

**HANDBOOK FOR GRADUATE
STUDENTS**

in the

**FACULTY OF FORESTRY
UNIVERSITY OF TORONTO**



AUGUST 2009

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August, 2009

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Graduate Coordinator's Welcome

I am delighted to welcome you to the Faculty of Forestry at the University of Toronto. Every year, we welcome graduate applicants from around the world with diverse undergraduate backgrounds including forestry, applied science and engineering, and the social, physical and biological sciences. You are one of these successful candidates. Congratulations on this achievement.

As a graduate student, you will be joining the oldest forestry faculty, and the pioneer of scientific forest management in Canada. We celebrated our first centennial in 2007, and our graduate students played a vital role in our celebrations as well as in developing a Global Vision of Forestry in the 21st Century.

The Faculty of Forestry at the University of Toronto is a highly diverse and competitive centre for leading edge graduate studies related to sustainable management of forest ecosystems and the development of GREEN technologies for environmental-friendly utilization of forest based biomaterials. With the multi-disciplinary interests of our faculty members, graduate students in the faculty are well exposed to exciting advances related to a wide range of issues central to the well being of forest ecosystems and resources.

During your stay at the Faculty, we offer you a stimulating intellectual environment, a scholarly community of superb quality, one of the best academic library systems in the world, and highly proficient professional services.. You can investigate more about the Faculty at www.forestry.utoronto.ca, and about graduate studies at the University of Toronto at www.sgs.utoronto.ca.

Welcome to the Faculty where your aspirations, citizenship, and intellect will find a fertile laboratory.

With best wishes for academic as well as non-academic success,

Ning Yan
Graduate Coordinator

INTRODUCTION

Welcome to the Faculty of Forestry, a graduate unit in Division IV of the School of Graduate Studies of the University of Toronto. The information contained in this handbook supplements, and should be read in conjunction with, the rules, regulations and deadlines of the School of Graduate Studies (SGS), as described in their latest calendar and their supplementary information and instructions available via their website, www.sgs.utoronto.ca.

The Faculty of Forestry offers graduate programs leading to the "professional" Master of Forest Conservation (MFC), and the "doctoral stream" Master of Science in Forestry (MScF) and Doctor of Philosophy (PhD) degrees. The Faculty also participates in collaborative graduate programs in Environmental Studies, offered through the Centre for Environment, www.environment.utoronto.ca.

FORESTRY GRADUATE ADMINISTRATION/CONTACT INFORMATION

www.forestry.utoronto.ca

Earth Sciences Centre, 33 Willcocks Street

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MFC Program Coordinator	Andy Kenney	ES1019	978-0474	a.kenney@utoronto.ca
MFC Internship Placement Officer	Joan Buryan	ES1016G	978-5750	joan.buryan@utoronto.ca

SCHOOL OF GRADUATE STUDIES CONTACTS/INFORMATION

www.sgs.utoronto.ca

63 St. George Street

SGS Student Services	Main floor	416-978-6614	graduate.information@utoronto.ca
SGS Graduate Awards Office	Room 202	416-946-0808	graduate.awards@utoronto.ca

COURSE COORDINATOR/INSTRUCTOR CONTACT INFORMATION

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Kant, Shashi	ES4020	416-978-6196	shashi.kant@utoronto.ca
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*=on leave (2009-10)

PROGRAMS

THE M.Sc.F. AND PH.D. DEGREE PROGRAMS

THE RESEARCH/THESIS-BASED MASTER OF SCIENCE IN FORESTRY (M.Sc.F.) AND PH.D. PROGRAMS: Students enrolled in the M. Sc. F. and Ph. D. programs conduct their thesis research under the supervision of a faculty member. Research interests of faculty members include, but are not limited to:

- Forest conservation biology and wildlife ecology
- Forest biosphere science
- Invasive species and threats to forest health
- Environmental sustainability of managed forests
- Fire and ecosystem management
- Forest conservation planning
- Sustainable development and economics
- Political ecology and governance of forests
- Social and cultural ecology of forest ecosystems
- Urban forestry
- Forest biomaterials science and engineering

Candidates from a variety of undergraduate backgrounds, including forestry, agriculture, biology, botany, ecology, economics, environmental studies, engineering, mathematical and computer science, physical and social sciences and zoology, are invited to apply.

Forestry research involves an integration of the knowledge, facts and relationships of the basic natural and social sciences, applied science, engineering, and management disciplines, as applied to forestry-related issues; it also includes investigation of certain facts and relationships in the basic disciplines that have primary application in forestry. Under the guidance of a faculty member who serves as a student's research supervisor and in consultation with a supervisory committee, each student's program is developed to reflect the individual student's strengths and research interests. Please see: <http://www.forestry.utoronto.ca/gradstud.html> for information on graduate student assistantships.

The Faculty's research programs, staff resources and lab and field facilities are strengthened and enhanced by the ability of Forestry staff and students to collaborate with staff and students in the many other divisions of the University of Toronto and through collaboration with a number of federal and provincial government research institutes and laboratories. Strong linkages also exist

with the forest products industrial sector and with a variety of international institutions and organizations. Specialists from government or industry often are included in supervisory committees and students are encouraged to enrol in Forestry graduate courses as well as graduate courses in departments outside of Forestry.

Compulsory annual tuition and incidental fees for 2009-10 (i.e., one year full-time fees from September through August) for students in the M.Sc.F. and Ph.D. programs:

\$ 7,439 per year for domestic students, or
\$16,416 per year for international students, including mandatory health insurance coverage.

Fees are subject to change at any time by the University's Governing Council. Information on our financial support packages is available at <http://www.forestry.utoronto.ca/gradinfo/finsup.html>

**COLLABORATIVE PROGRAM: ENVIRONMENTAL STUDIES --
M.Sc.F. AND PH.D.**

In conjunction with the Centre for Environment, Forestry offers collaborative M.Sc.F. and Ph.D. programs in environmental studies. Upon successful completion of the specific degree requirements and Centre for Environment requirements, a student in the program receives the Forestry degree as well as the notation "Completed Collaborative Program in Environmental Studies" on the transcript. Refer to the School of Graduate Studies Calendar for specific requirements. See <http://www.environment.utoronto.ca/>

THE M.F.C. PROGRAM

THE COURSE-ORIENTED MASTER OF FOREST CONSERVATION (M.F.C.) DEGREE PROGRAM is an intensive 16-month program with a strong focus on field and laboratory practical training, Canadian and foreign residential field courses, a practical internship and individual and group research. It provides a strong, coherent, professional education in forest conservation to students from diverse backgrounds. It is designed for students who have an academically-strong undergraduate background in ecology, environmental sciences, forestry, natural sciences, biology, physical geography, geology, agricultural science, or relevant social sciences (e.g., economics, anthropology, history).

The M.F.C. program starts in September and is offered on a full-time or part-time basis. Course-work requirements are the same for full-time and part-time students and all students are required to register on a continuous basis for the duration of their program. It is recommended that part-time students complete their program requirements within four years. Further details on the part-time option can be obtained from the department.

UNIQUENESS OF THE MFC PROGRAM: Resource-conservation-conscious individuals, who wish to be trained in the New Highly Integrative and Innovative Paradigm of Natural Resource and Environmental Conservation should seriously consider joining this program. The program is unique in its design and delivery. It turns out highly-qualified graduates who are equipped to function efficiently and effectively as resource and environment managers in the evolving and complex national and international challenges of resource conservation in the 21st century. To this end, the program is designed:

- to enable students to integrate knowledge and expertise drawn from both the natural and social sciences;
- to expose students to recent technical, institutional and managerial innovations;
- to enable students to apply academic knowledge in order to solve practical management problems;
- to foster competence in decision-making and conflict resolution;
- to promote leadership ability and the capacity to function effectively in multi-disciplinary teams; and

to develop students' effectiveness in both oral and written communication.

PROGRAM STRUCTURE: The program is comprised of fifteen half courses (7.5 Full Course Equivalents). A core of nine integrated half-courses includes a biodiversity field camp in central Ontario. An international field camp course is offered as an elective course, however students will be required to complete either this course, or FOR1585 Urban Forest Conservation Field Camp or another eligible field course with the approval of the graduate coordinator, Faculty of Forestry and subject to the requirements of the unit offering the course. In addition, three elective courses can be taken in any graduate division of the University. Finally, the program includes a practical internship during the summer semester, and a final research paper.

During the summer internship, students work on practical forest conservation or environmental projects, either in Canada or abroad. A member of the faculty's Academic staff advises and assists with arrangements for the internships but students may also investigate opportunities of particular interest to their individual career objectives. Internships typically last two to three months and may provide the basis for a final research paper on resource and /or environmental conservation. This paper, as the final formal requirement of the program, is presented to Faculty staff, students and invited guests for oral defence near the end of the program.

DESIGN YOUR PROGRAM TO MATCH YOUR AREA OF INTEREST IN CONSERVATION:

The program offers flexibility to students to design their program as per their interest in different areas of conservation. Students can select their three electives, an organization for their internship, and a topic for a final research paper, to develop specific skills in an area of their interest, if so desired. Areas of interest include Biomaterial and Bio-energy, Conservation Biology, Fire Ecology, Human Dimension of Conservation, Urban Forest Conservation, Forest Health and Protection, Tropical Forest Conservation, and Environmental Conservation. Interested students will identify their area of interest before the end of the first semester following consultation with their faculty mentor, the MFC coordinator and course instructors.

COLLABORATIVE PROGRAM IN ENVIRONMENTAL STUDIES: The MFC Program also offers a unique opportunity to complete a Collaborative Program in Environmental Studies, in conjunction with the University's Centre for Environment. Requirements for

this program include completion of courses within the MFC program , as well as a Centre for Environment "ENV" core course. Students who complete the collaborative program requirements earn the notation, "Completed Collaborative Program in Environmental Studies" on the transcript. Please consult the Centre for Environment website (see: <http://www.environment.utoronto.ca/>) for further details.

Applicants should indicate their interest in applying for the collaborative program when completing the On Line Application for the MFC program.

FEES AND FINANCIAL SUPPORT:

Compulsory annual tuition and incidental fees for M.F.C. candidates in 2009-10 (i.e., one year full-time fees from September through August):

\$ 8,250 per year for domestic students, or

\$23,708 per year for international students, including mandatory health insurance coverage.

Fees are subject to change at any time by the University's Governing Council.

