



Mechanical & Industrial Engineering
UNIVERSITY OF TORONTO

MASc, PhD Studies in MIE

Prof. Murray Thomson, Associate Chair of Grad Studies
2018

Graduate Office Support Staff | MC108

Brenda Fung, Graduate Program Administrator

- PhD/MASc student support
 - *Funding related questions*
 - *Academic advising*
- Processes graduation requirements for all Graduate Programs
- brenda@mie.utoronto.ca



Jho Nazal, Graduate Program Assistant: PhD/MASc

- PhD/MASc admissions officer
- PhD/MASc student support
 - *Course & program related questions*
 - *PhD annual milestones/meetings*
- jho@mie.utoronto.ca



Mechanical & Industrial Engineering
UNIVERSITY OF TORONTO

Degree Programs

MEng – Master of Engineering

- 10 courses or
- 7 courses + project

PhD – Doctor of Philosophy

- 5 courses
- Dissertation

MASc – Master of Applied Science

- 4 courses
- Thesis
- Option to “fast-track” into PhD program within 1st year



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MASc Requirements/Restriction

Requirements/Restriction for MASc:

- Four graduate level courses:
 - *Two must be from MIE*
 - *Up to one reading course*
 - *Up to one APS course*
- JDE1000H (Ethics in Research Seminar) in the 1st or the 2nd term of registration
- Departmental seminar:
 - *70% or more in the first two years*
 - *Bring your T-Card!*
 - <https://www.mie.utoronto.ca/wp-content/uploads/2016/06/MIE-Seminar-Series-Student-Guide.pdf>
 - <https://www.mie.utoronto.ca/events/seminars/>



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MASc: Beginning to End

1. Admission

- Undergraduate degree
- Transfer from M.Eng

2. Thesis Final Exam

- Within 24 months
- Thesis committee
 - Supervisor + 2 members

3. Completion

- With degree
 - Convocation
- Without degree
 - Termination
 - Withdrawal



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PhD Requirements/Restriction

Five graduate level courses

- *Three must be from MIE*
- *Up to one reading course*
- *Up to one APS course*
- *Up to one 500-level course*

JDE1000H (Ethics in Research Seminar) in the 1st or the 2nd term of registration

Distinguished MIE Seminar Series

- *70% or more in the first two years*
- *Bring your T-Card!*
- <https://www.mie.utoronto.ca/wp-content/uploads/2016/06/MIE-Seminar-Series-Student-Guide.pdf>
- <https://www.mie.utoronto.ca/events/seminars/>



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PhD: Beginning to End

1. Admission

- Master's degree
- Direct entry from Undergrad
- Transfer from MASc

2. Qualifying Exam

- Within 14 months of registration
- Pre-requisites
 - Four courses or more with at least a A- average
 - Failure to meet the pre-requisites may lead to termination
- Outcome may be termination

3. Progress Meetings

- Once every year
- Outcome may be termination

4. (MIE oral) and SGS oral

5. Completion

- With degree
 - Convocation
- Without degree
 - Termination
 - Withdrawal



Good Academic Standing

Failure to maintain **good academic standing** may result in various sanctions, including **ineligibility for financial assistance**, lowest priority for bursaries and assistantships, and even termination.

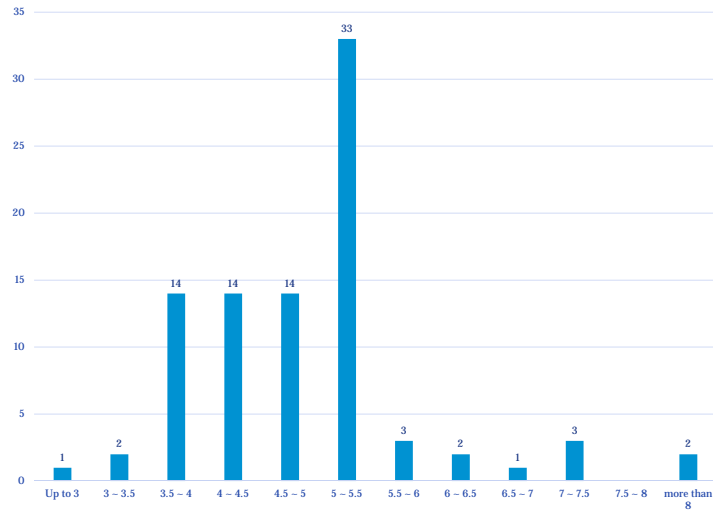
Good Academic Standing in MIE

- **No** FZ
- Average grade **A-** or above.
- Qualifying Exam within 14 months of registration
 - At least four courses to be completed
- Annual Progress Meetings



