

## Inter-University Doctoral Program in Educational Studies

### Overview of PhD Degree Structure

The Doctor of Philosophy (PhD) program in Educational Studies is a 7 unit or 42 credit hour program comprising 2.5 units or 15 credit hours of course work (more if deemed necessary at time of admission), a 1.5 unit or 9 credit hour Comprehensive Research/Scholarly Portfolio (with attendant examination) and a 3 unit or 18 credit hour Dissertation. Faculty research strengths and areas within which students can focus their studies revolve around six interrelated themes that mirror recurrent pedagogical issues with which educational studies are concerned: curriculum studies, educational foundations and leadership, inclusive education, lifelong learning, literacies, and the psychological aspects of education. Students can concurrently anchor their studies in their 'teachable subjects', if so desired.

### Course Work

Courses deal with: foundations of educational inquiry, research paradigms and methodologies, theories, research methods, and focused educational studies. Students also will receive 1.5 units/9 credit hours for completing a Comprehensive Portfolio and 3 units/18 credit hours for completing a Dissertation, N=7 units/42 credit hours. Students also may take (and may be required to take) Special Topics and Independent Studies, if deemed necessary at Admission. In some instances, doctoral students may arrange to enroll in an existing topic-related Master course(s), augmented with doctoral level analysis and applications.

Year One (14 month residency, FULL-TIME)				Entire degree must be completed within 6 years
Summer Seminar One <i>(July on site)</i>	Fall Semester <i>(E-Distance)</i>	Winter Semester <i>(E-Distance)</i>	Summer Seminar Two <i>(July on site)</i>	
Normally, Supervisory Committee will be constituted by June 30 <sup>th</sup> of the first year. Courses will rotate among the three universities and will be offered through a combination of on-site and the Inter-University Distance e-Learning Platform				
GEDU 9001/ EDUC 8013 <i>Foundations of Educational Inquiry .5unit/3 credit hours</i>	GEDU 9003/EDUC 8033 <i>Doctoral Seminar: Contemporary Educational Theory .5 unit/3 credit hours</i>		GEDU 9010/EDUC 8109 <i>Comprehensive Portfolio Examination 1.5 units/9 credit hours</i>	GEDU 9100/ EDUC 899Z/8990 <i>Dissertation and Oral Defense 3 units/18 credit hours Normally completed within 2-4 years after defending Portfolio</i>
GEDU 9002/ EDUC 8023 <i>Methodological Perspectives in Educational Research .5unit/3 credit hours</i>	GEDU 9004/ EDUC 8043 <i>Focused Educational Studies .5 unit/3 credit hours</i>	GEDU 9005/EDUC 8053 <i>Advanced Research Seminar: Focus on Methods .5 unit/3 credit hour</i>	Normally present portfolio to Supervisory Committee for examination by July 1 <sup>st</sup> of second year  Normally have 6-12 months after Portfolio Examination to successfully defend Proposal	
At time of admission, it will be determined if the applicant needs elective courses:				
GEDU 9006/ EDUC 8063 <i>Special Topics and/or Independent Study 1 x .5unit/3 credit hours</i>	GEDU 9007/EDUC 8073 <i>Special Topics and/or GEDU 9009/EDUC 8093 Independent Study 1 x .5unit/3 credit hours</i>			
GEDU 9010/EDUC 8109 <i>1.5 units/9 credit hours Assembly of Comprehensive Research/Scholarly Portfolio (in consultation with Supervisor and Supervisory Committee from July-June 30th)</i>				

GEDU 9001/ EDUC 8013	GEDU 9002/ EDUC 8023	GEDU 9003/ EDUC 8033	GEDU 9004/ EDUC 8043	GEDU 9005/ EDUC 8053	GEDU 9006 and 9007/ EDUC 8063/8073	GEDU 9008 and 9009/ EDUC 8083/8093	GEDU 9010/ EDUC 8109	GEDU 9100/ EDUC 899Z & 8990
Foundations of Educational Inquiry	Methodological Perspectives in Educational Research	Doctoral Seminar: Contemporary Educational Theory	Focused Educational Studies	Advanced Research Seminar: Focus on Methods	Special Topics (if necessary)	Independent Study (if necessary)	Comprehensive Research/Scholarly Portfolio	Dissertation

### Comprehensive Portfolio

The comprehensive portfolio examination will provide students with an opportunity to demonstrate the extent to which they have synthesized prior and emerging knowledge into a substantive conceptual, methodological and analytical awareness that enables them to successfully undertake and complete a research study that contributes to and extends scholarship within their academic discipline. Students will gather artifacts produced in the first four semesters of the program to demonstrate competence in five principal areas (see below). All elements of the portfolio will be initiated and completed as part of the doctoral program (i.e., work completed prior to the commencement of the program is ineligible). Normally, students will include two or three items from each of the five areas to a minimum of 10 and a maximum of 15 items:

#### Five Principal Areas of Competence to be Demonstrated in Portfolio

General Knowledge	In-Depth Knowledge	Research Knowledge and Competencies	Professional and Collegial Competencies	Teaching and Instructional Competencies
broad familiarity with/understanding of prominent social, scientific and educational theoretical traditions and trends related to educational studies	thorough and detailed knowledge of a range of issues in their specific doctoral focus area (theme(s))	research competence and critical analysis of current research and methodological issues	a range of professional competencies that will enhance active professional engagement	a range of teaching competencies demonstrative of readiness to assume the role of teacher and mentor in academia and other educational/training contexts

### Proposal and Dissertation

Normally, within six months (but no more than one year) after completing the comprehensive portfolio examination, candidates will submit a research proposal for the approval of the Supervisory Committee via a public defense. The research presented in the dissertation should constitute a substantial and original contribution to the study of education. Candidates must publically defend their dissertation at a final dissertation defense (includes an external examiner) within three years after the comprehensive portfolio examination, but no later than six years after entering the doctoral program, unless an extension has been granted.



## Doctoral Program in Educational Studies

### Admission Requirements and Procedures

#### Admission Requirements

- An applicant will hold a Master degree from a recognized university in education or in a related field of study (i.e., a cognate discipline);
- An applicant will normally have completed a graduate thesis. Applicants who have not completed a graduate thesis in a field related to their doctoral studies will be required to submit evidence of their ability to undertake research in education through the completion of a qualifying research paper of sufficient depth and scope to reflect their research competence;
- Scholarly preparation to conduct research, normally including graduate level courses in quantitative and/or qualitative research methods and design;
- Three letters of reference, normally including two academic and one professional reference;
- A recent curriculum vitae indicating current initiatives in education, and any academic, scholarly work to date;
- A letter of intent indicating a proposed area of study from among the six interrelated themes and main pedagogical issues of educational studies (i.e., curriculum studies, educational foundations and leadership, inclusive education, lifelong learning, literacies, and the psychological aspects of education). Faculty research interests are available at respective university websites;
- A minimum of A- or 80% average in his or her highest degree; and,
- An interview with a selection committee that is a subcommittee of the IDAC may be required.

**Qualified applicants will be admitted only if a suitable supervisor and program can be provided.**

#### Admissions Process

- Applicants apply to the Inter-University Doctoral Program, identifying potential supervisors (with an option to rank preference) through the Doctoral Program Office, postmarked by November 15<sup>th</sup> for July 1<sup>st</sup> entry.
- The IDAC will review all applications recommended by respective Doctoral Program Coordinators and, by majority agreement, recommend acceptance of applicants to the participating institutions (including the identity of an appropriate pro tem advisor);
- The home institution of the pro tem advisor will inform the applicant in writing after March 1<sup>st</sup>, regarding the decision of the IDAC, according to existing institutional policies. This home institution will then become the Institution of Record for that doctoral student;
- Each pro tem (temporary) research advisor (likely the dissertation supervisor) will arrange a meeting with successful applicant(s) who have been admitted to the home institution. The purpose of this meeting (there may be several) is both to confirm the *Final Doctoral Program Plan of Study* (courses required by the IDAC), to be submitted to the Doctoral Program Office for approval by June 30<sup>th</sup>, before the July 1<sup>st</sup> start date. Normally, these meetings also will entail discussions about potential committee membership (form to be submitted by June 30<sup>th</sup>) and initial agreement on which artifacts will be included in the Portfolio (form to be submitted by April 1<sup>st</sup> of the following year).
- Wait pool letters and rejection letters normally will be mailed during the first week of March.

**In addition to specific doctoral program requirements and regulations set out by the IDAC and the IDGC, doctoral students are bound by the regulations and procedures pertaining to graduate studies at their Home Institution of Record.**

## Contacts

Ellen MacDonald  
Doctoral Program Office  
Ellen.macdonald16@msvu.ca  
Phone: (902) 457-6564  
Fax: (902) 457-0197

Dr. Jennifer Mitton  
IDAC Chair  
jmitton@stfx.ca

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## Glossary

**Home University/Institution of Record** – Students will receive a degree from one of the three participating institutions. Each student's home university is the institution where their supervisor is housed.

