School of Graduate Studies
What is the School of Graduate Studies?
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• Memorial's School of Graduate Studies (SGS) is home to over 3,500 graduate students enrolled in over 100 graduate diploma, master's and doctoral degree programs.

• The School is a central agency responsible for the collection, maintenance, and distribution of materials on graduate students.

• It maintains graduate files and administers graduate applications, admissions, comprehensive examinations, thesis examinations, and doctoral defences.

• SGS is also responsible for registrarial functions, graduate enrolment management, and recruitment.

• SGS administers graduate student funding including providing baseline fellowships, managing assistantships, external and internal scholarships, supervisor support, and Tricouncil payments.
80-100 Oral Examinations arranged each year

100% of student emails answered in 24 hours

52 students in the ETP Program

Over 5,000 payroll change forms processed

150 comprehensive exams Per year

35 seminars and workshops

1,764 students provided with financial support from Fellowships

$23,237,688 awarded to students from internal and external sources
Where to find information

www.mun.ca/sgs

let us show you the money!

PROPOSAL WRITING AND INFORMATION SESSIONS FOR GRADUATE STUDENT FUNDING
Where to find information

www.mun.ca/sgs/go

SCHOOL OF GRADUATE STUDIES

| New Students | Current Students | Postdoctoral Fellows | Faculty and Staff | Links and Resources | Contact Us |

Faculty and Staff

Guidelines and policies
Forms for faculty and staff
Resources for supervisors
Theses and reports
Scholarships and awards
Special funding initiatives
Dean's Awards for Service Excellence
eDefence Departmental Procedures
Tools and workshops

Faculty and staff

The information contained here is intended for graduate officers, supervisors, and staff to help guide students from application to the final stages of their degree program.

If you’d like to suggest additions to this section, please let us know.
Where to find information

Guidelines and policies

Below is a listing of policy documents and guidelines governing graduate students and programs at Memorial University. Please contact the School of Graduate Studies if you have trouble accessing any of the documents listed or notice documents or links missing from this list.

- Canadian Graduate Student Research Mobility Agreement
  Visiting research students from outside participating Canadian Association for Graduate Studies (CAGS) member institutions must use the Visiting Research Student Application for Admission.
- Canadian Universities Graduate Transfer Agreement
  (For Memorial graduate students who wish to take a course at another university and have the credit applied to their graduate program at Memorial.)
- Code of Student Conduct
- Cotutelle Agreements - Guidelines for Memorial University
- Criteria for Nominating Fellows of the School of Graduate Studies
- Doctoral Thesis Examination and Oral Defence Procedures
- Funding Guidelines: Guidelines for Awarding of School of Graduate Studies Fellowship and Graduate Student Support
- Graduate Convocation Awards Criteria and Guidelines
- Graduate Program Proposal Guidelines and New Graduate Program Proposal Template
- Graduate Student Support - Codes, Terms, and Calculations (reverse of Graduate Student Support Payroll Form)
- Guidelines for Academic Units to use in Recommending the Appointment of Thesis Examiners
- Guidelines for Academic Units to use in Recommending the Appointment of Graduate Supervisors
- Integrated Pathway Agreements - Guidelines for Memorial University
- Intellectual Property Guidelines
- Master's Thesis Examination Procedures
- Memorial University Policy on Postdoctoral Fellows
- Payroll Deduction Authorization Policy
- Policy on Fee Changes
- Recreation Fee Exemption Form
- Request for Leave of Absence
- Responsibilities of Supervisors and Graduate Students
- TAUMUN Collective Agreement
- Theses and Reports
- Travel Policy

http://www.mun.ca/sgs/go/guid_policies/
Responsibilities of Supervisors and Graduate Students

The fundamental principle underlying this statement of responsibilities is that between students and faculty is that there must be *mutual respect* governed by *high standards of professional integrity and ethics*. These written guidelines are meant to identify, at a high level, guiding principles that can apply to all graduate supervisors and students to help both supervisors and students create and maintain a successful relationship but are not meant to replace student-supervisor communication.
The program is offered in a blended format over the period of one month. Participants interact with the content through a Desire2Learn course site and finish the program with a 90 minute face-to-face capstone session. The purpose of this program is to review the literature on graduate student supervision and to help you reflect on your practice as a graduate supervisor.

https://citl.mun.ca/TeachingSupport/PD/GraduateSupervision.php
Funding

- **Baseline funding**--SGS baseline funds for the awarding of SGS Fellowships will be allocated to academic units on a fiscal-year (April 1- March31) basis for the support of their graduate students according to the “Guidelines for Allocation of Academic Unit Baselines”.

