

Requirements for Candidacy for PhD Students: Three Components

1. Successful completion of all required courses by the end of Year 2 in the program.

- Students must successfully complete a **minimum** of 3.0 full-course equivalents (FCEs) that include:
 - PhD Seminar NUR1081Y (1.0 FCE)
 - Research methods course NUR 1079Y **Research Methods for Knowledge Discovery** (1.0 FCE)
 - One course (0.5 FCE) related to the substantive area of the study and thesis plans
 - One course (0.5 FCE) may be either a method or substantive area course as determined by the student and the supervisory committee.
- Students must attain a minimum average standing at the B+ level for required courses.
- Students are normally expected to complete all required courses (minimum of 3.0 FCEs) by the end of Year 2. If all required courses are not successfully completed (with a minimum average standing at the B+ level) by the end of Year 3, the Faculty of Nursing will normally make a recommendation to SGS for termination of registration.

2. Successful completion of the Literature Review Paper:

- The literature review paper topic as well as type and format of the literature review paper are discussed and approved by the student and supervisor. The supervisor sends the signed *Record of PhD Student Literature Review Paper Topic and Format* approval form to the Student Services Office by **March 1st of year 1**. The literature review paper is submitted to the thesis supervisor by **September 30th of year 2**.
- The submitted literature review paper will be formally reviewed and evaluated by the supervisor and at least one additional thesis committee member. Written and verbal feedback about the submitted literature review paper will be provided to the student at a supervisory committee meeting.
- For the literature review paper to be considered a pass, both faculty members' assessments of the literature review paper must be at the **pass level**. If both assessments are considered pass, the student will receive a **satisfactory** rating at the supervisory committee meeting. If one or both assessments are rated *unsatisfactory* or *not pass*, then the student receives an **unsatisfactory** rating at the supervisory committee meeting. The outcome of the assessment must be recorded on the on the *Record of PhD Supervisory Committee Meetings*.

- If the student does not successfully pass the literature review paper first submitted, the student will have one additional opportunity to revise and rewrite the literature review paper, based on the feedback received from the supervisory committee. The student must resubmit the revised literature review paper by December 1st of year 2. This revised literature review paper must be formally evaluated by the supervisor and one other thesis committee member (normally the same committee member who completed the assessment of the original literature review paper). The student will receive feedback about the revised literature review paper at a supervisory committee meeting.
- For the literature review to be considered a pass, both faculty members' assessments of the literature review must be at the **pass** level. If both assessments are considered pass, the student will receive a **satisfactory** rating at the supervisory committee meeting. If one or both assessments are rated *unsatisfactory* or *not pass*, then the student receives an **unsatisfactory** rating at the supervisory committee meeting. The outcome of the assessment must be recorded on the *Record of PhD Supervisory Committee Meetings*.
- If the student does not successfully pass the literature review paper at the second attempt, the Faculty of Nursing will normally recommend to SGS that the student's registration in the PhD program be terminated

3. Successful defense of the Thesis Proposal:

- Students are normally expected to defend their thesis proposal **by the end of the second year of their program**, resulting in a *satisfactory* or *unsatisfactory* progress rating on the *Record of PhD Supervisory Committee Meetings*, with the completion date recorded.
- Options for format of the thesis include both the traditional thesis model and thesis by publication /manuscript format. The student and the supervisory committee members together determine the thesis format by the time of proposal defense (ideally as early as possible in the student's program, and before defense of the proposal).