

# MFA Handbook 2022/2023

*for Students,  
Faculty, & Staff*



**University  
of Manitoba**

School of Art

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This handbook is revised annually, and some policies and other information may change between publication dates. The School of Art will provide updated/revised materials when critical information is amended.

This handbook is for general information purposes. All graduate students are enrolled in the Faculty of Graduate Studies and are governed by their regulations. Fine Art graduate students are expected to be familiar with the policies, procedures, regulations and deadlines that govern their academic progress, and are therefore strongly encouraged to review the *Faculty of Graduate Studies Calendar* and the *FGS Supplementary Regulations for Fine Art*, which contain the detailed and official requirements for the MFA Program. (In case of any discrepancy between this handbook and the MFA Supplementary Regulations, the Supplementary Regulations take precedence.)

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## Introduction

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The School of Art graduates energetic artists, scholars and designers who travel beyond the region to establish successful careers and make significant contributions to local, national and international cultural communities. The School of Art is committed to advancing excellence in creativity, research, critical thinking and knowledge.

### Administration Contact List

Art Office	204-474- 9367	<a href="mailto:fineart@umanitoba.ca">fineart@umanitoba.ca</a>
Edward Jurkowski, Director	204-474-7380	<a href="mailto:Edward.Jurkowski@umanitoba.ca">Edward.Jurkowski@umanitoba.ca</a>
David Foster, Associate Director (Undergraduate)	204-474-9560	<a href="mailto:David.Foster@umanitoba.ca">David.Foster@umanitoba.ca</a>
Oliver Botar, Associate Director (Graduate Programs and Research)	204-474-9021	<a href="mailto:Oliver.Botar@umanitoba.ca">Oliver.Botar@umanitoba.ca</a>
Kanchana Sankaranarayanan, Business Manager	204-474-7240	<a href="mailto:Kanchana.Sankaranayanan@umanitoba.ca">Kanchana.Sankaranayanan@umanitoba.ca</a>
Carlos Dimawala, Financial Assistant	204-474-7801	<a href="mailto:Carlos.Dimawala@umanitoba.ca">Carlos.Dimawala@umanitoba.ca</a>
Franc Fernandez, LAN Coordinator	1-431-277-6497	<a href="mailto:Franc.fernandez@umanitoba.ca">Franc.fernandez@umanitoba.ca</a>
Cailyn Harrison Communications Coordinator	204-474-8570	<a href="mailto:Cailyn.Harrison@umanitoba.ca">Cailyn.Harrison@umanitoba.ca</a>
Easha Meryum, Financial Administrator	204-474-8062	<a href="mailto:Easha.Meryum@umanitoba.ca">Easha.Meryum@umanitoba.ca</a>
Shannon Ralkie, Director's Office Assistant	204-474-8660	<a href="mailto:Shannon.Ralkie@umanitoba.ca">Shannon.Ralkie@umanitoba.ca</a>
Sarah Rout, HR Officer and Executive Assistant to the Director	204-474-8951	<a href="mailto:Sarah.Rout@umanitoba.ca">Sarah.Rout@umanitoba.ca</a>
Sue Stone Scott, Facilities Coordinator	204-474-9408	<a href="mailto:Sue.StoneScott@umanitoba.ca">Sue.StoneScott@umanitoba.ca</a>
Sydney Sabourin, Undergraduate Student Advisor	204-474-8294	<a href="mailto:soadvise@umanitoba.ca">soadvise@umanitoba.ca</a>
Louise Valcourt, Front Office Assistant	204-474-9367	<a href="mailto:fineart@umanitoba.ca">fineart@umanitoba.ca</a>
Amanda Wiebe, Graduate Program Assistant	204-474-9310	<a href="mailto:Amanda.Wiebe@umanitoba.ca">Amanda.Wiebe@umanitoba.ca</a>
Louella Yambot, Admissions & Recruitment Coordinator	204-474-9915	<a href="mailto:Louella.Yambot@umanitoba.ca">Louella.Yambot@umanitoba.ca</a>

### Technical staff contact list

Trevor Basiuk, Digital Technician	204-474-8801	<a href="mailto:Trevor.Baziuk@umanitoba.ca">Trevor.Baziuk@umanitoba.ca</a>
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Dan Dell'Agnese, Print Media Technician	204-474-7457	<a href="mailto:Dan.Dellagnese@umanitoba.ca">Dan.Dellagnese@umanitoba.ca</a>
Candice Ring, Ceramics Technician		<a href="mailto:Candice.ring@umanitoba.ca">Candice.ring@umanitoba.ca</a>
Shelley McCafferty, Sculpture Technician	204-474-7262	<a href="mailto:Shelley.Mccafferty@umanitoba.ca">Shelley.Mccafferty@umanitoba.ca</a>

## General Information

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### Registration and Fees

Registration is completed using the Aurora system. This system can be accessed by internet only; students who live in areas without internet access should contact the School of Art Graduate Program Assistant, Amanda Wiebe at [Amanda.Wiebe@umanitoba.ca](mailto:Amanda.Wiebe@umanitoba.ca) or 204-474 -6036.

Registration for Fall Term and Fall/Winter term spanning courses occurs in July and August.

Fee payment deadlines are in "Important Dates" on <http://umanitoba.ca/student/records/deadlines/>

### Important Dates 2022-23

July-August	Course Registration
Aug 25	Deadline to submit Master's Thesis/Practicum Final Report to FGS for October graduation
Sept 5	Labour Day, University closed
Sept 7	Orientation for new graduate students
Sept 7	First day of classes
Sept 20	Last date to drop fall term and fall/winter term spanning courses with refunds
Sept 21	Last date to ADD course in revision period, Fall term and Fall/Winter term spanning courses
Sept 30	National Truth and Reconciliation Day, University closed
Oct 1	Application deadline for Bursaries
Oct. 5	Fall term tuition fee payment deadline
Oct 10	Thanksgiving Day, University closed
Oct 19-20	Convocation Ceremony
Nov 7-10	Fall Term Break
Nov 11	Remembrance Day, University closed
Nov 22	Voluntary Withdrawal (VW) deadline Fall term classes
Dec 12	Last day of classes
Dec 13-23	Fall Term examination and test dates
Dec 24, 2022 – Jan 3, 2023	Winter holiday, University closed
Jan 4	Deadline to submit Master's Thesis/Practicum Final Report for February graduation
Jan 9	First day of classes, Winter term
Jan 20	Fall/Winter term spanning courses Voluntary Withdrawal deadline with Winter term refund
Jan 20	Last date to drop Winter Term and Winter/Summer Term spanning courses
Jan 23	Last date to ADD course in revision period, Winter and Winter/Summer Term spanning courses
Feb 1	Graduation Date for Students Graduating in February 2021
Feb 7	Winter Tuition Fee Payment Deadline
Feb 20	Louis Riel Day, University closed
Feb 21-24	Winter Term break
Mar 22	Winter Term Voluntary Withdrawal (VW) deadline
Mar 30	Deadline to submit Master's Thesis/Practicum Final Report for May graduation
Apr 7	Good Friday, University closed
April 12	Last day of classes for Winter Term
Apr 14-28	Winter Term Final Exam period

### Student Photo Identification Card

Student photo identification (Student ID) card is your access key to all student services:

- Library Card
- Access to sit for examinations
- Bus Pass, along with your PEG-GO card
- Access to the Active Living Centre

- Access for food service meal plan

Students can obtain a Student ID at the Registrar's Office, 400 University Centre. Please check the Registrar's Office website at [http://umanitoba.ca/student/records/pii/photo\\_id.html](http://umanitoba.ca/student/records/pii/photo_id.html) for detailed information regarding the aforementioned services.

### **How to activate your Student ID**

To access School of Art facilities the Student ID cards must be activated by Physical Plant. Please contact the Graduate Program Assistant for activation

### **Activate UM Net ID**

The University of Manitoba offers students access to a variety of online services including U of M email, campus wireless internet, UM-Learn, Jump and more. If you are having trouble with any of these services [chat with IST here](#). (IST Service Desk: Monday – Friday 8:00 am to 8:00 pm. Phone: 204-474-8600, 123 Fletcher Argue).

The University of Manitoba email address (@myumanitoba.ca) given to each student is how the School of Art staff and faculty “communicates” with students. Please be sure to check it regularly for information on important deadlines, events, etc.

### **Studio Access/Keys**

Studios are assigned by the School of Art and keys must be signed out and paid for at the front office.

## **Program Requirements**

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The program is set up to be completed in two years of full-time study. Thus, students are automatically registered for summer session as well as the fall and winter terms. Graduate students are required to complete 21 credit hours of required coursework and 6 credit hours of electives as well as the Master of Fine Arts Thesis / Studio Exhibition. Once all provisions from the admission letter have been cleared, the student should follow departmental procedure to register. Each new student will be assigned an Interim Advisor and must consult with this person prior to registration. Once courses have been approved the Graduate Program Assistant will then register the student for their courses. The student's Advisor must approve electives.

For course descriptions please refer to the Academic Calendar <https://catalog.umanitoba.ca/graduate-studies/art/fine-art-mfa/index.html#coursestext>

### **Course Descriptions**

#### **STDO 7010 Studio Concentration 1 Cr. Hrs. 3**

Advanced individual instruction and critique in the student's chosen studio area by faculty and visiting artists. Course objectives are defined by the parameters of the medium in collaboration with the student's Advisory Committee. Students are expected to demonstrate conceptual and technical growth in their work.

#### **STDO 7020 Studio Concentration 2 Cr. Hrs. 3**

A continuation of Studio Concentration 1. Advanced individual instruction and critique in the student's chosen studio area by faculty and visiting artists.

Course objectives are defined by the parameters of the medium in collaboration with the student's Advisory Committee. Students are expected to demonstrate conceptual and technical growth in their work.

#### **STDO 7030 Studio Concentration 3 Cr. Hrs. 3**

A continuation of Studio Concentration 2. Advanced individual instruction and critique in the student's chosen studio area by faculty and visiting artists.

