

IGOV DOCTORAL PROGRAM REQUIREMENTS

COURSEWORK

Doctoral students are required to successfully complete all of the courses detailed in the Special Arrangement Program form before progressing to the comprehensive examination. The doctoral program of studies normally includes a minimum of 12 units of course work including the Indigenous Governance Program (IGOV) core courses (IGOV 520 -1.5 units), (IGOV 530 -1.5 units), (IGOV 540 -1.5 units), and (IGOV 550 -1.5 units), and 30 units of dissertation. Additional units of study (totalling at least 6 more units) may be chosen in consultation with the student's supervisory committee and added to the Special Arrangement Program form.

A minimum residency of one academic year is required. During the residency year, students are expected to be committed full time to their studies.

A student proceeding toward a Doctoral degree will be required to complete all the requirements within seven years from the date of first registration in the program.

TEACHING REQUIREMENT

Students are required to instruct at least one undergraduate level course prior to their dissertation defence and will also be required to participate in professional development activities as determined by the Program.

LANGUAGE REQUIREMENT

All doctoral students are required to acquire a working knowledge of an Indigenous language related to their field of study. Students' satisfactory completion of this requirement will be determined by the Program in consultation with the appropriate Indigenous community representatives. This requirement must be met by the completion of their degree program.

CANDIDACY EXAMINATIONS

Doctoral students advance to candidacy by completing written and oral examinations in their areas of specialization and in research methodology. Doctoral students are required to successfully complete all of the courses detailed in the Special Arrangement Program form before progressing to the candidacy examination.

Written Examination

Students are required to complete the written candidacy examinations within six months of completing their coursework. The candidacy examination will consist of a take-home exam to be completed within two days. Students will be provided with several questions by their supervisory committee and be required to answer three questions (two core field and one methodology).

The exam is intended to gauge the student's grasp of the main issues and key concepts in relevant fields of study. The supervisory committee will grade exams on a Pass/Fail basis. In the event of a failure (unsatisfactory performance in one of the three fields) students are allowed to repeat the exam once, within one month. The result of the written exam can be:

- a) Pass
- b) Fail, but allowed to re-take examination once within one month
- c) Fail, and required to withdraw from Ph.D. program

Oral Examination

The oral candidacy examination is a formal examination consisting normally of a brief (15-20 minute) presentation of the research proposal by the student, followed by questions and then a deliberation of the examination committee. The oral candidacy examination normally takes place within three months of completing the written candidacy examination. The scheduling of the examination should be arranged at least four weeks prior to the proposed date.

The oral candidacy examination is intended to assess the student's familiarity with the academic literature, his/her background knowledge, sufficient breadth and understanding of the key issues in the fields, and basic proficiency in the research methodology appropriate to the proposed area of study.

The student should submit a written research proposal to provide as advance material to the examining committee at least two weeks prior to the examination date. The proposal should not exceed 10 double spaced text pages plus supplemental figures and tables. The document must be read and approved by the supervisor prior to submission to the other committee members, and should typically contain the following elements:

- brief introduction with an overview of the area of knowledge, the specific research problem and the motivation for the proposed research;
- review of prior work in the field and an explanation of how the proposed research will contribute to the field;
- description of the proposed research methodology;
- timetable with major milestones;
- outline of plan to address language requirements;
- description of sources and initial bibliography.

This examination committee will consist of the supervisory committee and an indigenous community representative, and will be chaired by the supervisor. The Indigenous community member may attend the exam in person as a voting member or participate *in absentia* as a non-voting member by providing the Program with a letter that includes an evaluation of the proposal that will be considered by the committee in its deliberation.

The student may invite members of the University or Indigenous community to observe the examination.

The duration of the examination should not normally exceed two hours. Each member of the examination committee, starting with the external member, will be given an opportunity to question the candidate in two rounds of questions.

Immediately after the completion of the oral candidacy examination, the candidate is asked to leave the room. Assessment is performed in two steps. First, before discussion, each examiner identifies her/his provisional recommendation (pass/fail) to provide a framework for a full discussion. Following this, a full discussion takes place. Upon completion of the deliberations, a formal vote shall be taken. The result can be:

- a) Pass
- b) Fail, but allowed to re-take examination once
- c) Fail, and required to withdraw from Ph.D. program

The chair of the examination committee will notify the candidate of the committee's decision immediately after the deliberation, and the Report of Candidacy Oral Examination form is then signed by all examiners and submitted to the Dean of Graduate Studies with a copy to the Graduate Adviser. In case of a fail, a copy of the Report of Candidacy Oral Examination form should be forwarded to the Department Chair, and, within seven days, each examiner must submit a written assessment of the overall performance of the candidate to the Department Chair with a copy to the Associate Dean of Graduate Studies.

DISSERTATION DEFENCE

A final oral examination in which the student defends her/his dissertation is required for all students. General regulations covering these examinations, examining committees and submission of Theses are outlined in the Calendar of the Faculty of Graduate Studies and in the Faculty of Graduate Studies Guidelines for Oral Exams. An application form for an oral exam must be completed at least 4 weeks prior to the exam.

Doctoral students are required to maintain communication and to provide periodic updates to their supervisory committee on an ongoing basis throughout their program. Failure to communicate may jeopardize a student's subsequent registration.

A degree will not be awarded in less than 24 consecutive months from the time of first registration. Students are required to register in every term from the time of admission until the

requirements of the degree have been met, or formally withdraw in accordance with regulations set out in the University of Victoria's calendar.

Students in the Indigenous Governance Programs are expected to adhere to the Faculty of Human and Social Development's *Guidelines for Professional Conduct*, as detailed in the University Calendar. IGOV students are subject to this code of ethics and may be required to withdraw from their doctoral program for violating its provisions. Students may also be required to withdraw from their program when ethical, medical or other reasons interfere with their satisfactory practice of their studies.