

Socio-Legal Studies Handbook

Welcome to the Socio-Legal Studies (SLST) Graduate Program. This handbook will provide you support navigating your new program at York University.

1. Important Web Links	1
2. Program Contact Information	1
3. Registration & Enrolment	2
4. Campus Resources	4
5. Scholarships, Awards & Funding	6
6. MA Degree Requirements	8
7. Research Involving Human Participants for MRPs	11
8. PhD Degree Requirements	12
9. Teaching Assistantships (TAs)	20

1. Important Web Links

This handbook will help guide you in your studies. Some important web links are set out below for you:

- [Up-to-date SLST program information](#)
- [Resources for SLST Students \(MACH Forms\)](#)
- [FGS guidelines and policies](#)
- [Information about the Department of Social Science](#)
- [CUPE information](#)
- [COVID-19 updates](#)

2. Program Contact Information

Hazel Beecham is the **Graduate Program Assistant** and is available for virtual office hours on Mondays and Thursdays from 10am – 12pm. You will be placed in the waiting

room until the GPA is available to see as they may be assisting others. The Zoom link can be found in the Resources for SLST Students tab on the [SLST Website](#).

For new students, when we return to campus, the SLST Program office is located in the South Tower of the Ross Building. Program and course related inquiries, appointments please contact the Graduate Program Assistant at slstprog@yorku.ca (room S741 Ross, 416-736-2100 ext. 22689). SLST Graduate Program Office hours are Monday through Friday, 9am to 4pm and from May to August, the office closes at 3:30pm.

Professor Claudio Colaguori is serving as the new incoming GPD as of July 1, 2021. The office of GPD is located in S733 Ross, (736-2100 ext. 20507). During the Covid-19 shutdown, the GPD is available by e-mail at gpdslst@yorku.ca or can arrange a phone or Zoom meeting with you.

The temporary location of the graduate student lounge is located in S752 Ross and is exclusively for the use of students in the Socio-Legal (SLST) and Developmental Studies (DVST) programs. The lounge is accessed by code which will be disclosed to students when they attend the SLST Orientation. In the interest of security, we ask that you do not circulate the code to anyone outside of the SLST program. In addition, we ask that you do not leave valuables in the room.

When the campus reopens, the main reception desk for the Social Science department, located in N783 Ross, is open Monday through Friday from 8:30am to 4:30pm, should you wish to leave anything for the program's mailbox. The doors to access the 7th floor from the elevators are locked after 5:30pm.

[The Faculty of Graduate Studies \(FGS\)](#) is located in York Lanes 230.

3. Registration & Enrolment

Where do I register?

You can register at the [Registration and Enrolment website](#).

Do I have to register for a term even if I'm not taking any courses?

Graduate students must maintain continuous registration in all terms – Fall, Winter and Summer – until graduation, subject to the time limits stated in [Current Students – Regulations](#), and must pay the appropriate term fee.

You must register and accept your fees before the posted deadline; late registration will result in a \$200 late fee.

Note: The Faculty of Graduate Studies does not require an enrollment deposit. By accepting your fees online, you are deemed to be registered. (Please note: This does not apply to the School of Social Work.)

What is the deadline to register and enroll? What are the add and drop deadlines?

Please see [FGS Important Dates website](#).

What if I have trouble registering or enrolling?

There are several reasons that may cause a registration or enrolment block on your account. For example, if you have outstanding fees owing to the university, you will be prevented from registering until you have paid them. If you are having difficulties registering or enrolling in courses, please contact the Graduate Program Assistant.

What if I would like to enroll in a Directed Reading Course in SLST?

Students who wish to enroll in a Directed Reading Course must complete the [Directed Reading Form](#) on the SLST Program webpage to receive approval from the Course Director and Graduate Program Director. The online enrolment system will not permit students to enroll in the Directed Reading course without permission from the program.

What if I would like to enroll in a course outside of the SLST program?