Course objectives will be defined by the parameters of the medium in collaboration with the student's Advisory Committee. Students are expected to demonstrate conceptual and technical growth in their work to a level considered professional by others involved in professional practice in the studio discipline.

**STDO 7040 Studio Concentration 4 Cr. Hrs. 3**

A continuation of Studio Concentration 3. Advanced individual instruction in the student's chosen studio area by faculty and visiting artists, culminating in the thesis exhibition.

Course objectives will be defined by the parameters of the medium in collaboration with the student's Advisory Committee. Students expected to demonstrate conceptual and technical growth in their work to a level considered professional by others involved in professional practice in the studio discipline.

**STDO 7110 Graduate Seminar 1 Cr. Hrs. 3**

An investigation of contemporary art concepts in the context of the studio program of work. Topics are at the discretion of the instructor.

**STDO 7120 Graduate Seminar 2 Cr. Hrs. 3**

A continuation of Graduate Seminar 1. An investigation of contemporary art concepts in the context of the studio program of work. Topics are at the discretion of the instructor.

**STDO 7130 Graduate Seminar 3 Cr. Hrs. 3**

A continuation of Graduate Seminar 2. An investigation of contemporary art concepts in the context of the studio program of work. Topics are at the discretion of the instructor.

**GRAD 7200 MFA Thesis/Studio Exhibition**

The MFA Thesis is comprised of a written statement and visual thesis that must show that the student has developed an original contribution to knowledge in visual art. The process, schedule, format, and style must meet the requirements of the Faculty of Graduate Studies. Thesis students must pass an oral examination on the subject of the written statement and visual thesis. This course is graded pass/fail.

**Electives:**

Students must complete 6 credit hours of elective courses that may be selected from courses offered by the School of Art or from other faculties.

**Program Outline****First year**

GRAD 7500	Academic Integrity Workshop (0)
GRAD 7300	Research Integrity Workshop (0)
STDO 7010	Studio Concentration 1 (3 credit hours)
STDO 7020	Studio Concentration 2 (3)
STDO 7110	Graduate Seminar 1 (3)
STDO 7120	Graduate Seminar 2 (3)
One elective	Graduate-level (7000) course supporting studio/research (3)

**Second year**

STDO 7030	Studio Concentration 3 (3)
STDO 7040	Studio Concentration 4 (3)
STDO 7130	Graduate Seminar 3 (3)
One elective	Graduate-level (7000) course supporting studio/research (3)
GRAD 7200	MFA Thesis / Studio Exhibition (no credit hours)

**Electives**

Approved graduate level elective courses that can be taken in the School of Art. Alternatively, with the Advisor's permission, an elective can be fulfilled in another faculty at the University of Manitoba.

STDO 7210	Themes in Contemporary Art Studio (3)
STDO 7230	Contemporary Art Theory (3)
STDO 7300	Special Topics in Fine Art (3)

**Registration Instructions**

All Graduate Programs have specific registration instructions. Please check the current Registration Guide <https://catalog.umanitoba.ca/graduate-studies/registration-information/> for information specific to your program of study and ensure you contact the appropriate person in your unit for registration instructions.

## Course or Program Changes

Changes are not permitted to the core program. The Graduate Program Assistant will ensure that the student's academic history as well as the documentation concerning the accepted program of study is continually updated in order to facilitate the evaluation of the impact of course changes on the student's program of study before the change is permitted.

## Other Courses

Students may enroll in additional courses that are not part of the core MFA curriculum but must have the permission of their Advisor and the instructor in which the course is being taken (and possibly the department or faculty concerned). For instance, students may audit a course that is relevant to their research but must pay the relevant tuition fee. Please refer to Faculty of Graduate Studies Regulations, 1.3.2 Course Classifications for more information.

## Courses At Other Universities

Students may take relevant graduate courses at other universities through the Western Deans' Agreement. It is necessary to allow 4 – 6 weeks to ensure that registration in the course will occur within university timelines. More information can be found here: <https://umanitoba.ca/graduate-studies/programs-study/courses-taken-elsewhere>

## Non-Academic Aspects of the MFA Program

MFA students are expected to display a commitment to their studies beyond coursework. Students are expected to enrich their studies by attending exhibitions, lectures by guest speakers at the School of Art and in the broader art community. They are also expected to attend and actively participate in open critiques -- their own and those of their fellow students -- as well as other Program activities.

(See the paragraph *Performance Not Related to Coursework* in the **Evaluation** section for information on how participation in non-academic activities is factored into progress reports.)

## Committees and Supervision

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When a student is admitted into the program, an Interim Advisor is appointed to assist them with registration and with assembling a (minimum) three-person Advisory Committee, which includes the Advisor. After the first semester, the Interim Advisor will either be confirmed as the Advisor, or a different Advisor will be chosen by the student pending approval by the Advisor selected and the Graduate Program Chair.

### The Advisor:

- Is the chair of the student's Advisory Committee, coordinates the Advisory Committee meetings and ensures that feedback from committee meetings is relayed to the student.
- Oversees the student's program, including giving permission to enroll in or withdraw from coursework outside the core program.
- Signs registration forms, elective course permissions, and forms related to committee selection, etc. with either the Graduate Program Chair or the Director.
- Directs research, and supervises the development of the student's research, studio work and thesis. At the onset of the program, the Advisor and the student will agree on a schedule for meetings and critiques. The Advisor is the Chair of the student's Advisory Committee.
- Is the Instructor of Record for Studio Concentration courses (STDO 7010, 7020, 7030, 7040).
- Consults with Graduate Program Chair regarding any issues that might arise with the student's progress.

### Faculty members eligible to serve as an Advisor must:

- hold an appointment in the School of Art;
- be a member of the Faculty of Graduate Studies;
- hold at least a Master's degree or equivalent;
- be active in their field;
- have expertise in a discipline related to the student's program



## **Advisory Committee**

The role of the Advisory Committee is to advise the student on the program of study, conduct regular critiques and reviews, and work with the Advisor to evaluate the student's progress through the program.

The Advisory Committee must be selected during the first term, normally by December, at which time the student will meet for the first time with the full Committee.

The Advisory Committee must consist of a minimum of three (3) voting members at least two (2) of whom must be members of the Faculty of Graduate Studies:

- One member selected by the student in consultation with the Advisor, from eligible faculty in the School of Art **or** a member of the Faculty of Graduate Studies (i.e. full-time professor from another Faculty at the University of Manitoba);
- One member selected by the student in consultation with the Advisor, from eligible faculty in the School of Art **or** a full-time professor from another Faculty at the University of Manitoba who is a member of the Faculty of Graduate Studies, **or** a relevant expert from elsewhere.

### **Advisory Committee members must be:**

- Active in research;
- Have expertise in an area related to the student's program of study;
- The School of Art member(s) must hold a minimum of a Master's degree in Fine Art or Art History;
- A member from another Faculty at the University of Manitoba must hold a minimum of a Master's degree and have expertise in an area related to the student's area of study;
- A member from elsewhere will typically hold a minimum of a Master's degree or equivalent and have expertise in an area related to the student's area of study.

## **Frequency of Meetings**

The Advisory Committee meets twice per term with the student. The recommended schedule of meetings is included in the course outline for each Studio Concentration course and/or program schedule that is distributed to students and all committee members.

Individual Committee members meet at least twice per term for one-on-one meetings with the student. Such meetings are informal and are meant to keep Committee members aware of the student's progress.

Meetings are to take place in the student's studio or another location, as agreed upon.

## **Communication Process Following Formal Critiques**

For the purpose of timely and accurate feedback to and evaluation of MFA students, the following procedure is adopted:

1. At the conclusion of term-end critique, the student will be excused from the critique space. The Advisor and each Committee member will each fill out the MFA Student Assessment Form.
2. Advisory grades may be issued at the discretion of the Advisory Committee at mid-term critiques.
3. Committee members will each submit their MFA Student Assessment Forms to the Advisor, who will then call the student back into the critique space. The student will then be given the opportunity to read the assessments, respond if desired, and sign them.
4. Copies of the assessments will be provided to the student, the Advisory Committee members, with the originals kept on file in the graduate program office.
5. Graded assessments are typically provided at the end of each term. "B" is the lowest acceptable grade for Studio Concentration courses. It is the responsibility of the Graduate Program Assistant to report a grade of less than "B" to the Faculty of Graduate Studies.

## **Examining Committee**

The role of the Examining Committee is to provide final evaluation of the thesis.

Normally, the Advisory Committee will transition to serve as the Examining Committee. If the student deems it to be in their best interest, some or all of the Advisory Committee members may be replaced.

The Examining Committee consists of at least four members. It includes:

- The Advisor;
- One member selected by the student in consultation with the Advisor, from eligible faculty in the School of Art **or** a full-time professor from another Faculty at the University of Manitoba who is a member of the Faculty of Graduate Studies;
- One member selected by the student in consultation with the Advisor, from eligible faculty in the School of Art **or** a full-time professor from another Faculty at the University of Manitoba who is a member of the Faculty of Graduate Studies, **or** a relevant expert from elsewhere;

One additional member, typically from another Faculty at The University of Manitoba, to serve as an External Examiner.<sup>1</sup> The External Examiner must be approved by the Director of the School of Art (or designate), and reported to the Faculty of Graduate Studies on the 'Master's Thesis title and Appointment of Examiners' form three months prior to the Thesis Examination date to ensure that there is an appropriate amount of time for the External Examiner to prepare for the exam.

**Examining Committee members typically are:**

- Members of the Faculty of Graduate Studies (i.e. full-time professors or instructors with status in FGS with at least a Master's degree in Fine Art or Art History);
- Faculty members from another unit at The University of Manitoba holding a minimum of a Master's degree in an area related to the student's area of study;
- Active in research; and
- Experts in an area related to the student's program of study.

## Master of Fine Art Thesis

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### Introduction and Definition

The Master of Fine Art is the terminal degree in fine art at the University of Manitoba and the MFA thesis constitutes an original contribution to knowledge in visual art.

