

GSIS Manual for Students

<https://www.dal.ca/faculty/gradstudies/currentstudents/gsis.html>

The **Graduate Studies Information System (GSIS)** is a component of Dal Online that is used by the Faculty of Graduate Studies to manage admission, program, thesis, and convocation information for graduate students.

Program Requirements

The "Program" button of GSIS displays the work required of a student in order to successfully complete his/her program. When applicable, GSIS identifies the student's supervisor(s) and committee members. This information is initially submitted by a department representative and must then be digitally "signed" by the following stakeholders: the graduate student, the graduate student's supervisor (if applicable), the department's graduate coordinator, and the Faculty of Graduate Studies. These requirements will be checked when the student applies to graduate, so it is important that they are up to date and correct.

Please note: you are approving the requirements as listed, NOT if they have been met. The FGS Convocation Officer (or delegate) will conduct an official degree audit prior to convocation and confirm the requirements, as approved by you, have been met.

Instructions

- You should receive an **email from GSIS** when your program requirements are ready for review
- Enter [Dal Online](#) and click the "**Student**" tab
- Click the "**GSIS**" link in the menu
- Click the "**Program**" button
- Carefully review your degree requirements

- If you **AGREE** with the requirements, select "**Accept**" in the drop-down box next to your name and click "**Save Changes**"
- **GSIS will email your supervisor (if applicable) or graduate coordinator**, notifying him/her that your program requirements are ready for review

- If you **DISAGREE** with the requirements listed, select "**Reject**" in the drop-down box next to your name and click "**Save Changes**"
- **GSIS will email the individual who submitted your requirements**, notifying him/her that the requirements have been rejected
- It is recommended that you contact your graduate administrator and/or coordinator to discuss your reasons for rejecting the requirement list