Students are entitled to enroll in up to two 3.0 credit non-SLST courses or one 6.0 credit non-SLST course. Permissions is needed from:

1. the course instructor and
2. the Graduate Program Director in which the course is mounted in (for example, Politics or Sociology) and
3. the Graduate Program Director in SLST. These permissions must be noted on the FGS Form: [Request to Take a Course in Another Graduate Program at York](#) at the [FGS Guidelines, Policies & Forms webpage](#).

4. Campus Resources

[Visit the FGS Campus Resources website](#) for a full list of resources.

Library and Extended Loan Library Privileges

All Graduate students have a 100-day extended loan period on most library items. When you go to the library to set up your card, you automatically should have the 100-day extended loan privilege. For specifics on what is included in the extended loan period, please [visit the library's Borrow, Renew, Return website](#).

Student Mail and E-mail

All students are encouraged to set up their York e-mail accounts as early as possible and to provide the program office with the information. Important information will be sent to you regularly from the SLST listserv.

Students should check their York e-mail messages regularly for information regarding registration, scholarships, awards, deadlines, guest speakers and information concerning the program.

Students who have e-mail accounts other than the York accounts are asked to ensure that the program office has the correct e-mail address. All official university correspondence will be sent to your York e-mail account. Even if that is not your preferred account, you must ensure that you check or “view” those communications.

In addition to your e-mail, you may also [activate your computer services](#). We also advise you to activate other computer services that will allow you to access computer labs and libraries.

Graduate Student Exchanges

York University has Graduate Student Exchanges available to students. [York International](#), located on the second floor of York Lanes Mall, has information available on the Universities participating in the exchanges, and the options available to students.

All students considering participating in an exchange are requested to note that in addition to the paperwork required by York International, all graduate students participating in an exchange are required to submit a petition through their program of

study to FGS for permission to participate in the exchange. It is requested that the student submit the petition 2 months prior to the intended departure date.

Student Accessibility Services

York University's Vision Statement: In partnership with students, staff and faculty, [Student Accessibility Services \(SAS\)](#) enables an accessible campus learning environment where students with disabilities have an equitable opportunity to flourish. Student Accessibility Services provides academic accommodation and support to students with disabilities in accordance with Ontario Human Rights Commissions' policy on accessible education for students with disabilities and York University Senate Policy on Academic Accommodation for Students with Disabilities. Location: Ross N108 or Bennett N204. See website for details:

E-mail: sasinfo@yorku.ca

Phone: 416-736-5755

Office of Student Community Relations (OSCR)

The [Office of Student Community Relations \(OSCR\)](#) supports students impacted by critical incidents, facing personal crises or multiple complex issues. OSCR supports students, parent/guardians and the community in its role as the University liaison in the management of critical incident cases. OSCR works with students to resolve complaints regarding inappropriate student behaviour either informally or through formal disciplinary processes. Location: Bennett W128.

E-mail: oscr@yorku.ca

Phone: 416-736-5231

The Centre for Sexual Violence Response, Support & Education (The Centre)

[The Centre for Sexual Violence Response, Support & Education \(The Centre\)](#) coordinates supports and resources for all members of the community that have experienced sexual violence, receives disclosures and complaints, facilitates safety planning, and assists survivors through the complaint process. Location: 301 York Lanes.

[The Sexual Assault Survivors' Support Line & Leadership \(SASSL\)](#) provides unbiased and non-judgmental peer support and referrals to survivors of sexual violence.

Educational outreach programs and information sessions are offered. Location: 4th Floor of the Student Centre, Room B449.

Research Centres and Institutes at York University

York University houses several Organized Research Units – ORU’s – that bring together faculty, students, visiting fellows and others to work collaboratively in specified areas. Some of the relevant ORU’s for SLST students include the following linked websites:

- [Centre for Feminist Research](#)
- [Centre for Public Policy and Law](#)
- [Centre for Refugee Studies](#)
- [Centre for Research on Latin America and the Caribbean](#)
- [Global Labour Research Centre](#)
- [The City Institute at York University](#)
- [The Dahdaleh Institute for Global Health](#)
- [The Harriet Tubman Institute for Research on the Global Migrations of African Peoples](#)
- [Institute for Social Research](#)
- [The Jack and Mae Nathanson Centre on Transnational Human Rights, Crime and Security](#)
- [LaMarsh Centre for Child and Youth Research](#)
- [Robarts Centre for Canadian Studies](#)
- [York Centre for Asian Research](#)
- [York Consortium on International and Security Studies](#)

For a complete list of ORUs, visit the [Organized Research Units website](#).