In addition to the regulations outlined in this document, all thesis regulations of the Faculty of Graduate Studies must be observed. It is the responsibility of the student to become acquainted with these regulations.

Students first complete a thesis proposal and examination, and with its successful completion and examination, proceed to the production of their thesis.

**Definition:**

The MFA thesis is a body of art that comprises a cohesive and original investigation of concepts, ideas and/or media. The MFA thesis has two components:

1. A Thesis Exhibition, that is, a solo exhibition of work that is deemed to be original, well thought out and executed according to standards of professional art practice as determined by the student's Advisory/Examining Committee. The Thesis Exhibition is the primary component of the MFA Thesis.
2. A Thesis Statement that clarifies and amplifies the intention, sources, and research for the MFA exhibition (maximum 15 pages). A bibliography will be attached.

### The Thesis Topic and Thesis Proposal

At the time of the final critique by the Advisory Committee at the end of the student's first winter term of study (i.e., normally in early April of the student's first year), if the Committee has agreed that the student's progress is satisfactory, the student will submit their thesis topic, in the form of a short, written description, for approval by their Committee.

With guidance from the Advisory Committee, the student will prepare a thesis proposal. It is normally completed by the end of April during the first year of the Program and defended at an oral examination with the Advisory

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<sup>1</sup> **Note: According to Faculty of Graduate Studies regulations the External Examiner should be considered arm's length to the unit, [i.e. the School of Art]. While the definition of "arm's length" is left to the discretion of the department, be advised that the Faculty of Graduate Studies may require justification for this selection.**

Committee. With the successful completion of the thesis proposal, students begin working on their thesis.

The Thesis Proposal will include:<sup>2</sup>

1. Proposed title;
2. A brief statement (i.e. an abstract) on the nature, scope and objective of the project (maximum 500 words);
3. A preliminary outline of the research dealing with the project (maximum 1,500 words).

The student will complete an oral examination of the thesis proposal with their Advisory Committee and upon their recommendation, it will be submitted to the Faculty of Graduate Studies on the *Master's Thesis/Practicum Proposal* form by August 31<sup>st</sup>.

At the time the thesis proposal is submitted, or during the examination, the student may indicate their intention to graduate either in the spring or the fall of the following year. The Advisory Committee may also indicate to the student whether they think the student will be ready to present their thesis in the winter for spring convocation or in summer for fall convocation. However, the formal recommendation, particularly for the winter thesis presentation, will occur at the end of the fall term.

### **Submission and Examination of the Thesis Proposal**

The first draft of the thesis proposal is submitted to the Advisor only, and the Advisor has one week to review and comment. The second draft is also submitted to the Advisor only, who again has one week to review and comment. The final draft is submitted to the Advisory Committee as well as the Graduate Program Chair.

### **Thesis Proposal Examination**

The Thesis Proposal Examination is to be chaired by the Graduate Program Chair.

**Step 1.** The student presents a ten-minute summary of the written thesis proposal with digital images to support the presentation. The talk should identify how the proposal is leading towards the development of the research and work for the thesis exhibition. The student may also present actual artworks and models in support of the proposal.

**Step 2.** Following the presentation, guests may ask questions for 20-25 minutes, after which guests are excused. The committee will then have 20-25 minutes to discuss the thesis proposal with the student, asking any questions necessary to assess what the student is proposing.

**Step 3.** In a closed session the Committee will have 20-25 minutes to make an assessment and evaluation of the thesis proposal. The Committee will make recommendations as to further investigation or modifications to the student's proposal:

1. Acceptable without modification or with minor revision(s)
2. Acceptable subject to modification and/or revision(s)
3. Not acceptable

All recommendations are made by the student's Advisor in writing and given to the student immediately.

#### **Outcomes:**

1. If there are no modifications or revisions to the thesis proposal, all Advisory Committee members will sign the *Master's Thesis/Practicum Proposal* form, and the Advisor will forward it to the Graduate Program Chair.
2. If there are minor modifications or revisions to the thesis proposal, the Committee members will sign the *Master's Thesis/Practicum Proposal* form with the stipulation that the Advisor is responsible for ensuring that requisite changes are made. The Advisor will forward the form to the Graduate Program Chair by June 30.
3. If more substantial modifications or revisions are required, the full Committee will review the revised thesis proposal, and if satisfied with the amended proposal, will sign the *Master's Thesis/Practicum Proposal* form. The Advisor is responsible for ensuring that the student and the Committee members follow through with the revisions and review, and that this happens in time to forward the form to the

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<sup>2</sup> Comprehensive information about the thesis proposal is provided to students and committee members in the student's second term in the program. Document: *Master of Fine Art Thesis Proposal Guidelines*.

Graduate Program Chair by June 30.

4. If the thesis proposal is not acceptable, the student will be required to revise it and re-present it at a later date agreed upon by the student and the Committee. This result will be communicated to the Graduate Program Chair by June 30 on the *Master's Thesis/Practicum Proposal* form, along with a proposed date for the second presentation.

**Step 4.** The Director of the School of Art (or designate) will sign the *Master's Thesis/Practicum Proposal* form and it will be submitted to Faculty of Graduate Studies by August 31<sup>st</sup>.

## **The Thesis**

The Master of Fine Art Thesis consists of two parts: the thesis exhibition and the thesis statement. The exhibition is the primary component of the thesis. The document that represents the thesis includes the thesis statement and documentation of the exhibition and the works within the exhibition.

### **Thesis Exhibition and Thesis Statement**

At the end of the penultimate term in the program (normally the Fall term of the Second Year of the program), the student's Advisory Committee will determine the readiness of the student to present their thesis exhibition and thesis statement for examination. If it is agreed that the student's research and studio work have progressed sufficiently, the Advisor will inform the Graduate Program Chair of the Advisory Committee's determination.

The thesis exhibition can only be presented with the full endorsement of all members of the Advisory Committee.

### **Thesis Exhibition**

The thesis exhibition is the culmination of the student's research and studio work and is presented for examination by the student's Examining Committee. The scheduling and location of the exhibition is determined well in advance of the presentation of the exhibition and oral examination.

### **The Thesis Statement**

The thesis statement is a written document that clarifies and amplifies the intention, sources, and research for the MFA exhibition. The maximum length is 15 pages of text, plus a bibliography. The formatting of the thesis statement follows the University's guidelines for the thesis (<https://catalog.umanitoba.ca/graduate-studies/academic-guide/thesis-practicum-types/>)

The statement is reviewed by the Advisory Committee, and modifications and revisions are recommended before it is formally distributed to the Examining Committee for evaluation and examination.

### **The Thesis Examination**

The student arranges for the distribution of the thesis statement to the members of the Examining Committee.

The student will install the thesis exhibition for evaluation within two months from the date of distribution of the written thesis as per the thesis exhibition dates decided upon by the Chair in consultation with the students and their Advisors. The Graduate Program Assistant will notify the Examining Committee about the date, time and place of the thesis exhibition examination no fewer than ten working days in advance. All Examination Committee members are required to review both the thesis statement and the thesis exhibition prior to the examination. The examination is open to all members of the School of Art and University, as well as invited guests.

The Graduate Program Chair will chair the examination. Where the Graduate Program Chair is a member of a student's Examining Committee, the Director or designate will assume the role.

Within the space of the exhibition, the student will make a 15-20 minute oral presentation on the nature and significance of the exhibition as well as the content of the thesis statement. No questions will be taken until the presentation is complete. Once complete, guests are invited to pose questions for 15-20 minutes, at which point they are excused.

The Examining Committee will then question the candidate, each in turn.

### **Evaluation**

At the conclusion of the examination, the Examining Committee meets in a closed session to judge both the thesis exhibition and thesis statement, and to determine any revisions required prior to submission to the Faculty of Graduate Studies and MSpace. Decisions are made by a simple majority of the members of the Examining Committee, and the Chair of the examination will act as tie-breaker. Both components of the thesis must be

deemed acceptable for the thesis to be approved.

The thesis exhibition, along with the oral presentation, is the primary component of the thesis and is evaluated as acceptable or not acceptable.

If the thesis exhibition is deemed to be unacceptable, the Examining Committee will make recommendations for revisions or modification in writing and the student will be required to re-present the thesis exhibition at a later date, normally by the end of the following term.

If the thesis exhibition is deemed to be unacceptable, it is not possible to pass the Thesis Statement.

The thesis exhibition is evaluated according to the following categories:

- Acceptable without modification or with minor revision(s)
- Acceptable subject to modification and/or revision(s)
- Unacceptable

If revisions are required to the thesis statement, the Advisor will outline these in writing and will include the timeline within which the revisions must be complete. If substantial revisions are required, the student must complete them within eight weeks of the examination.

If the thesis statement is deemed to be unacceptable, it is still possible to pass the exhibition.

### **Final Report**

The acceptance of the thesis in partial fulfilment of the requirements for the MFA Program, is reported to Faculty of Graduate Studies on the *Master's Thesis/Practicum Final Report* and is signed by members of the Examining Committee. The Advisor is responsible for ensuring that all required signatures are acquired prior to the submission date for the thesis.

### **Submission of the Thesis to MSpace**

The University of Manitoba requires graduate students to submit their thesis in digital form (the official version) to MSpace, the University Libraries' digital repository.

The contents of the MFA thesis document includes the thesis statement and documentation of the thesis exhibition installation and the individual artworks within it; a list of artworks in the exhibition that includes title, medium, size (in metric measurements only), date, etc., the exhibition title, dates and location of the exhibition; and if available, a copy of the exhibition invitation. Everyone is provided with comprehensive guidelines for the MFA thesis.

Note: All MFA written theses on MSpace can be found here: <https://mspace.lib.umanitoba.ca/>

## ***Conformity with Faculty of Graduate Studies Regulations***

### **4.9 Details for Submission of the Final Copy**

Following the approval of the thesis by the Examining Committee and the completion of any revisions required by that committee, the thesis, must be submitted to the Faculty of Graduate Studies as follows:

- One digital version submitted as an e-thesis at the MSpace website;
- Copyright License Declaration/Infringement Form (completed on MSpace);
- Thesis final report

### **4.10 Publication and Circulation of Thesis**

Every graduate student registering in a thesis Master's program at The University of Manitoba shall be advised that, as a condition of being awarded the degree, they will be required to grant a license of partial copyright to the University and to the Library and Archives Canada for any thesis submitted as part of their degree program.

