Please note that INTD admissions are considered for three entry points: September, January, and May. While the deadline for applications for September entry is the preceding May 15, students should be aware that decisions will not be communicated before the end of June, which may not give sufficient lead time for students to relocate to Victoria for September. **Students who wish greater lead time may apply by January 31 for the May entry point, receive an answer in early March, and then defer their arrival to September.**

Interdisciplinary applications consist of the following sections assembled in this order: Resume, Research Proposal (which includes a Title and Lay Abstract), Program Proposal, and Letters of Support.

Each of these sections must be submitted independently via the on-line INTD application process.

The sections can be prepared in any word processing program, submitted in PDF format, and must follow the requirements below:

1. Pages must be 8 ½" x 11" (216mm x 279mm), single-spaced, and numbered consecutively in the lower right corner of each page;
2. All text must be BLACK in 12 pt Times New Roman font;
3. Margins must be set at a minimum of ¾" (1.87 cm);
4. Your name must appear outside the set margins at the top right corner of every page;

**Section 1. Resume:**

Please list in the following order using these titles:

- contact information
- degrees, certificates and credentials held
- scholarships, awards & patents
- academic publications, presentations, exhibitions and scholarly works
- professional work experience
- other relevant experience

**Section 2. INTD RESEARCH PROPOSAL:**

The maximum number of pages permitted for the proposal is four for PhD applications, and three for Master's applications, excluding the list of references and any Tables or Figures.

Your proposal must address these topics using these headings in the following order:

**Title and Lay Abstract (one page)** – A title that clearly conveys the nature of the study, plus an abstract that can be understood by a lay audience. The title and lay abstract must not take more than one page.

On the remaining allotted pages:

**Rationale for proposed research** – What is the main research question that you intend to pursue? What disciplines will contribute to your research? What is the anticipated significance of your research in the context of related work?
**Background** – What past experience and education are you bringing to your graduate program? How will the proposed course program contribute to the success of your research?

**Methodology** – Provide a detailed description of the objectives and of the methods that you will use for attaining them. Provide a timeline for proposed completion of degree. PhD candidates should include here a description of the format of their candidacy exam.

**Supervisory committee** – Provide the names and departmental affiliation of your main supervisor, co-supervisor and (for PhD students only) committee member. Briefly describe how their academic expertise is related to your proposed research.

**References**

**Section 3. INTD PROGRAM PROPOSAL:**

The proposed course program should reflect the interdisciplinary character of your program, and thus it should be composed of courses offered by both the home department and the co-supervising department. Students must justify the interdisciplinary nature of the planned course load by providing a brief description of how each course will serve the objectives of the study. **The INTD Admissions Committee will reject applications that are not clearly interdisciplinary.**

The proposed course program must include:

- A list of all courses that you propose to take, along with their calendar descriptions and their unit value. The overall unit value of the program should also be provided.
  - Master's – include INTD 599 (units*)
  - PhD – include INTD 693 (3.0) and INTD 699 (units*)
  * units to be determined.

- Note that all directed studies should be listed as INTD 580 (for Master's level) and INTD 680 (for PhD level). A brief description of the content of the directed studies course (similar to the calendar description of regular courses) must be provided. The name of the instructor must be provided, as well as the title of the course and the unit value.

- Students must demonstrate that they have fulfilled the prerequisite requirements for all the listed courses.

- **NOTE:** Students applying to transfer to INTD from other graduate programs must apply for permission to transfer credit for any previous course work. Credit will not be transferred for course work held not to be relevant to INTD program objectives.

**Section 4. Letters of Support:**

The main supervisor and the co-supervisor each must provide a letter of support for the INTD applicant.

Please note that the letters of support serve a purpose different from that of the assessment reports required by the online application process, and as such these documents cannot be substituted.
Each letter of support must be emailed by its author as a signed pdf file to the applicant and to the INTD graduate advisor. The INTD applicant is responsible for uploading both letters of support as part of the on-line application process.

The letters of support must discuss the following:

- the quality and anticipated impact of the INTD research proposal.
- the relevance of the proposed course program to the proposed research. Both supervisors must state how the planned course load serves the objectives of the study. **The INTD Admissions Committee will reject applications that are not clearly interdisciplinary.**
- the relevance of the main supervisor’s/co-supervisor’s expertise to the proposed research.

If the GPA of the applicant is below the INTD minimum of 7.0, the letter of support written by the primary supervisor (i.e. from the home department) must provide a rationale for accepting the applicant into the INTD program.

The letters of support must be cosigned by the chair or graduate advisor from the home department and co-supervising department, respectively, and must include one of the following statements, as appropriate:

**Chair/Graduate Advisor of Home Department:**

I agree that the [name of home school/program/department] will be the student’s home department. If admitted, the student will enjoy the same rights and privileges as our disciplinary graduate students.

**Chair/Graduate Advisor of Co-supervising Department:**

I agree that the [name of co-supervising school/program/department] will be the student’s co-supervising department if the student is admitted into the INTD program.