



Graduate Student Handbook

University of Victoria

Faculty of Law

2026-2027

We acknowledge and respect the Ləkʷəŋən (Songhees and Xʷsepsəm/Esquimalt) Peoples on whose territory the university stands, and the Ləkʷəŋən and W̱SÁNEĆ Peoples whose historical relationships with the land continue to this day.

Welcome

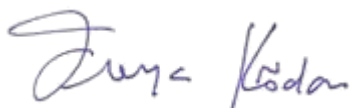
I am delighted to welcome you to the UVic Law community and the Graduate Program in Law and Society.

Thank you for choosing to pursue your graduate work at UVic Law. The faculty is widely regarded as one of Canada's finest law schools. We have internationally recognized [faculty members](#), a collegial atmosphere, a stimulating intellectual environment, and a strong commitment to social justice. Our faculty offers a pluralistic academic environment that encourages a variety of approaches to legal scholarship.

Our graduate program fosters advanced research at the intersection of law and society, building on UVic Law's commitment to experiential learning, to public policy, to environmental law, and to the resurgence of Indigenous Legal Orders.

As an interdisciplinary program, you will take courses in legal theory and research methodology, and choose courses with leading scholars from a range of disciplines including anthropology, business, history, Indigenous governance, law, philosophy, political science, sociology, theatre, visual arts, and other fields.

I hope you enjoy this handbook, which is designed to support you on your graduate school journey. I offer you my best wishes as you embark on this next chapter. We look forward to the contributions that your imagination, engagement and accomplishments will bring to the life of the faculty.

A handwritten signature in blue ink that reads "Freya Kodar". The signature is fluid and cursive, with the first name "Freya" and the last name "Kodar" clearly distinguishable.

Freya Kodar (she / her)
Dean of Law

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1. Overview

This handbook is designed to support you on your graduate school journey. It details the academic requirements, policies, procedures and milestones necessary for the successful and timely completion of your program. You will find links to citation aids, forms, research and writing and other resources designed to support your success.

This handbook supplements and is subject to the University of Victoria's [Academic Calendar](#). The Academic Calendar is the University of Victoria's official source of curricular information, important academic dates, and registration and course requirements. In the event of a conflict with formal UVic policies and regulations, including the academic calendar, the formal documents govern.

[About the territory acknowledgement](#)

Glossary of abbreviations

FGS	Faculty of Graduate Studies
GARO	Graduate Admissions and Records Office
GSS	Graduate Students' Society
SAFA	Student Awards and Financial Aid

2. Advice and Support

During your time at UVic, you will build strong connections to a variety of peers, faculty members, and staff. The Dean has primary responsibility for leading the Faculty of Law. However, there are two people in particular who are responsible for providing you with advice and support: the Graduate Program Director and the Graduate Program Coordinator. Your graduate student representatives will also play a leadership role.

Graduate Program Director

The Graduate Program Director is responsible for the administration of the Law and Society program and the overall oversight of graduate student progress. Their responsibilities include:

- Acting as the formal liaison between the Faculty of Graduate Studies and the Faculty of Law
- Assisting students with academic matters such as course selection, finding a supervisor, and dealing with their supervisory committees
- Ensuring compliance with university and faculty rules and regulations, including academic integrity rules
- Approving course changes, adds and drops, as well as academic concessions and requests for LLM thesis completion or PhD oral examination
- Serving as Chair of the graduate program committee, directing decision-making on the program's operation as well as graduate admissions

Graduate Program Coordinator

The Graduate Program Coordinator serves as the primary contact for all graduate program matters. Their responsibilities include:

- Helping students navigate their program to successful completion, ensuring they meet milestones in a timely manner, meet program requirements and adhere to program and graduate studies policies and procedures
- Providing support on course enrolment, program changes, and leaves of absence
- Acting as first point of contact for admission inquiries
- Acting as liaison with the Faculty of Graduate Studies (FGS) and the Graduate Admissions and Records Office (GARO) regarding admissions, annual progress reporting, academic concessions, candidacy exams, awards and scholarships, registration, oral examinations, graduate studies policies, and degree completion requirements (all forms destined for FGS and GARO must first be submitted to the coordinator)
- Tracking student progress and records
- Allocating student awards and donor and endowment funding

Graduate Student Representatives

Each year, graduate student orientation leaders run some September orientation events, and organize the election of graduate student representatives onto Faculty of Law and UVic committees. In August, all graduate students receive an email detailing these committees and responsibilities. To run, students can notify the leaders in advance or attend the election held during orientation week.

