WebAdvisor</u>.

### □ Establish Advisory Committee and Program Degree Form

the <u>Advisory Committee Appointment & Program Degree Form</u> must be submitted to the Graduate Program Assistant by the 10<sup>th</sup> class day of the 2<sup>nd</sup> semester. Failure to submit this form will result in blocked registration in the following semester. This signed form represents a contract between the student and the university program.

A new Advisory Committee Appointment & Program Degree Form must be submitted if there are changes to the Advisory Committee or if there are program changes.

#### □ Research Seminar Presentation

students will present in Research Seminar in either semester 2 or semester 4 based on random assignment. MSc presentations are 15 minutes long with a 10 minute discussion period in small group.

### ☐ Graduate Student Evaluation

the <u>Graduate Student Progress Report</u> must be completed at the end of each semester and signed by all members of the Advisory Committee and the student. This evaluation is started by the student using <u>Gryph Forms</u>. The evaluation needs to be signed electronically by all Advisory Committee members and is due no later than the first Friday of the following semester.



## Semester 3 □ Course Selection please see the Graduate Calendar for course selection dates. You will register for your courses using WebAdvisor. ☐ Financial Registration required for registering for each semester. Students may choose to pay their tuition via payroll deduction from their GTA or scholarship funding. You will do this via WebAdvisor. ☐ Thesis Proposal the Thesis/Major Research Paper Proposal Approval Form is due by the end of the 3rd semester. □ Graduate Program Degree Form Review Student and Advisor should review student's Graduate Program Degree Form to ensure that all required courses have been or will be taken. ☐ Graduate Student Evaluation the Graduate Student Progress Report must be completed at the end of each semester and signed by all members of the Advisory Committee and the student. This evaluation is started by the student using Gryph Forms. The evaluation needs to be signed electronically by all Advisory Committee members and is due no later than the first Friday of the following semester. Semester 4 □ Course Selection please see the Graduate Calendar for course selection dates. You will register for your courses using WebAdvisor. □ Financial Registration required for registering for each semester. Students may choose to pay their tuition via payroll deduction from their GTA or scholarship funding. You will do this via WebAdvisor. □ Research Seminar Presentation students will present in Research Seminar in either semester 2 or semester 4 based on random assignment. MSc presentations are 15 minutes long with a 10 minute discussion period in small group. ☐ Graduate Student Evaluation the Graduate Student Progress Report must be completed at the end of each semester and signed by all members of the Advisory Committee and the student. This evaluation is started by the student using Gryph Forms. The evaluation needs to be signed electronically by all Advisory Committee members and is due no later than the first Friday of the following semester. Semester 5 □ Course Selection

please see the Graduate Calendar for course selection dates. You will register for your

courses using WebAdvisor.

	Financial Registration
	required for registering for each semester. Students may choose to pay their tuition via
	payroll deduction from their GTA or scholarship funding. You will do this via WebAdvisor.
	Apply to Graduate
	students must review Graduation Information and apply to graduate.
	Graduate Student Evaluation
	the Graduate Student Progress Report must be completed at the end of each semester
	and signed by all members of the Advisory Committee and the student. This evaluation
	is started by the student using Gryph Forms. The evaluation needs to be signed
	electronically by all Advisory Committee members and is due no later than the first
	Friday of the following semester.
Sem	ester 6
	Course Selection
	please see the Graduate Calendar for course selection dates. You will register for your
	courses using WebAdvisor.
	Financial Registration
	required for registering for each semester. Students may choose to pay their tuition via
	payroll deduction from their GTA or scholarship funding. You will do this via WebAdvisor.
	Thesis Defence
	students must submit the <u>Examination Request Form</u> to the Graduate Program Assistant
	a minimum of <b>3 weeks</b> before the scheduled examination date. Students and Advisors
	must also forward three names for a possible Defence Chair at this time.
	Please note: In total, there must be <b>4</b> faculty members present at the defence: Chair,
	Advisor, Committee Member and one additional faculty member.
	*Please see the FRAN MSc Defence Checklist for more information*
	Graduate Student Evaluation
	the <u>Graduate Student Progress Report</u> must be completed at the end of each semester
	and signed by all members of the Advisory Committee and the student. This evaluation
	is started by the student using <u>Gryph Forms</u> . The evaluation needs to be signed
	electronically by all Advisory Committee members and is due no later than the first
	Friday of the following semester.