



Applying To Graduate Studies In Political Science At Uvic

1. Your academic goals

Discuss your academic goals with the Graduate Academic Advisor at Political Science Department for your program: **Dr. Oliver Schmidtke** at gradpol@uvic.ca

2. Admissions requirements

Check if you meet the basic Uvic and department requirements:

➤ Uvic Faculty of Graduate Studies general admission requirements for Master's degree

Admission to any Master's degree requires completion of an acceptable Bachelor's degree or recognized equivalent from an academic institution recognized by the University of Victoria.

- All applicants must have earned the equivalent of a "B" average over the last two years (or equivalent of 30 Uvic units) of their degree to be considered.
- Practica, non-graded (pass-fail) courses, credit granted on the basis of life or work experience, or credit earned at institutions not recognized by the University will not be used in determining an applicant's grade point average or units completed.
- Any courses used in the calculation of the entering average cannot be used as credit toward a graduate degree program.
- Many academic departments require a higher average for admission to a Master's Degree.

➤ Uvic Faculty of Graduate Studies general admission requirements for PhD programs:

Admission to a Doctoral program requires completion of an acceptable Master's degree or recognized equivalent to those offered in Canada. Students with a first class average on the last two years of a bachelor's degree may be considered.

➤ Department of Political Science requirements:

- Entrance Requirements:
 - MA B+ in final two years of undergraduate degree
 - PhD A- in all political science graduate courses
- Statement of intent
- A writing sample in English
- English language proficiency
 - TOEFL Internet based we require a minimum of 100

3. Apply online

Through the Faculty of Graduate Studies of Uvic online: <https://applybc.ca/apply?execution=e2s1>

Application deadlines for September entry:

Domestic student - January 15th

International student - December 15th

Application fee (non-refundable):

Domestic student - \$100 (CAD)

International student - \$125 (CAD)

4. Submit your application documentation

Your documentation package should include:

- A routing slip
- Two (2) confidential Assessment Reports in sealed and endorsed envelopes from two referees who can provide a report on your academic ability and qualifications
- Official transcripts in sealed and endorsed envelopes
- A Courses in Progress form (only required if you are currently taking courses)
- Statement of Intent
- A Writing sample in English
- Any other requested documents (i.e.: TOEFL score)

Submit to Uvic Graduate Admissions and Records:

*Please choose **only one of the two methods** for submitting all documentation -- **not both.***

Electronically to:

graddocs@uvic.ca

all in digital form as a PDF

By mail to:

Graduate Admissions and Records
University of Victoria
PO Box 3025 STN CSC
Victoria BC V8W 3P2
Canada

NOTE:

All documents should be enclosed in **one complete package**.
Please **DO NOT** send your application documents to the department.

Please check the following webpage for the requirements of document submission:

<http://web.uvic.ca/gradstudies/students/documents.php>

5. Applied - what's next?

You will receive your UVic student number by email within a few days of your application being processed.

You will also receive notice of any documents that are still required to complete your application and a letter with instructions on how to check your application status online. Once your application has been completed and an admission decision has been made you will be notified by mail.

Some useful websites:

Faculty of Graduate Studies: <http://web.uvic.ca/gradstudies/students/prospective.php>

International & Exchange Student Services: <http://iess.uvic.ca/>

Political Science Department: <http://web.uvic.ca/polisci/>

Department of Political Science contact:

Dr. Oliver Schmidtke, grad advisor - gradpol@uvic.ca or 250-853-3527

Ms. Shelley Ma, grad secretary - poligrad@uvic.ca or 250-721-7486