



# 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

### FIND US:

3rd floor SSB | Room N305A

### CONTACT US:

Stephanie Allen  
[sallen@schulich.yorku.ca](mailto:sallen@schulich.yorku.ca)

# 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

# Student Services & International Relations

## 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](mailto: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



# 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/](https://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

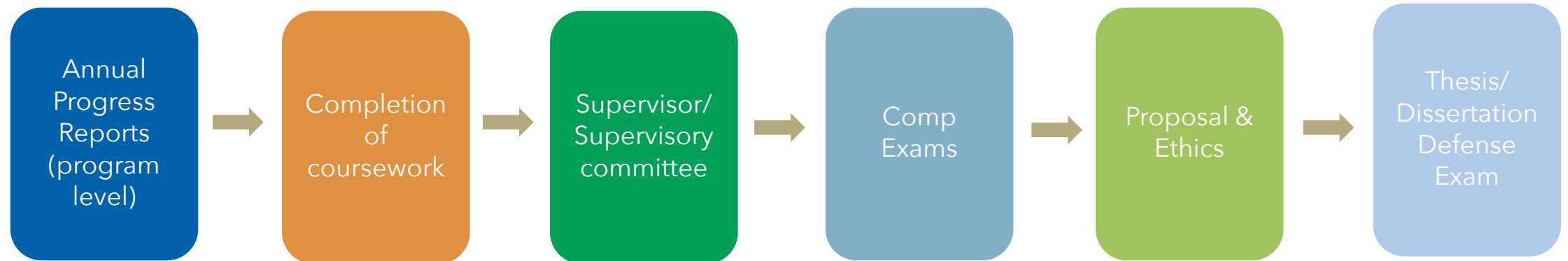
# OVERVIEW & TIMELINE





# Academic Milestones

Milestone's 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

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- 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:

- Dissertation proposal defended by early fall at the latest. Bonus for defense by Sept 15 (\$2000)
- 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)

# ENROLMENT & REGISTRATION

- 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





# ACADEMIC STANDING

**Combinations 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 & LINKS

## 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/](https://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/](https://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/](https://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/](https://yorku.ca/gradstudies/students/current-students/grad-wellness-counselling/resource-hub/)
- Receive Assistance with an Academic Accommodation
- [accessibility.students.yorku.ca](https://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/](https://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](https://counselling.students.yorku.ca)


# FUNDING & AWARDS



# Funding Package Framework

- 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

MY ONLINE SERVICES  **LOGOUT**  
Logged in as ocarew

## My Student Account

[STUDENT'S ADDRESS](#) [VIEW MONTHLY STATEMENTS](#) [VIEW ALL TRANSACTIONS](#) [SELECT STUDENT](#) [HELP](#)

### Student's Address

This is the current address on your student record at York:

[View Monthly Statements](#) [View All Transactions](#)


**NOTE:** This is a secure application. Remember to [logout](#) to protect your privacy.

### CURRENT BALANCE

\$42,915.64


### HELPFUL LINKS

[How to Pay](#)  
[Understanding your Statement](#)  
[Money Matters - Current Students](#)

MY ONLINE SERVICES  **LOGOUT**  
Logged in as ocarew

## My Student Account

[STUDENT'S ADDRESS](#) [VIEW MONTHLY STATEMENTS](#) [VIEW ALL TRANSACTIONS](#) [SELECT STUDENT](#) [HELP](#)



**York University**  
Student Account Statement

[Printer Version](#)

Statement Date: 18-Jul-2016

**New for Fall/Winter Enrolment:** full year course fees will be split between two terms. For more information visit [Understanding Your Monthly Statement](#).

This statement reflects all transactions posted by the date of statement production. All payments and charges posted after production of this statement will be reflected on your next statement.

Previous Statement Date	Previous Balance	Amount Due on last statement	Payments Received	Present Balance	Minimum payment due this month	Minimum Payment due by
20-Jun-2016	-\$3,000.00	\$0.00	\$0.00	\$42,915.64	\$0.00	10-Aug-2016

Transaction Posting Date	Transaction	Description	Amount	Billing Period
20-Jun-2016		Previous Balance	-\$3,000.00	SU 2016
07-Jul-2016	Prog.Assess	SB MF FA16	\$22,957.82	FA 2016
14-Jul-2016	Prod.Assess	SB MF WI17	\$22,957.82	WI 2017



# 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

# ON TEACHING:

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

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02. Ask questions

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03. Apply for grants

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04. Seek support

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05. Get Involved!