Wendy Fletcher

Program & Student Services Officer, Faculty of Graduate Studies



About FGS

WHERE ARE WE?

- Room 314, Henry Hicks Administration Building
- graduate.studies@dal.ca
- www.dal.ca/grad
- @DalGradStudies

WHAT ARE WE?

- Oversee all Dalhousie's graduate level programs
- Answer admissions and program related questions
- Perform administrative tasks related to academic records, (e.g. accurate registration, Approved Leaves, LOPs, etc.)
- Facilitate scholarship competitions and bursaries
- Organize PhD defenses, oversee and give final approval of thesis submissions
- Degree Audits and Convocation

FGS Important Tips

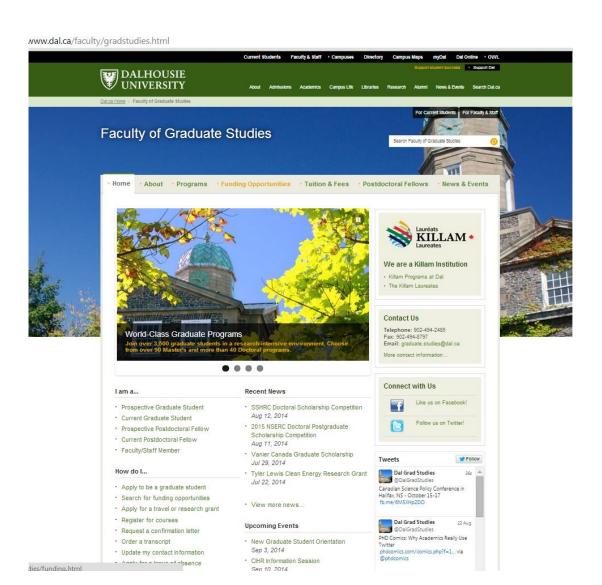
Familiarize yourself with DalOnline

- Keep your contact info up to date
- Check your degree requirements in GSIS
- Print your class schedule, view your fees

Familiarize yourself with the FGS website

dal.ca/grad "current students" Forms and Documents,
Professional Development, Orientation

Our Website



FGS Important Tips

- Familiarize yourself with important deadlines (click on "About")
 - September 18, 2018 is the add/drop deadline, deadline to get all tuition back
 - After Oct 1st, dropping a class leads to a "W" on transcript
 - After Oct. 30th, dropping a class leads to an "F"
- Familiarize yourself with My.Dal
 - Email, Brightspace, DalNews, classifieds, Career Services, etc
- Memorize your B00 number and NetID
 - If you don't yet have a NetID --> password.dal.ca
- Personalize your email! --> its.dal.ca/services/email

Student Responsibilities

- Register before the deadline! <u>REGN 9999</u>
 - Lapsed registration means you have withdrawn from your program and you are no longer a student.
- Check your Dalhousie email regularly
- Sign up for Dal Alert emergency messaging service (dalalert.dal.ca) and the DalSafe App
- Familiarize yourself with the "Current Students" section of the FGS website!
- Check in regularly with your graduate coordinator and keep them apprised of any issues or concerns you have.

Student Responsibilities:

You must earn a grade of B- or higher, anything lower is considered a failing grade, (a few program allow one grade of 'F', but most do not)

- Graduate Student Information System (GSIS)
 - Access via DalOnline.dal.ca
- Must review and 'sign' your program requirements
 - Will receive an email when this is ready to be done
 - Thesis students must submit an annual progress report

Program Requirements			
		Max Program Length (years): 4	
		Total Credit Hours Required: 18 (excluding thesis)	3.00
Course*	Description	Credit Hours#	
- Required Courses -			
BIOT 5101	Directed Reading	3.00	
PHIL 5120	Theory of Rational Decision	3.00	
PHIL 5170	Contemporary Feminist Issues	3.00	
PHIL 5211	Philosophy of Law	3.00	
PHIL 5870	Philosophy of Science	3.00	
PHIL 5980	Directed Reading	3.00	
Totals:	6 courses	18.00 credit hours	
- Elective Courses -			
- Audit Courses -			
- Ancillary Courses -			
- Allollary Courses -			
- Additional Requirements -			
Requirement*	Description		
Thesis			
Signatures			
Submitter	Fletcher, Wendy C.	11-JUL-	2012
Student	Not Applicable	11-JUL-	2012
Graduate Supervisor	No Graduate Supervisor		
Graduate Coordinator/Proxy	Hymers, Michael J.	11-JUL-	2012
Faculty of Graduate Studies	Fletcher, Wendy C.	18-JUL-	2012
FGS Notes/Comments	Not Reported		
**			

Note: Please click the "Save Changes" button after selecting either "Accept" or "Reject".

Student Rights

Reg. 7.6.2

- If you are removed from your program, we have a process for you to <u>request</u> reinstatement.
- With proper grounds you can also request a reassessment of a final grade Dalhousie Student Union (www.dsu.ca)
 - Student Advocacy Service offers support to students undergoing academic or disciplinary matters.

If You Have Problems

- If it's about a class, speak to the professor
- If it's about your program approach your graduate coordinator (and/or your supervisor)
- If your academic issue relates to accessibility, contact the Advising and Access Services Office.
- Other places to lodge concerns:
 - Office of Human Rights, Equity & Harassment Prevention
 - Campus Security (if it relates to a crime or security issue)
 - Resident Life Managers (if you are a residence student)
 - Dalhousie Legal Aid service
 - Dalhousie Student Union

Final Tips

- Update your contact information on DalOnline
 - "Personal Information" → "View/Update Address(es) and Phone(s)"
 - Click Grad Studies and check your degree requirements in GSIS
- Log into My.Dal on a regular basis
 - Access to your email, GSIS Record, Brightspace, classifieds, DalNews and other announcements, Career Services, etc
- Ask Questions of your department or FGS.
- Contact FGS any time between 9:00 and 4:00, Monday to Friday.