5. Scholarships, Awards & Funding

York offers competitive funding to excellent full-time students accepted into our graduate programs. Sources for this funding include fellowships, awards, scholarships, bursaries, teaching assistantships and York Graduate Scholarships for our top-ranked students.

We also encourage and support students in their applications for prestigious external provincial and national awards. Together with additional York awards and funding,

external scholarships are a measure of academic excellence, and they allow students the time to focus on their research and make progress in their studies.

For more information, please visit the FGS [Student Finances](#) webpage.

Additional information on a wide variety of –Donor Awards is available to students on the FGS website. Students may also consult scholarship information on the FGS page for [York Internal Awards](#).

SLST Student Conference Fund

In recognition of the importance of graduate students' academic development in presenting their work, the Graduate Program in Socio-legal Studies offers the SLST Conference Fund to help offset the costs of registration at conferences where students are presenting their research. Applications are accepted once per year, in the Spring. Applications are reviewed and allocations determined by the GPD, who will report on disbursements to the Socio- Legal Studies Executive Committee.

There is one competition per year. Completed and signed applications must be received in the Socio-Legal Studies Program Office by 4:00 pm, March 1 (or next business day when March 1 falls on a weekend or holiday). Applications that are incomplete or received after the deadline will be deemed ineligible for consideration. All SLST students (MA & PhD) who have had their work accepted at a conference for which there is a registration fee are eligible and must be registered as a full-time SLST graduate student on the date of application.

OSAP

For information regarding the Ontario Students Assistance Program, visit the [OSAP website](#).

Obtaining Tax Receipts

You can download or print your tax forms via the [Tax Forms webpage](#). You will need to sign in to your York Passport at the Tax Form Module (TFM) link there.

6. MA Degree Requirements

The MA is a research degree that emphasizes the attainment of a basic capacity for rigorous research, critical analysis, academic writing, and effective communication skills. The program is offered on a full-time basis only. The MA program is a 3 term, or 12-month, program.

Students are required to complete 18 credits and write a Major Research Paper (MRP) based on a sustained exploration of a theoretical question in Socio-Legal Studies. All students are also required to attend twelve (12) lectures as a part of the program's Speaker Series.

Summary of MA Degree Requirements and Timetable

MA Degree Requirements	Course Credit Weight
Law and Social Theory (6000 3.0)	3 credits
Socio-Legal Methods (6005 3.0)	3 credits
Electives (Three half courses—i.e. courses with a 3.0 designation)	9 credits
MRP Seminar (6100 3.0)	3 credits
Speaker Series	0 credits
MRP Proposal (due April)	0 credits
Final MRP (due August)	0 credits
Total	18 credits

MA Courses

Students must successfully complete **eighteen (18) course credits** as follows:

a) Required Courses (9 credits):

- SLST 6000 3.0: Law and Social Theory
- SLST 6005 3.0: Advanced Research Strategies in Socio-Legal Methods

- SLST 6100 3.0: MA Major Research Seminar

b) Elective Credits (9 credits):

- Students must successfully complete nine (9) elective course credits from the program approved courses listed in this calendar. With the permission of the graduate program director, a maximum of six elective credits may be taken in another graduate program.

c) The Required Course offerings of the program are as follows:

SLST 6000 3.0 Law and Social Theory

This course offers an overview of the major contemporary theoretical perspectives on law and society. Among the different approaches we consider are those that define law as a source of social and moral regulation, as ideology, and as discourse.

SLST 6005 3.0 Advanced Research Strategies in Socio-Legal Methods

This course surveys the various ways in which data are conceptualized, collected and analyzed in research in socio- legal studies. It aims to ensure that all students on the degree program have mastered social science methodology including historical and documentary research methods, survey methods and questionnaire design, interview techniques, observational methods, and the interpretation of official statistics. A distinctive feature of this course will be the emphasis on the dynamic relationships between problems, theories, methods, and politics.