Costs associated with two compulsory field camps (one introductory 8-day camp in September prior to the start of lectures (within FOR3001H), and one international 2- to 3-week field camp early in the summer period (FOR3011H)) are not included in the above tuition fees charged by the University. M.F.C. field camp fees are estimated at \$2,500 - \$3,000 per person in total but vary each year, depending on the duration and location of the international camp. Additional local field trip costs are minimal.

Departmental funding is available on a competitive basis to outstanding students in the form of admission fellowships. Applicants to the M.F.C. degree program who submit fully-complete applications for admission, with the required supporting documentation, by April 15 of the proposed year of admission will be considered automatically for applicable Faculty admission fellowships. Fellowship offers will be made by letter to the strongest candidates.

Some funding is also available on a competitive basis through in-course awards (see: <http://www.forestry.utoronto.ca/gradinfo/finsup.html#awards>). Students can apply for teaching assistantships in the faculty and in

other departments of the University. Also, it is possible for students to receive some income through paid internships. In the past, many MFC students have been successful in the Ontario Graduate Scholarship competition.

REGISTRATION

New students are mailed registration instructions from the School of Graduate Studies; continuing students should consult the SGS website for registration instructions and deadlines. Additional SGS regulations regarding SGS registration policies and procedures are included in their calendar, available from their website.

Newly-admitted students and continuing degree students who are eligible to register each year can do so either by paying fees or requesting a 'fees arrangement' (see below). The Student Accounts Office does not mail fees invoices to students. Students must check (and print if desired) their invoice from ROSI, the student information system.

Students must register with the School of Graduate Studies and pay fees at the beginning of each academic session, through to degree completion. A student is considered to be registered as soon as he or she has paid tuition and incidental fees, or has received approval for a fees arrangement request.

Fee Payment

Fees must be paid by the end of August to allow time for the payment to be processed by the deadline for registration (mid-September).

Fee payment is accepted at most Canadian financial institutions. A printout of the ROSI account, in invoice format, is sufficient for student account identification for bank processing of fee payments. As proof of payment, students should keep the receipt section stamped by the teller, the bank machine transaction slip, or the online/telephone banking confirmation number.

Request for Fees Arrangement

Continuing students in the funded cohort (i.e., eligible for Faculty funding) can request a tuition fees arrangement on the basis of their funding package (if there is no outstanding fee balance over \$100 from a previous session) by submitting a signed "Request for Fees Arrangement" form to the Graduate Administrator by the end of August. The form is available on the SGS website -

<http://www.sgs.utoronto.ca/Assets/current/Student+Forms/Fees+Arrangement+form.pdf>.

Continuing students who are not in the funded cohort may be eligible to request a fees arrangement if there is no outstanding fee balance over \$100 from a previous session and IF THEY PROVIDE THE GRADUATE ADMINISTRATOR WITH THE FOLLOWING BEFORE THE END OF AUGUST.

- a signed "Request for Fees Arrangement" form (available from the SGS website - <http://www.sgs.utoronto.ca/Assets/current/Student+Forms/Fees+Arrangement+form.pdf> and
- written confirmation signed by the supervisor that the student is (or will be) receiving support from his/her research funding that equates to at least the minimum first payment indicated on the fees invoice.

Also, external award holders (not receiving funding as above), can request a fees arrangement by submitting a Request for Fees Arrangement form.

NOTE THAT THE FEES ARRANGEMENT PROCESS ACTIVATES "REGISTERED" STATUS ON ROSI FOR THE SESSION – IT DOESN'T PAY YOUR FEES.

Fees for Ph.D. Students in the Final Year of their Program

Academic fees for Ph.D. students in the final year of their program are pro-rated based on the twelve-month academic year. Incidental fees are charged on a sessional (term) basis. Students should refer to the SGS website for further details (see <http://www.sgs.utoronto.ca/current/fees/index.asp#Fees%20for%20Ph.D.%20Students%20in%20the%20Final%20Year%20of%20their%20Program>)

Fees for Year 2 MFC Students

- Please note that the University assesses fees on a full-year basis but, FOR THE 16-MONTH MFC PROGRAM, students only need to pay fees for the fall session. Even though the single session amount is less than the minimum fee amount, payment of the single session fee is sufficient for registration. After November 15th, service charges will appear on the fees account, however when degree recommendations are submitted to SGS in January, SGS will arrange for these service charges, and

winter session fees, to be reversed. Please ensure fees are paid by the end of August.

Award Payments

September term award payments, for both internal and external awards, will be directly deposited into the student's bank account upon registration or, if a student does not choose payment via direct deposit, a cheque will be mailed to them directly by Student Accounts. To ensure that award payments are received in a timely fashion, please note the following:

- Students must request direct deposit of award payments to their bank account using the Student Web Service (ROSI) in September. To access the direct deposit screens in ROSI, a student must have a status of "REG" in the current session.
- Students must keep their mailing address on ROSI active! **ROSI will not process a student's award installment unless the student's ROSI "Mailing Address" is active.**
- Whether a student has direct deposit or receives award cheques in the mail, ROSI will not process a student's award installment unless the student's ROSI "Mailing Address" is active.

January and May term award payments will be posted to the student's fees account and will automatically be put towards tuition and/or any outstanding charges. If the award amount exceeds the total tuition fees charged to the account, the student will be issued a refund in the amount of the balance owing. If the award amount is less than the total amount owed, students must pay the difference by the tuition fee deferral deadline to avoid paying service charges. It is the graduate student's responsibility to ensure that their fees are paid in full. Any outstanding fees owing to the University will be deducted from all award payments (both internal and external).

FINANCIAL SUPPORT

Information on financial support for graduate students in the Faculty of Forestry can be found at <http://www.forestry.utoronto.ca/gradinfo/finsup.html>.

M.F.C. Degree Program

Applicants to the M.F.C. degree program who submit fully-complete applications for admission, with the required supporting documentation, by the required deadline of the proposed year of admission, will be considered automatically for applicable Faculty admission fellowships (see "Forestry Awards Summary") on a competitive basis with other eligible candidates. Admission fellowship offers will be made by letter to the strongest candidates.

Students should note that funding is limited and most departmental awards/prizes are awarded competitively on the basis of academic merit. Prospective M.F.C. candidates are responsible for investigating and pursuing locally all possible sources of funding for their proposed program, prior to application/admission. It is expected that admitted M.F.C. candidate will have made their own appropriate financial plans prior to admission for their participation in the program. Departmental funding is not available as "primary support" for this program.

Doctoral-Stream Degree Programs (i.e., M.Sc.F. and Ph.D.)

Financial Support/Awards Policy M.Sc.F. Programs

The Faculty of Forestry guarantees a minimum financial support package each year for students in the Faculty's "funded cohort" (for M.Sc.F. effective September 1, 2006, defined as year 1 and 2 of M.Sc.F., and years 1 plus 4 for M.Sc.F.'s when transferred to Ph.D. from M.Sc.F.). Effective September 1, 2006, this support package is valued at \$12,000 plus academic tuition and incidental fees for M.Sc.F. students.

Financial support packages are made up of a combination of external awards (e.g., NSERC Julie Payette/PGS M/CGS M/IPS 1 and OGS), University of Toronto and departmental scholarships and fellowships and/or support from a supervisor's research grants (research assistantships or RA's); the sources for individual packages will differ between students and may vary from year to year.

The award value for external award recipients (e.g., NSERC Julie Payette/PGS M/CGS M/IPS 1 and OGS) in the funded cohort will be considered part of their financial support packages but additional "top-up" departmental funding for some NSERC PGS/CGS and OGS awards will be provided (see Financial Support Table). External award recipients are required to pay their own fees from their support package. Where applicable, the top-up for NSERC PGS/CGS M recipients is \$2,500 (\$1,250 paid by faculty and \$1,250 paid by supervisor). The top-up for OGS funded cohort students is \$1,500 (\$750 paid by faculty and \$750 paid by supervisor).

The Faculty does not provide funding for years beyond these defined cohort years. Students should consult directly with their supervisors to identify if research assistantship funding may be available from a supervisor's research grants beyond the cohort years but students should note that they are responsible for their own financial planning and support beyond the Faculty's "funded cohort" eligibility limits. Students who are fully-funded through an external financial arrangement (e.g., CONACYT, Commonwealth Scholarship) or on paid employment/internship or educational leave, are ineligible for funding package consideration.

PLEASE NOTE:

(1) This level of funding is guaranteed, subject to a student's continuing full-time attendance in the appropriate Forestry degree program at the University of Toronto, and to a student's satisfactory performance and progress toward the degree and continued eligibility for the support, as determined by the student's supervisory committee and by the Faculty's "funded cohort" definition above.

(2) While in the funded cohort, students must apply for NSERC PGS/CGS, OGS and for any other awards and funding sources for which they are eligible.

If these conditions are not met, a student's cohort funding package may be compromised.

Financial Support/Awards Policy Ph.D. Programs

The Faculty of Forestry guarantees a minimum financial support package each year for students in the Faculty's "funded cohort" (for PhD, effective September 1, 2006, defined as years 1 through 4 of Ph.D., and years 1 through 5 for B.Sc./B.A. applicants admitted directly to Ph.D.). Effective September 1, 2006, this support package is valued at \$15,000 plus academic tuition and incidental fees for PhD students.

Financial support packages are made up of a combination of external awards (e.g., NSERC PGS D/CGS D/IPS 2 and OGS), University of Toronto and departmental scholarships and fellowships and/or support from a supervisor's research grants (research assistantships or RA's); the sources for individual packages will differ between students and may vary from year to year.

The award value for external award recipients (e.g., NSERC PGS D/GCG D/IPS 2 and OGS) in the funded cohort will be considered part of their financial support packages but additional "top-up" departmental funding for some NSERC PGS/CGS and OGS awards will be provided (see Financial Support Table). External award recipients with awards in excess of \$15,000 are required to pay their own fees from their support package. Where applicable, the top-up for NSERC PGS D recipients is \$5,000 (\$2,500 paid by faculty and \$2,500 paid by supervisor). The top-up for OGS funded cohort students is \$1,500 (\$750 paid by faculty and \$750 paid by supervisor).

The Faculty does not provide funding for years beyond these defined cohort years. Students should consult directly with their supervisors to identify if research assistantship funding may be available from a supervisor's research grants beyond the cohort years but students should note that they are responsible for their own financial planning and support beyond the Faculty's "funded cohort" eligibility limits. Students who are fully-funded through an external financial arrangement (e.g., CONACYT, Commonwealth Scholarship) or on paid employment/internship or educational leave, are ineligible for funding package consideration.