For current representatives, see the 'Contact Us' section at the end of this handbook.

3. Law and Society (LLM) Program Requirements

3.1 Overview

The LLM in Law and Society is designed as a 2-year research-based degree in which students must complete 15 credits as follows:

- [LAW501](#) - Graduate Seminar in Law and Society (1.5)
- [LAW502](#) - Graduate Seminar in Applied Legal Methodology (1.5)
- 1.5 units of Graduate ([non-law](#)) course
- 1.5 units of Other ([Law course](#) and/or graduate-level [non-law](#) course)
- [LAW599](#) - LLM Thesis (9.0)

Please note that students are required to take at least one graduate course (1.5 units) in a non-Law discipline germane to their research studies. Students are not permitted to take for graduate credit a course which they have already taken for undergraduate credit, either here or at another university.

3.2 Residency Requirement

The minimum residency period for the LLM program is three terms (twelve consecutive months). The residency requirement can only be waived in exceptional circumstances.

3.3 Thesis Requirement

Your [LLM thesis](#) (per academic calendar) should be 20,000-30,000 words (80-120 pages), excluding abstract, notes, bibliography, and appendices. The research and writing of your thesis is completed under the advice and direction of your supervisory committee.

A [master's thesis](#) is an original lengthy essay which demonstrates the student's understanding of, and capacity to, employ research methods appropriate to their discipline(s). It should normally include a general overview of relevant literature in the field of study, be well organized and academically written. The work may be based on a body of original data produced by the student or it may be an original research exercise conducted using scholarly literature or data produced and made available by others.

In general, a master's candidate must demonstrate a command of the subject of the thesis and that appropriate research methods have been used and appropriate methods of critical analysis supplied. *It provides evidence of some new contribution to the field of existing knowledge or a new perspective on existing knowledge.*

The Academic Calendar also sets out a list of skills that graduates of a [master's degree \(thesis option\)](#) must demonstrate.

3.4 Year One: Coursework and Composition of Supervisory Committee

In year one, you should focus on five primary tasks: (1) completing your coursework; (2) establishing a working relationship with your LLM supervisor; (3) developing a research plan and starting to carry out the research for your thesis; (4) applying for ethics approval (where applicable) and (5) finalizing your supervisory committee.

Coursework

Students are required to take 6 credits in their first year. These include the two core courses (Graduate Seminar in Law and Society ([LAW 501](#)) and Graduate Seminar in Applied Legal Methodology ([LAW 502](#))) and two electives

(one in each of the fall and spring terms) including at least one graduate course (1.5 units) in a non-Law discipline germane to their research.

If you intend to defer either your graduate (non-Law) course or another course (Law course and/or other non-Law course) to the Summer session, please obtain written approval from your supervisor and from the Graduate Program Director by January 15.

If you intend to take both your graduate (non-Law) seminar and another course in the same term, please obtain written approval from your supervisor or co-supervisors and from the Graduate Program Director by September 15.

Working with Your Supervisor

It is important to establish a good working relationship with your supervisor in your first year. Your research supervisor is your mentor, advisor, and advocate. It is very important that the student/supervisor relationship is understood as a professional relationship, and that both parties establish a practice of communicating in a clear and timely way. See Section V ("The Supervisory Relationship") for more details.

Research

First year students should begin carrying out the research for their thesis project and develop a timeline for completion. They should define and refine their research project.