SLST 6100 3.0 Major Research Seminar

This will consist of a series of meetings in the first term in which students will be provided with advice on how to write their major research papers and required to briefly present their MRP proposals to their fellow students as well as faculty. Beyond experience in presenting their work, the seminar is seen as an important mechanism for ensuring that students are kept on track and have clear expectations for the MRP.

Visit the [SLST Course Listings webpage](#) for complete listings, including external courses.

d) MA Speaker Series Requirements

One of the requirements for completion of the M.A. in Socio-Legal Studies is that students attend 12 lectures as part of the program Speaker Series. Of these 12 lectures, 8 must be from the Socio-Legal Studies Speaker Series. Students are expected to keep a journal of the topic and date of the 12 talks you attend to be submitted by mid- July. We also ask that you write one 1-2-page reflection paper on how and whether these talks were helpful to your research or to your understanding of socio-legal studies. This short reflection paper is also due by mid-July. The talks which qualify as part of our speaker series including those mentioned in any of the announcements will be forwarded to you; advance permission from the Graduate Program Director is required for these to count as part of your Speaker Series requirements. For other talks that are not included in the announcements and which you think are relevant to your research and to the program, please contact the Graduate Program Director for approval.

e) Major Research Paper (MRP)

The MRP should represent a sustained exploration of a theoretical or empirical question in Socio-Legal Studies. As a research project, the MRP is generally narrower in scope, less complex in methodology and/or less ambitious in data gathering and analysis, than a thesis. Students will be required to submit a proposal for their MRP by the end of their second term—a version of which will be presented to their fellow students in the context of the Major Research Paper Seminar (see below). Major Research Papers should be approximately 50 double-spaced pages (about 10,000 words) in length. The paper will be supervised by a member of the Graduate Faculty in Socio-Legal Studies and read by another member of the faculty who has been appointed to the Faculty of Graduate Studies. Upon completion, the Major Research Paper will be evaluated by the supervisor and the second reader. Both committee members must approve the final Major Research Paper for the requirement for the MA to be fulfilled.

Guidelines for the MRP

1. Major research papers may, with the approval of the supervisor, be extensions and adaptations of term papers. One long paper cannot be accepted as both a course paper and a Major Research Paper.

2. At the core of our MA program is the selection of a supervisor and a reader for the Major Research Paper. Students are expected to have chosen a supervisor and a reader and to notify the Graduate Program
3. We suggest that you choose the reader after consulting with your supervisor. Supervisors may be chosen from among the pool of available graduate faculty in Socio-Legal Studies. The reader must be appointed to the Faculty of Graduate Studies.
4. MRP Seminar-SLST 6100 3.0: The MRP Seminar is designed to guide you through the preparation of your MRP Proposal, setting you on the path to completing your MRP over the summer. Students are expected to present a version of their proposal in the
5. The Major Research Paper proposal must be approved by the supervisor and second reader. A copy of the approved proposal and signed approval forms must be submitted online via the Mach Form.
6. Students will provide copies of the final draft of their MRP to both the supervisor and the reader. The reader will inform the supervisor whether the MRP is acceptable, acceptable with revisions, or unacceptable. The MRP Final Completion Mach Form.
7. Once the program office is notified by the supervisor and reader that the MRP has been accepted, the student must prepare and submit an electronic copy to the SLST office.
8. Important deadlines for the MRP can be found on the SLST program website.

7. Research Involving Human Participants for MRPs

York University has formulated policy for conduct of research involving human participants. This policy is intended to serve as joint protection for the researcher, the study participant and the University in order to ensure attention to various rights and responsibilities of the respective parties to the research endeavour. The Human Participants Review Committee (HPRC) is responsible for ensuring that research involving human participants is consistent with the guidelines set by the University and the relevant regulatory authorities.

