



Inter-University Doctoral Program in Educational Studies

Forms & Important Dates

*All forms due by email to the Doctoral Program Office (ellen.macdonald16@msvu.ca)

1st year:

July 1st – student registered in the portfolio course GEDU 9010/EDUC 8109

August 15th – *Final Plan of Study Form* due

December 1st – *Approval of Doctoral Supervisory Committee Membership Form* due

April 30th – *Initial Portfolio Agreement Form* due

After first year of study:

Annual Student Progress Report (due July 30th of each year, except the first year of studies when student is enrolled in the Summer Institute)

Portfolio in Progress Assessment Form

Approval of Portfolio External Examiner Form

PhD Portfolio Notice Form

Portfolio Examination Assessment Report

Once Portfolio is successfully presented a grade of 'P' will be entered for the portfolio course and student will be registered in the dissertation course GEDU 9100/EDUC899Z/8990 (Acadia has a specific code for the proposal course, StFX and MSVU have one code for both)

Normally, the Portfolio should be presented by the end of the second year of study

PhD Proposal Notice Form

Approval of Dissertation Proposal Form (copy of proposal to be sent to Doctoral Program Office)

Normally, the Proposal should be defended within 6-12 months of presenting Portfolio

Approval of Dissertation Defence External Examiner Form

Dissertation Defence Notice

Dissertation Defence Assessment Form

*Consult with Graduate Studies Office of the home institution as there may be additional documents required by their office for the defence

*If the student does not plan to defend their dissertation by the end of year 5 they must submit an extension request before the end of year 5

Forms to submit as required:

Revised Plan of Study

Supervisor Change Form

Committee Change Form

Extension Request

Leave of Absence Form (use the form from the Graduate Studies Office of home institution)

All forms are available on the PhD in Educational Studies website:

<https://www.nsphdeducation.ca/current-students/manage-your-program/forms-and-documents/>