Ethics Approval

LLM students who require ethics approval should apply to the Human Research Ethics Board (HREB) during their first year. All research involving human participants must receive advance approval from the HREB. Approval can take six weeks or longer if the Board requires further information. The preparation and submission of your application should be done in consultation with your supervisory committee, normally in December or January of your first year.

Supervisory Committee

Finally, in year one students also work with their supervisor to complete the composition of their supervisory committee. At the LLM level, this committee must include:

- one Law faculty member (supervisor or co-supervisor); and
- one non-Law faculty member (co-supervisor or outside member).

You are responsible for ensuring a fully constituted supervisory committee is in place [by the end of your third term](#). To complete the paperwork, submit a [Supervisory Committee Structure Approval Form](#) to gradlaw@uvic.ca.

3.5 Year Two: Completion of LLM Thesis

Once you have completed your coursework, most of your time as an LLM student will be spent researching and writing your thesis under the advice and direction of your supervisory committee.

The following resources will be helpful to you as you begin to draft your thesis:

- [Structure and formatting information on the UVic website](#)
- [Thesis and Dissertation format checklist and sample pages](#)

- *Citation Style:* You must use a consistent citation style. In law, students use the most recent edition of [Canadian Guide to Uniform Legal Citation \("the McGill guide"\)](#). Other styles may be acceptable if used consistently. Please discuss this issue with your supervisor.

It is important that you document your research and writing process in a way that makes it possible for your supervisory committee to understand your process. Please see section 6.3, the Academic Integrity section, for more details.

3.6 The Final Step(s): Thesis Submission for Examination

Once your supervisory committee agrees that your thesis is nearing completion, you should carefully review the [LLM thesis submission procedures and deadlines](#). It is important that you communicate closely with your committee members to ensure their availability for reviews and feedback, especially as you approach the date of submission to external examiner. You should be aware of the timelines required through the examination process so you are realistic about when you can complete the examination process and your program.

Your thesis is examined by a single external examiner. You must discuss possible external examiners with your supervisory committee and agree on a list of three nominees.

The external examiner must hold a graduate degree in law or in a related discipline and must be from outside of the University of Victoria Faculty of Law. The external examiner must have expertise in a field to which the thesis relates and must not be in a conflict of interest with the student, i.e., must not be a former instructor or referee of and must have had no previous involvement with graduate supervision of the master's student.

The list of nominees and contact details must be submitted to the [graduate program coordinator](#) using the [LLM external examiner nomination form](#). Students and their supervisory committee members must avoid communicating with the external examiners during the evaluation process. If communications are necessary, they should be made through the Graduate Program Director.

The final step of the LLM degree is to submit your LLM thesis for examination, and make whatever revisions are required. There is no oral examination for the LLM thesis. The external examiner will read your thesis and decide whether they approve your thesis (a) without any revisions required; (b) subject to editorial revisions only; (c) subject to minor revisions; (d) subject to major revisions.

3.7 Final Revisions and Submission to UVicSpace Library Archive

Once you have received your examination report, you should carry out revisions in consultation with your supervisor. When your supervisor is satisfied that you have made appropriate revisions, you should forward the supervisor's approval email to the graduate program coordinator. This triggers a process which will allow you to upload your final thesis to the UVicSpace library archive. GARO will only check information on the title page. It is the responsibility of the student (with support from the supervisor) to ensure the document is formatted correctly before uploading. Once a thesis has been accepted by UVicSpace, it cannot be altered or resubmitted.

Once you have uploaded your approved final thesis to UVicSpace, the graduate program coordinator will submit completion documents to GARO. These documents include a thesis approval form signed off by everyone on the examining committee; and a letter of recommendation signed off by the student's supervisor and Graduate Program Director to show that you completed satisfactorily the Law 599 thesis and met all other requirements to graduate.

Guidelines for submitting to UVicSpace are provided at [UVic submissions guidelines from the library](#).

Submission deadlines are set by the FGS and cannot be extended. Timelines do not allow for unexpected delays. Strict completion deadlines must be adhered to, to avoid paying an additional term's fees and to graduate at a specific convocation ceremony.

