

## PHD CHECKLIST - YEAR 1

<b>Term</b>	<b>Expectation</b>	<b>Check (√)</b>
Fall term	Enroll in 3 courses	
Winter term	Enroll in 3 courses	
April 30 <sup>th</sup>	Confirmation of PhD Supervisory Committee by end of second term	
May	Progress Report must be completed by student and student's supervisor and submitted to LAL Program Office	
Summer term	<p>Reading list developed by the Supervisory Committee in collaboration with the PhD student. An average number of readings on a list would be a minimum of 25 items related to the candidate's area of concentration, and 25 items that relate to linguistics and /or applied linguistics more generally.</p> <p><b>NOTE:</b> Candidates will receive their reading list by October 1<sup>st</sup>. Candidates may also be given sample questions in preparation for their examination</p>	

## PHD CHECKLIST - YEAR 2

Term	Expectation	Check (√)
Oct. 1 <sup>st</sup>	Candidate receives reading list.	
Fall term	Studying for Qualifying Examination (QE). Expectation that student meets with their Supervisory Committee 3 times before the exam to review preparation strategies, progress with the readings, and general readiness for the examination	
Winter term	Studying for QE continues. Expectation that student meets with Supervisory Committee 3 times before the exam to review preparation strategies, progress with the readings, and general readiness for the examination	
May	<p>PhD student writes their QE which consists of 6 questions. Candidates will be expected to produce qualifying exam answers totaling 40 pages of written work. In consultation with the candidate, the supervisor will shape the exam following one of three options:</p> <p><u>Option #1)</u> Select to answer two specific and two general questions for a total of 4 papers. With this option, each of the 4 papers is expected to be 10 double spaced pages excluding references.</p> <p><u>Option #2)</u> Select to answer one specific and one general question for a total of 2 papers. With this option, each of the 2 papers is expected to be 20 double spaced pages excluding references.</p> <p><u>Option #3)</u> Select to answer one general and two specific field questions or two general and one specific field question for a total of 3 papers. With this option, 1 of the papers is expected to be 20 double spaced pages excluding references and 2 of the papers are expected to be 10 double spaced pages excluding references.</p> <p>Reponses are graded on a pass/fail basis. <b>To pass the exam as a whole, candidates must receive a pass on each question on the examination.</b></p>	
May	Progress Report must be complete by student and student's supervisor and submitted to LAL Program Office	
August 31 <sup>st</sup>	Submission of the Dissertation Proposal by end of summer term. <b>Delay in the submission of the Dissertation Proposal beyond the 9<sup>th</sup> term (end of 3<sup>rd</sup> year) will result in an automatic withdrawal from the program. It is the student's responsibility to ensure that this deadline is met.</b>	

**PHD CHECKLIST - YEAR 3**

<b>Term</b>	<b>Expectation</b>	<b>Check (√)</b>
Fall term	Dissertation work	
Winter term	Dissertation work	
May	Progress Report must be completed by student and student's supervisor and submitted to LAL Program Office	
Summer Term	Dissertation work. If a student has delayed in the submission of their Dissertation Proposal beyond this 9 <sup>th</sup> term (end of 3 <sup>rd</sup> year) it will result in an automatic withdrawal from the program. It is the student's responsibility to ensure this deadline is met.	

**PHD CHECKLIST - YEAR 4**

<b>Term</b>	<b>Expectation</b>	<b>Check (√)</b>
Fall term	Dissertation work	
Fall term	Recommendation for Oral Examination paperwork must be confirmed between the Candidate, Supervisory Committee and Graduate Office for those PhD students wanting to defend in April.	
Winter term	Recommendation for Oral Examination paperwork must be confirmed between the Candidate, Supervisory Committee and Graduate Office for those PhD students wanting to defend in August.	
April	Dissertation Defence in April for those PhD students wanting to participate in June convocation.	
May	Progress Report must be completed by student and student's supervisor and submitted to LAL Office.	
August	Dissertation Defence in August for those PhD students wanting to participate in October convocation.	