



The workshop will begin shortly.



UM

Faculty of
Graduate Studies

The University of Manitoba campuses are located on original lands of Anishinaabeg, Cree, Oji-Cree, Dakota, and Dene peoples, and on the homeland of the Métis Nation.

We respect the Treaties that were made on these territories, we acknowledge the harms and mistakes of the past, and we dedicate ourselves to move forward in partnership with Indigenous communities in a spirit of reconciliation and collaboration.



Notification of Photography and Recording

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Faculty of Graduate Studies Orientation

- Who are we?
- FGS and you?
- Who should you contact?



UM

Faculty of
Graduate Studies

Faculty of Graduate Studies



Kelley Main,
Dean (Acting)

- Administrative oversight for >143 graduate programs
- 1650 faculty members
- >3,700 students

Liaise with Unit Heads, Graduate Chairs, Graduate Coordinators



Stephen Kirkland
Associate Dean
Natural Sciences/Engineering



Randy Jamieson
Associate Dean
Social Sciences/Humanities

TBD
Associate Dean
Health Sciences

- Program issues/problems/solutions
- Graduate Program Reviews → Enhancements
- Professional Development, Awards, Best Practices



Faculty of Graduate Studies

**Everything
you need to
at your
fingertips!**



Discovery happens here. The University of Manitoba offers the opportunity to conduct transformational research. Join the graduate students and researchers who come here from every corner of the world.

[Academic guide](#)

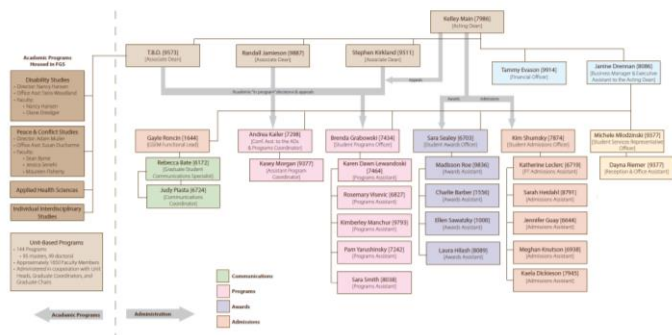
[Forms](#)

[COVID-19 updates](#)

Also: [Browse all graduate programs](#)
[Start your application](#)
[Student Supports](#)
[Student Experience](#)
[Resources](#)
[Contacts us](#)

Where you and FGS intersect

- **Admissions**
 - Online → unit recommendations → FGS admission letter (conditions)
- **Advisor-Student Guidelines**
 - establish expectations
- **Academic and Research Integrity**
 - GRAD 7500, GRAD 7300 – mandatory online courses
- **Monitoring Progress**
 - Student Progress Report
 - Time To Completion
 - Thesis Examination → Grad checks
- **Professional Development**
 - GRADSTEPS (Campus to Career)
- **Communications**
 - Orientation, 3MT, MT180, Career Compass, UMGradGoals
- **Funding & Awards**
 - UMGF, International Student Awards, GETS



PROGRAMS

AWARDS

ADMISSIONS

Brenda Grabowski [7434]
[Student Programs Officer]

Sara Sealey [6703]
[Student Awards Officer]

Kim Shumsky [7874]
[Student Admissions Officer]

Karen Dawn Lewandowski [7464]
[Programs Assistant]

Rosemary Visevic [6827]
[Programs Assistant]

Kimberley Manchur [9793]
[Programs Assistant]

Pam Yarushinsky [7242]
[Programs Assistant]

Sara Smith [8038]
[Programs Assistant]

Madisson Roe [9836]
[Awards Assistant]

Charlie Barber [1556]
[Awards Assistant]

Ellen Sawatzky [1000]
[Awards Assistant]

Laura Hilash [8089]
[Awards Assistant]

Katherine Leclerc [6719]
[PT Admissions Assistant]

Sarah Heidahl [8791]
[Admissions Assistant]

Jennifer Guay [6644]
[Admissions Assistant]

Meghan Knutson [6938]
[Admissions Assistant]

Kaela Dickieson [7945]
[Admissions Assistant]

WHAT DOES FGS DO?

PROGRAMS

Faculty of Graduate Studies | Program Portfolios

Associate Dean, Dr. Stephen Kirkland (ext. 9511)

Rosemary Visevic
204.474.6827
rosemary.visevic@umanitoba.ca

Architecture

- Architecture
- City Planning
- Design & Planning
- Interior Design
- Landscape Architecture

Science

- Biological Sciences
- Chemistry
- Computer Science
- Mathematics
- Microbiology
- Physics & Astronomy
- Statistics

Brenda Grabowski
204.474.7434
brenda.grabowski@umanitoba.ca

Graduate Studies

- Applied Health Sciences
- Disability Studies
- Peace & Conflict Studies
- Individual Interdisciplinary Studies (IIS)
- Collaborative Ph.D.

Karen Dawn Lewandoski
204.474.7464
kd.lewandowski@umanitoba.ca

Agricultural & Food Sciences

- Agribusiness & Agricultural Economics
- Animal Science
- Entomology
- Food & Human Nutritional Sciences
- Plant Science
- Soil Science

Environment, Earth & Resources

- Environment & Geography
- Geological Sciences
- Natural Resources Institute

Fine Art

Law

- Human Rights
- Law

Music

Rehabilitation Sciences

- Occupational Therapy
- Physical Therapy
- Rehabilitation Sciences

Associate Dean, Dr. Randall Jamieson (ext. 9887)

Sara Smith
204.474.8038
sara.smith@umanitoba.ca

Arts

- Anthropology
- Classics
- Economics
- English, Film, Theatre & Media
- French, Spanish & Italian
- German & Slavic Studies
- History
- Icelandic Language & Literature
- Linguistics
- Native Studies
- Philosophy
- Political Studies
- Psychology & School Psychology
- Public Administration
- Religion
- Sociology & Criminology

Education

- Curriculum, Teaching & Learning
- Educational Administration, Foundations & Psychology
- Education

Université de St. Boniface

- Canadian Studies
- Education

Associate Dean, T.B.D. (ext. 9573)

