

Instructions for Applying to the Master's of Marine Management (MMM) Graduate Program

Please read the following important instructions prior to starting the application process:

The Application Process

You must apply using the [Dalhousie University Admissions Application portal](#). The application window opens yearly on **November 1st** for the following fall semester. Applications can be submitted after **November 1st** and will be reviewed on a rolling basis starting in **February**.

To be considered for internal scholarships, your completed application must be submitted by **January 31st**. Information on internal scholarships can be found on the [Marine Affairs Program Scholarship website](#). Additional scholarships available to Dalhousie University students can be found on the [Faculty of Graduate Studies Scholarships and Bursaries website](#).

Ensure that you are using the correct Dalhousie University application:

- For application type, select "Dal Graduate Programs"
- Admission term should be "Fall 20XX/20XX"
- Planned course of student should be "Marine Management – Master of Marine Mgmt"
- Select "yes" for full-time studies, and "no" for part-time studies
- Include the names, addresses, and email addresses for your three academic references

Once you have completed your application, please ensure you pay your application fee. Graduate Application Fee is \$115.00. For information on how to make a payment, visit the [Tuition and Payments website](#).

It is important to select the fall term when completing your application. The MMM is a 16-month, in-person program that starts in September. There is no winter or summer intake for this program.

References

You are asked to submit three academic references. References should include individuals who can speak to your academic achievements, scholarly promise, independent research capability, creativity, resourcefulness, time management skills, and any other positive qualities. Family members and friends are not suitable references.

References must be included in your Dalhousie University Admissions Application. If your references are

not included when you submit your application, you can submit a request to add references after the fact by emailing eref@dal.ca. You will need to include your reference's name, email address, position, and mailing address in your request.

Professional references can be submitted according to the following schedule:

- For applicants who completed their undergraduate (or related graduate) degree **within the past three years**:
 - o Two academic references and one professional reference.
- For applicants who completed their undergraduate (or related graduate) degree **three to five years ago**:
 - o one academic reference and two relevant professional references
- For applicants who completed their undergraduate (or related graduate) degree **more than five years ago**:
 - o two relevant professional references and one academic reference

Note: If you completed an honors degree, please ensure your academic supervisor is included as one of your references.

Supplemental Application Package

You are required to assemble and submit the following Supplemental Application Package to marine.affairs@dal.ca, which contains the following:

- a) The MMM Supplemental Form (**Form A**)
- b) All post-secondary institution transcripts
- c) An updated Curriculum Vitae
- d) Research Statement
- e) Writing Sample
- f) English Language Proficiency Scores (if required)
- g) Application Checklist (**Form B**)

The Marine Affairs Program (MAP) must receive your completed Supplemental Application Package on or before (INSERT DATE) for scholarship consideration. Supplemental Application Packages received after (INSERT DATE) or incompletely Supplemental Application Packages will be removed from scholarship consideration. Please send your complete Supplemental Application Package to marine.affairs@dal.ca.

Transcripts and Academic Records

You must submit all post-secondary transcripts. This includes all colleges and universities that you attended. If you are taking or have taken courses from a post-secondary institution, you are required to submit official transcripts from those institutions as well. If you are currently enrolled in a post-secondary institution, in-progress transcripts showing your entire course enrollment and grades to date are required. In-progress transcripts can be “unofficial”, but you will need to submit your official transcripts to the Faculty of Graduate studies as a condition of your acceptance.

Note: If you graduated or are graduating from Dalhousie University, you do not need to submit official transcripts. If you have transferred credits or have taken courses through an exchange program, you will need to provide those transcripts.

Curriculum Vitae

Outline, in chronological order, your academic achievements, employment experiences, volunteer involvements, research projects, and any other additional information that would you like to include. Additional activities/information may include extracurricular activities or interests, workshops, seminars, conferences, certificates, and other educational experiences (field work, placements, co-ops, work terms, etc.).

Research Statement

This research statement is one of the key components to assess your potential to undertake study at the master’s level. Considerable weight is placed on this section of your application as it demonstrates to the MAP Admissions Committee your suitability as a master’s level student and your ability to write at a graduate level.

You will be asked to provide an original statement about a marine management problem in which you are interested in or knowledgeable about. It should be written in the style of a research paper (800-1000 words) not including keywords, appropriate citations, tables, figures, or other supplementary material. The statement should offer evidence of quality, clarity, synthesis, and originality in your thinking. Please treat the statement as an opportunity to demonstrate your skills as a researcher and writer, as well as your maturity and interests. Please include 3-5 keywords and a title.