- **Special initiatives**
  - Aboriginal Student Recruitment Fund
  - Deans Doctoral Award
  - Graduate Officer Award (GO Award)
  - *President’s Doctoral Student Investment Fund (PDSIF)*
  - Sponsored Student Fund
  - Strategic Country Fund (SCF)
  - Strategic Partnership Fund (SPF)

- **Travel funding**—SGS offers travel assistance to master’s and doctoral students who are presenting papers/posters at conferences outside of Memorial. http://www.mun.ca/sgs/current/scholarships/TRAVEL_POLICY.pdf
Success Stories

Virtually unstoppable.
Computer science graduate student Afsaneh Refighi juggles studies, work and a full social calendar.

Fishing for Purpose
Alumna Kiley Best advises prospective graduate students to focus on their interests.

Happy Dey.
Alumna Rejal Dey is delighted by the opportunities her graduate studies provided him at Memorial and thereafter.

Inside the mind.
Dr. Matthew Fiskoo opens up about pursuing his graduate studies and uncovering the mysteries of the human brain.

Politics and Popcorn
PhD candidate Paula Graham connects the local public to political issues through film.

Calling the shots.
Master of nursing student Sarah Meservy embraces the power of online education while working full time as a registered nurse.
Success Stories

- 3M Teaching Fellowship
- SSHRC Talent Award
- Vanier Award
Graduate Student Blogs

Quinn Webber
Quinn is from Winnipeg, Manitoba, Canada and is completing a PhD in Cognitive and Behavioural Ecology (CABE).

Anna Crofts
Anna is from West Vancouver, British Columbia, Canada and is completing a Master of Science in Geography.

Chris Lively
Chris is from Truro, Nova Scotia, Canada and is completing a PhD in Forensic Psychology.

Amy Sheppard
Amy is from St. John's, Newfoundland, Canada and is completing a PhD in Sociology.

Courtney Laprise
Courtney Marlene Laprise is from Angus, Ontario, Canada and is completing a Master of Science in Chemistry.

Juliana Vidal
Juliana Vidal is from Juiz de Fora, Minas Gerais, Brazil and is completing a PhD in Chemistry.

Marina Schmidt
Marina Schmidt is from Sonthofen, Bavaria (Germany) and is completing a Master of Arts in Classics.

Meghann Livingston
Meghann is from Pictou, Nova Scotia, Canada and is completing a Master of Arts in Archaeology.

Patrick Wells
Patrick Wells is from Western Shore, Lunenburg County, Nova Scotia and is completing a PhD in Education.
Why MUN? Outstanding faculty

Awards for Outstanding Graduate Student Supervision

Dr. David Schneider, Departments of Ocean Sciences and Biology
Dr. Lisa Rankin, Department of Archaeology
Dr. Faisal Khan, Faculty of Engineering and Applied Science
Dr. Alistair Bath, Department of Geography
Dr. Brent Snook, Department of Psychology
Dr. Meghan Burchell, Archaeology
Outstanding faculty

- 9 faculty recipients of the 3M Teaching Fellowships
- 13 Canada Research Chairs
- Over 100 graduate degree programs
A few pieces of advice

- Remember the power differential
- Plan your semester
- Ask lots of questions
- Seek out a mentor
- Make the most of personal time
Make use of available resources

- School of Graduate Studies
- Office of Faculty Relations
- Center for Innovation in Teaching and Learning
- Deans and Department Heads
- Other Faculty
Use social media

- Follow us on twitter: @gradstudies @sgsdean
- Use academia.edu and LinkedIn
Remember that you are not expected to face the challenges of being a new faculty member alone.

Source: http://berkeleysciencereview.com/article/mind-grad-school/
THANK YOU!