Kim Manchur
204.474.9793
kimberley.manchur@umanitoba.ca

L.H. Asper School of Business

- Finance
- M.B.A.
- Management

Medicine

- Biochemistry & Medical Genetics
- Community Health Sciences
- Genetic Counselling
- Human Anatomy & Cell Science
- Immunology
- Medical Microbiology & Infectious Diseases
- Pathology
- Pharmacology & Therapeutics
- Physician Assistant Studies
- Physiology & Pathophysiology
- Surgery

Nursing

Pharmacy

Pam Yarushinsky
204.474.7242
pam.yarushinsky@umanitoba.ca

Dentistry

- Oral Biology
- Oral & Maxillofacial Surgery (DDSS)
- Orthodontics (PDS)
- Pediatric Dentistry (PDS)
- Periodontics (DDSS)
- Prosthodontics (Restorative Dentistry)

Engineering

- Biomedical
- Biosystems
- Civil
- Electrical & Computer
- Mechanical

Kinesiology & Recreation Management

Social Work

- Social Work
- Social Work - Indigenous Knowledges

July 2021



GRADUATE

ACADEMIC CALENDAR 2021-2022



Important Dates
University Policies & Procedures
General Academic Regulations
Admissions
Academic Guide
Programs
Awards
Registration Information

Faculty of Graduate Studies Bona Fide Academic Requirements Core academic requirements

BFAR statement	Taught	Assessed
Student must successfully complete a co-operative experience or practicum, if required by their program.		GRAD 7030
Student must successfully complete a comprehensive exam, project, studio exhibition, or equivalent, as required by their program and determined by the assigned examining committee.	GRAD 7010 GRAD 7050 GRAD 7090 GRAD 7200	GRAD 7010 GRAD 7050 GRAD 7090 GRAD 7200 Examining/Adjudication Committee
Student must produce a recorded/published thesis commensurate with degree being sought.	Master's GRAD 7000 Doctoral GRAD 8000	GRAD 7000 GRAD 8000
Student must successfully defend their thesis (where required), as determined by the assigned examining committee, in real-time.	Master's GRAD 7000 Doctoral GRAD 8000	GRAD 7000 GRAD 8000
Student in doctoral program must complete a candidacy exam (or equivalent) as required by their program and determined by the assigned examining committee.	GRAD 8010	GRAD 8010
Student must demonstrate knowledge of the University of Manitoba's policy on academic integrity, plagiarism, and cheating.	GRAD 7500	GRAD 7500
Student must conduct research in a safe and ethical manner, referring to their respective ethics board and supervisor(s) to ensure respect is maintained for: human dignity and/or animal welfare; vulnerable persons; informed consent; justice and diversity; confidentiality and privacy; beneficence and non- maleficence in the work that they conduct.	GRAD 7300	GRAD 7300
Student must complete coursework as required by their program.		

Additional requirements by program of study

If you are a student in any of the following programs of study, you must also meet the additional BFARs of those programs, as detailed in the PDFs here.

School of Fine Arts BFAR (PDF) →
 Geological Sciences BFAR (PDF) →
 German and Slavic Studies BFAR (PDF) →
 Faculty of Music BFAR (PDF) →
 College of Nursing BFAR (PDF) →
 Occupational Therapy BFAR (PDF) →
 Physical Therapy BFAR (PDF) →
 Genetic Counselling BFAR (PDF) →
 Soil Science BFAR (PDF) →
 Université de Saint-Boniface Education BFAR (PDF) →

Grad 7500 – Academic Integrity

GRAD 7500 - Academic Integrity

All graduate students must complete GRAD 7500 Academic Integrity in their first term of study.

The University of Manitoba upholds a high standard of academic integrity across all faculties, departments and schools. Students must demonstrate knowledge of the university's rules regarding academic integrity, plagiarism, and cheating. Penalties for breaching these rules can result in suspension or even expulsion from your program of study.

This is a zero (0) credit hour course that will introduce you to your basic responsibilities regarding academic integrity and to the resources designed to support you in this endeavour.

There is no enrolment fee for this course.

Course description

GRAD 7500 is an online tutorial made up of seven units. These units:

- explore what is meant by academic integrity
- demonstrate what is considered to be academic misconduct
- help you identify strategies to avoid academic misconduct and achieve with integrity in and beyond the classroom
- provide valuable resources to facilitate achieving this gold standard of scholarly conduct

Working through the course

You will complete the course online on the UM Learn learning platform.

To get the most from this learning experience, we suggest you complete one unit every three days; however, you are free to move through the course at your own pace.

You must read all of the information, watch each video, and participate in each discussion, reflection and quiz within the seven units to access and complete the final quiz. Each of the units will take approximately 45 to 60 minutes to complete.

Refer to the [GRAD 7500 tutorial instructions](#) if you run into difficulties.

ALL graduate students must register for and complete GRAD 7500

- Zero (0) credit-hour course
- Online
- Seven (7) Units
- 45-60 minutes to complete each Unit
- 24-hour release delay between Units
- PASS requires 100% on Final Quiz
- Five (5) attempts of Final Quiz
- Remediation
 - ✓ Workshop with course coordinator

Grad 7300 – Research Integrity

Course overview

GRAD 7300 Research Integrity is a zero (0) credit-hour interactive online course that is accessed through UM Learn. As a Bona Fide Academic Requirement (BFAR), GRAD 7300 is mandatory for all graduate students at the University of Manitoba. It has been identified as a BFAR because research integrity applies to all disciplines and all types of academic programs. GRAD 7300 reviews key concepts of responsible professional behaviour through a wide lens of “research” which spans text-based studies, creative and scholarly activities, as well as research requiring data collection.

Effective Fall 2020, GRAD 7300 must be completed in the first year of a graduate student’s program. Completing GRAD 7300 prior to or during the application process to any ethics boards which are appropriate to the student’s research is strongly encouraged.

When do I need to take it?

If you have not already taken the Research Integrity Tutorial, you need to register in GRAD 7300 and complete the tutorial within your first year in the program. ←

It is beneficial for students to complete GRAD 7300 Research Integrity Tutorial prior to submitting their ethics application. However, the REB process will not be halted because GRAD 7300 has not been completed.