3.8 Program Time Expiry

Full-time students are encouraged to complete their LLM in no more than two years. This aligns with internal funding availability (first two years only) and potential external funding availability, e.g., CGRS-M (SSHRC) - you can apply in the first term of your program for one year of funding. In our experience, this timeline puts LLM students in the strongest financial position to complete in a timely manner.

The Graduate Calendar stipulates the [time limit for the LLM](#) program is 5 years from the date of the first registration in the master's degree. If you have not met all requirements to graduate at this point, you will need to submit a program extension request to FGS. Extension requests can only be submitted at the discretion of your supervisor(s) and are granted on a term-by-term basis. FGS will look for evidence of significant progress to approve an extension. If an extension request is not submitted, the student will not be able to register and will time out of the program.

3.9 Transfer to PhD Program

In exceptional cases, a student who is registered in the LLM program and has completed the LLM course requirements may, on the recommendation of the supervisory committee and the Graduate Program Director, transfer to the PhD program and fulfil the program requirements by completing the PhD Candidacy Examination ([LAW 693](#)) and PhD Dissertation ([LAW 699](#)). Additional coursework may be required at the discretion of the Graduate Program Director. The total unit value of the program must be at least 45 units.

3.10 Law and Society (LLM) – Project-Based Option

There is a project-based option for the LLM. After completion of Law 501 and Law 502, a Graduate (non-Law) course, and another course worth 1.5 units, and on the recommendation of the supervisory committee and the Graduate Program Director, an LLM student may transfer to the Project-Based Option and fulfil the program requirements by completing two additional courses (3 units in Law graduate, non-Law graduate, and/or upper-level Law undergraduate courses) and the Major Research Paper ([LAW 598](#)) to obtain a total of 15.0 credits. No more than 3 units of the program may be at the upper-year undergraduate level.

Students' major research papers will be supervised by one Law and one non-Law Faculty member (subject to appropriate supervisory resources being available). The length of the LLM Major Research Paper is generally 12,500 - 17,500 words (50-70 pages), excluding the abstract, notes, bibliography, and appendices.

Direct admission to the Project-Based option is not permitted.

3.11 Law and Society (LLM) with Concentration in Cultural, Social and Political Thought (CSPT)

The Cultural, Social and Political Thought (CSPT) Concentration is one of two graduate interdisciplinary concentrations at UVic. Notably, CSPT is a concentration and not a free-standing program. Thus, CSPT faculty hold their primary appointments in their home/traditional disciplines and are cross appointed to CSPT for interdisciplinary purposes. Students are enrolled in the LLM degree and complete extra requirements to graduate with a CSPT concentration.

Students applying to the Cultural, Social and Political Thought (CSPT) concentration must meet the admission requirements for the LLM program; however, acceptance to the LLM program does not guarantee admission to the CSPT concentration. For full information about the program see the [CSPT website](#).

Students in the Law and Society (LLM) (CSPT concentration) must complete all of the following:

- [LAW501](#) - Graduate Seminar in Law and Society (1.5)
- [LAW502](#) - Graduate Seminar in Applied Legal Methodology (1.5)
- [LAW599](#) - LLM Thesis (9.0)
- [CSPT501](#) – Contemporary, Cultural, Social and Political Thought I (1.5)

And select from:

- [CSPT500](#) – Topics in Cultural, Social and Political Thought (1.5)
- [CSPT590](#) – Directed Readings (1.5-3.0)

The topic of the LLM thesis must be within the field of cultural, social, and political thought. CSPT students are required to have a [CSPT Faculty as \(Co-\)Supervisor](#). At least one CSPT Faculty in the student's Supervisory Committee must be from outside the student's home department.