**IDAC – Inter-University Doctoral Administration Committee** – This committee comprises two representatives from each of the three participating institutions, and oversees the administration of the doctoral program.

**Annual Admissions Quota** – Normally, 10 students will be admitted each year: 4 at Mount Saint Vincent University, 3 at Acadia University and 3 at St. Francis Xavier University. Qualified applicants will be admitted **only** if a suitable supervisor and program can be provided.

**Competitive Admissions** – Normally, the IDAC will use a competitive admissions policy rather than a rolling admissions policy, but it can consider applicants on a case-by-case basis and may waive the fixed application date, if deemed warranted.

**Diversity** – A respect for the richness to scholarship that comes with student diversity will inform the admissions process. By necessity, the review of applications will be informed by the applicant's academic qualifications for a doctoral level program of study.

**English Language Proficiency** – To achieve success in this doctoral program, applicants will require strong reading, writing, and comprehension skills in the English language. This policy ensures each learner's ability to reach his or her full potential as a scholar and researcher.

**Faculty member/applicant's prior relationship** – When appropriate, a full disclosure statement of *a prior* relationship between the faculty member(s) and the applicant will be included in the individual's application package (signed by both).

**Full-Time Status** – The program is structured to be **full-time**, anticipating that students attending on a full-time basis can complete their degree within three-and-a-half to four years. Although the IDAC cannot prevent doctoral students from being gainfully employed during their residency period, it is inadvisable to do so given the intensity of studies during this timeframe, and the repercussions of failing a course.

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The PhD in Educational Studies is offered jointly by Acadia University, Mount Saint Vincent University, and St. Francis Xavier University. Inter-University Doctoral Program students have the right to take courses and seminars and use the academic facilities of any of the three participating universities in accordance with their approved plan of study.

**Completed forms should be mailed directly to:**

**Inter-University Doctoral Program in Educational Studies  
(Acadia, Mount Saint Vincent, St. Francis Xavier)  
Doctoral Program Office, Seton 449G  
c/o Mount Saint Vincent University  
166 Bedford Highway  
Halifax, NS  
B3M 2J6**



**INTER-UNIVERSITY DOCTORAL PROGRAM  
in EDUCATIONAL STUDIES**

Acadia University, Mount Saint Vincent University, St. Francis Xavier University

**APPLICATION FOR ADMISSION – Continued**

**REFEREES:** List the two Academic Referees (at *least* two required) and the one Professional Referee who will be completing a “Referee Assessment Report” on your behalf.

Academic Name: _____ Position: _____ University: _____	Academic Name: _____ Position: _____ University: _____	Professional Name: _____ Position: _____ Organization: _____
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**Please Note:** 1. The applicant may also be interviewed by a Selection Committee prior to a final determination of admission.  
2. Before entering a public school for research purposes, applicants are required to undergo a Criminal Record and Child Abuse Registry check.

**IMPORTANT:** It is the applicant’s responsibility to become familiar with the academic and financial regulations governing graduate studies at the home university.

I hereby certify that the information provided on this application is accurate and complete. I understand that incomplete, inaccurate or false statements may cause my admission or registration to be rescinded. I also understand that admission requirements at the home university must be met before registration takes effect.

**Applicant’s Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SUPPORTING DOCUMENTATION:** Please ensure the required documentation is enclosed or forwarded as part of your application:

<p><b>Required Enclosures:</b></p> <p><input type="checkbox"/> Preference Form <input type="checkbox"/> Academic Curriculum Vitae <input type="checkbox"/> Letter of Intent &amp; Research Plan</p> <p><b>Application Fee (CDN \$100.00)</b></p> <p><input type="checkbox"/> Cheque or Money Order payable to Mount Saint Vincent University</p>	<p><b>Enclose or Forward:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="border: none;">Encl.</td> <td style="border: none;">Fwd.</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;">Certified Official Transcripts* (sealed)</td> </tr> <tr> <td colspan="3" style="border: none;"><b>(*One copy each of undergraduate and graduate transcripts)</b></td> </tr> <tr> <td style="border: none;">Encl.</td> <td style="border: none;">Fwd.</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;">3 Referee Assessment Reports (sealed)</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"></td> </tr> </table>	Encl.	Fwd.		<input type="checkbox"/>	<input type="checkbox"/>	Certified Official Transcripts* (sealed)	<b>(*One copy each of undergraduate and graduate transcripts)</b>			Encl.	Fwd.		<input type="checkbox"/>	<input type="checkbox"/>	3 Referee Assessment Reports (sealed)	<input type="checkbox"/>	<input type="checkbox"/>		<p><b>Submit if Applicable:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="border: none;">Yes</td> <td style="border: none;">N/A</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;">Proof of Legal Name Change</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;">Proof of Citizenship or Status</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;">Proof of Proficiency in English</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;"><input type="checkbox"/></td> <td style="border: none;">Evidence of Research Competence</td> </tr> </table>	Yes	N/A		<input type="checkbox"/>	<input type="checkbox"/>	Proof of Legal Name Change	<input type="checkbox"/>	<input type="checkbox"/>	Proof of Citizenship or Status	<input type="checkbox"/>	<input type="checkbox"/>	Proof of Proficiency in English	<input type="checkbox"/>	<input type="checkbox"/>	Evidence of Research Competence
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**FOR IDAC ADMISSION COMMITTEE ONLY**

