Graduate Program Admissions
Department of Physiology and Biophysics
Dalhousie University
July 2021

The Graduate Program Admissions policy is a guide for prospective students on how to apply to the Department of Physiology and Biophysics graduate program, and the department guidelines and minimum requirements for admission.

1. General Criteria for Admission

The M.Sc. Program

Applicants should have a B.Sc. or equivalent degree and a very good academic record, with a minimum GPA of 3.7 in the last two years of study.

Students who do not meet these criteria, but who have a strong research background or can otherwise demonstrate a clear potential for research, may be considered for an exception or be accepted for a probationary or qualifying year (see Faculty of Graduate Studies Calendar).

The Ph.D. Program

Students will only be admitted who have an M.Sc. or equivalent degree in Physiology or a related discipline with a minimum GPA of 3.7 as calculated by the Faculty of Graduate Studies (https://www.dal.ca/faculty/gradstudies/graduate-programs-admissions/admission_requirements.html.
Students who do not meet these criteria may be considered for an exception.

Following 12 to 18 months in the M.Sc. program, qualified students may have the option to transfer directly to the PhD program. A student wanting to transfer, prior to completing their M.Sc., must obtain the approval of their Supervisory Committee, and the departmental Graduate Education Committee.

2. Deadline for Applications:

General Application Deadlines	Canadian Residents	Non-Canadian Residents
For September Admission	June 1	Apr 1
For January Admission	Oct 31	Aug 31
For May Admission	Feb 28	Dec 31

3. Finding a Supervisor

Before applying to the graduate program, a potential student's first step will be to find a supervisor who would be willing to work with them. Students are encouraged to read our Faculty Profiles (https://medicine.dal.ca/departments/department-sites/physiology/our-people/our-faculty.html) and contact a potential supervisor to discuss their interest in joining

the program. Identified supervisors must provide a letter of support for the candidate's application.

The Graduate Education Committee will only review complete applications. In exceptional situations, the committee may circulate qualified applications to potential supervisors.

4. Initial Processing

The next step is to apply. Applications are initially reviewed by the Graduate Coordinator. Final admission of students into any graduate program is the responsibility of the Faculty of Graduate Studies (for their specific Admission Requirements see: https://www.dal.ca/faculty/gradstudies/ graduate-programs-admissions/admission_requirements.html). Recommendation to the Faculty of Graduate Studies can only be made by the Graduate Education Committee after reviewing a complete application file. The minimum for a complete file is:

a. Completed Faculty of Graduate Studies (FGS) online application form: https://dalonline.dal.ca/PROD/bwskalog.P_DispLoginNon
b. Application fee paid to FGS
c. Two transcripts of previous academic work in the form of:
    i. Electronic file-transfers from the issuing institution and from services such as Parchment, National Student Clearinghouse, eScript-Safe, or TranscriptsNetwork.
    ii. PDFs sent by email directly from the issuing institution.
    iii. Unofficial copies of your transcripts for the purpose of Departmental application review only. If accepted, official transcripts must be provided to the Faculty of Graduate Studies.
d. Current Curriculum vitae.
e. One page statement detailing previous research experience and current research interests.
f. Minimum of two letters of academic reference from referees with knowledge of the applicant's academic background.
g. Letter of support from proposed supervisor.
h. Evidence of proficiency in the English language in the form of:
    - A degree from an English language university recognised by the Faculty of Graduate Studies
    - Successful completion of an English language test. The accepted tests and minimum scores required for each are:
        a. Internet-based TOEFL (Academic iBT) – 100
        b. MELAB - 85
        c. IELTS - 7.5
        d. CanTest - 4.5 (with no band score lower than 4.0)
        e. CAEL - 70 with no band score lower than 60
        f. Dalhousie College of Continuing Education (CCE) – A
        g. Pearson English Test PTE Academic - overall score of 65 and nothing below 54

Test scores are valid for two years from the date the test was written.

5. **Departmental Admission**
The Graduate Education Committee is responsible to review applications and accept students to the program. Acceptance is conditional upon a qualified supervisor providing a written letter of support and a commitment to funding the student.
Supervisors must be full, joint-appointed, cross-appointed, or Adjunct (Retired) members of the department who are also members of the Faculty of Graduate Studies (other categories of Adjunct faculty may only co-supervise students, as per Faculty of Graduate Studies
regulations: https://www.dal.ca/faculty/gradstudies/faculty/membership/adjuncts.html)

The Supervisor's letter of support must contain an outline of the project that the student is expected to research and a clear statement of the financial support for the student that meets Departmental minimum stipend amounts and duration. The minimum stipends are currently:

- MSc – $17,500
- PhD - $21,500

These values are frequently assessed and may vary from year to year.

Notice of any special conditions, uncertainties, or possible delays connected with this support must also be described. **Please note that continuation of financial support at any given time depends on the availability of funding.**

6. **Notification**
The Graduate Education Committee recommends acceptance to the Faculty of Graduate Studies. If acceptance is approved by the Faculty of Graduate Studies, the student will receive:

a. A letter from the Graduate Coordinator advising that the applicant's admission has been approved by the Department and by the Faculty of Graduate Studies, along with any further deadlines and/or conditions of admission.

b. An official letter of acceptance from the Registrar.

c. An email from the departmental office giving details of the registration process and any other pertinent information.

d. A letter from the Faculty of Graduate Studies including a list of all awards (including honorary awards) that the student will receive to fund their education in the upcoming year.

For students who are not Canadian citizens or permanent residents, additional correspondence may be required for obtaining visas or other official documents. **This is**

the responsibility of the student. The International Centre can be of assistance: https://www.dal.ca/campus_life/international-centre.html.