3.12 Law and Society (LLM) with Graduate Certificate in Indigenous Nationhood

It is also possible to earn a Graduate Certificate in Indigenous Nationhood (IN) in conjunction with the LLM in Law and Society. Students must complete the specific requirements of the [Law and Society with Graduate Certificate in Indigenous Nationhood \(LLM\)](#) including all of the following:

- [IN601](#) – Foundations of Indigenous Nationhood (1.5)
- [IN697](#) – Capstone Experience (1.5-6.0)
- [LAW501](#) - Graduate Seminar in Law and Society (1.5)
- [LAW502](#) - Graduate Seminar in Applied Legal Methodology (1.5)
- IGOV approved elective (1.5 units)
- LAW approved elective ([Law course](#) and/or graduate-level [non-law](#) course) (1.5 units)
- POLI approved elective (1.5 units)

[IN601](#), [LAW501](#) and the 1.5 units of approved Law-electives may be used in partial satisfaction of both the LLM electives and the IN Graduate Certificate program requirements.

4 Law and Society (PhD) Program Requirements

4.1 Overview

The PhD in Law and Society is a research-intensive degree program that provides advanced interdisciplinary training to students who already possess a master's degree in law or a related field.

Students in the PhD program must complete the following course requirements:

- [LAW501](#) – Graduate Seminar in Law and Society (1.5)
- [LAW502](#) – Graduate Seminar in Applied Legal Methodology (1.5)
- [LAW693](#) – PhD Candidacy Examination (3.0)
- [LAW699](#) – PhD Dissertation (21.0–36.0)
- 3 units of courses (as approved by the Graduate Program Director)

LAW 501 and LAW 502 are not required for students who have already completed these courses during an LLM at the University of Victoria. Students who completed their LLM at the University of Victoria and who can demonstrate competency within their field of study may not be required to complete one or both 1.5-unit courses used to satisfy the 3.0 units. For more information, please visit the [Academic Calendar](#).

4.2 Residency Requirement

The minimum residency requirement for the PhD program is three terms (12 consecutive months). The residency requirement can only be waived in exceptional circumstances. Students are required to complete a minimum total of five terms (20 months) of full-time registration.

4.3 Dissertation Requirement

Every PhD candidate must write a dissertation. The [PhD dissertation](#) (per academic calendar) is expected to be of the highest possible calibre, potentially publishable, and should be 62,500 – 87,500 words (250–350 pages) excluding the abstract, notes, bibliography, and appendices.

The [research-based doctoral \(PhD\) dissertation](#) must embody original work and constitute a significant contribution to knowledge in the candidate's field of study. It should contain evidence of broad knowledge of the relevant literature and should demonstrate a critical understanding of the works of scholars closely related to the subject of the dissertation. Material embodied in the dissertation should, in the opinion of scholars in the field, merit publication.

The general form and style of dissertations may differ from academic unit to academic unit, but all dissertations should be presented in a form which constitutes an integrated submission. The dissertation may include materials already published by the candidate, whether alone or in conjunction with others. Previously published materials must be integrated into the dissertation while at the same time distinguishing the student's own work from the work of other researchers. For publications with multiple authors, a description of the student's contribution to the research and the student's role in each publication must be provided. Permission of the copyright holder must be obtained and documented in order for published material to be included in the dissertation. At the final oral examination, the doctoral candidate is responsible for the entire content of the dissertation. This includes those portions of co-authored papers which comprise part of the dissertation.

4.4 Year One: Coursework and Composition of Supervisory Committee

In year one, you should focus on five primary tasks: (1) completing your coursework; (2) establishing a good working relationship with your PhD supervisor; (3) starting to carry out the research for your dissertation and developing a research plan; (4) applying for ethics approval (where applicable) and (5) finalizing your supervisory committee.

Coursework

First, students are required to take 6 credits in their first year. These include the two core courses (Graduate Seminar in Law and Society ([LAW 501](#)) and Graduate Seminar in Applied Legal Methodology ([LAW 502](#))) and two electives. Students must also be enrolled in [LAW 693](#) (PhD Candidacy Examination) from their first term until they pass the Candidacy Examination, after which they enroll in [LAW 699](#) (PhD Dissertation) continuously until they complete their final examination.

If you intend to defer either your graduate (non-Law) course or another course (Law course and/or other non-Law course) to the Summer session, please obtain written approval from your supervisor and from the Graduate Program Director by January 15.