Note: This license makes the thesis available for further research only. Publication for commercial purposes remains the sole right of the author.

The Copyright License Declaration/Infringement Form must be completed on MSpace. This and other related regulations may give rise to important questions of law, and students may need additional legal

advice on the copyright laws of Canada and/or other countries. Students who wish to obtain legal advice concerning their subsequent rights are advised to do so prior to signing the agreements. Signing of the license agreements is normally done after the contents of the thesis have been delineated and the importance of copyright and/or patents fully understood and appreciated.

Publication in the above manner does not preclude further publication of the thesis or practicum report or any part of it in a journal or in a book. In such cases, an acknowledgement that the work was originally part of a thesis at The University of Manitoba should be included.

Notes:

Patents - Refer to "Policy of Withholding Theses Pending Patent Applications" in this Guide.

Restriction of Thesis for Publication – In exceptional cases, not covered by the regulation concerning patents, where adequate cause can be shown to delay publication, the student and advisor/co-advisor may request in writing that the Dean of the Faculty of Graduate Studies restrict access for a period up to one (1) year after submission of the digital version of a thesis or practicum to The University of Manitoba. The Dean shall determine for what period, if any, access will be restricted.

Library and Archives Canada – Library and Archives Canada obtains a copy of the thesis via the University's MSpace repository.

## Evaluation

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Students are required to maintain a cumulative grade point average of 3.0 (B). For all MFA core and elective courses, with the exception of Studio Concentration, the minimum passing grade is "C+". Failure in a course is indicated by a grade of C, or lower. For Studio Concentration 1, Studio Concentration 2, Studio Concentration 3 and Studio Concentration 4, the minimum passing grade is "B". Failure in a Studio Concentration course is indicated by a C+ grade or lower.

Students' performance in Studio Concentration courses are assessed by their Advisory Committee.

### Number of Attempts in the Coursework

Students may be permitted to repeat not more than six (6) credit hours of coursework. A required course may be repeated only once. A student who fails more than six credit hours or fails a required course more than once is required to withdraw from the MFA Program.

### Reporting Academic Performance to Faculty of Graduate Studies through Progress Reports

Progress Reports (at least one per year) for graduate students in thesis programs must be submitted to the Faculty of Graduate Studies by June 1<sup>st</sup> prior to registration in the second year. Students who fail to maintain satisfactory performance may be required to withdraw on the recommendation by the Director of the School of Art, to the Dean of Graduate Studies. Failure to submit this report will result in registration access being denied.

### Performance Not Related to Coursework

Commitment to studio practice, and consistent attendance and participation in studio critiques and graduate seminars, is required and will be considered in the evaluation of student performance in the program. At the onset of the program, the student and the student's Advisor will agree on a schedule for meetings and assessments.

The progress and activities of the student will be part of the regular progress reports of the Advisory Committees. Failure to meet expectations such that a "recommendation for remedial action is required" will be considered a first warning. Failure of a student to respond with satisfactory improvement in performance may result in a recommendation by the Director of the School of Art to the Dean of Graduate Studies that the student withdraw from the program.

### Grade Point Average Requirements for Continuation/Graduation

*Faculty of Graduate Studies Regulations 6.7 Academic Requirements for Graduation*

All students must:

- maintain a minimum degree grade point average (DGPA) of 3.0 with no grade below C+
- complete GRAD 7500
- complete GRAD 7300
- meet the minimum and not exceed the maximum course requirements; and

- meet the minimum and not exceed the maximum time requirements (in terms of time in program and lapse or expiration of credit of courses).

Individual department/units may have additional specific requirements for graduation and students should consult department/unit supplementary regulations for these specific requirements.

### Calculation of Grade Point Average

If a course is repeated, the higher grade obtained in the course will be used to calculate the student's grade point average.

If permission is granted to take a course at another university, the mark obtained in that course will be used to calculate the student's grade point average.

If additional courses are taken in an attempt to raise the GPA, the grades in all courses taken will be used in the calculation of the GPA.

If a student wishes to take extra courses in the program of studies, the grades will be included in the calculation of the grade point average, and any failure will count as a failure in the program.

### Sample Critical Path for Thesis Exhibition

Task	Time Frame	Completed by
Gallery Director/Curator meets with student: Overview of preparation process. Handouts: Planning for your MFA exhibition, Critical Path, Exhibition Installation requirements; Goals	2 – 3 months before exhibition	
Meet with Gallery Technician in the Gallery to preview exhibition spaces, explore installation possibilities.	6 to 8 wks before opening	Gallery
Text for exhibition signage and posters to Gallery	3 wks before opening	Student
Text edited, then sent to production house	3 wks before opening	Gallery
Invitations / Posters pdf produced and distributed	2.5 wks before opening	Student, Program Assist.
Press release drafted and edited	10 days before opening	Student, Program Assist.
Press release distributed	10 days before opening	Student, Program Assist.
Labels produced in-house	10 days before opening	Student
Delivery of work to gallery	4 to 7 days before opening	Student/Truck Messenger
Installation commences	4 to 7 days before opening	Student
Installation technician works with students	2 to 3 days during installation period	Student
Installation completed	Day before opening	Student
Opening reception	Either at opening or closing of exhibition	Student
Installation photography	During exhibition	Student
Exhibitions take down	Begin Monday after closing	Student
Walls repaired and repainted by technician	During take down	Technician
Evaluation	Within two weeks of take down	

The School of Art and Gallery provide the following:

- Some time with technician to install show
- Exhibition signage and didactic panels
- Order food and drink for the exhibition reception (paid for from MFA Budget)
- Publicity via email to Gallery and school list.

Students are responsible for:

- Respecting the parameters of the Gallery as communicated by the Director/Curator.
- Creating an invitation/poster to promote the exhibition. It may be based on a template provided by the School of Art.
- Documenting their exhibition installations and artworks.

Other: Students are required to discuss their exhibition requirements with the Grad Chair and Gallery Director/Curator well in advance of the exhibition installation.

## Completing the Program

To graduate from the MFA program, the student will have:

1. Completed the 27 credit hours of coursework
2. Written their thesis statement
3. Presented their thesis exhibition
4. Passed the oral examination on the thesis
5. Submitted their thesis to MSpace by the required date.

### Program Time Requirements

The MFA program is designed to be completed in two years of full-time study and will generally require students to maintain their registration and program of research during the summer term.

If a student plans to take time off from the program for a significant amount of time during the summer, it is advisable to request a leave of absence. These requests are normally filed for fall, winter, or spring/summer. The student must consult their Advisor prior to taking a leave of absence. The Faculty of Graduate Studies must also approve the request.

### MFA Program Overview

<b>Year 1, Term 1</b>	<ul style="list-style-type: none"> <li>• Program begins, Student meets with Advisor</li> <li>• <i>Advisor Student Guidelines</i> completed</li> <li>• Coursework: Studio Concentration 1 &amp; Graduate Seminar 1</li> <li>• Student's Advisory Committee elected (including Advisor);</li> <li>• First graded critique with full Advisory Committee</li> <li>• GRAD 7500 Academic Integrity Tutorial completed</li> </ul>
<b>Year 1, Term 2</b>	<ul style="list-style-type: none"> <li>• Coursework: Studio Concentration 2, Graduate Seminar 2, enroll in 1st of 2 electives</li> <li>• Thesis topic chosen, and work on thesis proposal begins</li> <li>• Year 1 final assessment critique and year end meeting with full Advisory Committee</li> <li>• GRAD 7300 Research Integrity Tutorial completed</li> <li>• FGS Progress Report completed and submitted by June 1</li> </ul>
	<ul style="list-style-type: none"> <li>• Thesis proposal first draft completed</li> <li>• The Advisory Committee will make recommendations re: further study or modifications to the student's area of investigation/program of study, with the purpose of developing the thesis topic</li> <li>•</li> </ul>
<b>Year 1, Summer Session</b>	<ul style="list-style-type: none"> <li>• Final draft of thesis proposal submitted and examined</li> <li>• Students register for GRAD 7020: Master's Re-Registration</li> </ul>
<b>Year 2, Term 1</b>	<ul style="list-style-type: none"> <li>• Summer Research presentation</li> </ul>



	<ul style="list-style-type: none"> <li>• Coursework: Studio Conc. 3, Graduate Sem. 3, enroll in 2nd of 2 electives</li> <li>• Initial meeting with Gallery regarding planning of thesis exhibition</li> <li>• Third formal graded critique</li> </ul>
<b>Year 2, Term 2</b>	<ul style="list-style-type: none"> <li>• External Examiner appointed</li> <li>• Examining Committee formed and confirmed by submitting the Thesis/Practicum Title and Appointment of Examiners form.</li> <li>• Coursework: Studio Concentration 4 (coursework now complete)</li> <li>• Final Critique with Examining Committee</li> <li>• Recommendation to present exhibition in May for fall convocation</li> <li>• Register for GRAD 7200 Thesis/Studio Exhibition</li> </ul>
<b>Year 2, Summer Session</b>	<ul style="list-style-type: none"> <li>• Thesis exhibition presented and examined</li> <li>• <i>Master's Thesis/Practicum Final Report</i> submitted to Faculty of Graduate Studies</li> <li>• Thesis (thesis statement and exhibition documentation) submitted to MSpace for October convocation</li> </ul>
<b>Year 2, October</b>	<ul style="list-style-type: none"> <li>• Convocation</li> </ul>

## Convocation

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Faculty of Graduate Studies reviews student files after the thesis and Final Report have been submitted and assembles the list of graduating students. Graduate students are not required to apply to graduate through Aurora.

## Appeals

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### MFA Grade Appeals

The Advisor or the Instructor of Record is required to notify a student, in writing, of a potentially failing grade at the moment it is apparent.