5. Time-to-Completion

- Distribution of Phd Time-to-Completion in MIE since 2014



MIE PROGRAM REQUIREMENTS - Guide

See

<https://www.mie.utoronto.ca/graduate/graduate-programs/phd/doctor-of-philosophy/>



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MIE PROGRAM REQUIREMENTS - Guide	
MAINTAINING GOOD ACADEMIC STANDING	
<i>In order to remain in "Good Academic Standing" throughout your program, please see: http://www.mie.utoronto.ca/graduate/graduate-programs/phd/doctor-of-philosophy/</i>	
PHD	
YEAR 1	<input type="checkbox"/> Complete a minimum of 4 Graduate Courses (at least 3 from MIE) <input type="checkbox"/> Attend JDE Ethics course; obtain a CREDIT (on ACORN) <input type="checkbox"/> Attend 70% of SRD MIE Seminar; obtain 1 st of 2 CREDITS (on ACORN) <input type="checkbox"/> Hold QUALIFYING EXAM within 14 months from PhD registration <small>Start: Start by OCTOBER End: Start by FEBRUARY</small>
YEAR 2	<input type="checkbox"/> Complete 1 Graduate Course (5 th course, the last required of 5 grad. courses) <input type="checkbox"/> Attend 70% of SRD MIE Seminar; obtain 2 nd of 2 CREDITS (on ACORN) <input type="checkbox"/> Hold 1st PhD COMMITTEE MEETING within 26 months from registration "CANDIDACY ACHIEVED" upon completion of all above 7 items at the end of the 2 nd year
YEAR 3	<input type="checkbox"/> Continue work on Thesis <input type="checkbox"/> Hold 2nd PhD COMMITTEE MEETING within 38 months from registration
YEAR 4	<input type="checkbox"/> Continue work on Thesis <input type="checkbox"/> Hold 3rd PhD COMMITTEE MEETING within the 4 th year of the program <small>Start: Start by APRIL End: Start by AUGUST</small> OR <input type="checkbox"/> Hold MIE DEPARTMENTAL EXAM after Thesis submission to committee (may skip this exam and go directly to FOE with committee's vote) <small>2 months before end of 4th year program</small> OR <input type="checkbox"/> Hold FINAL ORAL EXAM (FOE) by the end of the 4 th year of the program <small>Start: Start by AUGUST End: Start by DECEMBER 14</small>
MASc	
YEAR 1	<input type="checkbox"/> Complete a minimum of 4 Graduate Courses (at least 2 from MIE) <input type="checkbox"/> Attend JDE Ethics course; obtain a CREDIT (on ACORN) <input type="checkbox"/> Attend 70% of SRM MIE Seminar; obtain 1 CREDIT (on ACORN)
YEAR 2	<input type="checkbox"/> Continue work on Thesis <input type="checkbox"/> Hold MASc EXAM by the end of the 2 nd year of the program

MIE Graduate Student Management System

- Mandatory for arranging Qualifying and Committee meetings
 - <https://grad.mie.utoronto.ca/>
- **New:** Funding letter on GSM
 - Review and sign

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Useful Information

Obtaining T-Card

- Instructions: <http://tcard.utoronto.ca>
- Need T-Card in order to obtain UofT email address

Updating Mailing Address and Email

- The "utoronto" email account to communicate with the Graduate Office.
- A current and valid mailing address on ROSI/ACORN

Graduate Office Hours

- 9:00 am - 5:00 pm on every weekdays but Thursday
- 9:00 am - 12:00 pm on Thursday

Student Requests

- Student requests will be reviewed weekly, on Thursdays.

Clarifying Professor's Expectations

- Frequency and modes contact
- How should non-scheduled communication be handled?
- Where and when most of the work to be carried out?
- Timing of major milestones: courses, paper submission, drafts of thesis, etc.
- How and when will the thesis topic be decided upon?
- The expected "turnaround time" on drafts of written materials?
- If most research is to be done in a lab, what is the lab "etiquette"?
- Expectations concerning publications & conference presentations?



Common Expectations from Supervisor

- As a **full-time student**, you are required to spend a significant number of hours on academic works such as courses and research.
- Since your supervisor is providing Research Assistantship, you are recommended to consult with your supervisor before accepting **TA positions**.
- If you will have to be **away**, you will have to consult with your supervisor prior to your away to avoid any disruption to the research project you are engaged. This is especially important when you travel **internationally**.
- Failure to maintain **good academic standing** may result in various sanctions, including ineligibility for financial assistance, lowest priority for bursaries and assistantships, and even termination



Some Supervisor May Expect....

- You will have to consult with the supervisor before applying for any TA positions.
- You are required to be in the lab physically.
- You will have to bring a written document, summarizing the progress since last meeting, to every research meeting.
- You are entitled to have two weeks (or 10 business days) off without sacrificing stipend. However, you will have to consult with the supervisor about the timing at least two weeks in advance.