If you intend to take both your graduate (non-Law) seminar and another course in the same term, please obtain written approval from your supervisor or co-supervisors and from the Graduate Program Director by September 15.

Working with Your Supervisor

It is important to establish a good working relationship with your supervisor in your first year. Your research supervisor is your mentor, advisor, and advocate. It is very important that the student/supervisor relationship is understood as a professional relationship, and that both parties establish a practice of communicating in a clear and timely way. See Section V ("The Supervisory Relationship") for more details.

Research

Third, first year students should begin carrying out the research for their dissertation project and develop a timeline for completion. They should begin the process of defining and refining their research project and begin to prepare for the candidacy exam.

Ethics Approval

Fourth, PhD students who require ethics approval should apply to the Human Research Ethics Board (HREB) during their first year. All research involving human participants must receive advance approval from the HREB. Approval can take six weeks or longer if the Board requires further information. The preparation and submission of your application should be done in consultation with your supervisory committee, normally in December or January of your first year.

Supervisory Committee

Finally, in year one students also work with their supervisor to complete the composition of their supervisory committee. At the PhD level, this committee must include:

- one Law faculty member (supervisor or co-supervisor); and
- one non-Law faculty member (co-supervisor or outside member); and

- one Law faculty member (member or co-supervisor)

You are responsible for ensuring a fully constituted supervisory committee is in place [by the end of your third term](#). To complete the paperwork, submit a [Supervisory Committee Structure Approval Form](#) to gradlaw@uvic.ca.

4.5 Year Two: Moving towards the Candidacy Exam

The Faculty of Law requires that PhD students undergo a candidacy exam within 2 years of entering the PhD program. The exam is intended to ensure that the student's dissertation proposal is well conceived and feasible, and that the student has the capacity to undertake the project and a timeline for completion. It also provides students with useful feedback on their dissertation project, including feedback from an examiner from outside the committee. (ref: [PhD Candidacy Examination Guidelines](#)). You must complete the candidacy exam before moving forward with your program.

The candidacy committee consists of at least two members (and, if feasible, all members) of the student's supervisory committee plus a member who is external to that committee. The external may but need not be a member of the Faculty of Law. The external should not be someone who you may later wish to nominate as external examiner for your final PhD oral examination due to the FGS arm's length requirement for a doctoral external examiner.

At least six weeks prior to the planned candidacy exam date, you must submit the [PhD Candidacy Exam External Examiners Nomination Form](#) to the graduate program coordinator. The graduate program coordinator will manage the examination process and notify you when an external examiner has been confirmed.

At least three weeks prior to the candidacy exam, you must submit to the graduate program coordinator who will distribute to members of the examination committee: (a) a 15-20-page version of your PhD dissertation proposal; (b) a proposed research timeline with projected milestones; and (c) a polished draft of a portion of the dissertation argument that is 25 pages or more.

The external's role is to assess the general preparedness of the student to commence the heart of their dissertation research, basing that assessment on the materials submitted and the discussion with the student at the candidacy examination, and to offer useful suggestions as to the dissertation project and the future conduct of that research. The examination committee will assign a single grade of "acceptable" or "not acceptable" to the entire contribution of the written material submitted by the student at the student's oral defense. Descriptions of each grading standard are available in the [PhD Candidacy Examination Guidelines](#).

In the case of a grade of "Not Acceptable" the committee must provide brief reasons on the form provided. The student may have one further opportunity to undergo a candidacy examination. A student must obtain a grade of Acceptable on either the first or, if applicable, a second candidacy examination, in order to continue to be enrolled in subsequent terms of the PhD program. The Chair of the candidacy examination completes and signs a candidacy examination assessment form that is submitted to the graduate program coordinator for follow-up.

Once the student has satisfactorily completed the candidacy exam, the graduate program coordinator submits a graduate program update form to the GARO confirming completion. This is signed off by the Dean of Law and the student's supervisor, and the student's official record is then updated to show completion.