The completion of GRAD 7300 is an FGS Academic Guide policy and not a policy of the ethics offices.

If you have completed the TCPS 2: CORE (Course on Research Ethics) tutorial, you must still take GRAD 7300. These courses are complementary, not redundant to one another.

Core modules

- Good Research Conduct
- Irresponsible Research Practices
- Planning Your Research
- Managing and Recording Your Research
- Data Selection, Analysis and Presentation
- Scholarly Publication
- Professional Responsibilities
- Communication, Social Responsibility and Impact

ALL graduate students must register for and complete GRAD 7300

- Zero (0) credit-hour course
- Online
- 8 core modules, with 7 supplementary modules.
- 5 hours in duration
- 80% required to pass each core module

FGS Academic Guide and Unit Supplemental Regulations

Application & Admission Procedures
Academic Performance
General Regulations: Pre-Master's
General Regulations: Master's
Doctor of Philosophy General Regulations
Policy of Withholding Thesis pending Patent
Applications or Manuscript Submission
Extension Time to Complete Program of
Study Content
Leave of Absence (regular, exceptional,
parental), Vacation
Appeals: Procedures & Guidelines
Appendix I – Thesis/Practicum Types

Faculty of Graduate Studies	
Name of Unit: Biochemistry and Medical Genetics	
Faculty of Graduate Studies Regulation	Supplemental Regulation
<p>The Faculty of Graduate Studies Academic Guide contains all the rules and policies pertaining to the Faculty of Graduate Studies. Adherence to these rules is of utmost importance for the effective functioning/operation of programs and for guiding and monitoring the progress of students. The integrity of the process is at stake. The major goal of this guide is to prevent potential problems that may affect the completion of a student's program. It is the responsibility of students and the department/unit offering a graduate program to read and follow the policies contained herein.</p> <p>All regulations as laid out in the Faculty of Graduate Studies Academic Guide are subject to revision by the appropriate bodies of the Faculty of Graduate Studies. This compendium is presented as the most recent set of regulations as a guideline for students and staff. Individual departments/units may have additional regulations that supplement these general regulations. All such supplementary procedures and regulations must be approved as specified by the By-Laws of the Faculty of Graduate Studies, be published and available to students, and kept on file in the Faculty of Graduate Studies Office.</p> <p>For those programs that are administered through a Faculty (as opposed to a Department) the term "Department" should be substituted by "Unit" within this document (i.e. Department Head becomes Unit Head).</p> <p>PREFACE</p> <p>The Faculty of Graduate Studies is a pan-University faculty charged with the oversight of the administration of all graduate programs at the University. Therefore these regulations apply to all graduate students in all programs in all academic units. Individual units may require specific requirements above and beyond those in the following document, and students should consult unit supplemental regulations for these specific regulations. All unit supplemental regulations require approval of the Faculty of Graduate Studies.</p>	
4.6 Advisory Committee 4.6.1 Thesis/Practicum Route Advisory committees are selected by the advisor/co-advisor in consultation with the student and should consist of individuals whose expertise is consistent with that necessary to provide additional advice and guidance to the student during his/her research program. The advisory committee must consist of a minimum of three (3) members (including the advisor/co-advisor), two (2) of whom must be members of the Faculty of Graduate Studies http://umanitoba.ca/faculties/graduate_studies/governance/academic_membership.html . One (1) of whom must hold a primary appointment from within the department/unit and one (1) of whom must hold no appointment within the department/unit. It is expected, under normal circumstances, that Advisory Committee members have a Master's degree or equivalent. Advisory committees may include one (1) non-voting guest member who has expertise in a related discipline but is not a member of the Faculty of Graduate Studies. A student who also holds an appointment at The University of Manitoba at the rank of Assistant Professor or above cannot have an advisor or co-advisor with an appointment in the same department/unit. Graduate students may not serve on graduate student advisory committees. The composition of, and any changes to, the advisory committee, including the advisor/co-advisor, must be approved by the Faculty of Graduate Studies. The advisor/co-advisor is the Chair of the advisory committee. Additional specifications, if any, regarding the advisory committee are found in the department/unit supplemental regulations and students should consult these regulations for specific requirements.	# credit hours, Required Courses, Elective Courses, Candidacy Examinations, Thesis Examinations etc. Advisory Committee: <i>For the research-based Master's:</i> within one month of beginning the program, each student, in consultation with his/her advisor, will select an advisory committee and submit their names to the Chair of the Graduate Student Affairs Committee for approval. <i>For the GCP:</i> each student, in consultation with his/her advisor, and the GCP Program Director, will select an advisory committee and submit their names to the Chair of the Graduate Student Affairs Committee for approval before the end of the Fall semester in the first year of the program. For both programs: Advisory committees are responsible to: <ol style="list-style-type: none">1. monitor the student's program of study, academic progress, and thesis research progress;2. provide advice to the students on research or other matters connected with their programs of study;3. conduct a formal annual review of the student's progress in time to file a report to the Faculty of Graduate Studies by June 1st of each calendar year;4. conduct a Fall BMG Review of the student's progress in time to file a report to the Chair of



Supplementary regulations

The Faculty of Graduate Studies is a pan-University faculty charged with the oversight of the administration of all graduate programs at the University.

Supplementary regulations by unit

The Faculty of Graduate Studies Academic Guide regulations apply to all graduate students in all programs in all academic units. Individual units may require specific requirements above and beyond those in the Academic Guide document, and students should consult unit supplementary regulations for these specific regulations. All unit supplementary regulations require approval of the Faculty of Graduate Studies.

Agribusiness and Agricultural Economics	+
Animal Science	+
Anthropology	+
Applied Health Sciences (PhD)	+
Architecture	+
Biochemistry & Medical Genetics	+
Biological Sciences	+
Biomedical Engineering	+
Biosystems Engineering	+
Canadian and Intercultural Studies	+
Chemistry	+
City Planning	+
Civil Engineering	+
Classics	+
Community Health Sciences	•

Graduate Studies: Supplemental Regulations



For my Master's who can be my Advisor?

