Welcome to Schulich PhD Program 2022
WHAT ARE WE COVERING TODAY?

- Who we are?
- Academic Resources at Schulich
- Overview/Timelines
- Enrolment, Registration
- Finance & Awards
- Support from York University
Come to us for:

- Submission of non-enrolment related forms, for Peter's approval.
- Submission of progress reports
- Dialogue about program
Area Coordinators

Come to us for:

• Academic Advising: course work
• Research Assistantships
• Dialogue about supervisor
• Teaching

Find Us:
ACTG, S344 • FINE, N204
MKTG, N304 • OMIS, S337
ORGS, N303 • PLCY, N305
Come to us for:

• Enrolment and registration
• Liaison with FGS
• Petitions & Appeals
• Funding
• Letter Requests
• Navigating Schulich
• International Student Support

FIND US:
2nd floor SSB | Room W263

CONTACT US:
cathlin@schulich.yorku.ca
The Faculty of Graduate Studies

An introduction.......... 

The Faculty of Graduate Studies is a body of Senate, with an embedded centre of excellence that supports and coordinates graduate student support services across all Faculties. Known as FGS, we

➢ Facilitate the graduate student experience
➢ Govern institutional policies and procedures
➢ Provide advocacy and support

By the numbers.......... 

6,000 students Supporting 9 resource Faculties

$45.5M Grad Support

Budget on behalf of Faculties

Close to 100 graduate programs & diplomas

Coordinating a $32M awards portfolio

Source: FGS Service Catalog v4
Academic Policies

• Academic Petitions
  - Academic Petitions to request exemption from an academic regulation or deadline

• Academic Appeals
  - Petition decisions may be appealed by either party to the petition

• Academic Honesty

• Research Ethics
Academic Petitions & Appeals

Academic Petitions
- Academic Petitions request exemption from an academic regulation or deadline
- Common examples:
  - Leave of absence
  - Reinstatement to Complete
  - Course Extension (for Incomplete Coursework)
- ONLINE SYSTEM FOR PETITIONS

Academic Appeals
- An appeal to a petition decision can be pursued
- Assessed by a standing committee of FGS Council
Academic Honesty

• All students at York are expected to conform to standards of academic integrity

• The Senate Policy on Academic Honesty outlines offences and penalties

• Resources are available to help students avoid academic dishonesty e.g. Academic Integrity Module, resources for support - yorku.ca/gradstudies/students/current-students/regulations/academic-honesty/

• FGS supports the process of investigating any alleged violations
• Recognized principles of data integrity
Research Ethics

- York University is committed to the highest standards of integrity in research.

- All University-based research involving human participants, including thesis and dissertation research, is subject to the ethics review process.

  - **Research ethics approval must be granted BEFORE commencing research.**

- Process starts at the program level, normally when you submit your thesis or dissertation proposal.

- Information sessions on research ethics will be held in Fall 2022 and Winter 2023.

- Ethics with dissertation.
OVERVIEW & TIMELINE
Milestones mark and encourage progress through your program’s degree requirement.
At a Glance:

- Course work as prescribed by area in Fall & Winter
- **By August 15:** No incompletes in fall/winter to be eligible for year 2 funding
- Progress report due to Stephanie mid-May
- RA expectation: 240 hours over 3 terms
At a Glance:

- Course work as prescribed by area in Fall & Winter
- All coursework complete by end of year 2
- **By August 15:** No incompletes in fall/winter to be eligible for year 3 funding
- Supervisor approved by end of fifth term by FGS to proceed to PhD 3
- Progress report due to Stephanie mid-May
- RA expectation: 360 hours over 3 terms
Supervisor & Committee

- Supervisor should be from Schulich
- Committee Membership: Usually 2 committee members from SB in addition to supervisor and may have a member from outside SB
- Supervisor/Committee Approval two levels: Program Director, Schulich & Dean, Graduate Studies
At a Glance:

- Comprehensive exams complete by Fall
- **By August 15:** Comprehensive exams must be passed by this date to be eligible for year 4 funding
- Dissertation proposal in progress
- Supervisory committee selected and approved by Program Director & Dean of GS end of term 8 to proceed to PhD 4
- Progress report due to Stephanie mid-May
- RA expectation: 360 hours over 3 terms
At a Glance:

• Teaching (@ 3.0 credits a year)
• Students who fail to defend dissertation proposal by end of year 4 may be asked to withdraw from program
At a Glance:

- Guaranteed funding ends after Year 5
- Dissertation written & submitted
- Oral Examination
- Teaching assignments as appropriate
- Convocation
- All requirements of PhD must be fulfilled within 18 terms (6 years)
• Maintain continuous registration for duration of program
• Pay attention to registration deadlines
• Full time status – first 24 months
• Part time status – will need to be approved after 24 months
Combination of ‘C’ Grades which require Withdrawal unless continued Registration is recommended and approved

- two C grades for 6.00 credit courses; or
- one C grade for a 6.00 credit course and one C grade for a 3.00 credit course; or
- a total of three C grades for 3.00 credit (or equivalent) courses.

