

GRADUATE PROGRAM MILESTONES

Doctor of Philosophy Program

Program milestones are tools to help you remain on track during your graduate program. All must be completed before you submit your written thesis & proceed to your thesis oral defence.





Further information can be found within:

- SGS Policies & Procedures
- Graduate Calendar
- Program of Studies email (sent as part of your offer of admission)

• sgs@uleth.ca
• 403 - 329 - 2793

Faculty of Arts & Science
Graduate Program Office:
• B610 (University Hall)

Forms for program milestones are submitted via the
SGS portal: uleth.service-now.com/sgs

	Due Date	Requirements	Objectives	
<p>SUPERVISORY COMMITTEE</p> 	Established before the end of the first academic term after start of program	<p>Membership:</p> <ul style="list-style-type: none"> • Supervisor or 2 co-supervisors • 2 - 4 additional committee members 	<ul style="list-style-type: none"> • Provide student with feedback & support • Meet at least twice per academic year • Accessible for ongoing consultation • Participate in thesis defence committee 	
<p>PROGRESS & STANDING</p> 	Formal meetings held at least twice per academic year (or every 6 months)	<p>Student presents research summary and work plan to supervisory committee</p> <p>Supervisor submits recommendation of program standing</p>	<ul style="list-style-type: none"> • Opportunity for student to practice speaking to an audience of experts about their research • Committee provides formal feedback & flags areas that may need improvement or remedial action 	
<p>THESIS PROPOSAL</p> 	<p>Defended within 1 year after start of program</p> <p>CSPT PROGRAM: Defended within 2 years after start of program</p>	<p>4,000 words minimum (excluding references) including:</p> <ul style="list-style-type: none"> • literature review • working hypothesis • methodology • preliminary data • references • timeline 	<ul style="list-style-type: none"> • Allows student to obtain formal feedback on their writing & whether their research project meets appropriate disciplinary standards • Sets student up for success for their research plan & their final thesis 	
<p>COMPREHENSIVE EXAMINATION</p> 	Completed within 2 years from start of program	Student must pass both an oral and written comprehensive examination per guidelines determined by their department or program	<ul style="list-style-type: none"> • Student demonstrates knowledge beyond the focus of their research topic • Student demonstrates general competence within their field 	
<p>OTHER PROGRAM REQUIREMENTS</p>	<p>COURSEWORK REQUIREMENT</p> <p>CSPT only: 9.0 credit hours minimum</p>	<p>REQUIRED COURSES</p> <p>Program or department specific</p>	<p>ACADEMIC STANDARDS</p> <p>Minimum grade of B in all graded courses</p>	<p>CONTINUOUS ENROLMENT</p> <p>Registration in thesis course every term</p>



Due dates shown above are for full-time PhD students; dates vary for part-time students