4.5 Student's Advisor/Co-Advisor 4.5.1 Student's Advisor Each student should have an advisor upon entry into the program, and must have one assigned no later than one (1) term following registration. The advisor must: <ul style="list-style-type: none">• hold an appointment in the student's department/unit;• be a member of the Faculty of Graduate Studies*;	Each M.Sc. student shall have a designated advisor. If an advisor has not been chosen by the student at the beginning of their program, the Graduate Coordinator will serve as advisor until a permanent advisor is assigned.
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Who can be on my committee?

4.6 Advisory Committee 4.6.1 Thesis/Practicum Route Advisory committees are selected by the advisor/co-advisor in consultation with the student and should consist of individuals whose expertise is consistent with that necessary to provide additional advice and guidance to the student during his/her research program. The advisory committee must consist of a minimum of three (3) members (including the advisor/co-advisor), at least two (2) of whom must be members of the Faculty of Graduate Studies	A student's advisory committee will consist of the advisor plus at least two other members, at least one of whom must be from within the department, and one of whom is from outside the Department.
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For my doctorate, who can be my Advisor?

5.2.1 Student's Advisor

Every Ph.D. student must have an advisor throughout their program, appointed by the Head of the department/unit. The advisor is responsible for supervising the student's graduate program. The advisor is the student's first point of contact at the University of Manitoba, and therefore should be familiar with the general policies and regulations of the Faculty of Graduate Studies as well as the specific supplementary regulations of their academic department/unit. In this capacity, the advisor assists the student in planning the graduate program, and ensures that the student is aware of all graduate program requirements, degree regulations, and general regulations of the academic department/unit, the Faculty of Graduate Studies, the university, and external funding agencies. The advisor provides counsel for all aspects of the graduate program, and stays informed of the student's scholarly activities and progress. The student's advisor also acts as a channel of communication to the student's advisory committee, the department/unit and the Faculty of Graduate Studies.

The advisor must:

- hold an appointment in the student's department/unit.
- be a member of the Faculty of Graduate Studies*;
- hold a Ph.D. or equivalent**;
- be active in research; and
- have expertise in a discipline related to the student's program.



How do I know what to expect with my advisor?

Advisor Student Guidelines (ASG)

Instructions

ALL thesis based graduate students and advisors must submit an Advisor Student Guidelines. The Faculty of Graduate Studies no longer accepts paper copies of these forms.

The online ASG application is now found in JUMP - umanitoba.ca/JUMP

NOTE: The ASG is to be filled out and submitted with both the Advisor and Student present. The Advisor must log into to their JUMP account first, fill out the form with the student, submit the form, and log out. Next the student must log into their JUMP account and either accept or reject the ASG that was just made.

Step 1: Advisors: Login to your **JUMP** account.



UNIVERSITY
OF MANITOBA

JUMP

This form must be completed at least annually and returned to FGS no later than June 1 of every year.
Failure to provide a Progress Report by June 1 will result in a registration restriction.

For the period from (mm/yyyy) to (mm/yyyy)

Part A | Program of Study Status (to be completed for all students)

Student Name (LAST, First) Student Number
 Major Department / Unit Program Start Date (mm/yyyy)
 Student Status ☐ Full-Time ☐ Part-Time
 Program of Study? ☐ Ph.D. ☐ Master's (thesis or practicum) ☐ Master's (comprehensive, project or coursework)
 Coursework completed? ☐ Yes ☐ No If no, please indicate the number of credit hours yet to be completed

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

Part B | Thesis or Practicum Routes (to be completed for Ph.D. and Master's students in the thesis or practicum routes only)

Online Advisor Student Guidelines Completed? (Required) ☐ Yes ☐ No Reviewed Currently? ☐ Yes ☐ No

The Advisor Student Guidelines (ASG) must be completed as soon as possible after registration, but no later than at the time of submission of the first progress report. The ASG only needs to be completed once during a student's program, unless the student changes his/her advisor(s), and/or the terms of the agreement change, in which case a new ASG would be required. The ASG form is available only online through JUMP.

Has the student met with the advisor(s) or the advisory committee during the reporting period?

Note: Ph.D. students must meet with their entire committee at the same time at least once a year to review the student's progress, as per FGS regulations.

☐ Yes, met with advisory committee
☐ Yes, advisor(s) only Please indicate why
☐ No Please indicate why

		Expected Completion Date
Practicum Stream Only	Practicum Topic Approved? <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/> (mm/yyyy)
Thesis Stream Only	Thesis Proposal Approved? <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/> (mm/yyyy)
	Ethics Approved? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	<input type="text"/> (mm/yyyy)
	Research Completed? <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/> (mm/yyyy)
Ph.D. Students Only	Candidacy Exam Completed? <input type="radio"/> Yes <input type="radio"/> No	<input type="text"/> (mm/yyyy)

Is there a conflict of interest that has been or needs to be declared to FGS? ☐ Yes ☐ No

Part C | Student's Progress (to be completed for all students)

Provide a detailed list of goals met in this reporting period. (Attach a separate sheet if additional space is required for any section.)

Progress Reports

- Annual – June 1
- No more than once per term

Faculty of Graduate Studies

Discovery happens here. The University of Manitoba offers the opportunity to conduct transformational research. Join the graduate students and researchers who come here from every corner of the world.



Program

- Advance credit - transfer of credit (PDF) →
- Change of name (PDF) →
- Continuing status of a course (CO) (PDF) →
- Leave of absence status (PDF) →
- Progress report (PDF) →
- Program time extension (PDF) →
- Permission for concurrent curriculum (PDF) →
- Focus on Aging Student Intention (PDF) →
- Focus on Aging Concentration Completion (PDF) →
- Request for In-Person Access for Candidacy Examinations (PDF) →

Student Rating (please select one)

☐ **Satisfactory**
Student meets or exceeds minimum expectations.

☐ **In Need of Improvement**
Student does not meet minimum expectations.
If first "in need of improvement" assessment, re-registration will be allowed. Student must achieve the detailed list of goals and timelines (to be attached to this form) by the next in-person committee meeting date (typically 4 months after this rating is given).
If second consecutive "in need of improvement" assessment, the student will normally be withdrawn from their program.

☐ **Unsatisfactory**
Student should be required to withdraw. Clearly detail the reason(s) for this rating.