**Step 1.** Student will discuss the grade in question with the instructor of record.

**Step 2.** Within ten working days of grades being formally communicated to the student, the student will write a letter of appeal to Graduate Program Chair, file a grade appeal form, and pay the grade appeal fee.

The Graduate Program Chair will inform the instructor of record of the grade in question that an appeal has been filed, and request evaluation materials pertinent to the appeal (such as, but not limited to: exam scores, written papers, committee assessment forms). The instructor of record will supply the materials requested and written justification of the grade to Graduate Program Committee.

Graduate Program Committee will meet to review the student appeal. In the case of a conflict of interest (if instructor of record is a member of the Graduate Program Committee), that member shall be excused from this process. Additionally, the Graduate Student Union will be asked to supply a student member to stand in for the student member from the School of Art. The Graduate Program Committee will submit a recommendation to the Director of the School of Art no later than fifteen working days after the appeal is filed. The Director of the School of Art will convey the Committee's recommendation to the student as soon as possible. (Adopted December 3, 2010)

### *Appeals – Procedures and Guidelines (Faculty of Graduate Studies)*

Section 11 of the Faculty of Graduate Studies Regulations

<https://umanitoba.ca/graduate-studies/sites/graduate-studies/files/2021-05/fine-art-supp-regs.pdf>

## School and Campus Facilities & Programs

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### **The Architecture/ Fine Arts Library**

The Architecture/Fine Arts Library houses the largest collection of information on art, design and planning in the province of Manitoba, and one of the largest in the country. It contains a collection of some 40,000 art books, and about 75 print art and art history journals. It maintains subscriptions to journals online through JSTOR, Proquest, EBSCO, and others, offering access to over 200 e-journal titles under the category "architecture/fine and decorative arts". The library subscribes to the online image library, ArtSTOR.

The library is represented on the School Council and welcomes suggestions for additions to library holdings.

### **Visiting Speakers**

The School of Art visiting speaker program enriches student experience through exposure to the real practices of artists, art historians, critics, and other art professionals, as well as through opportunities for students to interact with guests both formally and informally. Graduate students are offered opportunities for studio visits with guest speakers.

### **School of Art Student Gallery**

There is a Student Gallery in the Taché complex which exhibits work by the School of Art community. There are regular calls for applications to exhibit in the Student Gallery.

### **School of Art Gallery**

The School of Art Gallery offers a curated program of exhibitions and guest speakers. The Gallery maintains a permanent collection of some 5,000 historical and contemporary artworks, with focuses on artworks by those associated with the School of Art, Manitoba artists, other Canadian artists, and smaller collections of international artists, particularly American and European, going back to the 15<sup>th</sup> century. There are small but growing collections of Indigenous and Inuit art. It also holds artworks from the FitzGerald Study Collection. The School of Art Gallery includes two exhibition spaces. These spaces are normally used for the Thesis Exhibitions.

### **Architecture II Gallery**

The Faculty of Architecture presents exhibitions in this gallery space in the Architecture II building. This gallery was the original exhibition space for the School of Art when it occupied the building.

## Student Representation

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### **School of Art**

Graduate students hold positions on School of Art standing committees, including the School Council, Graduate Program Committee, and the Undergraduate Program Committee.

### **Graduate Student Association (UMGSA)**

MFA Students may elect a representative to the University of Manitoba Graduate Student Association. A representative's service will be included on their co-curricular record. [www.umgsa.org/](http://www.umgsa.org/)

## Student Funding

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This section offers information about student funding opportunities available from both the University of Manitoba and external sources. It is not an exhaustive list, so students must acquaint themselves with additional opportunities. As well, some opportunities may require additional research to for appropriateness to the student's situation. Students are also responsible for verifying application deadlines.

### **Faculty of Graduate Studies (FGS) Awards Database**

Students are encouraged to investigate the Faculty of Graduate Studies (FGS) Awards Database to locate scholarships and bursaries. The Faculty of Graduate Studies sends all graduate students a weekly email listing awards and deadlines. Visit the Faculty of Graduate Studies on Facebook for the list of Upcoming Award and Funding Deadlines. <http://www.facebook.com/umgradstudies>

### **School of Art Scholarships and Awards**

The School of Art is the beneficiary of a number of scholarships for MFA students. Calls for submissions for each of the scholarships are circulated to students in advance of the deadline for application.

### **Travel funds**

A one-time award of \$300 to support travel for full time MFA students to a conference or other developmental event, particularly when there is no other University source of funds.  
Contact the Graduate Program Assistant for more information. Deadline: 3 – 4 weeks before travel.

### **David and Gursh Barnard Graduate Bursary in Fine Arts**

One Bursary to a graduate student who is enrolled full-time in the Faculty of Graduate Studies in the first year of the Master of Fine Arts program and has achieved a minimum grade point average of 3.0 based on the last 60 credit hours (or equivalent) of study; and has demonstrated financial need on the standard University of Manitoba bursary application form.

### **David and Gursh Barnard Graduate Scholarship in Fine Arts**

One scholarship for full time graduate student in the second year of the Master of Fine Arts program who has produced a highly ranked body of work in the first year of the program. Deadline: June of each academic year.

### **James Barclay Hartman Scholarship in Fine Arts**

Two annual scholarships for full time graduate students who have developed the strongest bodies of work as determined by the selection committee. Deadline: June of each academic year

### **Rosemary and Cliff Kowalsky Scholarship**

One scholarship for a student enrolled in second year of the MFA program having achieved a DGPA of 3.5 (or equivalent) based on coursework in the first year. Deadline: June of each academic year

### **Marvin and Irma (Irmagard A.) Penn Scholarship in Fine Arts**

One scholarship for a full-time graduate student who has submitted the best project grant proposal to complete the final stages of the studio engagement or exhibition component for the Master's Thesis.  
Deadline: June of each academic year

## **Through the University of Manitoba**

### **University of Manitoba Graduate Fellowship (UMGF)**

Departments receive a quota based on enrollment. The value of the fellowship is around \$12,000 over a 12-month period. Being newly launched, the MFA program is in the process of establishing a rhythm of awards. The recipient of the award is determined upon admission into the program based on statement of intent and grade point average.

### **Manitoba Graduate Scholarship (MGF) – currently not available**

The Government of Manitoba has provided funds to ensure that Manitoba's best students continue education at home, to foster research that leads to economic growth and to attract excellent students to study in Manitoba. These funds are used to offer the Manitoba Graduate Scholarship (MGS). MGS decisions are made by Faculty of Graduate Studies based on the most highly ranked recipients of the graduate fellowship. Highly ranked new Master's UMGF recipients may be upgraded to the MGS for Master's students. The MGS upgrades and MGS top ups will be offered in July of each year. Only students who have received a UMGF offer as of June 30 will be included in the supplemental offers and upgrades.

Value for a 12-month period: Master's \$15,000 (the UMGF must be declined)

### **Eligibility Criteria**

**Academic standing:** Students with a minimum GPA of 3.75 (above B+) in the last two full years of study at a recognized university based on a Bachelor, Master's, Graduate Diploma or a Doctoral degree. Please use admissions criteria in calculating GPA, i.e., Last 60 credit hours or equivalent.

**Citizenship:** All students regardless of citizenship are eligible to apply. Canadian citizens and permanent residents are encouraged to apply to CIHR, NSERC and SSHRC scholarships, if there are eligible for funding from these research councils. Tri-council eligible students who do not apply for a tri-council award may be considered ineligible for a UMGF.

**Fields of study:** Students in all fields of study of graduate studies are eligible to apply.

**Years of graduate study:** Students are eligible to receive the MGS for the first 24 months of their Master's program

and the first 48 months of their PhD program. Total maximum support for any individual graduate student is 48 months.

#### **Faculty of Graduate Studies Emergency Loan Program**

FGS has discretionary funds to make small, short-term loans to students. Contact the Graduate Awards Officer.

#### **University of Manitoba Graduate Students Association (GSA)**

The Graduate Students' Association confers peer-to-peer recognition of fellow graduate students who are currently not recognized by the University of Manitoba Graduate Fellowship or other national awards. The Awards are designed to recognize the important contributions graduate students make to society through scholarship and community involvement.

Two awards valued at \$12,000 each will be offered to students who: 1. are enrolled full-time in the Faculty of Graduate Studies at the University of Manitoba in a Master's (not pre-Master's) program; 2. do not hold any major fellowships [including, but not limited to, SSHRC, NSERC, CIHR, MHRC, UMGF]; 3. have contributed to society through scholarship and community involvement.

Deadline: May. Visit the Graduate Students' Association web site at [www.umgsa.org/home](http://www.umgsa.org/home) for more information and an online application. Email: [gsa@umgsa.org](mailto:gsa@umgsa.org) Updated: May 6, 2013.

**Department Grants** are available to departmental Graduate Student Associations who are represented on the GSA council. Department grants are allocated in two disbursements, one in December, the second in May. Applications are available online and at the GSA office. Qualification for department grants is based on regular attendance at Council, participation in an internal GSA Committee, and completed applications which are **due: November 1 & April 1**

**Conference / Travel Grants** are available for graduate students attending or presenting at conferences. Applications are available online and at the GSA office, and grants will be disbursed monthly

**Special Project Grants** are available for projects, events or items which could benefit the graduate student population. Past project have included guest speakers, professional development workshops, and graduate publications. Applications are also available online and at the GSA office, and grants will be disbursed monthly.

**Bursaries and Awards:** The Graduate Students' Association operates a scholarship fund, which disburses awards to students demonstrating financial need and academic promise. The fund is administered through the U of M's Financial Aid and Awards office. Apply online through Student Aurora before October 1.

**The Innovation, Stewardship, and Excellence (ISE):** The GSA also administers the Innovation, Stewardship, and Excellence (ISE) awards; also more commonly known as the GSA Awards. These are one-time awards available to support students without external funding and who have demonstrated excellence in many areas of student life, innovation in their research, and a strong commitment to their community. Applications and award guidelines will be available online in the winter on the GSA website, the GSA office, the Faculty of Graduate Studies, and through departmental administrative assistants.