PLEASE NOTE:

(1) This level of funding is guaranteed, subject to a student's continuing full-time attendance in the appropriate Forestry degree program at the University of Toronto, and to a student's satisfactory performance and progress toward the degree and continued eligibility for the support, as determined by the student's supervisory committee and by the Faculty's "funded cohort" definition above.

(2) While in the funded cohort, students must apply for NSERC PGS/CGS, OGS and for any other awards and funding sources for which they are eligible.

If these conditions are not met, a student's cohort funding package may be compromised.

Faculty of Forestry Guaranteed Financial Support Packages For Research Stream Students in 2009-10

Student Type	Basic Funding Package	External Funding	Funding Package Department/Supervisor Contribution (Before Award Top-up's)		Award Top-up Department/Supervisor Contribution		Total Funding Package	Funding Package Payment		
			Department	Supervisor	Department	Supervisor		Paid to Student ²	Paid to Fees	Fees Paid By:
MScF - Domestic	\$12,000 + Fees	-	\$4,500 + Fees	\$7,500	-	-	\$19,439	\$12,000	\$7,439	Department
MScF - International	\$12,000 + Fees	-	\$1,500 + Fees	\$10,500	-	-	\$28,416	\$12,000	\$16,416	Department
MScF - NSERC Julie Payette	\$12,000 + Fees	\$25,000	0	0	-	-	\$25,000	\$21,000	0	Student
MScF - NSERC IPS 1	\$12,000 + Fees	\$21,000	0	0	-	-	\$21,000	\$21,000	0	Student
MScF - NSERC CGS M	\$12,000 + Fees	\$17,500	\$1,939	0	\$1,250	\$1,250	\$21,939	\$21,939	0	Student
MScF - NSERC PGS M	\$12,000 + Fees	\$17,300	\$2,139	0	\$1,250	\$1,250	\$21,939	\$21,939	0	Student
MScF - OGS (Domestic)	\$12,000 + Fees	\$15,000	\$4,439	0	\$750	\$750	\$20,939	\$20,939	0	Student
PhD - Domestic	\$15,000 + Fees	-	\$5,000 + Fees	\$9,000	-	-	\$22,439	\$15,000	\$7,439	Department
PhD - International	\$15,000 + Fees	-	\$3,000 + Fees	\$12,000	-	-	\$31,416	\$15,000	\$16,416	Department
PhD - NSERC CGS D	\$15,000 + Fees	\$35,000	0	0	-	-	\$35,000	\$35,000	0	Student
PhD - NSERC PGS D	\$15,000 + Fees	\$21,000	\$1,439	0	\$2,500	\$2,500	\$27,439	\$27,439	0	Student
PhD - NSERC IPS 2	\$15,000 + Fees	\$21,000	\$1,439	0	-	-	\$22,439	\$22,439	0	Student
PhD - OGS (Domestic)	\$15,000 + Fees	\$15,000	Fees ¹	0	\$750	\$750	\$23,939	\$16,500	\$7,439	Department

¹ Based on 2009-10 Fees of \$7,439-Domestic and \$16,416-International

² With the exception of the September award payment, both internal and external awards will be posted to the student's fees account and will automatically be pulled towards tuition and/or any outstanding charges. If the award amount exceeds the total tuition fees charged to the account, the student will be issued a refund in the amount of the balance owing. If the award amount is less than the total amount owed, students must pay the difference by the tuition fee deferral deadline to avoid paying service charges.

FORESTRY AWARDS SUMMARY

A summary of fellowships that may be applicable for graduate students in Forestry can be found on at the end of this handbook. Values shown may vary from year to year; additional terms and conditions apply for individual awards. (See also the School of Graduate Studies website regarding financial support)

MASTER'S TUITION FEE BURSARY

Tuition fee bursaries are awarded to master's students who still have a small amount of work outstanding. These students will have registered full-time from the beginning of their programs and their minimum period of registration (i.e. program length) will have ended by or before either August or December of current year. Students receiving tuition fee bursaries will not be eligible for fellowships, scholarships and other awards. Essentially the bursary allows the recipient to pay the part-time fee for one term. Students should refer to the SGS website, (<http://www.sgs.utoronto.ca/current/financial/masters.asp>) for further information.

DOCTORAL THESIS COMPLETION GRANT

The Doctoral Thesis Completion Grant is offered to full-time Domestic and International students in years 5 and/or 6 of their doctoral program at the University of Toronto to assist students with the cost of their tuition in these years. Students should refer to the SGS website: (<http://www.sgs.utoronto.ca/current/financial/doctoral.asp>) for further information. Funding packages, for students who are eligible to receive a doctoral completion grant, will be reduced by the value of the doctoral completion grant.

EMERGENCY GRANT PROGRAM

The Emergency Grant Program is designed to assist currently registered, full-time graduate students beyond their first year of studies who generally are not part of the funded cohort, and who encounter an unanticipated serious financial emergency (see [http://www.sgs.utoronto.ca/current/studentforms/SGS%20Emergency%20Grant%20Application%20\(April%202008\).pdf](http://www.sgs.utoronto.ca/current/studentforms/SGS%20Emergency%20Grant%20Application%20(April%202008).pdf)).

TEACHING ASSISTANTSHIPS

Teaching assistantships in Forestry are limited and, when available, are normally posted early in the summer for the subsequent winter and spring sessions. TA'ships are paid at hourly TA rates governed by union agreement. The Faculty attempts to distribute available TA'ships fairly among graduate students in all degree programs.

GO TRANSIT/TTC DISCOUNTS

Student discounted travel privileges are available for registered full-time students requiring transportation to and from campus on the GO Transit System. Application forms and further information are available from the department graduate office.

For information about TTC Discounts, please refer to the University of Toronto Students' Union (UTSU) website at www.utsu.ca.

SAFETY COURSE FOR NEW GRADUATE STUDENTS

Incoming graduate students, who will be completing field work or laboratory work, are required to attend and successfully complete a safety course. The course in laboratory safety is conducted by staff in the Department of Chemical Engineering, Faculty of Applied Science and Engineering. Further details on safety course offerings, in general, are available from the department.

FORESTRY GRADUATE STUDENTS ASSOCIATION

All graduate students in the Faculty of Forestry are members of the University-wide Graduate Students' Union (GSU) and the divisional student association, the FGSA. Established in 1969, each year the FGSA elects a Chair, Vice-Chair, Secretary, Treasurer and other members to its Executive Committee. This Committee organizes seminars, lectures, social and recreational activities and, through a number of established and ad hoc committees, represents Forestry graduate students on a wide variety of issues.

DEGREE REQUIREMENTS

Master of Science in Forestry -- M.Sc.F.

Completion of the M.Sc.F. degree requires:

- ❑ Twelve months of residence including two academic terms.
- ❑ Three half graduate courses, at least one of which is taken within Forestry. (See <http://www.forestry.utoronto.ca/gradinfo/gradcourse.html>)
- ❑ Credit in FOR1000H Research Methods in Forestry and FOR1001H Graduate Seminar.
- ❑ For students with a non-forestry background, one of
 - FOR3000H Current Issues in Forest Conservation,
 - FOR3002H Applied Forest Ecology and Silviculture,
 - FOR3003H Socio-economic Influences on Forest Ecosystems,
 - FOR3004H Forest Management Decision Support Systems,
 - FOR3009H Forest Conservation Biology or
 - FOR3010H Sustainable Forest Management and Certification.
- ❑ The preparation and oral defence of a research thesis of acceptable quality.

Doctor of Philosophy -- PH.D.

The Ph.D. degree in Forestry is comprised of:

- ❑ A minimum of four half courses must be taken. Depending on the student's background and academic goals, additional or alternative course work may be required by the student's supervisory committee, including courses outside the Faculty of Forestry. (See <http://www.forestry.utoronto.ca/gradinfo/gradcourse.html>)
- ❑ Credit in FOR1000H (Research Methods in Forestry) and FOR1001H (Graduate Seminar).
- ❑ For students with a non-forestry background, one of FOR3000H Current Issues in Forest Conservation, FOR3002H Applied Forest Ecology and Silviculture, FOR3003H Socio-economic Influences on Forest Ecosystems, FOR3004H Forest Management Decision Support Systems, FOR3009H Forest Conservation Biology or FOR3010H Sustainable Forest Management and Certification
- ❑ Successful completion of a comprehensive examination which will ordinarily be taken early in the second year of the program.
- ❑ The preparation and oral defence of a research thesis that is

an original and independent research work adding significantly to the existing body of knowledge.

Master of Forest Conservation – M.F.C.

Program Requirements and Expected Chronology

FIRST YEAR -- FALL

- FOR3000H Current Issues in Forest Conservation
- FOR3001H Biodiversity of Forest Organisms
(includes 8-day field camp)
- FOR3002H Applied Forest Ecology
- FOR3003H Economics of Forest Ecosystems
- FOR3012H Analytical Methods in Forestry

FIRST YEAR -- SPRING

- FOR3004H Forest Management Decision Support Systems
- FOR3009H Forest Conservation Biology
- FOR3010H Sustainable Forest Management and Certification
- Plus elective(s)

FIRST YEAR -- SUMMER

- FOR3007H Internship in Forest Conservation
- FOR3011H International Forest Conservation Field Camp or FOR1585 Urban Forest Conservation Field Camp or alternate eligible Field Course

SECOND YEAR – FALL

- FOR3006H Case Study Analysis in Forest Management
- FOR3008H Research Paper in Forest Conservation
- Plus elective(s)

Summary: Total FCE's (full course equivalents) in program = 7.5 including 5.5 FCE's in FOR courses plus 2.0 elective FCE.

Note: Students are not limited to taking elective courses according to above chronology. They may take elective courses in any semester of their program.

COURSES

GENERAL

Research-stream students should select courses in consultation with their supervisor and possibly, their supervisory committee. Depending on a student's background, a student's supervisor and supervisory committee may require additional or alternative course work in addition to the minimum requirements shown below, subject to approval by the Graduate Coordinator (for the Graduate Committee).

Instruction in specific areas of interest can be given under the directed studies courses FOR1412F, FOR1413S, FOR1900F and FOR1901S, if approved by the Graduate Coordinator. A student intending to take a directed studies course is required to have a "Reading and/or Research Course" form completed and signed by the instructor who has agreed to supervise the course. **Only one directed studies course with the student's supervisor serving as course instructor will be recognized toward meeting course requirements in a student's degree program.**

COURSE ENROLMENT

The deadline to enrol in courses each session is indicated in the "Academic Calendar" section of the SGS website (see <http://www.sgs.utoronto.ca/current/calendar/acadcal.asp>).