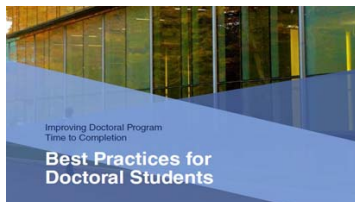


Good Practice on Graduate Supervision



<https://www.sgs.utoronto.ca/innovations/bestpractices/Pages/default.aspx>

https://www.sgs.utoronto.ca/Documents/Graduate-Supervision-Guidelines_Students.pdf



https://www.sgs.utoronto.ca/Documents/TTC%20Best%20Practices_Students_SGS.pdf



Useful Dates

Deadlines

September 15 Registration

1. Clear outstanding conditions if any
2. Change the status from INVIT to REGISTER on ROSI by paying/deferring fees
3. Enroll in courses & update contact/bank information on ROSI

September 25 Final Day to Add full-year and Fall courses*

October 30 Final Day Drop courses without academic penalty*

* Research students need supervisor's approval for add/drop courses



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Useful Links

Stay in Touch:

- Grad Announcement: <http://board.mie.utoronto.ca/viewforum.php?f=2>
- MIE Newsletter: <http://www.mie.utoronto.ca/news/newsletter>
- MIE Grad Home: <http://www.mie.utoronto.ca/graduate/>

Resources on line:

- Graduate Resources: <http://www.mie.utoronto.ca/graduate/gradresources.php>
- Sessional Dates: <http://www.sgs.utoronto.ca/currentstudents/Pages/Sessional-Dates.aspx>
- SGS Calendar <http://www.sgs.utoronto.ca/currentstudents/Pages/Academics.aspx>
- Forms in MIE: <http://www.mie.utoronto.ca/graduate/forms/>
- Forms in SGS: <http://www.sgs.utoronto.ca/currentstudents/Pages/Student-Forms-and-Letters.aspx>
- Fees: <http://www.fees.utoronto.ca/>
- MIE Grad Courses: <http://www.mie.utoronto.ca/graduate/courses/>
- APS Courses: <http://gradstudies.engineering.utoronto.ca/meng/elite-certificate/>



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Health and Safety

Safety Training

- Annual online safety training is **mandatory** for all MIE students, faculty, researchers, and visitors.

Joint Health & Safety Committee

- Please direct any safety-related inquiries and concerns to the Joint Health & Safety Committee.
- Contact: safety@mie.utoronto.ca

Emergency services should be contacted in the case of immediate danger.



Those unable to attend a workshop can view the slide presentations on the [SGS website](#) after September 24.

Scholarship Opportunities

Deadlines:

- See <http://www.sgs.utoronto.ca/currentstudents/Pages/Scholarships-and-Awards.aspx>
- Fall: Vanier, NSERC, SSHRC, CIHR
- Winter: OGS

Graduate Award Information sessions

- Federal: Vanier, NSERC PGS-D, SSHRC CGS, PDF
- Provincial awards: OGS
- Dates and times of award information presented are posted on SGS website
 - Date: **Friday, September 21, 2018 (updated)**
 - Location: Wilson Hall-New College WI 1017, 30 Willcocks St.
 - Time: 10:00 am – 4:00 pm
- Those unable to attend a workshop can view the slide presentations on the SGS website after September 24.



Professional Development

- School of Graduate Studies (SGS)
- Institute for Leadership Education in Engineering (ILeAD)
- MIE & Student-Run Workshops
- Preparing for Academic Careers
- Preparing for Industry Careers

See <https://www.mie.utoronto.ca/graduate/graduate-opportunities/professional-development/>



Student Life & Resources

MIE Graduate Resources

- <http://www.mie.utoronto.ca/graduate/gradresources.php>
- Contains useful resources for MIE grad students
- Getting Involved: Student organizations (MIE student groups, campus-wide)
- Professional Development
- Student Life: Academic success centre, international student centre
- Access to Graduate Lounge: MC330 - ?



Being Connected!

CONNECT

"The Chemical Engineering Graduate Students' Association utilized **UofT Engineering CONNECT** to recruit alumni as leaders for a professional development event. We posted an announcement, searched the directory, made personal contact through the platform with those who specified their willingness to help in their profiles, and effectively recruited the industry professionals necessary to allow students to flourish at the event!"

Esmeralda Bukuroshi (ChemE PhD Candidate)

SIGN UP TODAY
uoftengineeringconnect.ca



Being Connected!

CONNECT

A new online platform to enrich your professional network and connect with the Skule™ community.

SIGN UP TODAY
uoftengineeringconnect.ca



Any Questions?