#### **External Organizations**

##### **SSHRC (Social Sciences and Humanities Research Council of Canada): Joseph-Armand Bombardier Canada Graduate Scholarships Program—Master's Scholarships**

Emphasis on research aspect, meaning student is working towards master's thesis, or exhibition, in the case of Fine Arts. University of Manitoba FGS has a quota of 32 grants.

Students apply online before December 1. Faculty of Graduate Studies reviews the applications and the results of the competition are announced late winter/early spring. Faculty of Graduate Studies makes the announcements to both the students and the public.

Application deadlines: December 1. Value: \$17,500. Duration: 12 months

##### **Inspire Institute**

Inspire is a non-government organization that supports Indigenous education. It partners with government and corporations to disburse funds to Indigenous youth across Canada, including Fine Arts students. The application date for Fine Arts applications for bursaries and scholarships is May 1.

## Private and Foundations

### Mona Gray Creative Arts Scholarship

Applicants must be a Bachelor's Degree graduate of a Manitoba university and be pursuing graduate studies in one of the following areas: creative writing, film, fine arts, music, theatre, dance, or photography. This is a \$5,000 award based on artistic merit, financial need, community involvement and academic achievement.

**Deadline: February 28. One annual award of \$5000** [www.jewishfoundation.org/scholarshipguides.html](http://www.jewishfoundation.org/scholarshipguides.html)

### Canadian Federation of University Women:

**CFUW Elizabeth Massey Award** - value \$2,000 Established in 2006, in memory of Elizabeth Massey, a young lawyer and member of CFUW whose life was greatly enriched by her love of the creative arts. For post-graduate studies in music, painting or sculpture in Canada or abroad.

**CFUW Dr. Alice E. Wilson Awards** - value \$6,000 Two (2) awards at the master's level and three (3) for doctoral level study. Dr. Alice E. Wilson, CFUW member, Fellow of the Royal Society of Canada and the first woman to hold a professional position at the Geological Survey of Canada won the 1926 CFUW Travelling Fellowship. Awarded to mature students returning to graduate studies in any field, with special consideration given to those returning to study after at least three years.

**Deadline: November 1:** <http://www.cfuw.org/fellowships-and-awards/guidelines.aspx>

### Elizabeth Greenshields Foundation

**Research Fields** painting, drawing, sculpture, printmaking

**Categories:** Fine Arts

**Eligibility:** The objective of the Foundation is to promote, by its charitable activities, an appreciation of traditional expression in painting, drawing, sculpture and printmaking by aiding worthy art students, artists or sculptors who need further training or other assistance during their formative years. Awards are limited to candidates in the early stages of their careers and who are working in a representational style in painting, drawing, sculpture and printmaking. The terms of the Foundation's Charter preclude consideration of non-objective art. To be eligible for a grant, candidates must: \* have already started or completed training in an established school of art and / or \* demonstrate, through past work and future plans, a commitment to making art a lifetime career.

**Application Details:** Visit the Elizabeth Greenshields Foundation web site for more information or to download an application form: <http://www.elizabethgreenshieldsfoundation.org/main.html>

## Other Provincial and Federal Funds

### Manitoba Arts Council

**Student Bursary Program. Deadline: June 1**

Up to \$3,000 for Graduate Students studying in Canada. Permanent Manitoba residents are eligible.

**Contact:** Kristen Pauch-Nolin, Program Consultant at 945-3384

[kpauch-nolin@artscouncil.mb.ca](mailto:kpauch-nolin@artscouncil.mb.ca)

[www.artscouncil.mb.ca](http://www.artscouncil.mb.ca)

### Canadian federal, provincial and territorial government loans/bursaries

Application for these need-based loans/bursaries is made to the province or territory where the student is considered a resident. Provincial rules vary but, in general, students may use the loan to study at the university of their choice, in any province. These loans are guaranteed, interest free, and need not be repaid as long as the recipient is enrolled in a full-time course of study. They can be accumulated over several years and the repayment period may extend to ten years. Further information on federal/provincial loans is available at the University of Manitoba's Financial Aid and Awards Office, 422 University Centre (Phone: 474-9534).

### International Student Funding

**Please note:** The costs to study in Manitoba vary. Please see the International Centre for Students website for an estimate of tuition and living expenses: <https://umanitoba.ca/current-students/international>

The International Centre for Students website also has information about employment in Canada:

<https://umanitoba.ca/international>

The Faculty of Graduate Studies does not offer Financial Aid (based on need) to students. Students wishing to

study in Manitoba should contact the Ministry of Education or the appropriate authority in their own country. The Board of Governors of the University of Manitoba has approved three awards for international graduate students admitted to a Master's or Ph.D. program. These awards will be available only to international graduate students studying full-time. International graduate students, whose Grade Point Average for the last two completed years of study is greater than a B+, may be eligible to apply for the following:

#### **International Graduate Student Entrance Scholarship (IGSES)**

This provides funding for international students entering the first year of study in the Faculty of Graduate Studies at the University of Manitoba, as full-time students pursuing a Master's or Ph.D. degree or Graduate Diploma. Allocation of funds based on entrance grade point average being greater than 3.5 in previous two years of study. If eligible, students are assessed automatically during the admission process. (I.e. when a recommended and complete application is received by FGS by the deadline date, FGS staff will calculate the GPA to determine if the student qualifies for the Scholarship.)

#### **International Graduate Student Scholarship (IGSS)**

The IGSS provides funds in subsequent years when full tuition fee is required.

#### **International Graduate Student Bursary (IGSB)**

Awarding of this bursary is based on grade point average and verification of need. It will help to provide financial aid in subsequent years when full tuition fee is required, and is administered by the Financial Aid and Awards Office.

#### **Commonwealth Scholarships [\[go to their website\]](#)**

Australia, India, New Zealand, and the United Kingdom are involved in this program. In addition to those countries the following commonwealth countries offer awards in **some** years: Ghana, Jamaica, Nigeria, Sierra Leone, Sri Lanka, Trinidad & Tobago. You would apply for this in your home country.

#### **Government of Canada Awards [\[go to their website\]](#)**

A cultural exchange program with these countries: France, Germany, Italy, Japan and Mexico. Contact the ministry or department concerned with study and training in your home country.

#### **Canadian International Development Agency (CIDA) [\[go to their website\]](#)**

This award is restricted to countries with which Canada has established a bi-lateral agreement. Contact the ministry or department concerned with study and training in your home country.

#### **Joint Japan/World Bank Graduate Scholarship [\[go to their website\]](#)**

For students in a graduate studies program leading to a higher degree in a development-related social science. Must be a national of a World Bank member country and must hold a bachelor's degree or its equivalent in the social sciences, law, business or public administration, or any other development-related technical discipline.

#### **American citizens**

American citizens may be eligible for the G.I. Bill of Rights and/or the Higher Education Assistance Plan. Inquire approximately one year in advance to your home State's Department of Education.

American citizens are eligible to apply for Fulbright Graduate Scholarships. For more information, visit their website [\[here\]](#).

#### **Organization of American States (OAS) Fellowships**

Applicants must be citizens or permanent residents of an OAS member country, with a university degree or who have demonstrated ability to pursue advanced studies in the field chosen. OAS member States are: Antigua and Barbuda, Argentina, Bahamas, Barbados, Belize, Bolivia, Brazil, Canada, Costa Rica, Chile, Dominica, Ecuador, El Salvador, Grenada, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Paraguay, Peru, Dominican Republic, St. Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Suriname, Trinidad and Tobago, United States, Uruguay and Venezuela. Candidates must know the language of the study country. Application forms should be obtained the National Liaison Office (ONE) in the applicant's country of origin. Applications should be presented sufficiently in advance with all the required documentation. The deadline for presentation of applications to National Liaison office (ONE) differs from country to country and should therefore be confirmed with the relevant ONE in the applicant's country of origin.

## Competitions

### **RBC Canadian Painting Competition – currently not available**

Established in 1999, the RBC Canadian Painting Competition, with the support of the Canadian Art Foundation, is a unique initiative to help nurture and support promising new artists in the early stages of their careers; a time when they need both recognition and financial support.

A regional jury panel of distinguished members of the arts community will select five paintings from their regions as follows: Eastern (Quebec, Nova Scotia, New Brunswick, PEI, Newfoundland and Labrador), Central (Ontario) and Western Canada (Manitoba, Saskatchewan, Alberta, British Columbia, Yukon, Northwest Territories, Nunavut). The three jury panels will then select one national winner and two honourable mentions from the 15 semi-finalists. The national winner will receive \$25,000 and the two honourable mentions will each receive \$15,000. The 15 semi-finalists will be announced in June and the winners in October.

Information about submission deadline: [www.rbc.com/sponsorship/paintingcompetition/index.html](http://www.rbc.com/sponsorship/paintingcompetition/index.html)

### **Joseph Plaskett Award**

Funded by The Joseph Plaskett Foundation and administered by the Royal Canadian Academy of Arts (RCA).

The candidate chosen for the Plaskett Award will be an outstanding emerging Canadian artist in the field of painting. Candidates for this award must be a Canadian student currently enrolled or accepted in a master's program in Canada with a practice specialization of painting, or having recently (within 12 months) obtained a Master's degree with a specialization of painting.

Established in 2004 by the artist Joe Plaskett, a former Director of the School of Art, the Joseph Plaskett Award provides \$25,000 to help fund an emerging Canadian painter who will live, create artwork, travel or study in Europe (may include the UK) for the better part of one year.

To find more information, including application deadlines, visit: [www.joeplaskett.com/home.php](http://www.joeplaskett.com/home.php)

## Employment & Professional Development

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### **Teaching / Research Assistantships**

Many departments and academic units require help from graduate students in conducting undergraduate classes and laboratories. Some academic units also offer research assistantships. In many cases graduate students in the preparation of their theses may use the research undertaken.

The School of Art will offer teaching assistantships to students from time to time and will also provide opportunities for students to teach classes.