Forestry students should use the SWS (Student Web Service at www.rosi.utoronto.ca) to enrol in courses within the required deadlines. Students are free to enroll in graduate level courses either in the Faculty of Forestry, or in other departments at the University of Toronto.

The Forestry Graduate Course schedule and course descriptions are posted on the Faculty of Forestry website. Students can add all courses using the SWS, with the exception of directed studies courses (see below).

Directed Studies Courses

Students **cannot** add the following courses via the SWS:

FOR1412H F Natural Resource Management 1 (for Master's students-Fall term)

FOR1413H S Natural Resource Management 2 (for Master's students-Winter term)

FOR1900H F Advanced Topics in Forestry 1 (for PhD students – Fall term)

FOR1901H S Advanced Topics in Forestry 2 (for PhD students – Winter term)

For these courses, a "Request for Individual Reading and/or Research Course" form must be completed jointly by the student and the responsible Forestry staff instructor and submitted to the Graduate Administrator by the appropriate SGS course add deadline. Forms are available at <http://www.sgs.utoronto.ca/current/studentforms/index.asp>.

The Faculty of Forestry does not require any paperwork to be completed if a Forestry student wishes to register for a graduate course in another department. Students considering graduate level courses in other departments should however refer to the websites of those departments for course descriptions and registration information. Some of these departments do have their own requirements for students to complete a form before enrolling in their courses.

Core courses for MFC students are automatically loaded to ROSI, however students must register for elective courses themselves, using the SWS.

PROGRAM PROGRESS, PERFORMANCE AND RESPONSIBILITY

See also the General Regulations section of the SGS Calendar.

Program Length

A student with adequate background is normally admitted to and enrolled in an M.Sc.F. degree program requiring the first twelve months to be in "residence". For Ph.D. candidates, a full-time commitment for a minimum of the first two years in the program is expected. Students are expected to be registered full-time as defined by the SGS, pursuing studies as a full-time occupation.

Students whose academic program requires an absence from the university may be permitted to register full-time, off-campus for the purpose of field work, research or coursework at another institution. Students should submit an off-campus approval form to the Graduate Office, for approval, and for retention in the official student file (see:

<http://www.sgs.utoronto.ca/current/studentforms/Full-time%20Off-campus%20Registration.pdf>).

Please note that off-campus registration is not normally approved in the first year of a student's program.

It is important that formal approval be sought by graduate students for off-campus registration as a student's unknown absence may have adverse implications for their timely completion, supervisory relationship or funding.

Time Limit for Completion of Program

All degree programs have a specified maximum time to completion, as indicated below:

Degree	Minimum Program Length	Maximum Time to Completion
Ph.D.	1 year	6 years
M.Sc.F.	1 year	5 years
M.F.C.	1.5 years	6 years

Under SGS degree regulations, all degree requirements must be completed within the time limit specified for the degree program. In exceptional circumstances, students who fail to complete all the requirements for the degree within the period specified in the degree regulations may be considered for a maximum of two one-year extensions, provided that the department so approves. To apply for an extension, students should complete and submit the "Program Extension" form which is available at the SGS website under 'Student Forms', <http://www.sgs.utoronto.ca/current/studentforms/index.asp>.

Transfer From M.Sc.F. TO Ph.D. Program

Outstanding students may request, after 9 months and well before 12 months in the M.Sc.F. program, to be considered for transfer to the Ph.D. program without completing the M.Sc.F. thesis requirement. Candidates who wish to be considered for such a transfer must have clearly demonstrated their ability to complete their M.Sc.F. coursework with "A-" standing and to carry out research at the doctoral level, i.e., their progress to date should be outstanding and comparable to that of a starting Ph.D. student.

A student who is approved for transfer from the M.Sc.F. to the Ph.D. is required to complete the course requirements as specified in the Forestry entry of the School of Graduate Studies' calendar (FOR 1000H, FOR1001H, three half-courses to meet the M.Sc.F. requirement plus one additional half-course). Students without a forestry background require an additional half course to meet the non-Forestry requirement.

Departmental Procedures:

Consideration for possible transfer must be initiated by the student through discussion with his or her Supervisory Committee after first and second term M.Sc.F. course results are known.

In preparation for consideration by the Supervisory Committee, the student must prepare an up-to-date M.Sc.F. progress report and an extended thesis proposal that includes details on the

- (i) proposed research if the student continues with the M.Sc.F., and
- (ii) proposed course work and research proposal if permission to transfer to the Ph.D. program is granted.

The supervisor's written recommendation, on behalf of the student's Supervisory Committee, must be submitted to the

Graduate Coordinator within 12 months of the student's entry into the M.Sc.F. degree program. Supporting documentation to be included with the recommendation letter includes a summary of the student's research and academic progress, the thesis proposal (as above) and a proposal for continued funding of the student.

The Graduate Coordinator will convene a meeting of a Ph.D. Transfer Committee to consider the transfer recommendation. The Transfer Committee will consist of the Supervisory Committee (at least two members must attend), a representative of Forestry's Graduate Admissions and Awards Committee (to chair the Transfer Committee meeting) and at least one graduate faculty member from another graduate department outside of Forestry who is not a member of the student's Supervisory Committee¹. When the Transfer Committee's membership and the meeting date/time have been arranged, and at least seven days prior to the meeting, the meeting will be confirmed by the Graduate Coordinator, in writing, to the student under consideration and to members of the Transfer Committee, with copies of all supporting documents.

The Transfer Committee will review the documentation provided, and will then meet to consider the student's academic performance, progress to date in the M.Sc.F. program and the revised research proposal. The student will be asked to present the revised proposal and progress to date orally at the meeting (20 minutes) and defend the proposal in the discussion that follows.

The Chair will complete and submit a report (see below) with the Transfer Committee's recommendations and comments. If appropriate, the report should include information on the recommended Ph.D. Supervisory Committee, additional course requirements and a proposal for funding the student. If the Transfer Committee's report recommends that the student be transferred to the Ph.D. program, their report will be considered by Forestry's Graduate Admissions and Awards Committee for a final decision. Forestry's Graduate Admission and Awards Committee reserves the right to interview the student and/or supervisor prior to making the final determination on transferability (normally within 2 weeks of receipt of the Transfer Committee's recommendation).

Transfer requests for candidates recommended by the Graduate Admissions and Awards Committee will be submitted to SGS for confirmation and processing.

¹ This member could potentially join the expanded Ph.D. supervisory committee if transfer is approved.

REPORT ON FORESTRY PH.D. TRANSFER COMMITTEE MEETING

Student: _____ Date of Meeting: _____

Ph.D. Transfer Committee Members		Present? (yes/no)
Chair (from Forestry Graduate Admissions Committee)		
External graduate faculty member		
Supervisor		
Other supervisory committee members		

PH.D. TRANSFER COMMITTEE DISCUSSION AND REVIEW PROCESS

The chair has primary responsibility for completing this form at the meeting, in consultation with the student and Transfer Committee members in attendance, and for distribution of copies after the meeting. Brief notes on the discussion and review process should be attached.

Suggested Meeting Agenda

1. At the start of the meeting, the student is excused and the chair briefly discusses the transfer process, funding implications of transfer, etc., with the committee.
2. Student presentation of M.Sc.F. progress and Ph.D. research proposal.
3. Committee and student discussion of research proposal and/or review expectations/recommendations.
4. Student is excused and committee discusses recommendations for transfer, improvement of weak areas, etc. If the transfer is recommended, the committee discusses proposed funding of the student for the Ph.D., additional courses, future directions, Ph.D. supervisory committee membership, improvement of weak areas, etc. Elaborate below under "Committee's Recommendations" or on additional pages as necessary.
5. Committee's recommendation on candidate's suitability for transfer from M.Sc.F. to Ph.D.
6. Advise student of committee's recommendation to be made to Forestry's Graduate Admissions and Awards Committee.

Brief Student Record

Research topic _____

Date of first registration in M.Sc.F. program _____

Date of previous supervisory committee meeting _____

M.Sc.F. course work completed: yes _____ no* _____

*If no, specify additional requirements _____

See ROSI printout attached for courses completed and grades achieved.

Supervisory Committees

During the M.Sc.F. and Ph.D. degree admission process, a graduate faculty member in Forestry is identified by the Faculty as the supervisor for each prospective graduate student. On admission, if not before, the supervisor and student meet to familiarize themselves with each other's interests, goals and expectations and to identify a potential research and thesis area of mutual interest.

A supervisory committee is then set up to guide the activities of the graduate student. Members are chosen in consultation with the student and invited to act. Committee membership is submitted to the Graduate Coordinator via regular progress reports.

For an M.Sc.F. candidate, the supervisory committee should include the supervisor and at least two other graduate faculty members.

For a Ph.D. candidate, the supervisory committee should consist of the supervisor and at least three other graduate faculty members. Normally, committees should include at least one member from a graduate department other than Forestry.

For both M.Sc.F. and Ph.D. programs, candidates in collaborative programs must include at least one committee member from the Centre for Environment, in the area of the program specialization.

Graduate Faculty members are individuals listed in the SGS calendar.

Supervisory committees should meet as soon as possible after a student registers and at least once within the first six months in the program. Thereafter, the supervisory committee is expected to meet with the student, as a committee, at least once a year through to degree completion. More frequent meetings should be held as required by the individual student's program and progress.

Supervisory committee meetings are not intended to take the place of meetings between the student and the supervisor; these should occur with much greater frequency than full supervisory committee meetings.

The functions of a student's supervisory committee are as follows:

- (a) to advise the student in choosing a suitable thesis topic and the necessary program of courses to meet the standards of the Faculty and the SGS for the appropriate degree;

- (b) to approve the student's program and any changes in the program;
- (c) to advise the student and provide constructive criticism throughout the period of graduate study (each member should be available for consultation by appointment);
- (d) to meet as a committee to monitor and assess the student's progress within the first six months and at least once a year thereafter (or more frequently if necessary);
- (e) to serve on the Examination Committee for the student's departmental oral examination.

In addition, for Ph.D. candidates, some of the supervisory committee members may be asked to take part in the Ph.D. comprehensive examination and, to serve on the University final oral examination.