Students who are planning to actively conduct research using human participants during their Major Research Paper will not be able to begin their research without ethics approval and this process is time consuming. Students whose research will involve human participants must complete and submit the Human Participants

Research Protocol Questionnaire (and supporting documentation) to the Socio-Legal Studies Research Ethics Committee for review (contact the SLST office for details). Please note that ethics approval is required regardless of whether the research is funded or not –this includes pilot and/or preliminary research.

For MRPs involving **Unfunded Minimal Risk Research**, visit section 3.1 of the [FGS Research Ethics Procedures](#).

For MRPs involving **Research that is Not Minimum Risk or that is Funded**, visit section 3.2 of the [FGS Research Ethics Procedures](#).

8. PhD Degree Requirements

The PhD in Socio-Legal Studies is the first doctoral program in Canada in interdisciplinary legal studies that is not based in a law school. While the academic foundation for our program rests on the contributions of scholars from different disciplines, its scholarship can be distinguished from these disciplinary approaches by its greater attention to theory, methods, and substantive areas that focus on law and legal regulation as prime objects of investigation.

Research and teaching in the program are organized around three (3) core fields. They reflect the diverse teaching and research of Socio-Legal Studies, and the strong analytical and theoretical orientation of the program, while allowing for student research in a variety of substantive topic areas:

Socio-Legal Theory

Central to this field is the recognition that law and society are mutually constitutive, that is, law is not an external force to which society is subject but, rather, represents a dynamic set of codes, practices, categories and deliberations that both shape and are shaped by broader social, political, and economic logics, contexts and relations. Theoretical perspectives on the relationship between law and society are informed by sociology, history, philosophy, economics, anthropology, political science, and psychology.

Crime, Law and Governance

Analysis of contemporary modes of security, regulation, and governance, their intersections with various forms of law, and their role in shaping individual and collective practices, identities, and fortunes through designations of illegality, criminality, and disorder. Included within this field is a wide range of substantive areas

including, but not limited to transnational policing; financial crime; immigration and borders; and police, courts and corrections.

Comparative and Historical Perspectives in Law

Studies of the variations of law across time, place and culture. Included are various approaches to the social history of law and legal regulation, as well as the analysis of indigenous forms of law, human rights regimes, and both national and transnational forms of regulation and policing.

Summary of PhD Degree Requirements & Timetable

PhD Degree Requirements	Course Credit Weight
Coursework	15 credits
Dissertation Proposal Seminar	3 credits
Comprehensive Examinations	0 credits
Speaker Series	0 credits
PhD Proposal	0 credits
PhD Dissertation	0 credits
Total	18 credits

PhD Courses

Students must successfully complete **eighteen (18) course credits** as follows:

a) Required Courses (9 credits):

- SLST 6000 3.0: Law and Social Theory;
- SLST 6005 3.0: Advanced Research Strategies in Socio-Legal Methods; and,
- SLST 7100 3.0: Dissertation Proposal Seminar.

MA students who advance to the PhD (conditional on their acceptance into the PhD program) are not required to repeat the core theory and methods courses. These courses are replaced by **six elective credits**. Students coming from other universities must complete the core theory and methods courses.

b) Elective Credits (9 credits):

Students must successfully complete **nine (9) elective credits** from the program-approved courses listed in the program calendar. With the permission of the graduate program director, a maximum of **six elective credits** may be taken in another graduate program.

c) The Required Course offerings of the program are as follows:

SLST 6000 3.0 Law and Social Theory

This course offers an overview of the major contemporary theoretical perspectives on law and society. Among the different approaches we consider are those that define law as a source of social and moral regulation, as ideology, and as discourse.

SLST 6005 3.0 Advanced Research Strategies in Socio-Legal Methods

This course surveys the various ways in which data are conceptualized, collected and analyzed in research in socio-legal studies. It aims to ensure that all students on the degree program have mastered social science methodology including historical and documentary research methods, survey methods and questionnaire design, interview techniques, observational methods, and the interpretation of official statistics. A distinctive feature of this course will be the emphasis on the dynamic relationships between problems, theories, methods and politics.

