

Faculty of Engineering Guidelines

Expected Progress for PhD Students and Enforcement of Satisfactory Progress

Faculty Council, October 8, 2020

The Faculty of Engineering seeks to attract the best PhD students in order to perform world-class research and graduate world-class researchers. The PhD program is a four-year program, and student funding support is based on that. PhD students must make satisfactory progress in order to retain their funding. Tuition bursaries are limited to only the first four years of a PhD.

“Good” Progress in the Faculty of Engineering.

Students making good progress are expected to complete all courses and the comprehensive exam by the end of the 1st year (3 semesters), the thesis proposal by the end of the 2nd year (6 semesters) and complete the PhD in at most 4 years (12 semesters).

“Unsatisfactory” Progress and Automatic Withdrawal from a PhD Program

- Failure to complete both the written and oral component of the **comprehensive exam** by the end of the 6th semester will result in a first failure of the comprehensive exam and students will be required to register for the comprehensive exam in the 7th semester. Failure to successfully pass both components of the **comprehensive exam** by the end of the 7th semester will result in a 2nd failure and automatic withdrawal from the PhD Program.
- Failure to complete both the written and oral component of the **thesis proposal** by the end of the 12th semester will result in a first failure of the thesis proposal and students will be required to register for the thesis proposal in the 13th semester. Failure to successfully pass both components of the **thesis proposal** in the 13th semester will result in a 2nd failure and automatic withdrawal from the PhD Program.
- Requests to extend the duration of the PhD program beyond the university limit of 18 semesters will not be granted without acknowledgement of unsatisfactory progress in a progress report, and a clear plan of study with committed dates to address the situation. Any unsatisfactory progress report during an extension to the time limit will result in automatic withdrawal from the PhD program.

Additional Notes:

The requirements listed here are the minimum requirements of the Faculty of Engineering.

Individual programs may be stricter in their definition of unsatisfactory progress.

In addition, individual supervisors will specify requirements specific to the student's research (experiments, investigations, testing, and publication of papers) that must be met for satisfactory progress. Two unsatisfactory progress reports from the supervisor will also result in automatic withdrawal from the program. Progress reports must be submitted at least once a year, but can be required as often as once a semester.

Students have the right to appeal automatic withdrawal from the program.

Such appeals need to be supported by a strong letter of support by the Supervisor, approval of the Program, and a realistic, documented plan of study with clear committed dates in order to be approved.