MANDATORY: Provide sufficient detail to justify the student rating.
(Attach a separate sheet if additional space is required.)

Provide a detailed list of goals and specific timelines expected for the **next reporting period**. (Attach a separate sheet if additional space is required for any section.)

Part D | Signatures (all signatures are required)

(Advisor Name) (Department/Unit) (UM Employee ID Number)

Advisor Signature _____ Date _____
(mm/dd/yyyy)

(Co-Advisor Name) if applicable (Department/Unit) (UM Employee ID Number)

Co-advisor Signature _____ Date _____
(mm/dd/yyyy)

Committee Members

Name	Department/Unit	Signature	Date (mm/dd/yyyy)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Student Comments (Optional)

Notice Regarding Collection, Use, and Disclosure of Personal Information by the University

Your personal information is being collected under the authority of *The University of Manitoba Act*. The information you provide will be used by the University for the purpose of maintaining a record of progress regarding your program of study, and for communication. Your personal information will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.

Student Declaration: The above portions of this form were completed prior to my signing. I have read and I understand my Progress Report.

Student Signature _____ Date _____
(mm/dd/yyyy)

Department/Unit Signature _____ Date _____
(mm/dd/yyyy)

Please indicate: ☐ Department/Unit Head ☐ Graduate Chair

FGS Office Use Only ☐ Hold Removed

Initials Date (mm/dd/yy)



How long do I have in my program?

Time to Completion

Master's

The maximum time allowed for the completion of the Master's degree is four (4) years for students declared as full-time and six (6) years for students declared as part-time (see section [1.4.1](#) for information on calculating maximum time for students). Individual department/units and/or programs may have specified minimum and maximum time limits, and students should periodically check department/unit supplemental regulations regarding these specific requirements.

Ph.D.

A student's candidature shall lapse if he/she fails to complete the degree within six (6) years following initial registration in the Ph.D. program. For those students who transfer from the Master's to the Ph.D., years spent in the Master's program are counted as years in the Ph.D. program.

Ph.D. students who are declared as part-time will receive an additional four (4) months in time to complete their program for every two (2) years (24 months) they are declared as part time (see [section 1.4.1](#)) to a maximum of seven (7) years.

Professional Development

Communications

Funding & Awards



UM

Faculty of
Graduate Studies

Graduate student workshops

Take advantage of a variety of workshops to help you throughout your graduate program.

On this page

- [Upcoming workshops](#)
- [Full workshop offering \(GradSteps, Mitacs\)](#)
- [Claim workshops for your co-curricular record](#)
- [Other workshops for grad students](#)
- [Workshop partners](#)
- [Contact us](#)



Upcoming workshops

July 14 - What are your favourite Google Chrome extensions?

July 14 - ORCID, Scopus, Publons, Google Scholar: Making Sense of Research Profiles and Identities

July 21 - Zotero Basics

July 28 - Navigating the Research Literature: Web of Science & Scopus

Know Your Resources: the Basic Step

Personal Management: the Healthy Step

Data Management: the Research Step

Writing and Speaking: the Communication Step

Planning with Intention: the Career Step

Ideas Into Action: the Entrepreneurial Step

Mitacs workshops

Mitacs is a not-for-profit organization specializing in research and training.

[Mitacs graduate student workshops](#) are designed to build competencies in four key areas that are recognized as vital to professional success. Each workshop addresses one or more of the following competencies:

1. Leadership and management
2. Communication and relationship building
3. Personal and professional management
4. Entrepreneurialism

We will be hosting the following workshops during the 2020-21 academic year:

- [Foundations of Project Management I](#)
Two-day workshop offered May and November 2020
- [Time Management](#)
Full-day workshop offered June 2020
- [Business Writing for Today's Professional](#)
Full-day workshop offered June 2020
- [Essentials of Productive Teams](#)
One-day workshop offered October 2020
- [Build Your Scientific and Technical Writing Skills](#)
Full-day workshop offered November 2020
- [Foundations of Project Management II](#)
Two-day workshop offered November 2020
- [Skills of Communication](#)
Full-day workshop offered November 2020
- [Practice Your Presentation Skills](#)
Full-day workshop offered February 2021
- [Networking Skills](#)
Full-day workshop offered March 2021

Registration

Registration for Mitacs training workshops is through [Mitacs EDGE](#). To register:

- You will be required to create a new account
- Select your Learner Affiliation on the EDGE Registration Portal
- Carefully select your current Mitacs Program Affiliation (If you are not a Mitacs Intern or program participant, select "General")

i A \$50 pre-authorization of a valid credit card is required to register. The pre-authorization is temporary and is usually reversed in two to three business days, sometimes sooner.

i A \$50 penalty is applied to all late cancellations (those made fewer than five days before the workshop date), no shows or incomplete attendance. This penalty is charged only after the workshop takes place. No charge is made to students who participate in full.



#UMGradGoals

University of Manitoba Graduate Goals



Purpose

#UMGradGoals is an online guide for University of Manitoba Master's and PhD students that identifies important academic goals and program milestones that every student should be aware of and aim to achieve so as to ensure success in their academic career.

Who Is It For?

#UMGradGoals is intended to provide all incoming and continuing graduate students with key academic program, funding, and professional development information at the University of Manitoba.

Incoming students should review all of the outlined goals and milestones before beginning their graduate program. Continuing students should revisit and review their goals regularly to make sure they are on track to graduate.

Sharing your #UMGradGoals via the Faculty of Graduate Studies (FGS) website, [Facebook page](#), and [Twitter](#) feed helps to inspire current and future students by showcasing the innovative work that University of Manitoba graduate students are doing, and the positive impacts of this work locally, nationally, and internationally. #UMGradGoals also serves to connect graduate students across disciplines to foster a sense of community that provides support to see every individual succeed.

Stage one: Be prepared

It's important to learn about your new department in advance. Take the time to connect.

Stage two: Make a plan

You are more likely to have a successful graduate student experience with a clear plan in place.

Stage three: Assess your progress

Check in on your progress midway through your studies to be sure you're on track to complete the program.

Stage four: Plan for the future

In the final stages of your graduate degree program, remain focused on your ultimate goal: completing your degree.