Combination of ‘F’ and ‘C’ Grades Which Require Withdrawal

- one F grade for a 6.00 credit course or two F grades for 3.00 credit (or equivalent) courses; or
- one F grade for a 3.00 credit (or equivalent) course and one C grade for a 6.00 credit or 3.00 credit (or equivalent) course.
SPECIAL COURSE ENROLMENTS

- MBA Courses (6000 level)
- Taking courses outside of Schulich (at York)
- Taking courses outside York in Ontario (OVGS)
- Taking courses outside of York out of province (LOP)
- Independent Study (xxxx 7900 series courses)

Access Forms!
SUPPORT FROM UNIVERSITY
ON CAMPUS RESOURCES & HELPFUL LINK

- Accommodation/Housing
- Campus Security goSAFE
- Transportation Services
- Graduate Health Plan
- Parking Services
- Sports & Recreation Programs
- Student Counselling & Development
- Faculty of Graduate Studies
Wellness Services
Building Resilience & Learning Skills

- FGS Offers a Certificate in Personal Wellness & Learning Skills. Outcomes of the program include:
  - Learning and wellness skills in academic reading, procrastination, motivation, time management, and stress reduction will be discussed within the context of the global pandemic
  - Participants will have the opportunity to connect with their peers and build social connections with other graduate students
  - Becoming familiar with the many supports offered to graduate students at York University
  - Learn more here: yorku.ca/gradstudies/students/current-students/grad-wellness-counselling/fgs-certificate-in-personal-wellness-and-learning-skills/

- Wellness Initiative Fund
  - FGS supports graduate students in developing or implementing initiatives related to the promotion, awareness or enhancement of mental health and wellbeing for the graduate student community at York.
  - Successful applicants can receive up to $1500
  - Learn more here: yorku.ca/gradstudies/students/current-students/grad-wellness-counselling/graduate-student-wellness-initiative-fund/

- **Program specific graduate wellness sessions are available upon request**
Graduate Wellness Consultations & Counseling

- Graduate students can use our online booking system to book a wellness consultation for support with:
  - Concerns about mental health
  - Balancing life as a graduate student
  - Personal wellness goal setting
  - Transitioning to graduate school
  - Difficulty coping with stress, anxiety, self-doubt or isolation
  - Staying healthy while progressing through one’s degree program
  - Exploring options for mental health and wellness services at York University or in the community [yorku.ca/gradstudies/students/current-students/grad-wellness-counselling/](yorku.ca/gradstudies/students/current-students/grad-wellness-counselling/)
Additional Wellness Resources

• Graduate Wellness Resource Hub
  
yorku.ca/gradstudies/students/current-students/grad-wellness-counselling/resource-hub/

• Receive Assistance with an Academic Accommodation
  
  accessibility.students.yorku.ca

• Additional Counselling Supports available to Graduate Students:

  • KeepMeSafe
  • Free 24/7/365 telephone counselling support for all York students
  • guard.me/keepmesafe_student/

• Student Counselling Health and Well-being
  • Same day counselling appointments weekdays from 9-3pm for all York students
  • counselling.students.yorku.ca
Fellowship funding is disbursed to student accounts in 3 equal installments at the start of each term

- **Funding Conditions:**
  - Maintain continuous full-time registration (fall/winter/summer)
  - Satisfactory Progress – must be in good academic standing
  - Fulfil expected program requirements

- **How do I get paid?** Payroll for employment, Student Account for fellowships and awards

- Direct deposit for receipt of scholarships and awards = [SIGN UP!](#)
Your Student Account Online

Enrolment Resources
FINANCE & AWARDS
Other Funding Opportunities

- **Internal Awards**
  - Schulich Dissertation Proposal Defense Prize – $2000 bonus *(defend by the start of Term 10 on or before Sept 15)*
  - Schulich Conference Travel Funding – up to $1000 per year
  - PhD Leadership Award in Research and Community Building - $1,500
  - FGS (Faculty of Graduate Studies) Research Costs (CUPE Unit 1 & 3) / **Academic Excellence Fund**

- **External Awards**
  - Provincial: e.g. OGS (Ontario Graduate Scholarship)
  - Federal: SSHRC (Social Sciences and Humanities Research Council), Vanier
Students who wish to teach should have:

• Successfully passed their comprehensive exams
• Have written approval from supervisor, and
• Teach no more than 3.00 credit of courses (equivalent to a 0.5TA or one assignment)
Award Applications – We Can Help

- FGS hosts information sessions and workshops to help you prepare your applications
- NSERC Scholarships Information Session: date to be confirmed
- Workshops on Writing Winning Proposals for Doctoral Students
  - Session #1: Thursday Sept 15, 9:30am-11:30am
    - Zoom Link
  - Session #2: Wednesday Sept 21, 9:30am-11:30am
    - Zoom Link / York Lanes, 280N (second floor)

- Workshops on Writing Winning Proposals for Masters’ Students
  - Session #1: Thursday Oct 13, 9:30am-11:30am
    - Zoom Link
  - Session #2: Friday Oct 21, 9:30am-11:30am
    - York Lanes, 280N (second floor)

- Tri-Council Doctoral/OGS application deadline – October 11, 2022
- CGS-Masters and OGS application deadline – December 1, 2022
5 Things to Remember

01. Register every term
02. Ask questions
03. Apply for grants
04. Seek support
05. Get Involved!