Teaching and Research Assistant positions are normally posted on the University of Manitoba Human Resources site under. These positions fall under the CUPE/Student

[www.umanitoba.ca/cgi-bin/human\\_resources/jobs/view.pl](http://www.umanitoba.ca/cgi-bin/human_resources/jobs/view.pl)

### **Studio Assistantships**

The School of Art has employment opportunities from time to time for students as studio assistants, positions that support studio and teaching activities throughout the School.

### **University Teaching Services (UTS)**

The University of Manitoba offers support to Instructors through University Teaching Services. University Teaching Services offers publications and development workshops on a wide variety of topics for teaching staff. They offer a set of workshops geared to the needs graduate students who want to develop their skills and knowledge. In addition, they also offer a certificate program, CHET (Certification in Higher Education Teaching) Program, for students who would like to have this non-academic credit. [umanitoba.ca/academic\\_support/uts](http://umanitoba.ca/academic_support/uts)

### **Faculty of Graduate Studies**

The Faculty of Graduate Studies offers not-for-credit workshops that are designed to help graduate students navigate their programs and prepare them to transfer their skills and knowledge into the workplace; whether in a traditional academic setting, or in for-profit or not-for-profit organizations.

## Student Support Services

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**Accessibility Services:** contact the Student Accessibilities services and inform your professor as soon as possible regarding any special accommodations needed for your learning environment.

<https://umanitoba.ca/student/accessibility/index.html>

Location: Room 520 University Centre. Phone: 204-474-7423. Email: student\_accessibility@umanitoba.ca

**Student Advocacy:** To get questions answered about rights and responsibilities as a student you can contact

<http://umanitoba.ca/student/advocacy/>

Student Advocacy: 520 University Centre. Phone: 204-474-7423. Email: stadv@umanitoba.ca

**Academic Learning Centre:** serves students with a writing or study skills tutor, and /or attend workshops in order to further develop academic strengths and skills in writing, learning and research.

<https://umanitoba.ca/student-supports/academic-supports/academic-learning>

Location: 201 Tier Building. Phone: 204-480-1481. Email: academic\_learning@umanitoba.ca

**Career Services:** assists all University of Manitoba students with career planning and job search questions.

<http://umanitoba.ca/student/careerservices/index.html>

Location: 474 University Centre. Phone: 204-474-9456. Email: Cs.receptionist@umanitoba.ca

**Respectful Work and Learning Environment:** To ensure a positive educational experience for everyone the university has a policy outlining expectations for students and professors:

[http://umanitoba.ca/human\\_rights/rwle/index.html](http://umanitoba.ca/human_rights/rwle/index.html)

Location: 201 Tier Building. Phone: 204-474-6348. Email: human.rights@umanitoba.ca

### Sexual Violence Support & Education

<https://umanitoba.ca/sexual-violence>

Location: Room 537 UMSU University Centre (Fort Garry campus). Phone: 204-474-6562

Email: [svrc@umanitoba.ca](mailto:svrc@umanitoba.ca)

**Student Counseling Centre:** deals with any aspect of your mental health and wellbeing, including stress, relationships, anxiety, depression, etc.

<http://umanitoba.ca/student/counselling/>

Location: Room 474 UMSU University Centre. Phone: 204-474-8592

**For 24/7 Mental Health Support, the Mobile Crisis Service** can be reached at 204-940-1781

**University Health Service:** Contact UHS for any medical concerns, including mental health problems. UHS offers a full range of medical services to students, including psychiatric consultation.

<http://umanitoba.ca/student/health/>

Location: 100 UMSU University Centre, Fort Garry Campus, Phone: 204-474-8411

**Student Support Case Management Team:** is available for consultation, workshops, and referrals, at:

<http://umanitoba.ca/student/case-manager/>

Location: 520 UMSU University Centre. Phone: 204-474-7423

**Health and Wellness Educator:** <http://umanitoba.ca/student/health-wellness/>

Location: 469 University Centre. Phone: 204-295-9032



## Additional Resources

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### Winnipeg Art Community

Winnipeg has a rich and vibrant art scene to explore and *participate* in. Many places have student memberships, so take advantage of the opportunities they provide. Do check out these organizations, artist-run centres and galleries: they are valuable resources for your art and future career.

#### Artist-run Centres and Galleries

##### aceartinc

206 Princess Street  
(204) 944-9763  
[aceart.org](http://aceart.org)

##### cre8ery gallery

125 Adelaide St. 2nd fl.  
[cre8ery.com](http://cre8ery.com)

##### Graffiti Gallery

109 Higgins Ave.  
(204) 667-9960  
[graffitigallery.ca](http://graffitigallery.ca)

##### Martha Street Studio

(Manitoba Printmakers Association)  
11 Martha St.  
(204) 779-6253  
[printmakers.mb.ca](http://printmakers.mb.ca)

##### Mentoring Artists for Women's Art (MAWA)

611 Main St.  
(204) 949-9490  
[mawa.ca](http://mawa.ca)

##### Platform Centre for Photographic & Digital Arts

Main floor, Artspace  
100 Arthur St.  
(204) 942-8183  
[platformgallery.org](http://platformgallery.org)

#### Commercial Galleries

##### Fleet Galleries

65 Albert Street  
(204) 942-8026  
[fleetgalleries.com](http://fleetgalleries.com)

##### Woodlands Gallery

535 Academy Rd  
(204)-947-0700  
<https://woodlandsgallery.com/>

##### Soul Gallery | Winnipeg Contemporary Art Gallery

163 Clare Ave  
(204) 781-8259  
<https://soulgallery.ca/>

##### Plug In ICA

460 Portage Avenue.  
(204) 942-1043  
[plugin.org](http://plugin.org)

##### Urban Shaman

290 McDermot Ave. 2nd fl.  
(204) 942-2674  
[urbanshaman.org](http://urbanshaman.org)

##### Video Pool Media Arts Centre

3rd floor Artspace Bldg.  
100 Arthur St.  
(204) 949-9134  
[videopool.org](http://videopool.org)

##### Winnipeg Film Group

304 - 100 Arthur Street (Artspace)  
Tel: (204) 925-3456  
[www.winnipegfilmgroup.com](http://www.winnipegfilmgroup.com)  
[www.winnipegcinematheque.com](http://www.winnipegcinematheque.com)

##### The Artists Village & Art Gallery

611 Main St.  
(204) 947-2992  
[edgevillage.com](http://edgevillage.com)

##### Mayberry Fine Art

212 McDermot Ave./2025 Corydon Ave. Unit 113  
(204) 255-5690 / (877) 871-9261  
[mayberryfineart.com](http://mayberryfineart.com)

##### Warehouse Artworks

222 McDermot Ave.  
(204) 943-1681  
<https://www.warehouseartworks.net/>

## Public and University Art Galleries

### La Galerie

Centre Culturel Franco-Manitobain (CCFM)  
340 Provencher Boulevard  
(204) 233-8972  
[www.ccfm.mb.ca](http://www.ccfm.mb.ca)

### Gallery 1C03

Centennial Hall  
University of Winnipeg  
515 Portage Ave.  
(204) 786-9253  
<https://www.uwinnipeg.ca/art-gallery/>

### Art Gallery of Southwestern Manitoba

710 Rosser Ave., Unit 2  
Brandon, Manitoba  
(204) 727.1036  
[www.agsm.ca](http://www.agsm.ca)

### Buhler Gallery

Everett Atrium, 409 Tache Ave  
(204) 235-3061  
<https://galeriebuhlergallery.ca/>

### The Muse / Lake of the Woods Museum

300 Main Street South, Kenora, Ontario  
(807) 467-2105  
<https://themusekenora.ca/>

### Maison des artistes visuels francophones

219 Provencher Blvd.  
(204) 237-5964  
[maisondesartistes.mb.ca](http://maisondesartistes.mb.ca)

### School of Art Gallery

255 ARTlab, 180 Dafoe Road  
University of Manitoba  
(204) 474-9322  
<https://umanitoba.ca/art/gallery>

### Winnipeg Art Gallery (WAG)

300 Memorial Blvd.  
(204) 786-6641  
<https://www.wag.ca/>

### The Pavilion at Assiniboine Park

55 Pavilion Crescent  
(204) 927-6000  
<https://www.assiniboinepark.ca/park/things-to-do/pavilion-art-galleries>

### MHC Gallery

600 Shaftesbury Blvd  
(204) 487-3300  
<https://www.cmu.ca/gallery>

## Winnipeg Arts e-Billboard

“The Winnipeg Arts e-Billboard is a subscription-based, free service provided by the Winnipeg Arts Council, and is distributed by email every Thursday to approximately 2100 people. The e-Billboard contains events, opportunities and significant news items of interest to both the general public and members of the local arts community. Anyone can subscribe on-line through our website homepage at [www.winnipegarts.ca](http://www.winnipegarts.ca) “

## Art Supplies in Winnipeg

### The BookStore

University of Manitoba, UMSU  
[umanitoba.ca/bookstore/artsupplies/](http://umanitoba.ca/bookstore/artsupplies/)  
\*discounts for School of Art students

### Artists Emporium

580 Roseberry Street  
(204) 772-2421  
[artistsemporium.net](http://artistsemporium.net)

### Michael's

840 St James St  
Winnipeg, MB  
(204) 783-8541

1949 Bishop Grandin Blvd  
Winnipeg, MB  
(204) 255-6122

2311 McPhillips St Unit 330  
(431) 808-0300

1570 Regent Ave W Unit B  
(204) 515-6387

## MFA Progress Report

Name:	Student #:
Admit year:	Expected Grad Date:

### Committee

Advisor:	Committee Member:
Committee Member:	External:

### Course Work

<u>Required Courses</u>	<u>Cr Hrs</u>	<u>Course#/Title</u>	<u>Grade</u>
<b>YEAR 1</b>			
GRAD 7500	0	Academic Integrity Tutorial	
GRAD 7300	0	Research Integrity Tutorial	
STDO 7010	3	Studio Concentration 1	
STDO 7110	3	Graduate Seminar 1	
STDO 7020	3	Studio Concentration 2	
STDO 7120	3	Graduate Seminar 2	
<b>YEAR 2</b>			
STDO 7030	3	Studio Concentration 3	
STDO 7130	3	Graduate Seminar 3	
STDO 7040	3	Studio Concentration 4	
STDO 7200 (final course)	0	MFA Thesis/Studio Exhibition	
<b>ELECTIVES</b>			
	3		
	3		

### Documentation Tracking

Studio Concentration 1 Midterm Critique	Received	Studio Concentration 2 Midterm Critique	Received
Studio Concentration 1 Final Critique	Received	Studio Concentration 2 Final Critique	Received
Studio Concentration 3 Midterm Critique	Received	Studio Concentration 4 Midterm Critique	Received
Studio Concentration 3 Final Critique	Received	Studio Concentration 4 Final Critique	Received

Thesis Proposal Approval	Received from Committee	Sent to Grad Studies
Progress report	Received from Committee	Sent to Grad Studies
Appointment of Examiner	Received from Committee	Sent to Grad Studies
Thesis Final Report	Received from Committee	Sent to Grad Studies

## 1<sup>st</sup> and 2<sup>nd</sup> year Schedule

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### SCHEDULE OF IMPORTANT DATES FOR YEAR 1 MFA STUDENTS

Some dates may change, particularly later in the school year.