3MT and MT180 Competitions

2021 3MT Results

Three Minute Thesis (3MT®)

Three Minute Thesis (3MT) is an annual competition for graduate students in a thesis-based program. The University of Manitoba 3MT is part of an overall strategy to highlight our graduate students, promote UM research and connect with the community.

1st Place - [Nolan De Leon](#) ↗

2nd Place - [Danah Alhattab](#) ↗

3rd Place - [Sristi Mundhada](#) ↗

People's Choice - [Sonu Varghese](#) ↗

2021 3MT prizes

Awards for finalists

Dr. Archie McNicol Prize for first place	
This prize recognizes the legacy of the late Dr. Archie McNicol who was an enthusiastic supporter of graduate students and the Three Minute Thesis competition.	\$2,500
UM Retirees Association Prize for second place	\$1,250
Third place	\$750
People's Choice Award	UM Bookstore gift certificate

Gift cards for winners

The top three winners from each heat will receive a \$200 prize/giftcard.

Ma these en 180 secondes

2021 Winners

1er Prix du jury, compétition principale : [Nolan De Leon](#)

2e Prix du jury, compétition principale : [Veronica Coppolaro](#)

1er Prix du jury, sous-compétition Maitrise : [Noushin Ahmadpour](#)

2er Prix du jury, sous-compétition Maitrise : [Emily Garcia](#)

Information on the National Competition can be found [here](#) ↗.

Veronica Coppolaro will advance to the [National MT180 Competition](#) ↗ being held June 29 2021 virtually. You can watch the competition live [here](#) ↗.



Applications Open in December, Heats: March, Final Competition April

Career Compass: Graduate Studies

Map out your career pathway from the start of your academic journey!

Engage in opportunities to support your career success, while learning about the knowledge, skills and attributes that employers are seeking!

This guide is intended to support graduate students in their career planning. Though useful for all graduate students, there is significant guidance for Master's and PhD students in thesis or research-focused programs. Students in all programs, including terminal or professional programs are also encouraged to utilize other resources provided by Career Services, your academic department and relevant professional associations. [Career Services' occupational library](#) is a hub for many of these resources.

To use this tool, click on the titles below to expand each section. **Graduate Studies at UM** includes an outline of skills students can expect to gain during their studies. **Sample Jobs** provides a listing of occupational titles that graduates might choose to pursue. **What do employers want?** highlights the top ten skills and qualifications for jobs requiring graduate-level education. Within the sections **Getting Started, Intermediate Steps, Final Steps**, tips and resources are organized within four subsections:

1. Personal and Professional Development,
2. Career Planning Tips,
3. Work & Volunteer Experience,
4. Community & Research Connections.

For academic guidance:

- Refer to the [Academic Calendar](#) for program requirements and academic regulations.
- Utilize [#UMGradGoals](#) to help you meet key goals, actions and milestones as you progress through your studies. This tool is an academic success hub and includes academic reminders, and awards and funding information.

Career Services

Career Month

Career planning

- Explore occupations

Volunteering during COVID-19

Employment resources for students

Career fairs

Career Mentor Program

UM Café: Ten Thousand Coffees

Discover Your Future in Healthcare

Co-ops and internships

Connect with and recruit students

Wage Subsidies for Employers

Alumni stories

Adam N. Nepon | MBA - Indigenous Business and Economy

Emma Popowich | MA in French

W. Kurt Hildebrand | PhD in Physics

Michelle Keller | PhD in French

Neil Owens | PhD in Chemistry

<https://umanitoba.ca/career-services/career-planning/career-compass-graduate-studies>



UM

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Funding, awards and financial aid

We want you to succeed as a graduate student. Find out how you can access funding so you can focus on your studies.

 Go directly to...

Browse all graduate awards



2020 Vanier Scholars

Award opportunities

These are a sampling of the many awards available to UM graduate students.

University of Manitoba Graduate Fellowships (UMGF)



G. Clarence Elliott Fellowship



Vanier Canada Graduate Scholarships



Departmental awards



Indigenous graduate student awards

International graduate student awards

Research funding

Find available research funding for master's and doctoral students.

Research Manitoba

You can apply directly to Research Manitoba, which provides funds for research in the health sciences through a number of grants and awards programs.

[Research Manitoba](#) 

Mitacs

Mitacs is a national research network and funding agency that supports collaborative industrial-academic research projects and the training of highly qualified personnel.

[Mitacs](#) 

Tri-Council awards (federal funding)

Explore the three major government funding bodies that provide funding for scholarly research in Canada.

[Natural Sciences and Engineering Research Council of Canada \(NSERC\)](#) 

[Social Sciences and Humanities Research Council of Canada \(SSHRC\)](#) 

[Canadian Institutes of Health Research \(CIHR\)](#) 

AWARDS

Faculty of Graduate Studies | Awards Portfolios

Sara Sealey
Awards Officer
204.474.6703
sara.sealey@umanitoba.ca

Michael Smith CGS-MSFSS (NSERC, SSHRC, CIHR)
NSERC Doctoral Prize
NSERC IPS
Research Manitoba
Scholarship Liaison Officer (SLO) for the Tri-Agencies
TR Labs
UMGF Budget & Allocations
Vanier Canada Graduate Scholarships (NSERC, SSHRC, CIHR)
Emergency Loans

Laura Hilash
Awards Assistant
204.474.8089
laura.hilash@umanitoba.ca

Carla Thorlakson Graduate Travel Award
Dean of Grad. St. Student Achievement Award
Dr. Richard Douglas Oatway Memorial Fellowship
Faculty of Graduate Studies Travel Award
Faculty of Graduate Studies Virtual Conference Award
James Gordon Fletcher PhD Flshp in Aboriginal Issues
Pamela Hardisty Graduate Fellowship
PGS Human Genetics
Roma Zenovea Hawirko Grad Scholarship
Sonja I. Bata Material Culture Scholarships
Women's Health Research Foundation of Can. (FT/PT)
Senior Women Academic Administrators of Canada (SWAAC)
UMGF Administration - Recommendations
UMGF - Supplemental Awards
Emergency Loans