SLST 7100 3.0 Dissertation Proposal Seminar

As part of the dissertation, students will be required to attend a Dissertation Proposal Seminar. Here students will be offered advice on all facets of the dissertation process—including finding a committee, preparing the proposal, conducting the research, writing the dissertation, and getting their work published. During these seminars, students will also be required to present their dissertation proposals to fellow students and faculty. This is an important mechanism for ensuring that students remain ‘on track’ and are provided with the tools required to complete the dissertation in the four-year time frame. This course is offered every other year and therefore students will take it either in their first or second year.

Visit the [SLST Course Listings webpage](#) for complete listings, including external courses.

d) PhD Speaker Series Requirements

One of the requirements for completion of the PhD in Socio-Legal Studies is that students attend 12 lectures as part of the program Speaker Series. Of these 12 lectures, 8 must be from the Socio-Legal Studies Speaker Series. Students are expected to keep a journal of the topic and date of the 12 talks you attend to be submitted by the end of second year (6th term). We also ask that you write one 1-2-page reflection paper on how and whether these talks were helpful to your research or to your understanding of socio-legal studies. This short reflection paper is also due by the end of second year (6th term). The talks that qualify as part of our speaker series include those mentioned in any of the announcements which will be forwarded to you by the Program Assistant; advance permission from the Graduate Program Director is required for these to count as part of your Speaker Series requirements. For other talks that are not included in the announcements and which you think are relevant to your research and to the program, please contact the Graduate Program Director for approval.

e) Comprehensive Examinations

Doctoral students are required to complete two comprehensive exams—one in theory and one in a substantive area of socio-legal studies. The purpose of the comprehensives is to prepare the student to do research and to teach in the field at a post-secondary level. Most comprehensives will entail an understanding of interdisciplinary approaches to the study of law and society, how past and current research can be interpreted in the light of different theoretical approaches, and an awareness of gaps in the literature.

Normally, students will complete one exam per term in the second year of their PhD candidacy with the same comprehensive committee.

f) Theory Requirement

The purpose of the theory exam is to prepare the student to develop the breadth of knowledge necessary to teach an introductory course in Socio-Legal Studies.

Fulfillment of the theory requirement will be met through an oral exam. Students will be responsible for a reading list of twenty books (or equivalent), of which ten to fifteen are to be selected from the Program's common list and the remainder from a list of works in the student's area of interest. The reading list is to be chosen in consultation with, and approved by, the students' comprehensive committee.

With the agreement of their comprehensive committee, students may substitute works by the same author in place of books by that author currently on the list (e.g. substitute a different work by Foucault to the ones now listed). Five journal articles will be considered equivalent to one book.

The student, in consultation with the comprehensive committee, will compose a reading list along with a short (approximately 5 pages) statement explaining the rationale for the reading list and a list of general or thematic questions based on the list. These will be submitted to the SLST Curriculum Committee, which will review the list for consistency with program requirements (set out above) and for comprehensiveness or breadth in keeping with the general purpose of the theory requirement.

Theory reading lists will be kept on file in the SLST office and used for periodic reviews of the common list.

The student, in consultation with the comprehensive committee, will set a date for the oral exam. One week prior to the scheduled exam, the student will submit a written statement (approximately 8-10 pages) that will be presented orally at the exam (i.e. a 20-25-minute oral presentation). While the written and oral statements may be substantially the same, it is expected that the oral presentation will not consist of a direct reading of the written statement. The statements will offer a reflective review of the approved reading list and issues arising from it. The comprehensive committee will base their first round of questions on the originally submitted rationale and questions, as well as on the written statement. Additional questions and discussion will follow. The oral exam is expected to be 90 – 120 minutes in length.

g) Substantive Requirement

Fulfillment of the substantive requirement will be met through written work followed by an oral defense. The written work can take two forms:

- 1.** A review of research in an area of specialization that is related to the dissertation. The paper (approximately 40 pages) should demonstrate an understanding of the relevant literature, the different theoretical approaches used to interpret empirical research and an awareness of major debates in this site of research as well as major gaps in theory and research. The area of specialization and the readings to be reviewed will be decided by the student in consultation with their committee. The reading list will consist of 20 books or equivalent.