Provide the research statement in a separate Word or PDF file and submit with the FILENAME as lastname_firstinitial_MMMResearchStatement.

Writing Sample

The MAP Admissions Committee uses this writing sample to evaluate your ability to write, research, and format a paper (proper use of citations, reference section, headings, etc.). This is your opportunity to show us the skills you obtained from your previous courses.

This writing sample should be a major project or assignment from an upper-level course. If you have completed an honors program, we highly recommend submitting your thesis as your writing sample.

English Language Proficiency

Dalhousie graduate programs require students to have a high level of English language proficiency to be successful. To ensure you possess the language skills necessary to thrive, we ask all students who speak English as an additional language to demonstrate their abilities through a language competency test.

It is possible to have this requirement waived if you completed your degree at a recognized university where the language of instruction is English and, in a country where English is one of the official languages. You will be able to request this waiver during the application process.

For a list of accepted ESL tests and minimum test scores, please visit the [Faculty of Graduate Studies English Language Requirements website](#).

Submitting Documentation

All transcripts, supplemental forms, English Language Proficiency Scores, writing samples, research statements, and curriculum vitae must be submitted to marine.affairs@dal.ca.

If you plan on submitting hard copies of your documents, they can be sent to:

Marine Affairs Program
Dalhousie University
Life Sciences Centre, 8th Floor, Room 801
6287 Alumni Crescent, PO Box 15000
Halifax, Nova Scotia, Canada
B3H 4R2

Applications will not be considered if they are incomplete. Please review the Application Checklist (**Form B**) carefully to ensure you have included all mandatory materials.

Admissions

The MMM offers limited funding and is a highly competitive application process (only accepting 18 – 24 students every September). Your GPA does play a major role in your application, but your writing, references, and supplemental material are also factored in.

To be considered for admission, you must meet the following minimum requirements (set by Dalhousie University's Faculty of Graduate Studies):

- Four-year bachelor's degree
- Minimum grade point average (GPA) of 3.0 (B average) in the last 60 credit hours of study
- Degree granted by a university of recognized standing
- English-language test scores if English is an additional language and you did not complete your bachelor's degree at a recognized university where the language of instruction is English and, in a country where English is one of the official languages.

Due to the interdisciplinary focus of the Marine Affairs Program, our student body is composed of individuals from a wide range of fields, including social sciences, humanities, engineering, and the natural sciences. We welcome applications from all disciplines. If you have a question about your background, please email marine.affairs@dal.ca.

Funding

Please be aware that internal funding support is extremely limited. Applicants are encouraged to seek their own funding from both Dalhousie University and external sources. Details about additional funding opportunities can be found on the [Faculty of Graduate Studies Scholarship and Bursaries webpage](#).

To be considered for internal funding, a completed application must be received by MAP on or before January 31st. Incomplete applications will not be considered for funding or admissions. Completed applications received after March 31st will still be reviewed for admissions but will not be eligible for internal funding.

The two internal scholarships offered to MMM students are:

- [The Sobeys Fund for Oceans Scholarship](#) (application required): \$17,500 annual scholarship tenable for one (1) academic year (12 months)
- [Douglas M. Johnstron MASC Scholarships in Marine Affairs](#) (automatically considered): \$5000 to a Canadian citizen to help them pursue their MMM degree.

There are also two faculty-nominated scholarships that MMM students may be eligible for:

- [Michael Albert Garron Fund](#) (faculty-nominated): \$9500 will be awarded to graduate students pursuing studies in ocean sciences, marine biology, oceanography, and marine affairs.
- [Mary Margaret Werner Graduate Scholarship](#) (faculty-nominated): \$5000 awarded yearly, recognizes a student's scholarly achievements and exceptional contributions to their research field and the academic community.

Additional scholarships and funding opportunities available to Dalhousie University students can be found on the [Faculty of Graduate Studies Scholarships and Bursaries website](#).

Application deadlines:
January 31st for scholarship consideration
March 31st for all other applications

Master's of Marine Management Supplemental Form (Form A)

This form has six (6) sections to complete. Please answer ALL questions to ensure there are no delays in assessing your application. You can use separate pages to complete sections (submit as a separate PDF or Word file using your last name in the file name).

