

SUPERVISOR

Determining your supervisor

Supervisors in Greek and Roman Studies are determined by mutual agreement between faculty member and graduate student. If there are any concerns or issues, these can be brought up with the Department Chair and/or Graduate Advisor.

SUPERVISORY COMMITTEE

Nominating your supervisory committee

In Greek and Roman Studies, a faculty member serves as supervisor, chosen by mutual agreement between prospective supervisor and student. Occasionally there are two faculty members as co-supervisors. At least one other Department faculty member and one faculty member outside the Department will be nominated and contacted by the supervisor, in consultation with the student, to serve

students is also available in the Reading Room. Qualification for the thesis year is by permission of the department. Permission will be denied to any student who has not achieved a grade of B+ or better on any of the three field examinations.

EXPECTED TURNAROUND TIME OF ANNOTATED THESIS, DISSERTATION OR PAPER

Supervisors and/or members of the supervisory committee, if appropriate, are normally expected to return comments on a thesis, dissertation or paper to a student no more than exceed 20 business days from time of receipt, unless a delay is required by field work, remote study, supervisor or student vacation, sick leave, ..

FOREIGN LANGUAGE EXAM REQUIREMENT

For the completion of a Masters degree, students will satisfy a modern foreign language exam (normally French or German) through examination or course work. Please discuss with the Graduate advisor and your supervisor before the end of your third semester. Faculty members in the Department determine fulfillment of this requirement.

UNIT FUNDING POLICIES

Graduate students receive funding from many different sources, including: fellowships, scholarships, teaching assistantships, and research assistantships. Since the Department complies with UVIC policies and guidelines for each of these funding sources, 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.

When admitting students to a graduate program, the Department will take into account the duration and source(s) of funding, and whether/how the funding is renewable in order to meet the minimum funding level required by the student for the anticipated duration of the program.

Research Assistantships

Faculty members occasionally have access to research funds for Graduate student Research Assistants.

Teaching Assistantships

Teaching assignments are based on areas of specialization and enrollment needs.

Awards, Fellowships, Scholarships & Bursaries

The criteria (GPA, publication record, research expenses, ..) for the disbursement of graduate budgets, the selection of nominees for donor awards, and the recipients of awards are determined by all members of the Department of Greek and Roman Studies.

Conditions of Awards

Conditions are specified by the policies of FGS, the Senate and the Board of Governors upon which student funding is contingent, such as academic standing, academic progress, time in program, ..

Termination of Awards

Conditions are specified by the policies of FGS, the Senate and the Board of Governors

Notification of Award Competitions

Postings will be made throughout the Department and by email about travel awards. Students should consult the Graduate Advisor for further information on travel opportunities and investigate material posted to UVic webpage. Responsibility for missed funding opportunities lies with the student.

FORMAL REVIEW OF STUDENT PROGRESS

Greek and Roman Studies will initiate an annual review process for graduate students, based upon the student's progress in graduate course work, Greek, Latin, and foreign language proficiency, as appropriate, and thesis research. The student will be given an opportunity to provide written feedback in response to their assessment and will be encouraged to address any identified deficiencies in skills, knowledge, or expertise and/or less than satisfactory progress, as well as b2.3 (d)2.3 (y(n)2.2 (s)a61)-33 (s)-

Needs Improvement – the student has struggled to meet expectations (some but not all expectations met) or progress is below what is reasonably expected.

Unsatisfactory – indicates, for example, that a student does not pursue goals in a vigorous fashion, does not take direction well, shows disregard for ethics/safety, or repeatedly fails to complete routine procedures.

- e. Expectations, goals and milestones for the upcoming review period, if appropriate.
- f. The anticipated date of the next formal review, if appropriate.
- g. In the case of two or more determinations of 'unsatisfactory' progress on formal assessments not less than 8 weeks apart, a written recommendation will be prepared whether or not to request the Graduate Advisor make application to the Dean of Graduate Studies to withdraw the student for 'failure to meet academic standards,' consistent with the guidelines detailed in subsections 6.15 and 12.3.
- h. Names and electronic acknowledgements of all members of the committee, which shall signify that the recommendations reflect the majority finding(s) of the committee.
- i. Name and electronic acknowledgement of the student, which shall signify that they have read and understood the recommendations of the committee.
- j. In the case of a rating of