It is the responsibility of the supervisor to ensure that the proper University of Toronto standards are maintained by all of that supervisor's students and that adequate supervision and communication are provided throughout the program. The Graduate Coordinator is responsible for ensuring that all supervisors maintain similar standards and will bring cases of unsatisfactory performance to the notice of the Chair, if necessary.

It is the responsibility of all graduate faculty members to point out any weaknesses in a student's research that may come to a staff member's notice. Serious shortcomings should be brought to the attention of the student's supervisor and the Graduate Coordinator as soon as possible so that timely and necessary corrections may be made.

Students are responsible for booking a room and reserving equipment required for their committee meeting. A progress report should be completed at each committee meeting and submitted to the Graduate Administrator for input on ROSI. (Progress Report form entitled "Report on Supervisory Committee Meeting" is available from the Graduate Office).

Ph.D. Comprehensive Examination

Each Ph.D. candidate is required to pass a departmental comprehensive examination, which will ordinarily be taken early in the second year of the program. The examination is oral and normally will take two to three hours.

The purpose of the exam is to test the overall competence of the student in their area of specialization, and particularly a candidate's ability to integrate knowledge acquired in different ways and from varied sources into a scientific whole.

The objectives are: to get a reasonable breadth of knowledge in forestry as a whole; to acquire detailed knowledge in the chosen specialization; and, above all, to develop and demonstrate a capability to critically appraise and integrate knowledge from diverse sources.

The comprehensive examination is not meant to be a mini-defence of the thesis and it must not be allowed to degenerate into this. Nor should it be interpreted as a "qualifying exam" to enter the program. Its aim is to identify areas of weakness, which are essential to the breadth and background expected of a Ph.D. student in the Faculty of Forestry.

The supervisor, in consultation with the student, selects the examination committee members and date/time/place for the exam, and provides this information to the Graduate Administrator for approval of the exam committee by the Graduate Coordinator. If the date/time of the exam has not been confirmed at the time when the exam committee names are submitted to the Department for approval, students should provide the Department with this information as soon as it is available, and not later than two weeks before the scheduled exam date. This will allow the Department sufficient time to arrange for an exam chair, and to issue a formal notice. Students are expected to go to each examiner at least six weeks prior to the exam to obtain guidance regarding relevant study literature and to ascertain the members' availability for a proposed exam date.

The quorum for the exam is four - the supervisor plus three graduate faculty members of the University of Toronto, and must include at least two examiners from outside the student's supervisory committee. Five examiners, including the supervisor and excluding the Chair, will normally comprise maximum committee membership.

To provide more focus and depth to the exam, yet meet Faculty objectives of testing the candidate's integrative knowledge, the onus of each examination committee member is to ask integrative questions concerning the examiner's discipline and the candidate's area of specialization. The Chair will remind the examiners of this objective at the start of the exam. The Chair must ensure that the examiner's questions are focused toward the objectives of the exam process.

At the time of the examination, the Chair will review the candidate's background with committee members prior to introducing the candidate to the committee. The Chair will then oversee two rounds of questioning by committee members and will keep a brief record of the main topics covered and asked. Judging whether or not the answers offered by the candidate appear to adequately meet a questioner's expectations is the role of the questioner and the examination committee as a whole. The supervisor goes last in the order of questioning.

Following the question period, the candidate will withdraw from the examination room and committee members will discuss the candidate's performance. The discussion on the student's performance will be started by someone other than the supervisor.

The candidate passes the exam if all members vote affirmatively.

If the committee feels that the student is not sufficiently prepared for completing the thesis, then the areas of deficiency must be pointed out.

If there is one negative vote, the candidate will be given a conditional pass status that must be cleared within the next six months. The concerned examiner will set forth the manner in which the condition must be cleared, with the following as normal options:

- (a) the student to take and pass a specified course(s) in the deficient subject, or
- (b) the student to undertake specified readings followed by submission of a written assignment (or passing a written or oral exam) in the subject area. (If an oral exam is specified, it must take place in the presence of the Graduate Coordinator, or designate.) An appropriate deadline will be assigned by the examiner concerned.

If there are two or more negative votes, the examination will be adjourned and reconvened not earlier than six weeks following the adjournment. The examination can be reconvened only once. If

unsuccessful in the second examination, the candidate is ineligible to continue in the graduate program of the Faculty of Forestry.

Following the comprehensive exam, the Exam Chair will verbally inform the candidate of the committee's decision and recommendation. The Chair also submits a written report on the proceedings, question topics, and outcome of the examination to the graduate Coordinator who will formally inform the student, in writing, of the outcome of the exam.

Ph.D. Candidacy

Ph.D. students who entered their program in September, 2002 and thereafter are subject to the School of Graduate Studies' policy on "Time Limit for Completion of Program Requirements in a Ph.D. Program". Under this policy, a Ph.D. student enrolled in a full-time program will be denied further registration in that program and will have his or her eligibility terminated at the end of the third year of registration, in the case of a four-year program, or at the end of the fourth year of registration, in the case of a five-year program, if by that time, either

-the student has not completed all requirements for the degree exclusive of thesis research—including course requirements, language requirements, qualifying departmental examinations—or

-the student does not have an approved thesis topic, supervisor, or supervisory committee.

In other words, Ph.D. students must complete all course work requirements (except FOR1001H), and the comprehensive exam, by the end of the third year (or fourth year in the case of transfer students). In exceptional circumstances, students may be permitted to register in the program for two further sessions at the discretion of the department. Students seeking approval for an extension should complete and submit the "Extension to Achieve Candidacy" form which is available at the SGS website under 'Student Forms.' See:

<http://www.sgs.utoronto.ca/current/studentforms/index.asp>.

Progress to the Degree

Within the first six months in the program, i.e., by the end of February for September entrants, it is expected that each student will have prepared a draft research proposal and that at least one supervisory committee meeting will have been held.

At regular intervals after the first meeting, and at least once a year through to graduation, the supervisory committee must meet with the student **as a committee**. More frequent meetings should be held as required by the individual student's program and progress.

A written record of each student's progress, and of discussions and decisions of regular supervisory committee meetings, should be maintained by the supervisor on the committee's behalf. At the conclusion of each supervisory committee meeting, a "Report on Supervisory Committee Meeting (and Progress Report)" form must be submitted to the Graduate Office, and a copy must also be distributed to the student and committee members.

Supervisory committee meetings should be arranged between the supervisor and the student. However, failure to hold meetings and submit progress reports on time may be considered as a lack of satisfactory progress on the student's part and may jeopardize a student's funding eligibility and/or program registration.

Satisfactory Progress

The Graduate Department Academic Appeals Committee is a committee established under the authority of the Graduate Chair of a Graduate Department. This committee constitutes part of the overall academic appeals procedures available to graduate students within the University of Toronto. (See SGS Calendar for an overview and timeline of the overall graduate appeals process.) This committee considers only academic matters. Issues relating to non-academic matters (for example, fees) are not considered by the committee.

If a student's work at any stage is considered to be unsatisfactory, the Graduate Department Academic Appeals Committee may recommend to the Graduate Chair of Forestry that the student be asked to withdraw.

As a minimum, the M.F.C. program of course work requires completion of all courses taken for credit with a grade of at least B-. Thus, failure in a graduate course, or failure to complete a graduate course, may result in a recommendation by the Faculty to

the School that a student's registration and candidacy be terminated.

In the M.Sc.F. and Ph.D. degree programs, a student's supervisory committee has the authority to recommend to the Graduate Department Academic Appeals Committee, termination of a student's program if insufficient progress or scholarly achievement is observed. The student will be provided adequate warning of problems and will be given an opportunity to correct deficiencies.

One failure in a half course by a student should be carefully considered by the student's supervisory committee at the meeting following receipt of the mark. A student who fails two half courses will be asked to withdraw unless there are extenuating circumstances, acceptable to the Graduate Committee.

Decisions of the Graduate Department Academic Appeals Committee are final, subject to an ultimate appeal to the Graduate Academic Appeals Board of the School of Graduate Studies. (See General Regulations of the SGS calendar.)

Research progress to the degree is more difficult to assess. It is expected that an M.Sc.F. degree candidate will be able to prepare a good clear research proposal within the first six months of a program and this will be confirmed and developed further with the second report. Subsequent reports should indicate that research has begun and that progress is being made. This must be documented and evident if a student is aiming to complete the master's degree in the expected two years, or the expected four years for the Ph.D. degree.

The above time lines provide guidance only as students have up to five years from initial enrolment in the M.Sc.F., and up to six years in the Ph.D., to complete degree requirements. Students are strongly encouraged to complete their degree requirements before taking up employment as this seriously hampers a student's ability to complete a program in a timely fashion.

A well-accepted indicator of the standard of research done by a student is the production of research papers in first-class refereed scientific journals, either before completion of the thesis or shortly thereafter. The Faculty of Forestry encourages this and expects that every student, either independently or in conjunction with the student's supervisor, will publish in scientific journals. Supervisors are expected to support students in meeting this important goal.

Change of Supervisor or Program

In the absence of problems with academic standing, performance or personality, the commitment of a supervising professor to a student is a firm one.

If a problem arises between a graduate student and a supervisor, it should be discussed immediately, on the initiative of either party, with the Graduate Coordinator. If the Graduate Coordinator takes action to resolve such a problem, it will be without stigma for both parties in the dispute and both shall be informed of the action prior to its implementation.

THESIS AND ORAL EXAMINATION PREPARATION

This section of the handbook includes information for Forestry graduate students who are approaching the thesis preparation stage of their programs, followed by the departmental oral examination and, for the Ph.D. degree, the final University oral examination. Students should also familiarize themselves with and follow the regulations laid down in the calendar of the School of Graduate Studies and in the School's "Guidelines for the Preparation of Theses" (see: <http://www.sgs.utoronto.ca/current/thesis/index.asp>).

The Departmental Oral Examination

MScF and PhD departmental exams in forestry have two components; the thesis seminar and the thesis defense. The thesis seminar takes place in a public format while the thesis defense is a question period conducted with only the student and the thesis examination committee members. The chair of the exam and the supervisor(s) must attend both the thesis seminar and thesis defense, while exam committee members are required to attend the thesis defense only.

a) Thesis Seminar:

For the thesis seminar, students are required to present a public overview of their thesis which is open to all members of the Faculty/University. The seminar for PhD students should be 30-40 minutes long and that for MScF students 20-25 minutes in length.

In preparation for this seminar, students are advised to emphasize not only their results and implications, but more importantly the rationale and forestry context of their work (introductory section) and the significance of their findings to forestry (conclusion section). In this way, the thesis seminar will be of broader interest to those outside of the student's immediate research area.