After reading the approved list for the substantive comprehensive, the student, in consultation with the comprehensive committee, will submit 3 to 5 questions based on the readings to her/his comprehensive committee. The comprehensive committee will select 2 of these questions, which may be revised as the committee sees fit. These questions will be given to the student on an agreed-upon date. The essay will be due two weeks later, and will respond to the questions posed,

OR

2. An outline of an advanced undergraduate course in a chosen area to include: an academic rationale for the organization of the course providing broad coverage of the field; a rationale for the particular

selection of topics; and a list of twenty-four two-hour lecture sessions, with readings to accompany each session. Also, the students will write the full text of a lecture on one of the topics in the course, to be chosen in consultation with the comprehensive committee. This written lecture should be approximately 25-30 pages.

The substantive comprehensive, whether completed as option (a) or (b), will be subject to an oral defense, to be scheduled within 2 weeks of receiving the essays or course & lecture. The defense is expected to be 90 to 120 minutes in length.

Evaluation of Comprehensive Examinations

At the conclusion of the oral exam or defense, the student will be asked to leave the room, while the committee determines the evaluation. The committee may determine one of the following outcomes:

PASS

The student has demonstrated a comprehensive understanding of the field. Grade will be recorded.

INCOMPLETE*

The student has not demonstrated an adequate understanding of the field. The comprehensive committee will provide the student with written comments and directions within one week of the oral exam or defense. The student will then schedule another oral exam, in the case of the theory requirement, or will re-write another essay or lecture, in the case of the substantive requirement.

These must be completed not more than two months after receiving the comments. If, after the subsequent oral exam or written submission, the

committee is satisfied that the student has demonstrated a comprehensive understanding of the field, the grade will be changed to “Pass”. Otherwise, the grade will be changed to “Fail” and the student will be withdrawn from the program.

FAIL

The student has not demonstrated an adequate understanding of the field. The comprehensive committee will provide written comments within one week of the oral exam explaining their finding. The grade will be recorded, and the student will be withdrawn from the program.

***NOTE:** In normal circumstances, it is expected that in cases of unsatisfactory exams, the comprehensive committee will assign a grade of Incomplete and provide a written explanation in order to allow the student to do the exam again.

A comprehensive requirement is considered passed if no more than one member of the committee casts a negative vote. The GPD (or designate) will attend all evaluation meetings as ex-officio, non-voting member.

Doctoral Proposal

1. Dissertation Proposals must meet FGS requirements, specified as follows:

The proposal should contain a brief statement in non-technical language on the purpose of the thesis/dissertation research, its relationship to existing work in the area, and the contribution which the researcher hopes to make to the advancement of knowledge in the field. In addition, the proposal includes a title, the name of the supervisor and the supervisory committee. The title should indicate as clearly as possible the area of research, but it is understood that this title may change. The recommended maximum length of a proposal is 3,500 words (not including references).

For complete information, visit the [General Requirements](#) webpage.

2. As per FGS requirements, following approval by the supervisory committee, students must submit two copies of the proposal to the graduate program director. These copies must be accompanied by a cover letter that indicates approval of the proposal by each committee member and indicating the date on which the committee has met to review and approve the proposal. In normal circumstances, after confirming that the relevant Faculty and Program requirements have been satisfied, the program

director is responsible for submitting one copy of the proposal to the Office of the Dean, Graduate Studies, using the relevant forms ([FORM TD1: Thesis/Dissertation Research Submission](#)). The second copy will stay in the Graduate Program office. Students may choose to sign a consent form to allow the proposal to be read by other members of SLST.

3. In cases where the Supervisory Committee cannot agree on the final version of the Dissertation Proposal, the student may appeal to the Graduate Program Director for a review. The GPD may review a proposal for matters of the overall purpose and requirements of a Dissertation Proposal, but not for content. Where the GPD finds that the Dissertation Proposal meets the minimum requirements (as set out above), s/he may approve the Proposal even in the absence of full consent by the supervisory committee. Normally, this would be done after a meeting of the committee as a whole, with a view to clarifying problems and resolving them in a collegial manner.