Madisson Roe
Awards Assistant
204.474.9836
madisson.roe@umanitoba.ca

Arthur Mauro Senior Student Award
Award Advertising/Database
Departmental Award Selection Forms (ASFs)
Eirikur and Thorbjorg Stephanson Scholarship
FGS Support Staff/Mentoring/Administrator Award
Foundation for Registered Nurses of MB Inc
G. Clarence Elliott Fellowship
Gandhi, Mahatma Scholarship in Human Rights
Janice Filmon Award in Peace Studies
J.W. Daffoe Graduate Fellowship
Mackenzie King Scholarships
McCrorie-West Family Flshp for Alzheimer Research
P. Singal Grad. Flwshp. In Cardiovascular Science
Rose & Frederick Johnson Scholarship
Sheu L. Lee Family Scholarship
Emergency Loans

Ellen Sawatzky
Awards Assistant
204.480.1000
ellen.sawatzky@umanitoba.ca

Brockman, Lois M. Research in Child Development
Crerar, Thomas Alexander Scholarships (Composite Award)
Faculty of Graduate Studies Research Completion Scholarship
Frank, Heinz Memorial Scholarships (Composite Award)
Goulden, Richard C Memorial Award
Governor General's Gold Medal
International Graduate Students Entrance Scholarship (IGSES)
International Graduate Students Scholarship (IGSS)
Irene Knysh Grad Scholarship in Ukrainian Issues
James Gordon Fletcher for Nutraceuticals
Kernaghan, E. B. Scholarship (Composite Award)
Kristjansson, Adalsteinn Travelling Scholarship (Composite Award)
Nandie J. Mauro Grad Scholarship in Oncology Res.
Sixth Prairie Cons & Endangered Species Conf. Flshp.
Snider, Donald Vernon Memorial (Composite Award)
University Women's Club of Winnipeg (Composite Award)

Charlie Barber
Awards Assistant
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charlie.barber@umanitoba.ca

China Scholarship Council (CSC)
CIHR CGSM, Doctoral, CGSD
Doctoral Award for Indigenous Students
GETS
Master's Award for Indigenous Students
Northern Scientific Training Program (NSTP)
NSERC CGSM, PGSD, CGSD
PGS First Nations, Inuit and Metis
SSHRC CGSM, Doctoral CGSD
Trudeau Doctoral Scholarships
University of Manitoba Dist Diss Award/CAGS UMI
Emergency Loans

April 2021



Student Representation

Our Structure

STUDENT BODY

The UMGSA represents all the graduate students at the U of M.

DEPARTMENTAL GSA'S

Departments have their own student governments, from which a Councillor is usually chosen to represent their peers on UMGSA Council.

HSGSA COUNCIL

The HSGSA and its Executive represents the interests of all Health Sciences grad students.

UMGSA COUNCIL

Departmental Councillors represent all grad students at the University of Manitoba at monthly meetings. Councillors report to their department and the student body. The HSGSA President represents Health Sciences students on UMGSA Council.

UMGSA EXECUTIVE

President VPI VPE VPA VPME HSGSA President Senators
The UMGSA Executive is elected each spring, and is made up of eight positions which represent that graduate student body, guide the policies of the UMGSA and report to Council.

INTERNAL & EXTERNAL COMMITTEES

UMGSA and HSGSA executives, councillors and students-at-large all work together to improve graduate student life by sitting on committees.

UMGSA COMMITTEES

Executive Finance Campaigns Elections Events Awards IDRC Indigenous Ad-Hoc

UNIVERSITY
SENATE COMMITTEES

FACULTY OF
GRAD STUDIES COMMITTEES



UMGSA

University of Manitoba Graduate Students' Association

Executive Team

Silvia Sekander, President

Nora Ampomah, Vice-President Finance & Administration

Rubel Chandra Talukder, Vice-President Academic

Golnaz Shirzadi, Vice-President Services & Support

Akshi Malik, HSGSA President

AKM Monsurul Alam, Senator 1

Bill Dowie, Senator 2

Network – Be Involved



HSGSA

Health Sciences Graduate Students' Association



Student Services

Support for everyday life



Safety

We take a proactive approach to safety and security on our campuses. Learn about our safety and security initiatives.



Financial supports

Find out what awards, government aid and other funding is available to you.



Housing

The experience of living on campus will enhance your educational and personal growth. Learn what options are available to you both on and off campus.



Career planning

When options feel endless, it can be hard to choose a path. Career Services will help connect your academics, interests and strengths with experiences to build the knowledge, skills and attributes employers are seeking.



Accessibility

We provide support and advocacy for students with disabilities and accessibility issues, including visual, hearing, learning, mental health, medical, physical, injury-related or temporary.



Child care

We are committed to providing services and supports that help our students and staff with children thrive, including on-campus child care, change tables, breastfeeding-friendly spaces and more.

Health and wellness



Wellness

Wellbeing is the foundation of student success. Learn how we can help support your commitment to physical and mental wellness.



Counselling resources

Sometimes, when talking with your friends or family isn't possible or isn't enough, it helps to talk with a professional. We offer students a variety of on-campus and off-campus counselling supports.



Spiritual services

Spiritual Care is available to all, whether you identify as spiritual, atheist, religious or agnostic. We recognize, affirm and work with your existing values and beliefs.

Support for academic success

Academic support comes in many forms—from faculty, peers or from our dedicated Academic Learning Centre. Whether you need an academic advisor to help point you in the right direction, ongoing support, or additional advocacy, we have the resources and staff to guide you.

Meet with an academic advisor →

Academic Learning Centre →

English Language Centre →

Student Advocacy →

Libraries →

Academic integrity →

UM Achieve →

[See all academic supports](#)

Plan your career pathway

Career Services →

Meet with a career consultant →

Career Compass

Use Career Compass as a guide to develop a strong connection between your studies and your occupational choices. It will provide you with suggestions for academic and career planning specific to your program.

Select a program of study.

- Select -





Home / Student supports / Student services at Bannatyne campus

Student services at Bannatyne campus

As a service hub for students and residents in the Rady Faculty of Health Sciences, we provide the supports and referrals you need for personal and academic success. All our services are free and confidential, and we work hard to accommodate your schedule.