A brief question period from the general audience will follow (10-15 minutes). During this time, exam committee members can ask questions, however, the intention here is not for them to challenge the thesis work, but rather to explore its scope and significance.

b) Thesis Defense:

The thesis seminar will be followed by a short 10-15 minute break while the exam committee convenes and discusses the up-coming format of the formal thesis defense. Once decided, the student will be asked to enter the exam room and proceed directly to answer questions from the committee. Questions in this context are meant to challenge the substance of the thesis (including but not limited to; its assumptions, hypotheses, experimental design, methodology, data presentation & analysis, interpretation, synthesis and implications).

This formal component of the final exam represents the true defense component of the thesis and the student is evaluated both on the thesis itself (format, structure, literature) and their ability to defend it when challenged by the exam committee. The thesis defense normally will take one to three hours depending on the nature and quality of the work.

Responsibilities

When students think they are ready to defend their thesis, they should take a copy of the "Supervisor's Approval to Proceed to Departmental Oral Examination" form (referred to as 'release form') to their supervisor(s). This form (see below) can be found on the faculty website and is also available through the Graduate Office. After careful scrutiny, the supervisor certifies support for the thesis as a finished piece of work, including English usage, figures, tables, bibliography and general form, etc., by completing the release form.

At this time, the candidate must be prepared to ascertain Examination Committee members' availability for a specific exam date and time. In consultation with the supervisor, examination committee members, and the Graduate Office, the candidate will schedule the departmental oral examination for a date that will be at least two weeks, and more normally three weeks, following the date of thesis approval by the supervisor.

Students should also reserve the necessary rooms for both the seminar and examination components, as well as the audiovisual projector for the thesis seminar.

Once the defense date, time and location(s) have been arranged, the information should be indicated on the release form and the student should return the signed Release Form to the Graduate Administrator, so that a Chair can be arranged. The Faculty (via the Graduate Coordinator & Graduate Administrator) is responsible for arranging a Chair to conduct both the thesis seminar and thesis defense. However, this cannot happen until a Release Form for the exam has been signed by the supervisor, recommending that the student proceed to his/her defense, and submitted to the Graduate Office.

Students should also provide the Graduate Office with a copy of both their thesis abstract and title at this time. Please Note: There must be a minimum of 2 weeks between submission of the signed Release Form and the Exam Date. The Faculty will issue a formal notice to the Chair, supervisor and exam committee members, with a copy to the student, announcing the thesis seminar and defense date, times and locations. Included with the notice will be a copy of the student's total academic record and a copy of the thesis abstract. The notice of the exam is also posted to staff of the Faculty.

Students must provide all examination committee members with a hard copy of their thesis a minimum of 2 weeks before the examination date. Failure to distribute the thesis in accordance with this two week deadline could result in the examination being cancelled.

Whenever possible, the thesis seminar should be conducted in a room of sufficient size to accommodate 10-20 people, while the thesis defense either can be in the same room or one smaller, depending upon availability. If teleconferencing or videoconferencing are involved for one of the exam committee members, then the student should also arrange the appropriate room and facilities for these requirements.

At least one week before the defense, students must prepare a poster announcing the thesis seminar. The poster must include the student's name, degree candidacy, supervisor, title, brief abstract (readable by the general faculty) and time and place. Templates of the poster should be requested from the Graduate Administrator for this purpose. About 10-12 copies of these should be posted throughout the faculty (preferably on coloured paper at the elevators, lounge & administration areas, and the central rotunda). The Graduate Administrator will send out an email notice announcing the thesis seminar at least three days before the date.

Where the thesis seminar and thesis defense will be conducted in different rooms, it is recommended that students remind their exam committee members of the correct times and locations. As in all SGS defenses, exam members must have read the thesis before the exam and be prepared to ask questions directly upon entering the thesis defense. Students should bring a copy of their thesis with them to the examination.

Quorum

The members of the student's supervisory committee (including the candidate's supervisor) will be members of the Examination Committee. A quorum for the M.Sc.F. departmental oral exam is three graduate faculty members of the School of Graduate Studies.

A quorum for the Ph.D. departmental oral exam is four. At least one graduate faculty member who has not previously served on the supervisory committee must be a member of the Examination Committee.

All graduate faculty members of the University of Toronto are welcome to attend and participate in the exam through the Examination Chair; only members of the Examination Committee are permitted to vote.

The Examination Chair

The Chair of the Examination Committee will be an experienced member of the graduate faculty of Forestry who is not on the supervisory committee. The chair has no vote. The Examination Chair has dual responsibilities, to the School of Graduate Studies and to the student:

- to examine the student carefully;

- to assist the student in a responsible, competent manner by taking an active role as Chair so that irrelevant and unclear questions may be ruled upon and the student may be assisted (in general) through the examination;
- to provide adequate time to examiners to pursue their questioning.

The Graduate Coordinator will supply the Examination Chair with a copy of the exam procedure and all appropriate documents before the commencement of the exam.

The oral examination should cover both the thesis and its defence and should be meaningful, both as an experience for the candidate and as a means of appraising the candidate by the examiners. The oral examination serves as the final departmental assessment of the candidate and provides one means by which the standards of the degree are maintained.

Although M.Sc.F. and Ph.D. orals follow a similar pattern, examiners must distinguish between the levels of the two degrees at the examination.

Examination Procedure

BEFORE THE CANDIDATE ENTERS THE EXAM ROOM, THE CHAIR WILL:

- (a) check the eligibility to vote of persons present. Individuals who have not been formally appointed to the Examination Committee should be identified as ineligible to vote. If a quorum is not present, the Chair may delay the exam to obtain a quorum or may postpone the examination to another date.
- (b) review the list of courses the candidate has taken and marks received.
- (c) ask the supervisor to inform the Committee of any pertinent information concerning the candidate and the thesis.
- (d) have appraisals (if any) read.
- (e) remind the Committee that the examination covers both the thesis and its oral defence.

AFTER THE CANDIDATE ENTERS THE EXAM ROOM, THE CHAIR WILL:

- (a) request each member of the Committee in turn to ask questions concerning the thesis or the field work. Each committee member has two opportunities to ask questions: first in turn and then at the end, in response to the Chair's

question: "Does anyone have any more questions?" The Chair may also ask questions.

When there are no further questions, the candidate will be asked to retire.

The Chair will again remind the Committee that the examination covers both the thesis and its oral defence and will then initiate a discussion of the examination. During this time the supervisor will have the right to defend the candidate and the thesis. After a discussion of the examination the chair will ask for a simultaneous vote by signed ballot on the acceptance of the thesis. The ballot will be declared immediately afterwards.

Normally there will be three choices:

- (1) the thesis is accepted subject to minor changes to be approved by the supervisor;
- (2) the thesis is accepted subject to changes which must be approved by a specific examiner (or a number of examiners);
- (3) the thesis is rejected but the Committee is willing to consider a revised version at a future meeting at which the candidate must be present.

Committee members voting for choice #1 or choice #2 must make a written report to the Graduate Coordinator with a copy to the student.

The Chair completes and signs the report and obtains the signatures of the members who vote for choice #1, and of those who are **not** named to the "subcommittee" under choice #2.

The candidate passes if the Committee votes for choice #1 or #2, either unanimously or with no more than one negative (#3) vote or abstention. In other outcomes, the Chair of the Exam Committee must inform the Graduate Coordinator who will decide what further action should be taken.

The Chair also completes a "Summary Report to the Graduate Coordinator" listing the names of the committee members present and their votes. If contentious or unusual circumstances have been encountered in the exam, the Chair should include a brief written indication of this to the Graduate coordinator and the committee's recommendation for future actions needed.

As soon as a decision has been reached and the vote and objections, if any, recorded, the Chair of the Committee will ensure that the candidate is informed of the outcome.

FACULTY OF FORESTRY
University of Toronto

Supervisor's Approval to Proceed to Departmental Oral Examination

Student: _____ Degree: MScF or PhD

I support the thesis of the above student. I find it acceptable as to form and content and recommend that the candidate proceed to the departmental examination.

Supervisor (and co-supervisor, if any): _____

Date signed: _____

(Supervisor is to complete and sign, paying particular attention to quorum requirements. Submit to graduate administrator with thesis title and abstract.)

Examination Committee Membership		Grad faculty member?	
		Yes	No
Supervisor			
Co-Supervisor (if any)			
Other supervisory committee members (All will be voting members at the departmental exam; see quorum requirements below)			
For PhD only: at least one grad faculty member not previously on supervisory committee		Must be a grad faculty member	
Date all members (or minimum of quorum) available for exam (allow at least 2 weeks for thesis distribution)			
Time			
Room (to be reserved by student)			
Chair (to be arranged by dept)			
NOTES: Quorum requirements For MScF: At least 3 graduate faculty members (i.e., listed in SGS calendar) For PhD: At least 4 graduate faculty members (and normally includes at least one member from outside Forestry). Graduate Faculty Member Normally as listed in SGS calendar			
May-07			

Submission of Thesis to SGS (MSc.F. Only)

Upon successful completion of the departmental oral examination (usually involving the supervisor(s) signing off on changes/corrections to the thesis, after the departmental oral examination), students are required to submit their thesis to SGS. At this time, students will complete other forms, as required by SGS, and pay a microfilming fee. Students should refer to the SGS 'Guidelines for Preparation of Theses' – see <http://www.sgs.utoronto.ca/current/thesis/index.asp>).

The School of Graduate Studies requires one, unbound copy of the thesis. Students can elect to submit a paper copy of their thesis or they can submit their thesis electronically.

The department requires one bound copy of the thesis, for forwarding to the Earth Sciences Library. The Library permits double sided copying, provided the paper is of good quality. The department does not have preferred colours for binding. Students should follow the requirements of the School of Graduate Studies, as outlined under 'Guidelines for Preparation of Theses'. The first page of all bound copies must be a completed "University of Toronto Authority to Distribute" form (see: <http://www.sgs.utoronto.ca/current/studentforms/MastersAuthoritytoDistribute.pdf>), which should be bound into the thesis rather than separately attached. Students typically prepare a bound copy for their supervisor(s).

The deadlines for submission of the master's thesis to the School are indicated in the SGS Academic Calendar. Students should schedule their progress and prepare for degree completion accordingly.

THE UNIVERSITY FINAL ORAL EXAMINATION (Ph.D. only)

See also "Degree Regulations" for the Ph.D. degree in the latest School of Graduate Studies calendar.

