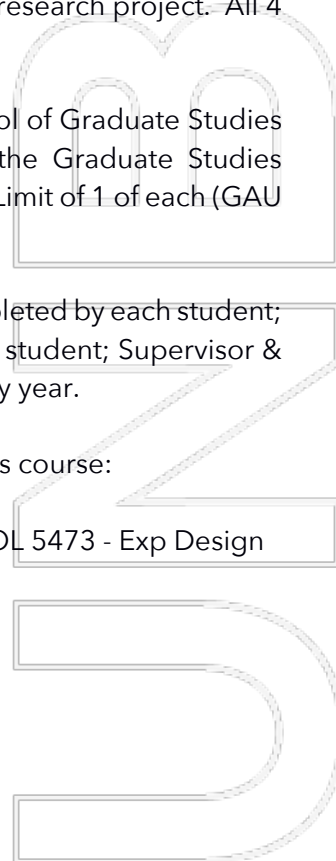


Program Milestones and Timelines Research-Based Students

1. An **Offer of Financial Assistance** is subject to availability, for full-time MSc students (first two years) and full-time PhD students (first four years) in the amount of \$13,500/year plus tuition, differential and incidental fees. You should discuss in advance with your supervisor how this may change if you were to win a scholarship or award subsequent to the financial offer.

Note that students are expected to **TA 2** units (equals two labs per Fall and Winter terms) as part of their funding. Any **GRA** (Graduate Research Award) is included, not additional to the total.

2. Establish a **Supervisory Committee** (supervisor + 2 others) and meet to complete the Program of Study form within 1 month of beginning your program. Complete and submit both the **Program of Study** form and the **Information Sheet** to the Graduate Studies Coordinator.
3. **Research Proposal Presentation.** Your Supervisory Committee should approve your proposal before they schedule the presentation.
 - Within 6 months of beginning an MSc
 - Within 12 months of beginning a PhD
 - Written summary and abstract submitted to Grad Coordinator and Director of Graduate Studies (DoGS) at least 1 week in advance
4. **Qualifying Exam** (*PhD Only*) within 1 year of beginning PhD but, must have topics approved 3-6 months beforehand. A PhD student will be examined on 4 topics that in the opinion of your Supervisory Committee will best contribute to your academic and research pursuits. You or your Supervisor must submit these proposed topics along with two potential examiners for each topic to the Grad Coordinator and DoGS, along with a 2-4 pg summary of your research project. All 4 topics have to be passed to pass the Qualifying Examination.
5. **Travel Grants** up to \$250 from the Biology GAU and \$200 from the School of Graduate Studies (SGS) may be available for conference participation. Please contact the Graduate Studies Coordinator for more information (not funded for courses or workshops). Limit of 1 of each (GAU and SGS) per academic year.
6. School of Graduate Studies requires the **Annual Progress Report** be completed by each student; reviewed by each of the Supervisory Committee members; signed by the student; Supervisor & DoGS and submitted to the Graduate Studies Coordinator by Dec 1st every year.
7. **Courses:** All grad students must take two courses in addition to their thesis course:
EVERY term: BIOL 6997 - MSc Thesis OR BIOL 6998 - PhD Thesis
Examples: BIOL 6003 - Grad Seminar ; BIOL 6463 - Scientific Writing ; BIOL 5473 - Exp Design
Data Analysis ; BIOL 6393 - Tropic and Food Web Ecology



Program Milestones and Timelines Research-Based Students

8. All grad students are expected to follow the **School of Graduate Studies (SGS)** Regulations: *"Failure to maintain registration will be interpreted as withdrawal from the graduate program."*
<https://www.unb.ca/gradstudies/current/resources/regulations-and-guidelines/regulations/index.html>
9. **UNB Intranet** – Tour the Intranet, be sure to bookmark the 'I Am Student' page:
<https://unbcloud.sharepoint.com/sites/MyUNB/SitePages/take-a-tour-of-myunb.aspx>
10. **UNB Mobile Apps** – Be sure to download the UNB Safe app for campus notifications
<https://unbcloud.sharepoint.com/sites/ITServices/SitePages/UNB-Mobile-Apps.aspx>
11. **Financial Services** Info for students:
<https://unbcloud.sharepoint.com/sites/FinancialServices/SitePages/InfoStudents.aspx>
12. **Contact Information:**
Dr. Gary Saunders, Dean of Science – 453-4841; scidean@unb.ca
Dr. Dion Durnford, Department Chair – 452-6207 biochair@unb.ca
Dr. Shawn MacLellan, Director of Graduate Studies – 452-6203 biodogs@unb.ca
Heidi Stewart, Graduate Studies Coordinator – 458-7488; scigrad@unb.ca
LinkedIn Account – [UNB Faculty of Science Grad Coordinator](#)

