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New Student Orientation Checklist

- [ ] **Program completion timeline**
  - [ ] **MSc students** – normally 2 years of continuous enrollment.
  - [ ] **PhD students** – normally 4 years (including MSc to PhD transfers).

- [ ] **Program expectations**
  - [ ] Attendance and presentations at various events (e.g. SMS or HLTH Research Days, conferences, seminars and ad hoc events).

- [ ] **Initial program setup**
  - [ ] Complete student-supervisor agreement (prior to the first academic term).
  - [ ] Complete your laboratory safety training and tour.
  - [ ] Plan your first committee meeting within your first academic term.
  - [ ] Confirm supervisory committee (if any student has two co-supervisors an added committee member will be required in addition to the following):
    - **MSc students** – supervisor(s) plus at least 1 additional member who may be from the home academic unit.
    - **PhD students** – supervisor(s) plus at least 2 additional members. Two must be from the home academic unit and one from outside the home academic unit.

- [ ] **Common misconceptions**
  - [ ] Does a student need a fully formed committee and data prior to holding their first committee meeting? NO!
    - A student's first committee meeting should include their supervisor and at least one committee member. It is meant to help establish the student's research and academic program.
  - [ ] Can a student complete their MSc or PhD program early? YES!
    - Provided the student has met all course and research requirements they can request to proceed to their oral exam early.

- [ ] **Student handbook**
  - [ ] Students should review the Student Handbook early in their program to become familiar with the resources, policies, and expectations it outlines. They should revisit the handbook as needed throughout their studies and use it as a first point of reference when questions arise.