On successful completion of the departmental oral examination (usually involving the supervisor(s) signing off on changes/corrections to the thesis after the departmental oral examination), the candidate, in conjunction with the supervisor and the Graduate Office, begins the process of arranging for the University's final oral examination.

Examinations may be held at any time during the year. Candidates should allow sufficient time for the process of arranging and scheduling a final oral examination. Candidates must allow seven to eight weeks between the time when the thesis is approved and ready to be sent to the External Appraiser and the date of the final examination. This time period is inflexible, and must be adhered to for the following reasons:

- a. The Vice-Dean at SGS must approve the examination committee before the thesis is sent to the External Appraiser
- b. The thesis must be available to the External Appraiser for a minimum of four weeks
- c. The appraisal must be available to the Candidate two weeks before the examination

It should be noted that the seven to eight week period could be longer when Christmas or summer holidays intervene.

Pre-Approval of External Appraiser and Examination Committee

At any time after completion of the departmental oral examination, the supervisor(s) will nominate someone external to the University to serve as the External Appraiser of the thesis. This is achieved by submitting the names of the examination committee members and the name of the proposed External Appraiser and their CV, to the Graduate Office, for approval by the Graduate Coordinator. At this point, a date and time have not been set for the final oral examination. The proposed committee is approved by the Graduate Coordinator, and the nomination is then submitted to the School of Graduate Studies, for approval by the Vice-Dean. When forwarding nominations of potential External Appraisers to SGS for approval, the department must certify that the proposed External Appraiser has an arm's-length relation with the Candidate and the Supervisor. Requirements for the External Appraiser and quorum requirements for the examination committee are provided below:

The proposed External Appraiser:

1. should be a recognized expert on the subject of the thesis
2. should be external to the University as well as to its affiliated teaching hospitals and their research institute.
3. must be an Associate or Full Professor at his/her home institution or, if he/she comes from outside the academic sector, must possess the qualifications to be appointed to an academic position at this level.

4. must have an arm's-length relation both with the Candidate and with the Supervisor. Normally, this will exclude anyone who, in the past six years, has been a departmental colleague of the Candidate or Supervisor, has stood in a student-teacher relation with either of them, or has collaborated on a research project with either of them.

Quorum Requirements:

1. The Examination Committee shall consist of four to six voting members. The quorum is four voting members, however the Vice-Dean will not approve a committee with less than five voting members. The Committee must include:
 - (a) at least one member, but not more than three members, of the Candidate's supervising committee.
 - (b) at least one examiner who has not been closely involved in the supervision of the thesis. Those eligible include: the External Appraiser, members of the faculty appointed to the Candidate's graduate unit, and members of the faculty appointed to other graduate units of the University.
 - (c) a non-voting Chair appointed by SGS.
2. The Examination Committee may also include up to two non-voting members.
3. Proposed exceptions to the above must be approved by the Vice-Dean, SGS.

When approval has been received for an examination committee, the Graduate Office will notify the candidate and the supervisor(s).

Booking the Final Oral Examination

When the supervisor(s) determine that the thesis is ready to go forward for final oral examination, the candidate and supervisor arrange an examination date and time (preferably at 10 AM or 2 PM) which is suitable for all committee members, including the External Appraiser, if they are a member of the examination committee. The candidate should not be in contact with the External Appraiser when these arrangements are being made. Please note that the examination should be arranged for a date which is a minimum of seven to eight weeks in the future. The candidate and supervisor should complete the "PhD Final Oral Examination Booking Information Sheet" (see: <http://www.sgs.utoronto.ca/current/phdexamsoled/PhD%20Final%200Oral%20Examination%20Booking%20Request.doc>) and submit

this sheet to the Graduate Office along with an unbound copy of the final thesis, and a copy of the abstract.

The Graduate Office will:

- book the examination with the School of Graduate Studies, using the date/time specified by the candidate/supervisor on the booking sheet. (Examinations are held at the School of Graduate Studies, 63 St. George Street. All examination rooms at SGS are equipped with teleconferencing facilities. Students must supply their own laptop/computer).
- send the unbound copy of the thesis to the External Appraiser, along with instructions for completing the appraisal.
- issue a notice to the candidate and all committee members notifying them of the examination details (i.e., thesis title, examination committee membership, date/time/location of examination), and provide a document outlining 'conduct of the examination'
- upon receipt of the appraiser's written appraisal, and a minimum of two weeks before the examination, distribute a copy of the appraisal to the candidate and all examination committee members, along with a confirmation (reminder) program for the exam.
- send a reminder to the Examination Chair, (assigned by SGS) one day before the examination

The Candidate will:

- ensure that a copy of the thesis is delivered to each Examination Committee member (excluding the Examination Chair and External Appraiser) at least 4 weeks prior to the exam date.
- in the interval between receipt of the appraisal and the scheduled exam date, prepare a considered response but not discuss the appraisal with examiners until the examination is underway.
- bring a copy of the thesis to the final oral examination.

Following the Final Oral Examination

There are three possible results at a final oral defense. These are: as it stands, minor corrections, and minor modifications.

- With as it stands, the thesis is accepted in its current format and no changes are requested of the candidate, the thesis is due to SGS one week following the defense.
- With minor corrections, the thesis is due at SGS one month following the examination date. The committee will notify the student of any changes requested at the examination.
- Minor modifications requires that the student be notified, in writing, of any changes that are required to the thesis. The thesis due date will be 3 months from the date of the examination.

The candidate must pick up a post exam package at the Ph.D. Examination Office at the 63 St. George Street, room 304. This package will outline, in detail, how to submit the final thesis and will include a number of forms which are to be submitted with the final unbound copy of the thesis.

If there were any minor corrections or minor modifications to be made to the thesis, the candidate will require a letter from their thesis supervisor(s), or an appointed exam committee member, verifying that the changes have been made and accepted by the committee. If the thesis was accepted as it stands, the candidate may submit to SGS once the technical requirements have been met. Technical requirements are outlined on the SGS website under 'Guidelines for Preparation of Theses' (see: <http://www.sgs.utoronto.ca/current/thesis/index.asp#secb>).

The School of Graduate Studies requires one, unbound copy of the thesis. Students can elect to submit a paper copy of their thesis or they can submit their thesis electronically (see: <http://www.sgs.utoronto.ca/current/thesis/theses.asp>).

The department requires one bound copy of the thesis, for forwarding to the Earth Sciences Library. The Library permits double sided copying, provided the paper is of good quality. The department does not have preferred colours for binding. Students should follow the requirements of the School of Graduate Studies, as outlined under 'Guidelines for Preparation of Theses'. The first page of all bound copies must be a completed "University of Toronto Authority to Distribute" form (see: <http://www.sgs.utoronto.ca/current/studentforms/Doctoral%20Authority%20to%20Distribute.pdf>), which should be bound into the thesis rather than separately attached. Students typically prepare a bound copy for their supervisor(s).

SGS ACADEMIC CALENDAR 2009-2010

2009

M August 3 Civic Holiday
M August 10 Registration for September session begins
W August 12 Undergraduate course enrolment begins (1)
F August 28 Last date for payment of tuition fees to meet registration deadline
M September 7 Labour Day
W September 9 Most formal graduate courses and seminars begin in the week of September 9 (2)
F September 11 Registration for September session ends; after this date, a late registration fee will be assessed
T September 15 Final date to submit Ph.D. theses to SGS to avoid fee charges for 2009-10
T September 15 Last day to enroll in undergraduate F and Y courses (3)
F September 18 Coursework must be completed and grades submitted for summer session courses and extended courses (4)
W September 23 Summer Session grades available for viewing by students on the Student Web Service
F October 2 Final date for receipt of degree recommendations and submission of any required theses for master's degrees for Fall Convocation (5)
F October 2 Final date to submit final Ph.D. thesis for Fall Convocation
W October 7 Final date to add full-year and September session courses
M October 12 Thanksgiving Day
T November 3 Last day to withdraw from undergraduate F courses (6)
W November 4 Final date to drop September session full or half courses without academic penalty
November Fall Convocation Information and Dates are posted at: www.convocation.utoronto.ca , choose Fall
M December 21 Winter break begins (for last day of classes before Winter break, consult graduate units concerned)

2010

M January 4 Most formal graduate courses and seminars begin in the week of January 4th (2)
F January 8 Final date for registration of students beginning program in January session; after this date, a late registration fee will be assessed
S January 10 Last day to enroll in undergraduate S courses (3)
F January 15 Final date to submit Ph.D. theses without fee payment for January session
F January 15 Coursework must be completed and grades submitted for September session courses (4)
F January 15 Final date to add January session courses (5)
W January 20 September Session grades available for viewing by students on the Student Web Service
F January 29 Final date for receipt of degree recommendations and submission of any required theses for March or June graduation for master's students without fees being charged for the January session (6)
F January 29 Final date for all students to request that their degrees be conferred <i>in absentia</i> in March
F January 29 September dual registrants must be recommended for the master's degree by this date to maintain their Ph.D. registration (7)
M February 15 Family Day
M February 15 Last day to withdraw from undergraduate Y courses (8)
F February 26 Final date to drop full-year or January session courses without academic penalty (9)
March March Graduation <i>in absentia</i> Information is posted at: www.convocation.utoronto.ca , choose March <i>in absentia</i>
S March 7 Last day to withdraw from undergraduate S courses (10)
F April 2 Good Friday
F April 23 For students obtaining degrees at June Convocation, course work must be completed and grades submitted for full-year and January session courses
F April 23 Final date for receipt of degree recommendations and submission of any required theses for master's degrees for June Convocation (11)
F April 23 Final date for submission of final Ph.D. thesis for students whose degrees are to be conferred at the June Convocation
F April 23 Final date for degree recommendations of January dual registrants for the master's degree to maintain their Ph.D. registration (12)
May For first day of summer classes, consult graduate unit concerned
F May 7 Final date for registration for May session
F May 14 Final date to enrol in May-June or May-August session courses
F May 14 Course work must be completed and grades submitted for full-year and January session courses (except for extended courses) (13)
W May 19 January Session grades available for viewing by students on the Student Web Service
M May 24 Victoria Day

June Spring Convocation Information and Dates are posted at: www.convocation.utoronto.ca , choose Spring
F June 4 Final date to drop May/June F section courses without academic penalty
F June 25 Final date for registration for July-August courses
F June 25 Final date to drop May-August session Y section courses without academic penalty
Th July 1 Canada Day Holiday
F July 23 Final date to drop July-August S section courses without academic penalty
F July 23 Coursework must be completed and grades submitted for May/June F Section Courses ¹¹
W July 28 Grades for May/June F Section Courses available for viewing by students on the Student Web Service

¹¹ Graduate students may only enroll in undergraduate courses with the approval of their supervisor or graduate unit. Students are responsible for meeting the deadlines and requirements of the undergraduate course as presented in class and in the undergraduate division's calendar. Graduate students will be graded under the graduate grading scale.