Student supports

Academic supports

Accessibility

Health and wellness

Career Services

Sexual violence

Get involved

[Student services at Bannatyne campus](#)

Conversations for Success

Need emergency support?

Call campus security at [204-789-3330](tel:204-789-3330) or use one of the links below.

[Emergency numbers and resources](#)

[Sexual violence help and info](#)

Important Notice: Effective March 17, 2020, Student Services at Bannatyne Campus will be meeting with students and residents through phone and email only. No in-person appointments will be made at this time. To book an appointment with any of our services, please contact 204-272-3190 or email bcss@umanitoba.ca. The office is available for phone and email inquiries Monday-Friday between 8:30am - 4:30pm. Thank you for your understanding.

Zoom Wellness Drop-in for Health Sciences Students

July 16, 12:00 - 1:00 pm. Tuning-in: Reflecting on the Needs of the Whole Self in the Midst of Change



Technical issues during exams?



COVID-19 Updates

[Admissions](#)[Academics](#)[Research](#)[Student Supports](#)[Community](#)[About U of M](#)

[Home](#) / [COVID-19 \(coronavirus\) updates](#)

COVID-19 (coronavirus) information for students

The University of Manitoba is committed to supporting the academic success, health and well-being of all students. We recognize that during this time many students are experiencing additional pressures, including financial, housing, food, or increased caregiving responsibilities. **We are continuing to provide supports, programs and services even though we are not physically located on campus.** This page is your gateway to the most up-to-date information and resources on and off-campus.

[Go directly to...](#)

umanitoba.ca/coronavirus/students

umanitoba.ca/graduate-studies/covid-19-updates



UM

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International Centre

The International Centre is the University of Manitoba's hub for all things global. Whether you're a student looking to explore, a faculty member looking for international partners or a researcher hoping to work with us, we're here to support you.

 International student resources



COVID-19 (coronavirus) update: We understand the current situation is particularly difficult for you. Please reach out for information and support specific to your personal situation through a private, confidential conversation with an international student advisor (ISA) at the International Centre. Due to social distancing directives, until further notice, ISA appointments will take place by email or a pre-scheduled Zoom meeting. Make an appointment by emailing international@umanitoba.ca with your name and student number. Visit the [COVID-19 webpage](#) for the latest UM information and updates.

International Centre

Student exchange (inbound)

Student exchange (outbound)

International partnership agreements

International proposals and funding

International travel tools



Territory acknowledgement

Current students

Faculty and staff

Alumni

Email

News and events

VISIT

APPLY

DONATE



University
of Manitoba

Indigenous

Programs of study

Student experience

Culture and protocol

Reconciliation

Scholars and research



Home / Indigenous / Student experience

<https://umanitoba.ca/indigenous/student-experience>



UM

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Registrar's Office

[Admissions](#)[Academics](#)[Research](#)[Student Supports](#)[Community](#)[About U of M](#)

[Home](#) / [Registrar's Office](#)

Registrar's Office

The Registrar's Office is a key information hub on campus. The Registrar's Office gathers information about enrolment, and academic and financial records. When you register with Aurora, you'll have access to registration material, including the course catalog.

Registrar's Office

[Documents and records](#)

[Registration](#)[Tuition and fees](#)[Final exams](#)[Grades](#)[Graduation and convocation](#)[Important dates and deadlines](#)

NEW! Student ID cards can now be ordered online!

Whether you are needing a new ID card, or ordering a replacement card, students can now order their ID cards online in [Aurora](#)! Check out the [Photo Identification \(ID\) Card website](#) for more details.

Registrar's Office Services - online until further notice

Following information and advice about COVID-19, the Registrar's Office is currently closed to the public and is offering their services online until further notice.

A Registrar's Office Representative can be reached by phone or email:



- Know the rules & be aware of the important dates
- Build your relationship with Advisor & Advisory Committee
 - Could be Program Director/Unit Graduate Support Staff
- Seek Mentorship (Senior Students \leftrightarrow Junior Students)
- Network
- Don't be afraid to ask questions! Seek the services you need.
- Try to seek advice before a problem reaches crisis mode
(Advisor → Advisory Committee → Grad Chair → Department Head → FGS)

There is strength in knowledge!



Useful Links

Fee Payments are part of the Registrar's Office portfolio; contact:
umanitoba.ca/registrar

Financial Aid and Awards; contact
umanitoba.ca/financial-aid-and-awards

Student Identification

Photo Identification (ID) Card application process has been moved online. Once registered for courses, students can request an ID card through Aurora.

umanitoba.ca/registrar/photo-id - also includes information regarding the U-PASS Peggo Card
Please note that the Fall 2020 U-PASS has been suspended (winnipegtransit.com/en/fares/say-hello-to-peggo/u-pass/).

Student Advocacy – access to different supports possible through their website including caseworker
umanitoba.ca/student-supports/academic-supports/student-advocacy

For matters relating to Human Rights, Discrimination or Harassment, contact:
umanitoba.ca/human_rights/

University of Manitoba Graduate Student Association (UMGSA) contact: pres@umgsa.org
Website: www.umgsa.org – also has information regarding U-Pass Peggo Card

University of Manitoba Health Sciences Graduate Student Association (HSGSA) contact: president@hsgsa.org

Workshop/Funding opportunities – see also FGS Awards website
MITACS
umanitoba.ca/international/mitacs

Useful Links for International Students

University of Manitoba

umanitoba.ca/international

At bottom of this website note upcoming events: Weekly support chat for International students on Zoom: Every Thursday from 2:00pm to 3:00pm Central Time

Enrollment Verification - <https://umanitoba.ca/registrar/enrolment-verification>

Government of Canada

Canadian Immigration and Citizenship Home website link
www.canada.ca/en/services/immigration-citizenship.html

Canadian Immigration and Citizenship Study website link
www.canada.ca/en/immigration-refugees-citizenship/services/study-canada.html

Faculty of Graduate Studies



Discovery happens here. The University of Manitoba offers the opportunity to conduct transformational research. Join the graduate students and researchers who come here from every corner of the world.

[Academic guide](#)

[Forms](#)

[COVID-19 updates](#)