**Application Approved for PhD Program:**  Yes  No \_\_\_\_\_ **Start Date:** July \_\_\_\_\_  
Initial and Date Year

**Pro tem Supervisor:** \_\_\_\_\_ **Home University:**  Acadia  MSVU  StFX

**FOR HOME UNIVERSITY ONLY**

**Name of Home University:** \_\_\_\_\_ **Date Offer Sent to Applicant:** \_\_\_\_\_

**Applicant’s Student Number:** \_\_\_\_\_ **Applicant’s Response**  Accept  Did Not Accept

**Initial and Date:** \_\_\_\_\_



**INTER-UNIVERSITY DOCTORAL PROGRAM**  
**in EDUCATIONAL STUDIES**  
Acadia University, Mount Saint Vincent University, St. Francis Xavier University

**REFeree ASSESSMENT REPORT**

**TO THE APPLICANT:** Please complete this section before sending this form to the Referee.

**Surname:** \_\_\_\_\_ **Given Name(s):** \_\_\_\_\_  
*First* *Middle*

**Address:** \_\_\_\_\_  
*Number and Street*

\_\_\_\_\_

*City/Town* *Prov./State* *Postal/Zip Code* *Country*

**Field(s) of Study:**  Curriculum Studies  
 Educational Foundations and Leadership  
 Inclusive Education  
 Lifelong Learning  
 Literacies  
 Psychological Aspects of Education

**Name and Position of Referee:** \_\_\_\_\_  
\_\_\_\_\_

**TO BE COMPLETED BY THE REFEREE:** The information in this report will be considered confidential. Please return the completed assessment report in a sealed envelope with your signature across the seal to either (1) the applicant for inclusion with the application or (2) mailed directly to the Doctoral Program Office at Mount Saint Vincent University.

1. I have known this applicant as:

an undergraduate     graduate student     other (specify) \_\_\_\_\_

Length of time? \_\_\_\_\_ In what capacity? \_\_\_\_\_

2. In comparison with other students at the applicant's level, how would you rank this applicant?

*The applicant was in the top:*     5%     10%     25%

**INTER-UNIVERSITY DOCTORAL PROGRAM  
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**REFEREE ASSESSMENT REPORT – Continued**

3. Please rank the applicant on the following:

Place checkmark (✓) in appropriate column:	Excellent	Above Average	Average	Below Average	No Basis for Judgment
A. Academic Preparedness					
B. Ability to Communicate	Orally				
	Academic Writing				
C. Creativity and Capacity for Independent Thinking					
D. Industry and Reliability					
E. Initiative and Seriousness of Purpose					
F. Intellectual Ability					
G. Research Competence/Potential					

4. **(Academic Reference Only)** Some gifted individuals have mediocre scholastic records. Do you believe that the applicant's academic record is an accurate indicator of his/her academic ability?       Yes       No  
*(If answer is no, please explain briefly):*

5. Recommendation for Admission to Doctoral Studies  
 Highly Recommended       Recommended       Recommended with reservations       Not Recommended

6. Please attach a separate page describing the applicant's suitability for admission to this program, and his/her potential for doctoral studies.

**Referee's Name and Title:** \_\_\_\_\_

**Academic/University or Professional/Organization:** \_\_\_\_\_

\_\_\_\_\_

**Tel:** \_\_\_\_\_      **Fax:** \_\_\_\_\_      **Email:** \_\_\_\_\_  
Area Code + Number      Area Code + Number

**Mailing Address:** \_\_\_\_\_  
Number and Street

\_\_\_\_\_

City/Town      Prov./State      Postal/Zip Code      Country

**Signature:** \_\_\_\_\_      **Date:** \_\_\_\_\_

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Length of time? \_\_\_\_\_ In what capacity? \_\_\_\_\_

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**REFEREE ASSESSMENT REPORT – Continued**

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