

Policy guideline and implementation:

- (i) As of September 1, 2014 ALL new students must be registered in the appropriate research course each term for the duration of their program. This does not count as courses required for the degree.

M.Sc. Research: Year 1-9888

Ph.D. Research: Year 1-9777

M.Sc. Research: Year 2-9889

Ph.D. Research: Year 2-9778

Ph.D. Research: Year 3-9779

Ph.D. Research: Year 4-9780

(ii) Students will receive a grade (see below) from their supervisor for research undertaken in the laboratory toward completion of the thesis submitted **before reading week**. This grade will also be added to the students file and kept in the Chemistry Graduate Education Office and reviewed by the Chair of the GEC. A final grade should be submitted each year with the yearly report. These grades will be made available, with supporting documentation (see below) to the committee at each yearly meeting/report. At this yearly meeting the committee will review the supporting documentation and submit a formal research grade that will appear on the transcript.

(iii) Students who fail a research course will be contacted immediately to meet with the Chair of Graduate Education Committee to discuss issues affecting their research. The Chair can request a meeting of the student's advisory committee. A failing grade indicates performance at a level that is unsatisfactory and warrants dismissal. Two failed grades in sequence will initiate dismissal procedures.

The grade should reflect the degree of progress and quality of performance with regard to the stage of the program of the student. Supervisors are required to discuss the grade assigned with the student.

- A grade of F (40) indicates unacceptable performance.
- A grade of B (75) means acceptable progress but highlights a problem that needs correction in order to complete the degree in a timely and satisfactory manner.
- A grade of A (88) indicates satisfactory progress and reasonable performance in research.
- A grade of A+ (95) indicates performance that *exceeds* expectation.

Students making exceptional progress, producing outstanding reports, publications, presentations, special contributions, can be given grades of A+ (95). Evidence to support a grade of A+ must be provided, whereas the B (75) is meant as a particularly strong message concerning a known difficulty. The only failing grade is F. This indicates performance at a level that warrants dismissal. Two grades of F (40) in sequence will initiate dismissal procedures.

Guidelines for assigning grade:

A grade of "F (40)":

- Below the acceptable level in research
- No tangible evidence of progress in research
- Little documentation for experiments conducted in the laboratory
- No indication of an intellectual contribution to the research.

A grade of "B (75)":

- Acceptable progress in research, but increased effort is required in order to complete degree in a timely manner.
- Meets the minimum bar for progress in laboratory work, with up to date record keeping of their experiments.
- Is able to respond to suggestions from their supervisor or group with respect to experiments.
- No clear indication of intellectual independence or contribution to their research.
- Minor research tangibles such as a poster presentation at local/departmental research meetings.
- Weak writing skills – e.g. manuscript preparation comes with heavy guidance from the supervisor.

A grade of "A (88)":

- Good progress in research.
- Good documentation of their laboratory work.
- Continued or ongoing laboratory work with identifiable tangibles – These might include oral or poster presentations at regional or national conferences, peer reviewed publications, written reports.
- Able to give reasonable intellectual input to the research – there is a good indication that ideas from the student can be put into action with an optimistic chance of success.
- Good writing skills – is able to put together the rough draft of a manuscript or report.

A grade of "A+ (95)":

- Outstanding progress in research, with excellent documentation of laboratory efforts.
- A clear number of tangibles that should include multiple peer reviewed publications in top international journals, oral and/or poster presentations at National and international conferences.
- Clear ability to direct their own laboratory work, including the generation and action of their own research ideas.
- The ability to participate in inter/intra group collaborative research.
- Excellent writing skills where manuscript drafting is self directed and needs minor input from the supervisor.