

Procedure for Registration

Registration and Fee Payment

To be registered graduate students must pay or make arrangements to pay all fees by the established deadline each term (refer to the Fees Refund Schedule on the Office of the Registrar website).

Refunds

Fee refunds will be made on a pro rata basis to students who have completed all of their degree requirements, withdraw, or are required to withdraw before the end of a term. Detailed information on graduate tuition refunds is available on the Office of the Registrar's website.

Scholarships received from SGPS are also subject to pro-rating. Contact SGPS for details.

Enrolling in an Interdisciplinary Combined PhD Option

- The student is accepted first into a “Home Program” and then requests admission to the “Partnering Program” ideally before the beginning but no later than by the second term after beginning in the “Home Program”.
- The student must meet the entrance requirements of both graduate programs and must be admitted by both programs.
- Following completion and approval of the “Interdisciplinary Combined PhD Degree Agreement” and admission to the Partnering Program, the student is transferred into the combined degree program.
- Normally the Interdisciplinary Combined PhD Agreement will be completed prior to the student’s first term of registration but no later than two terms into the student’s registration in the Home Program.

Leave of Absence

Financial Benefits:

- Graduate students may qualify for pregnancy/parental benefits such as paid pregnancy/parental leave or sick leave if they are employed as Graduate Teaching Assistants (GTA); consult the GTA Collective Agreement for further information.
- Graduate Students who are awarded funding through an external agency e.g. Tri-Agency (Research Grant or External Scholarship), OGS etc. may be entitled to certain benefits and should check with the particular granting agency for further information.

Service Benefits:

- Graduate students while on leave may opt into the Society of Graduate Students (SOGS) health plan which includes coverage of prescription drugs, as well as basic dental care and vision coverage.
 - Graduate students while on leave may opt into Campus Recreation Services.
 - Graduate students will retain email and library privileges.
 - Student Health Services are available to those on leave.
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- Graduate students on medical leave can retain bus pass service. Contact the Society of Graduate Students for more information.
 - During a Compassionate leave international students can opt into UHIP for up to four months.