Doctoral Dissertation

Doctoral dissertations shall be on a topic approved by the student's supervisor and supervisory committee and shall include submission and approval of a dissertation proposal, including appropriate ethics review and approval, in accordance with Faculty and program requirements and procedures. Dissertations must embody the results of original research and must be successfully defended at an oral examination.

The doctoral dissertation must embody original work conducted while in program and must constitute a significant contribution to knowledge. It should contain evidence of critical understanding of the relevant literature. The material embodied in the dissertation should merit publication.

Supervisor & Supervisory Committee

As per Faculty of Graduate Studies regulations, PhD student must have a supervisor on file by the end of their 5th term (normally the end of second year). Students will not be able to register for the 7th term if a supervisor is not on file. The full supervisory committee must be on file by the end of the 8th term. Should a supervisory committee not be on file, students will not be permitted to register for their 10th term (normally the end of third year). Please visit the [Thesis Forms webpage](#) or go directly to the [Supervisor & Supervisory Committee Approval Form](#).

PhD Recommended Timeline

Year Level	Timeline Components
Year 1 (3 terms) (Terms 1, 2, 3)	<ul style="list-style-type: none"> • Five 3.0 credits, including SLST 6000 (Law and Social Theory); SLST 6005 (Advanced Research Strategies in Socio-Legal Methods), unless waived by academic petition • Take 7100 (PhD Seminar) offered every other year
Year 2 (Terms 4, 5, 6)	<ul style="list-style-type: none"> • Finalize coursework • Have name of supervisor on file • Complete Comprehensives • Complete Speaker Series requirement • Take 7100 (PhD Seminar) if offered
Year 3 (Terms 7, 8, 9)	<ul style="list-style-type: none"> • Have full supervisory committee on file • Submit PhD proposal • Complete Ethics Review (if applicable) • Begin research
Years 4 – 5 (Terms 10 – 15)	<ul style="list-style-type: none"> • Research, write Dissertation in consultation with Supervisory Committee

9) Teaching Assistantships (TA's)

PhD students in the program may obtain Teaching Assistantships, usually in the Social Science department. The Program office can offer advice about possible openings, but it is not responsible for placing students. Applications are available on the Web or contact the Program office.

The application deadline for the summer session and the following academic year is usually in **January**, and applications are submitted to all departments the student is considering, or has the knowledge base to work in. Students are encouraged to define their teaching interests in a broader focus rather than targeting only one program wherever possible. Students' must submit their TA applications by the deadline in

January for the summer and following academic year. New students to the program will be asked in **June** to submit their application for the following academic year.

Teaching Assistantships are available in a limited number, and therefore students are requested to respond to the offers as earliest as possible. Failure to do so may put another student at a disadvantage.

Full-time graduate students who hold a Teaching Assistantship at York are members of CUPE 3903 Unit 1. Their terms and conditions of employment are governed by the collective agreement. A copy of this collective agreement is available from the CUPE office. You can also [consult the CUPE website for detailed information](#) including the rates of payment and contract details.

Teaching Assistants are hired by the relevant Teaching Faculties according to the terms of the contract.

Hours of Work

A note regarding hours of work: The Faculty of Graduate Studies indicates that students are designated as full-time graduate students if they:

...are not regularly employed for more than an average of ten hours per week for any period for which they are registered as full-time graduate students. If the student is employed by the University as a graduate or teaching assistant, the ten hours per week represents the total time spent by the student in connection with the appointment and includes the time spent on preparative work, reading set assignments, marking examinations, etc.

Therefore, in order to adhere to both program and faculty rules, and if an opportunity arises for a student to take on additional work, the student cannot agree or take on additional work until they have the express written of both the SLST Program Director and the permission of the Faculty of Graduate Studies. [The full definition of a full-time student may be found on the FGS website.](#)

If students receive an offer of additional TA work, the student should be aware that no additional work is permitted until all students have at least one full assistantship. In order to receive approval for the additional work, an e-mail must be sent to the Graduate Program Director and include the relevant course numbers for the course(s) the student wishes to take on, the status of the student's own academic work, and the name of the student's supervisor. The Graduate Program Director will then contact the Faculty of Graduate Studies for approval.

[End of Document.]