

University of Victoria
 School of Exercise Science, Physical & Health Education
 Graduate Handbook
 Last Updated: October 2023

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THE EPHE GRADUATE PROGRAM HANDBOOK

This handbook, mandated by the Faculty of Graduate Studies at the University of Victoria, contains important information for all students, faculty and staff regarding policies and procedures for program

Program Extension Form:

Students should refer to the most recent version of the [University of Victoria Calendar](#) for important policies related to all aspects of graduate studies.

The PhD program is a research degree typically requiring 4 or 5 years of full-time study. The Faculty of Graduate Studies (FGS) stipulates that the maximum allotted time for the PhD degree is 7 years and minimum enrollment for at least 24 consecutive months is required. In order to extend the graduate program beyond 7 years, a formal extension request is required and there must be sufficient rationale for doing so. See the FGS policy or the Graduate Program Assistant for more information about the extension procedure.

The candidacy examination is normally held within 21 months of a student entering the PhD program. Students transferring from the MSc to the PhD program must complete the exam within 18 months from their entry into the PhD. An extension beyond these limits may be considered, provided sufficient rationale, yet is not guaranteed.

Students should refer to the most recent version of the [University of Victoria Calendar](#) for important policies related to all aspects of graduate studies.

COURSE REQUIREMENT

Students are expected to maintain continuous registration (if there is no coursework left you must register in thesis or project) or register for a leave of absence every term. If you need more information about a leave of absence check the Uvic calendar or contact the program assistant (there are limits to a leave of absence).

Program Requirements: Total = 18 Units	
EPHE 573	1.5
EPHE 673A	1.5
Two of: EPHE 580, 581, 582, 583 or 584	3.0
Either ED-D 560 or EPHE 585	1.5
Electives	1.5-3.0
Thesis (EPHE 599)	7.5-9.0

Program Requirements: Total = 18 Units	
EPHE 573	1.5
EPHE 673A	1.5
Two of: EPHE 580, 581, 582, 583, 584	3.0
Either ED-D 560 or EPHE 585 (or equivalent)	1.5
Electives	1.5-7.5

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EXPECTED TURNAROUND TIME OF ANNOTATED THESIS, DISSERTATION OR PAPER

Expected maximum length of time required for supervisors and members of the supervisory

During (and directly after) the candidacy exam oral defense, students will receive feedback from the committee, which will include an indication about their readiness to move onto the dissertation

- Use proper APA (or negotiated) formatting and referencing for any written submissions

2) The candidacy paper/product must demonstrate:

- Knowledge of the literature and major issues in the field of study
- Ability to respond to and think critically about the literature and major issues in the field of study
- Overall comprehensive understanding conveyed through breadth and depth of paper/product
- Evidence of ability to show logical flow between themes and ideas.

PART 2 – DISSERTATION PROPOSAL

Once students successfully complete the candidacy exam portion of the process (Part 1), they will be invited to begin the proposal phase. This Part 2 will take no longer than six months from beginning to oral defense.

Students will work independently and under the advisement of their supervisor and candidacy committee to complete a proposal for their planned doctoral research, followed by an oral exam. Once the committee deems the proposal to be defensible, an oral defense will be held.

1) Consensus is the preferred decision-making process for committee.

2) If consensus cannot be reached, decision will be by majority.

4) In the case of a split committee (even numbers), the Graduate Advisor will be asked in the first instance to provide a tie-breaking vote. If the Graduate Advisor (GA) is already

each of these funding sources, and academic units also have distinct policies for graduate funding. Graduate students should ensure they are aware of the policies governing their funding.

Graduate students who have questions or concerns about their funding can seek advice and guidance from the Faculty of Graduate Studies.”

the University of Victoria, students that want teaching experience opportunities in the second year of their graduate program will have priority (due to seniority) if they have taught in the previous year.

Awards, Fellowships, Scholarships & Bursaries

Awards, Fellowships, Scholarships and Bursaries are available and nominations are reviewed by the EPHE awards Committee which then nominates students forward to Faculty and University level awards committees. Information about Scholarships and Bursaries is normally emailed to all graduate students. The graduate secretary sends out information as soon as it is available, and it is contingent upon students to pursue these options. Normally, application information is associated with (o)-91 0..9 (a)5 .9 (t)-3.1 (i)5d(g)-2h7 (n)-0

