

Program requirements and milestones – Fall (Sept) Start – FULL TIME STUDIES

Year	Date	MSc	MSc with transfer to PhD	PhD
Year 1	September	Commence program	Commence program	Commence program
Year 1	by Oct 15	Thesis outline and committee info form	Thesis outline and committee info form	Thesis outline and committee info form
	by Jan 1	First GAC meeting + research progress report (7 days before meeting)	First GAC meeting + research progress report (7 days before meeting)	First GAC meeting + research progress report (7 days before meeting)
	by April 30	Departmental WIP seminar (requirement to complete HLTH 5902)	Departmental WIP seminar (requirement to complete HLTH 5902)	Departmental WIP seminar (requirement to complete HLTH 6902)
	by June 30	Second GAC meeting + annual report (7 days before meeting)	Second GAC meeting + annual report (7 days before meeting)	Second GAC meeting + annual report (7 days before meeting)
	within 18 months of starting MSc	n/a	Permission to transfer to PhD (held in conjunction with a third GAC meeting)	n/a
Year 2	within 18 - 24 months of starting MSc	n/a	MSc transfer to PhD exam	
	within 18 -24 months of starting program	n/a	PhD mid-program departmental seminar (requirement to complete HLTH 6904) Successful MSc transfers now follow PhD progression and must complete HLTH 6904	
	by Jan 1	Third GAC meeting* + research progress report (7 days before second meeting) + permission to write thesis form		
	by June 30	Final GAC meeting (practice defence) + annual report (7 days before meeting)	Third GAC meeting + annual report (7 days before meeting)	
	One month before viva (final oral defence)	Final MSc thesis departmental seminar requirement to complete HLTH 5905		
	Within 24 months of starting program	Viva (final oral defence)	PhD mid-programme defence exam	
Year 3	by June 30		Fourth GAC meeting* + annual report (7 days before meeting)	

Year 4	by June 30		Fifth GAC meeting* + annual report (7 days before meeting) + permission to write thesis form
Year 5	by June 30		Final GAC meeting (practice defence) + annual report (7 days before meeting)
	One month before viva (final oral defence)		Final PhD thesis departmental seminar (requirement to complete HLTH 6905)
	Within 5 years of starting PhD		Viva (final oral defence)

Notes:

1. The above schedule is for “normal” progression and entry in September (Fall term).
2. All documents (e.g. forms, reports) are to be submitted to the Graduate Administrator by the required deadline date as indicated on the documents, for review by the administrator and/or Graduate Advisor.
3. *The GAC may require additional meetings beyond those listed in the table above (for both MSc and PhD candidates), and particularly for PhD students who have once-annual GACs for years 3-5.

Course Progression

Year	Term	MSc	PhD
Year 1	Fall	HLTH 5901 (Advanced Topics) HLTH 5902 (Seminars) HLTH 5909 (Thesis)	HLTH 5901 (Advanced Topics) HLTH 6902 (Seminars) HLTH 6909 (Thesis)
	Winter	HLTH 5902 (Seminars, Research Seminar) HLTH 5909 (Thesis)	HLTH 6902 (Seminars, Research Seminar) HLTH 6903 (Grant Proposal & Ethics) HLTH 6909 (Thesis)
	Summer	HLTH 5909 (Thesis)	HLTH 6909 (Thesis)
Year 2	Fall	HLTH 5909 (Thesis)	HLTH 6909 (Thesis)
	Winter	HLTH 5909 (Thesis)	HLTH 6909 (Thesis)
	Summer	HLTH 5905 (Research Seminar) HLTH 5909 (Thesis)	HLTH 6909 (Thesis)
Year 3	Fall		HLTH 6904 (Mid-programme defence) HLTH 6909 (Thesis)
	Winter		HLTH 6909 (Thesis)
	Summer		HLTH 6909 (Thesis)
Year 4	Fall		HLTH 6909 (Thesis)
	Winter		HLTH 6909 (Thesis)
	Summer		HLTH 6909 (Thesis)
Year 5	Fall		HLTH 6909 (Thesis)
	Winter		HLTH 6909 (Thesis)
	Summer		HLTH 6905 (Research Seminar) HLTH 6909 (Thesis)

Notes:

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