Message sent on behalf of Ms. Andrea Kailer, Programs Coordinator, Faculty of Graduate Studies
To: All Graduate Students
Cc: Dept./Unit Heads, Grad Chairs & Admin Contacts

Please read the below information carefully as it concerns important information about graduate student registration.

Information for all Master’s and Ph.D. students who are continuing in their programs*:

All graduate students are required to register every academic term which includes Fall, Winter and Summer. As of April 20th, if students do not register by July 3rd, 2020, they will be discontinued from their program of study. As Summer 2020 term is approaching, ensure you are registered for the re-registration course:

<table>
<thead>
<tr>
<th>Course #</th>
<th>Term</th>
<th>CRN</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master’s Re-registration</td>
<td>GRAD 7020</td>
<td>Summer 2020</td>
</tr>
<tr>
<td>Doctoral Re-registration</td>
<td>GRAD 8020</td>
<td>Summer 2020</td>
</tr>
</tbody>
</table>

This re-registration should be over and above any course registration(s) you complete. So long as you are in a re-registration course for each term, you will retain status in your graduate program even if you withdraw from other courses.

*MBA and MPA students: if you need to register for re-registration only, please contact your departmental/unit graduate program assistant.

Exceptions to Summer 2020 term re-registration:

- Students on a Parental or Exceptional Leave do not have to register in the term(s) for which this kind of leave is approved. Students on a Regular Leave are still required to register for the re-registration course in each term.
- Students who anticipate graduating in May 2020 are not required to register for the Summer 2020 term.

Note:

Students who anticipate graduating in October 2020 must register for their final Thesis/Practicum/Comprehensive Exam/Project or the final course specific to their program in Summer 2020 term. Re-registration in GRAD 7020/GRAD 8020 is still a good idea in case your graduating term is delayed.

Students will not be assessed Program Fees or Continuing Fees in Summer Term. Applicable student organization and ancillary fees will be assessed. [http://umanitoba.ca/student/records/fees/988.html](http://umanitoba.ca/student/records/fees/988.html)

All course numbers and CRNs can be found by searching the Class Schedule link at [https://aurora.umanitoba.ca/](https://aurora.umanitoba.ca/).

If you have questions about registration please contact your departmental/unit graduate program assistant.

Compulsory GRAD 7500 Academic Integrity Tutorial

Academic Integrity is a matter of paramount importance in academia. It is the foundation of scholarly work. Breeches of Academic Integrity, whether intentional or unintentional, have potentially very serious consequences to a student’s status in the Faculty of Graduate Studies and at the University of Manitoba. To help graduate students better understand the issues surrounding Academic Integrity, the Senate of the University of Manitoba passed a motion that requires all graduate students to take a compulsory tutorial on Academic Integrity.

All graduate students must register for and complete GRAD 7500 Academic Integrity Tutorial one time. This is a zero (0) credit-hour course intended to introduce students to their basic responsibilities regarding academic integrity and to the resources available to them.
Graduate Students who are starting their graduate program in Summer 2020, or who have not yet registered for the course, must register for GRAD 7500:

<table>
<thead>
<tr>
<th>Course</th>
<th>Term</th>
<th>CRN</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRAD 7500</td>
<td>Summer 2020</td>
<td>1929</td>
</tr>
<tr>
<td>GRAD 7500 (French version for USB students only)</td>
<td>Summer 2020</td>
<td>1927</td>
</tr>
</tbody>
</table>

Failure to successfully complete this course within the first term of registration will result in suspension of registration privileges, and potentially, a failed grade and Required to Withdraw action.

Note:

- Please only register for GRAD 7500 once. Do not register in subsequent terms while admitted to the same degree program.
- Students on an exceptional/parental/regular leave of absence must register in GRAD 7500 upon return from leave if it has not already been completed.
- Students MUST complete GRAD 7500 even if:
  - They have already completed the Research Integrity course.
  - They have already completed a similar departmental seminar course.
  - Their thesis is in the middle of distribution.
  - They are a Pre-Masters student.
  - A span of time of one (1) or more term(s) separates one graduate degree program from another graduate degree program (for instance, if a student completed GRAD 7500 at the Master’s level, took a break of one (1) or more terms and was admitted to another Master’s or Ph.D. program)
- Students are not required to complete GRAD 7500 if:
  - They are a Ph.D. student who already completed GRAD 7500 during their Master’s program (without a span of time between programs)

Students must register for the course in Aurora in order to access it in UM Learn.

We strongly suggest you review the course instructions prior to starting the course: [http://umanitoba.ca/graduate_studies/htmlmail/Academic_Integrity_Instructions.pdf](http://umanitoba.ca/graduate_studies/htmlmail/Academic_Integrity_Instructions.pdf)

Frequently Asked Questions can be viewed at: [umanitoba.ca/faculties/graduate_studies/registration/grad7500FAQ.html](http://umanitoba.ca/faculties/graduate_studies/registration/grad7500FAQ.html)

Always remember to plan your program carefully. It is imperative that you ensure you are registering for only those courses that are a major part of your Master’s or Ph.D. program. If they are not part of your major program then they should be added through your department/unit office as an Auxiliary course “X”, Audit course “A” or an Occasional course “O”. If you have questions about this, contact your department/unit. Do not register for more courses than your program allows because you may be assessed extra fees at the time of graduation.

As per SECTION 2: Academic Performance of the Faculty of Graduate Studies Academic Guide:

[https://umanitoba.ca/student/records/media/Final_Graduate_Calendar.pdf](https://umanitoba.ca/student/records/media/Final_Graduate_Calendar.pdf)

“Students are ultimately responsible for ensuring that they meet all degree and program requirements. The advisor (and if appropriate co-advisor), advisory committee, and unit must ensure that each student follows the guidelines and meets the program requirements. The Faculty of Graduate Studies performs a final check of program requirements for each student just prior to graduation. Students are cautioned, therefore, to periodically check all regulations with respect to the degree requirements. Failure to meet all the requirements will render a student ineligible to graduate.”

Thank you for your attention to these important graduate student matters.

Andrea J. Kailer, B. Comm. (Hons).
Confidential Assistant to the Associate Deans & Programs Coordinator