Section 1: General Information

Banner Number:	
Surname:	
Given Name(s):	
Street Address:	
City, Province, Country:	
Phone Number:	
Email Address:	

Section 2: Area(s) of Interest

Please take this opportunity to tell us about your interest(s). What topics are you interested in exploring in the Master's of Marine Management program? What employment sectors do you imagine wanting to work in during an internship, or after the program? Do you have any current career interests? What skills are you hoping to develop? This is a chance to help the admissions committee get to know you, your interests. Maximum 250 words.

Section 3: Education, Training, Related Activities, or Additional Experiences

Please describe any marine related education, training, related activities, or additional experiences that you have participated in that you think have prepared you for this degree program. The emphasis should be on specific achievements, publications, commissions, grants, conferences, volunteer work, etc. that you have received or were involved with. **This section should only describe additional examples that are NOT included on your CV.** Maximum 250 words.

Section 4: Why are you interested in the Master's of Marine Management program?

The Master's of Marine Management (MMM) is a professional, 16-month master's program that integrates social and natural science concepts with training in management in the marine sector. During the 16-months, students complete courses, an internship, and a graduate project before receiving their degree. Please tell us why you are specifically interested in a professional master's degree program and how you feel it aligns with your long-term goals. Maximum 250 words.

Section 5: How did you Learn About the Marine Affairs Program?

To assist us with our ongoing planning and promotional efforts, we would appreciate knowing how you came to learn about the Marine Affairs Program at Dalhousie University (Google, Dalhousie Website, alumni, professors, etc.). If you could provide some details on how you discovered us, we would appreciate it! Maximum 150 words.

Section 6: Research Statement

Provide a statement about a marine management problem in which you are interested in or knowledgeable about. It should be written in the style of a research paper. The statement should be 800-1000 words, not including keywords, appropriate citations, tables, figures, or other supplementary material. The statement should offer evidence of quality, clarity, synthesis, and originality in your thinking. Please treat the statement as an opportunity to demonstrate your skills as a researcher and writer, as well as your research interests. Please include 3-5 keywords and a title.

The importance of this part of your application should not be underestimated. It is one of the key components to assess your potential to undertake study at the master's level. **CONSIDERABLE WEIGHT IS PLACED UPON THIS SECTION OF YOUR APPLICATION** as it demonstrates to the MAP Admissions Committee your potential to succeed as a master's level student and your ability to write at a graduate level.

Provide the research statement in a separate Word or PDF file and submit with the FILENAME as lastname_firstinitial.

Supplemental Application Package Checklist (Form B)

Please use the following checklist when completing your MMM application:

	I have applied using the Dalhousie University Admissions Application portal and have paid my \$115 application fee by the deadline stated in the instructions.
	I have included the names, email addresses, and mailing addresses for all three of my referees in the Dalhousie University Admissions Application.
	I have completed the MMM Supplemental Form (Form A) and have sent it to the Marine Affairs Program by the deadline stated in the instructions.
	I have included copies of all my post-secondary transcripts with the Supplemental Application Package by the deadline stated in the instructions.
	I have included an updated Curriculum Vitae with the Supplemental Application Package by the deadline stated in the instructions.
	I have written and completed an individual research statement and included it with the Supplemental Application Package by the deadline stated in the instructions.
	I have included a writing sample with the Supplemental Application Package by the deadline stated in the instructions.
	For Applicants who Require Proof of English Language Proficiency: I have submitted my official English language proficiency test scores sent to the Marine Affairs Program by the deadline stated in the instructions.
	I understand that I will receive confirmation of receipt of my Supplemental Application Package via my email account by the Marine Affairs Program.
	I understand that complete applications received after the date mentioned in the instructions will not be considered for departmental funding.
	I understand that incomplete applications will not be considered.

Important Contacts:

Questions regarding the MMM Applications Process or about the MMM degree in general can be directed to Cali Goud at marine.affairs@dal.ca.

General inquiries about the Faculty of Graduate Studies can be directed to graduate.studies@dal.ca.

If you made an error or wish to change your referee selection, please contact eref@dal.ca for assistance.

For questions regarding fees, payments, and receipts, please send your questions to student.accounts@dal.ca.

If you are an international student who is experiencing ongoing delays in obtaining your study permit, please contact International Centre international.centre@dal.ca to discuss your options.