#### Fall 2022 Term (Sept 7 - Dec 12)

Sept 7	<b>Orientation</b>
Sept 12	<b>MFA Meet and Greet Lunch</b>
Sept 16, 1:00-4:00	<b>Faculty Lightning Talk (ARTlab 136, six minutes each)</b>
Sept 7-17	<b>Meet with Advisor</b> Preliminary discussion of program goals with Advisor. Set up timetable for meetings. Complete <b>Advisor Student Guidelines</b> – found on JUMP
Oct. 7, 1:00-3:30	<b>Summer Research Presentations</b> – artwork in Student Gallery in Taché Hall; critique of research presentations by 2 <sup>nd</sup> year students – all MFA students to attend
By the end of 1 <sup>st</sup> term	<b>Complete Academic Integrity Course GRAD 7500</b> – found on UMLearn
Sept 27 – Nov 26	<b>Arrange meetings with potential Advisory committee members</b> Working with Advisor, contact faculty for short studio visits. Goal at this time is to meet with 2-3 internal candidates.
Sept 30	<b>National Truth and Reconciliation Day</b> – University closed
Oct 10	<b>Thanksgiving Day</b> – University closed
Oct 4-8	Advisor / Student – Second meeting Project Proposal – 1 <sup>st</sup> version due
Oct 25-29	<b>Mid-Term formative assessment</b> – STDO 7010 Studio Concentration 1 – with Advisor (non-graded assessment)
By Oct 29	<b>Select Electives for Winter Term by late Oct</b> – consult with Advisor
Nov 7-10	<b>Fall Term Break</b> (no classes)
Nov 11	<b>Remembrance Day</b> – University closed
Nov 15	<b>Elective Deadline - Course Proposals Due</b> Deadline to submit signed STDO 7300 Special Topics in Fine Arts for Winter 2022 Term to Graduate Program Assistant
Nov 15-19	Advisor / Student meeting – Third meeting Revisions to Project Proposal if needed
December	<b>Advisory Committee selected</b> Paperwork to Graduate Program Assistant if retaining fall term Advisor
December	<b>End of Term Assessments</b> Assessment with full Advisory Committee for STDO 7010 Studio Concentration 1 – (graded assessment) Project Proposal – Final Copy due

## Winter 2023 Term (Jan 9 - April 12)

Jan 9-13	<b>First meeting with Advisor for Winter Term</b>
Feb TBA	<b>School-wide Critiques</b> for 1 <sup>st</sup> year student cohort
Feb 10-14	<b>Mid-Term Assessment</b> with Advisory Committee (non-graded assessment)
Feb 20-24	<b>Louis Riel Day / Winter Term Break</b> (no classes)
Feb 27 – Mar 3	<b>Group Meeting with Graduate Program Chair, Graduate Program Assistant, Advisor, and Students: Thesis Proposal introduced</b> Set dates for: a) Assessment with full Thesis Advisory Committee STDO 7020 Concentration 2 – (graded assessment) b) Thesis Proposal and Thesis Proposal Oral Examination
March	<b>Open Studio Event</b> – student-run event All MFA students to participate
March TBA	<b>1st draft of Thesis Proposal to Advisor</b> - Advisor feedback within 5 business days
March TBA	<b>2nd draft of Thesis Proposal to Advisor</b> - Advisor feedback within 5 business days
April 3	<b>Deadline to choose elective course and/or submit Special Topics Proposal for Summer Session</b> - Submit signed STDO 7300 Special Topics in Fine Arts for Summer Session 2022 Form to Graduate Program Assistant
April TBA	<b>Student forwards approved Final Draft of Thesis Proposal to Advisory Committee members</b>
April 14-28	<b>End of Term Assessments</b> STDO 7020 Studio Concentration 2 assessment with Advisory Committee – (graded assessment)
April 14-28	<b>Thesis Proposal Oral Examination</b> Advisor's forms completed and signed at time of examination: MFA Thesis Proposal Evaluation Form & FGS Master's Thesis/Practicum Title Form
By the end of 1 <sup>st</sup> year	<b>Complete Research Integrity Course GRAD 7300</b> – found on UMLearn
May	<b>Summer Session begins.</b> Students continue studio work/research throughout summer. Allotted vacation time is 3 weeks – inform Advisor of proposed dates. Working towards 2 <sup>nd</sup> year MFA Summer Research Presentations in early Fall 2023.
June 1	<b>Progress Reports</b> due to Faculty of Graduate Studies

**SCHEDULE OF IMPORTANT DATES  
FOR YEAR 2 MFA STUDENTS**

Some dates may change, particularly later in the school year.

**Fall 2022 Term (Sept 7 – Dec 12)**

Sept 7	<b>Orientation</b>
Sept 12	<b>MFA Meet and Greet Lunch</b>
Sept 16, 1:00-4:00	<b>Faculty Lightning Talk (ARTlab 136, six minutes each)</b>
Sept 7-17	<b>Meet with Advisor</b> Program of Creative Work in development (based on Thesis Proposal). Progress in program discussion. Establish fall meeting schedule.
Oct 7, 1:00-3:30	<b>Summer Research Presentations</b> – artwork in Student Gallery in Taché Hall; Installations: TBA, viewings: TBA.
Sept 30	<b>National Truth and Reconciliation Day</b> – University closed
Oct 10	<b>Thanksgiving Day</b> – University closed
Oct 15	Submit possible External Examiners to Graduate Program Assistant to start approval process
Oct 25-29	<b>Mid-Term formative assessment</b> – STDO 7030 Studio Concentration 3 – with Advisory Committee (non-graded assessment)
Oct 25-29	<b>Selecting Electives (if necessary) for Winter Term</b> – consult with Advisor
Nov 7-10	<b>Fall Term Break</b> (no classes)
Nov 11	<b>Remembrance Day</b> – University closed
Nov 15	<b>Elective Deadline - Course Proposals Due</b> Deadline to submit signed STDO 7300 Special Topics in Fine Arts for Winter Term to Graduate Program Assistant
Nov 15-19	<b>Meeting with Grad Chair, Gallery rep, etc. regarding Thesis &amp; Thesis Exhibition, MFA Catalogue</b>
December	<b>End of Term Assessments</b> Assessment with Advisory Committee STDO 7030 Studio Concentration 3 – (graded assessment)

**Winter 2023 Term (Jan 9 – April 12)**

Jan 9-13	<b>First meeting with Advisor for Winter Term</b>
Early Feb	<b>Thesis Exhibition Meeting: Submit preliminary Thesis Exhibition installation</b>
Feb TBA	<b>School-wide Critiques</b> for 1 <sup>st</sup> year students
Feb 10-14	<b>Mid-Term Assessments</b> with Advisory Committee (non-graded assessment)
Mid Feb	<b>Meet as a cohort to plan exhibitions – discuss MFA Catalogue requirements.</b>
Feb 20-24	<b>Louis Riel Day / Winter Term Break</b> (no classes)
Feb 27	<b>Submit 1st draft of Thesis Statement to Advisor</b>
March	<b>Open Studio Event</b> – student-run event All MFA students to participate
March 15	<b>Submit 2nd draft of Thesis Statement to Advisory Committee</b>
End of March	<b>External Examiner confirmed</b> – Master's Thesis/Practicum Title and Appointment of Examiners form submitted to Graduate Program Assistant

April 1	<b>Response from Advisory Committee</b> regarding Thesis Statement (through email acceptable)
April 14-28	<b>End of Term Assessments</b> STDO 7040 Studio Concentration 4 Assessment with Advisory Committee – (graded assessment)
April 14-28	<b>Recommendation Regarding Thesis Exhibition</b> Advisory Committee recommends/does not recommend continuation towards the Exhibition based on: <ul style="list-style-type: none"> <li>• Assessment of the student’s studio work</li> <li>• Draft of the Thesis Statement</li> </ul> <p>The Advisory Committee may make recommendation(s) regarding modifications/improvements to the studio work or written statement.</p> <p>If approved, Advisory Committee completes and signs <b>Final Year MFA Thesis Endorsement Form</b> and submits to Graduate Program Assistant.</p>
<b>DATES BELOW TBD</b>	
May 1	<b>Deadline to submit final draft Thesis Statement for distribution.</b> Distributed to the Examining Committee, Director and Graduate Chair.
First week of May	<b>Installation of Thesis Exhibition</b>
May/June	<b>MFA Thesis Exhibition</b>
First week of exhibition	<b>Thesis Oral Examinations</b> scheduled to accommodate timetables of Examining Committee.
June 30	<b>Revisions to Thesis Statement Complete by this date</b> – per Examining committee set deadline
End of August	<b>Deadline to submit Final Report to Faculty of Graduate Studies.</b>
End August	<b>Deadline to submit thesis document</b> (written Thesis Statement and exhibition documentation to MSpace for October 2022 graduation.)