¹² The precise dates of commencement of courses are determined by the graduate units; students are urged to contact the relevant graduate units for information. The University policy states that the first day of classes in the September session in all teaching divisions should not be scheduled on the first and second days of Rosh Hashanah (from 1 1/2 hours before sunset on Friday, September 18 to about 1 1/2 hours after sunset on Sunday, September 20) or on Yom Kippur (from about 1 1/2 hours before sunset on Sunday, September 27 to about 1 1/2 hours after sunset on Monday, September 28).

¹³ Graduate units may establish earlier deadlines for completion of course work and may prescribe penalties for late completion of work and for failure to complete work, provided that these penalties are announced at the time the instructor makes known to the class the methods by which student performance shall be evaluated.

¹⁴ For final dates for completing degree requirements, students should consult their own departments.

¹⁵ Graduate units may establish earlier deadlines to add/drop courses. Please note that the last date to cancel a course or registration with no academic penalty is not the same as the last date to be eligible for a refund.

FORESTRY AWARDS SUMMARY

A summary of fellowships that may be applicable for graduate students in Forestry follows. Values shown may vary from year to year; additional terms and conditions apply for individual awards. (See also the School of Graduate Studies website regarding financial support)

AWARDS FROM GOVERNMENT AGENCIES

NATURAL SCIENCES AND ENGINEERING RESEARCH COUNCIL CANADA POSTGRADUATE SCHOLARSHIPS (NSERC)

Value: \$17,300 (for one year) M.Sc.F.; \$21,000 (for up to three years) Ph.D.,

Eligibility: Applicants must: be Canadian citizens, or permanent residents living in Canada as of December 1 of the year of application; hold, or expect to hold at the time they take up the award, a degree in science or engineering from a university whose academic standing is acceptable to NSERC; intend to pursue full-time postgraduate study and research at the master's or doctoral level in the following year; obtained a first-class (A) average in the last two completed years of study. Two categories of award are available, for the first to fifth years of postgraduate study; other eligibility criteria apply.

Application/Deadlines: Application forms and further information available from NSERC's web site at www.nserc.ca. Students currently in full- or part-time attendance at a Canadian university, and students not registered in a university but completed all requirements for a degree from a Canadian university after November of the previous year, must make application through that university in late September or early October. Candidates not enrolled full-time in a Canadian university at the time of application return completed forms and supporting documentation directly to NSERC.

SOCIAL SCIENCES AND HUMANITIES RESEARCH COUNCIL
OF CANADA, CANADA GRADUATE SCHOLARSHIPS
(MASTER'S), AND SSHRC DOCTORAL AWARDS

Value: \$17,500 M.Sc.F., 12 months, non-renewable;
\$35,000/annum for 3 years, Ph.D.; annual competition.

Eligibility: Applicants must be Canadian citizens, or permanent residents of Canada. For students applying to, or registered in, a master's (or doctoral) program in the social sciences or humanities – full information on eligibility and deadlines is available from SSHRC's website at www.sshrc.ca

ONTARIO GRADUATE SCHOLARSHIPS (OGS)

Value: \$15,000 for three consecutive terms, annual competition. The province of Ontario contributes two-thirds of this amount and the University/Faculty of Forestry provides one-third; see related OGS-based departmental awards under "University of Toronto and Faculty of Forestry Awards" listing below.

Eligibility: Awarded to Canadian citizens, permanent residents and candidates on student visas at the time of application. Applicants entering first or second year of graduate studies at the time of application must have an overall average of at least A-, or equivalent, on the last 20 one-term/semester courses, or equivalent, completed. Applicants entering the third year or beyond of graduate studies at the time of application must have an overall average of at least A-, or equivalent, on all graduate courses completed.

Application/Deadlines: Application information and forms available via the web in late September for return by early to mid November. Applicants who are currently enrolled as full-time students in an Ontario university, or who graduated from an Ontario university in the previous year (generally), apply through their current, or former, university; consult early with the relevant university and department to ascertain their specific application deadline. Applicants not currently enrolled in an Ontario university apply directly to the Ontario Ministry of Training, Colleges and Universities. Scholarship eligibility information and forms are available at http://osap.gov.on.ca/eng/not_secure/OGS.htm.

FORESTRY IN-COURSE AWARDS

The following in-course awards are applicable to currently-registered Forestry students. Additional eligibility criteria and, in some cases, application procedures and deadlines apply. Departmental decisions are made by the Faculty's Graduate Awards Committee in line with award criteria on record.

COURSE-BASED -- NO APPLICATION REQUIRED

EARTHROOTS ONTARIO FOREST CONSERVATION AWARD

Value: \$750

By annual donation from Earthroots, awarded to a student in the Master of Forest Conservation degree program on the basis of the best proposal for a research paper on Ontario forest or wildlife conservation issues in connection with the "Research Paper in Forest Conservation" course. The proposal must be relevant to current Ontario forest and wildlife issues and should include implications for conservation and an outline of areas for future research on this issue.

M. R. GLAVICIC PRIZE

Value: Up to approx. \$977 annually

From an endowment by alumni and friends of Mr. M. R. Glavicic, awarded at the end of the first winter session of the Master of Forest Conservation degree program on the basis of academic merit and professionalism to the student who achieves the highest combined grade in the two courses Biodiversity of Forest Organisms and Applied Forest Ecology.

FRED G. JACKSON PRIZE

Value: Up to approx. \$1,033 annually

From an endowment by alumni and friends of Mr. Fred G. Jackson, awarded to the Master of Forest Conservation student who submits the best report in the "Research Paper in Forest Conservation" course, based on work carried out during the "Internship in Forest Conservation" course. Performance assessed both on the written report and oral defence of the work.

T. W. DWIGHT PRIZE

Value: Up to approx. \$1,040 annually

From an endowment by Forestry Alumni Association and Ontario Professional Foresters Association members, awarded on the basis of academic merit to a student enrolled in the Master of

Forest Conservation degree program for performance in one of the field camp courses in the program.

APPLICATION REQUIRED FOR CONSIDERATION

Information on eligibility, application procedures and deadlines for consideration for the following in-course Forestry awards will be posted to currently-registered students each year as available.

OSOTF AWARDS:

GRADUATE STUDIES IN SILVICULTURE AWARD

Value: Up to approx. \$800 annually

From an endowment by Mr. W. D. Start (B.Sc.F. 3T0), awarded to a student in the area of silviculture or tree improvement on the basis of financial need; academic merit may also be considered.

*See OSOTF note following.

BERNHARD FERNOW GRADUATE FELLOWSHIPS

Value: Up to approx. \$6,000 annually

Income from a Faculty endowment established by contributions from the Ontario Professional Forestry Foundation and a variety of other donors, awarded to Forestry graduate students based primarily on financial need; academic merit may also be considered. *See OSOTF note following.

DAVID BALSILLIE SCHOLARSHIP IN FOREST CONSERVATION

Value: Up to approx. \$800 annually

Awarded to students in the Master of Forest Conservation Program on the basis of academic merit and financial need. *See OSOTF note following.

RALPH KENNEDY MEMORIAL AWARD

Value: Up to approx \$200 annually

Awarded in conjunction with OSOTF II guidelines to a Forestry graduate student with high academic merit and financial need.

***See OSOTF II note following.

OGSST AWARDS:

GOV'T OF ONTARIO/ALPA LUMBER INC. GRADUATE SCHOLARSHIP IN SCIENCE AND TECHNOLOGY

Value: \$15,000 annually

Candidates must work in an area related to value-added solid wood or wood composite products. **See OGSST note following.

GOV'T OF ONTARIO/BUELL GRADUATE SCHOLARSHIP IN SCIENCE AND TECHNOLOGY

Value: \$15,000 annually

Preference will be given to well-qualified students working in sustainable forest management or closely-related areas of forestry.

**See OGSST note following.

GOV'T OF ONTARIO/ADAM ZIMMERMAN GRADUATE SCHOLARSHIP IN SCIENCE AND TECHNOLOGY

Value: \$15,000 annually

Preference will be given to well-qualified students working in forest conservation or a closely-related areas of forestry. **See OGSST note following.

ROB ROY FORESTRY GRADUATE TRAVEL AWARDS

Value: Variable, irregular

Income from a Faculty endowment may be awarded in support of essential program-related travel and practical work on the basis of academic performance and financial need. If available in a session, further information and deadlines will be provided to eligible candidates.

*OSOTF Note: A number of the University's endowed awards, including the Forestry awards identified above, include funding donated under the Ontario Student Opportunity Trust Fund (OSOTF) program. Under this program, every donated dollar was matched on a dollar-for-dollar basis by both the Government of Ontario and the University of Toronto.

There are two major/primary conditions for OSOTF awards, according to the provincial government's guidelines for the OSOTF program: recipients must be Ontario residents and must demonstrate financial need. (Academic merit is an additional selection criteria for the above Forestry awards.) For the purpose of OSOTF awards, an Ontario resident is either a Canadian citizen

or a permanent resident of Canada who has an Ontario mailing address at the time the award is made. Financial need must be demonstrated by completing a UofT "OSOTF Financial Needs Assessment Form", according to departmental instructions and deadlines posted.

****OGSST Note:** The Ontario Graduate Scholarships in Science and Technology (OGSST) program was designed to encourage excellence in graduate studies in science and technology and is supported through funds provided by the Ontario Ministry of Training, Colleges and Universities and by funds raised (and matched) by the University of Toronto from the private sector. A minimum of three scholarships, as identified above, are sponsored in the Faculty of Forestry based on private sector donors' preferred fields of study as shown.

Applicants for OGSST awards must: be either Canadian citizens or permanent residents, be pursuing a research master's or doctoral degree in science and technology at the UofToronto (in the first two years of the master's or first five years of a Ph.D.), and exhibit overall academic excellence, research ability/potential, excellent communication skills and interpersonal and leadership abilities. Faculty application procedures and deadlines will be posted each fall.

*****OSOTF II Note:** Under OSOTF II, financial need and Ontario residency are the primary award conditions.