



Philosophy 1-Year MA Program

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Information for 1-year Philosophy MA Program Students

Important Contact Information

Graduate Advisor:	Dr. Audrey Yap	ayap@uvic.ca	250-721-7510
Graduate Coordinator:	Dr. Michael Raven	raven@uvic.ca	250-721-7514
Graduate Secretary:	Sabine Berg	uvicphil@uvic.ca	250-853-3120

The Graduate Advisor is responsible for overseeing your progress in the program, for granting course permissions, and for all fellowship funding. The Graduate Coordinator is primarily responsible for assigning and overseeing Teaching Assistantships.

E-mail

The set-up for a current UVic email address is essential, as you will be receiving important messages by email from the Graduate Advisor, the Graduate Secretary and the instructors in your graduate courses. You are entitled to a free email account through [NetLink](#). You can also set-up mail forwarding from your UVic account to another email account. You are responsible for checking this account on a regular basis.

Registration

Once you have been fully admitted, you can sign up for your UVic [NetLink](#) account online. Your [NetLink](#) ID will give you access to [My page](#) where you will register for classes. Your registration date and time will only be available through [My page](#) so you **must** set up a [NetLink](#) ID. See [Registration 101](#) for detailed information on registration.

Registration should be done by Mid-July in order for the first fellowship payment to appear.

Regulations

Once you have become a graduate student, you have to be registered year round. Each semester you must either register or **request a leave of absence** or withdrawal with permission. Failure to do so will result in your program being terminated and a statement "withdrawn without permission" added to your official transcript.

Guidelines

Total number of degree units: 15.0

Registration time-frame: September – August (12 months)

"Cost of degree":

According to the Faculty of Graduate Studies, any one-year, project-based M.A. program requires full-time tuition payments for three terms (or equivalent).

Time-line:**1. Fall term (September – December)**

Students should be registered in three courses (4.5 units). One of these courses **must** be PHIL 591 (Research Methods Seminar).

2. Spring term (January – April)

Students should be registered in three courses (4.5 units).

3. Summer term (May – August)

Students should be registered in PHIL 598 (Major Research Project, 4.5 units) and PHIL 592 (Professional Development Practicum, 1.5 units).

Course Permissions:

In place of any of the courses taken in Fall and Spring terms, students are allowed, with the permission of the Graduate Advisor, to register in one Directed Studies course and one course offered by a department outside of Philosophy.

Full-time Status:

In order to be considered as registered full-time, and thereby be considered eligible for Graduate Awards and Scholarships, a student must in any given term be registered in at least 3.0 units.

Evaluation:

(a) **Course Work:** All regular course work is evaluated by the course instructor.

(b) **Major Research Project:** Evaluation of the Major Research Project (PHIL 598) is done by the student's Supervisor and Committee. *No oral examination is required.*

(c) **Professional Development Practicum:** This component is evaluated by the Graduate Advisor and Coordinator. It is based on the students' participation in Departmental Colloquia, the Victoria Colloquium in Political Social and Legal Theory, and the Colloquium Pre-seminars throughout the year.

Professional development and careers

Assistantships

You can apply through your academic unit for paid employment as a teaching assistant (TA). TA employment is through your academic unit, not through the Faculty of Graduate Studies, at rates of pay determined by the university. As a TA, you are covered by a collective agreement between [CUPE local 4163](#) and UVic.

Contact the Graduate Advisor and/or Graduate Coordinator in your academic unit for information about TAs. Get useful information for TAs through the [Learning and Teaching Centre](#).

There will be a TA conference in early September. Information on how to register will be posted to the Learning and Teaching Center page.

Graduate Students Society

The [Graduate Students Society](#) is an autonomous, not-for-profit society that strives to promote the interests and represent the views of **graduate students** at the University of Victoria.

(U-Pass) Universal Bus Pass

All graduate students registered in on-campus courses are automatically assessed U-Pass fees with their tuition. The [Universal Bus Pass](#) is valid on all transit routes in Greater Victoria and can be used anytime during the semester. Information on U-Pass fee (and other ancillary fees) can be found in the <https://web.uvic.ca/calendar2018-09/>. The U-Pass provides our members with unlimited bus rides on Victoria Regional Transit.

UVic ONECard

The ONECard is an essential piece of identification for all students, faculty/staff, retirees, alumni and affiliates at the University of Victoria. Get your ONECard year round by visiting the ONECard office in the [University Centre](#). The hours are listed under “[contact us](#)”.

To obtain your UVic ONECard ID you will need your UVic identification number and one piece of government issued photo identification. Please ensure the government issued photo ID is in English so we can identify your name and date of birth. Your name will appear on the card exactly as it appears on the government issued identification and this must match the UVic administration system (banner). The key requirement of your ONECard is that the photo clearly identifies the cardholder. A picture is mandatory in order to receive a ONECard.

Department Keys

At the beginning of the term you will be given keys to the Philosophy building, the Graduate Students’ office (CLE B312) and your mailbox. When handed the keys you will sign a document which lists the keys that were given to you. The department keys need to be returned as soon as you submit your Major Research Project.

UVic Faculty of Graduate Studies

The [UVic Faculty of Graduate Studies](#) (FGS) website can help you navigate to essential information at all stages of your graduate student experience. Whether you are looking for forms or steps to prepare for graduation, you will find a starting place here.

Social Insurance Number

How can I get a Social Insurance Number?

Apply for your Social Insurance Number (SIN) in person at a Service Canada office. If you have [the required documents](#), you will get a SIN during your visit. There is no application fee.

The [Victoria Service Canada Centre](#) is located at 1401 Douglas Street.

If you are not able to visit a [Service Canada office](#) in person, follow the instructions on the Service Canada [website](#) to apply by mail.

Your SIN will be issued on a confirmation of SIN letter. Service Canada no longer issues plastic SIN cards.

What documents do I need to apply for a Social Insurance Number?

As an international student, you are a temporary resident of Canada. To qualify for a Social Insurance Number (SIN), temporary residents must have a valid passport and one of the following documents issued by Immigration, Refugees and Citizenship Canada (IRCC):

- valid work permit
- valid study permit that clearly states you are authorized to work in Canada
- valid visitor record that clearly states you are authorized to work in Canada

You must provide your original documents when you apply in person. Photocopies are not accepted.

More information is available on the Service Canada [website](#).

Campus life and housing

We are striving to enhance the experiences of graduate students who see us as the perfect fit for their education. UVic has lots to offer: a safe and inclusive campus, an abundance of green space, thoughtfully developed research facilities and a plugged-in community of students, faculty and staff who are willing to make their ideas count. Our campus services and supports acknowledge the unique perspectives of graduate students.

Explore UVic

If you are looking for an introduction to the university and campus life, [Explore UVic](#). These pages can help you get your bearings and find out about [tours and visits](#), [maps and buildings](#) and some of the services available to you. This is also the place to [learn about Victoria](#).

Housing and dining

Where you live matters. Visit [UVic Residence Services](#) to learn about on-campus residence and [family housing](#), and to access a database of [off-campus housing](#) options. Check out your [dining options](#) as a graduate student at UVic.

There are many places on campus to grab a coffee, snack or meal, including 12 unique food outlets offered through [University Food Services](#) and several options in the [Student Union Building](#). The Graduate Students' Society houses [The Grad House](#), a great place for students to sit down and enjoy a meal or drink.

Either on or off-campus, students can take comfort in knowing that they are in one of the safest cities in Canada. We believe in ensuring you feel supported and safe here, both inside and outside the classroom.

International Students

[International Student Services \(ISS\)](#) provides support for international students studying at UVic, and coordinates programs for all UVic students interested in studying abroad.

ISS supports students at both the undergraduate and graduate levels, providing support for students all the way from pre-arrival through to your last day at UVic.

Extended health insurance

What is extended health insurance?

Extended health insurance covers a portion of vision and dental care, prescription drugs and paramedical services from specialists such as a chiropractor, a naturopath or a psychologist.

How do I get extended health insurance?

The Graduate Students' Society (GSS) provides [extended health insurance for graduate students](#).

The coverage offered by these plans does not replace basic health insurance. Without basic health insurance you will not be able to make claims for extended health insurance benefits.

What is MTMI and [guard.me@UVic](#)?

UVic has Mandatory Temporary Medical Insurance (MTMI) provided by [guard.me International Insurance](#).

Starting in September 2018, new international students at UVic will be automatically enrolled in [guard.me@UVic](#) and assessed a fee of \$265 through their tuition account.

Coverage is based on when you begin your program of study at UVic.

New international students are automatically covered by guard.me@UVic for one of the following time periods:

- September 1 - December 31
- January 1 - April 30
- May 1 - August 31

Check out the **How do I get primary health insurance?** section to understand the difference between guard.me@UVic and BC MSP.

Research students: You will not be automatically enrolled in guard.me@UVic, but you may be eligible to opt in. We strongly recommend this option for students who do not already have temporary health insurance.

I will stay in BC for more than six months.

You must enrol in the BC Medical Services Plan (MSP) when you arrive in BC.

The application for enrolment is available [online](#).

If you have difficulty submitting the online form, try one of the other [application options](#).

After you apply, there will be a waiting period. The waiting period consists of the balance of your month of arrival in BC plus two more months. For example, if you arrive in BC in August, your BC MSP coverage will begin on November 1, but if you arrive in BC in September, your BC MSP coverage will begin on December 1.

You will receive in the mail a [Non-Photo BC Services Card](#) with a personal health number (PHN) which will allow you to access medically required services.

You will also receive in the mail, in a separate envelope, an invoice for your first [monthly premium](#) and instructions for [how to pay](#). Please note that international students are not eligible for premium assistance, so your premium rate will not be reduced based on your income.

If you begin a program of study at UVic prior to September 2018 you must purchase temporary health insurance to ensure you are covered during the BC MSP waiting period. We recommend doing this before travelling to Canada. AON offers temporary emergency health insurance for international students.

Most international students who begin a program of study at UVic in September 2018 or after will be automatically enrolled in guard.me@UVic. This means you will be covered by temporary health insurance during the BC MSP waiting period.

Research students: You will not be automatically enrolled in guard.me@UVic, but you may be eligible to opt in. We strongly recommend this option for students who do not already have temporary health insurance.