4.6 Year Three Onwards: Research and Writing

Once you have completed the candidacy exam, you will be permitted to enroll in Law 699 (PhD Dissertation). Most of your remaining time as a PhD candidate will be spent researching and writing your dissertation under the advice and direction of your supervisory committee.

4.7 The Final Step(s): Dissertation Submission for PhD Oral Examination

Every PhD candidate is required to submit a doctoral dissertation and defend it in an oral examination. Your doctoral dissertation should be 62,500 – 87,500 words (250–350 pages) excluding the abstract, notes, bibliography, and appendices. The dissertation is expected to be “of the highest possible calibre” and “potentially publishable” ([Academic Calendar](#)). It must meet the university’s standards as set out in section 4.3.

The Academic Calendar also sets out a list of skills that graduates of [Research-Based Doctoral Degrees \(PhD\)](#) must demonstrate.

Submission Procedures

You must plan your program completion timeline two terms in advance. The entire process – from submitting your external examiner nomination form to your final completion deadline – takes six months.

To stay on track and meet fixed term deadlines for a June or November convocation, you must follow the [submission procedures and deadlines](#). Plan well in advance to ensure your committee has ample time to review your full dissertation draft at least twice before your oral defense. You do not submit your external examiner nomination form until you are four weeks away from having an exam-ready draft ready for submission.

PhD Oral Examination

Your final dissertation must be defended in an oral examination. You must discuss possible external examiners with your supervisory committee and agree on a list of three nominees. There must be no conflict of interest, or the external examiner will not be approved by the Dean of the FGS.

The list of nominees with contact details and agreed dates for oral examination must be submitted to the [graduate program coordinator](#). Submit the following form referencing the guidelines provided:

[PhD Final Oral Defence External Examiners Nomination Form](#)

[Guidelines for the Appointment of External Examiners for UVic Doctoral Candidates](#)

The graduate program coordinator will coordinate with the candidate and their committee on submitting required paperwork to FGS, including the following:

[Request for Oral Examination for Doctoral Program](#)

[Withholding Form](#)

Once your external examiner has been agreed and approved by the Dean of the FGS, all communication with the external examiner is then handled by the FGS. You and your committee must not contact the external examiner at any point until after the oral examination is completed. The [possible outcomes of the oral examination](#) are:

- (a) the dissertation is acceptable subject to editorial changes as presented and the oral defense is acceptable.
- (b) the dissertation is acceptable subject to minor revisions, and the oral defense is acceptable.
- (c) the dissertation is acceptable subject to major revisions, and the oral defense is acceptable.

- (d) the examination is adjourned – there are three reasons for this:
 - 1) A sudden illness, emergency or external environmental situation arises that forces the exam to be prematurely terminated
 - 2) the external examiner casts the lone dissenting vote.
 - 3) the dissertation is acceptable, but the candidate fails the oral defense.
- (e) the examination is failed - if two or more members of the examining committee are opposed to passing the student; the student will not be recommended for the degree.

4.8 Final Revisions and Submission to UVicSpace Library Archive

Once you have received your examination report, you should carry out revisions in consultation with your supervisor. In most cases, your supervisor is responsible for ensuring the revisions are satisfactorily completed. In the case of major revisions, a Chair's Report is prepared, the Supervisor oversees the major revisions, and the dissertation is redistributed to examining committee members for approval.

When your supervisor is satisfied that you have made appropriate revisions, you should forward the supervisor's approval email to the graduate program coordinator. This triggers a process which will allow you to upload your final dissertation to the UVicSpace library archive. GARO will only check information on the title page. It is the responsibility of the student (with support from the supervisor) to ensure the document is formatted correctly before uploading. Once a thesis has been accepted by UVicSpace, it cannot be altered or resubmitted

Once you have uploaded your approved final dissertation to UVicSpace, the graduate program coordinator will submit completion documents to GARO. These documents include a dissertation approval form signed off by the arm's length external examiner, candidate's supervisor and committee members; and a letter of recommendation signed off by the candidate's supervisor and Graduate Program Director to show that the candidate completed satisfactorily the Law 699 dissertation and oral defense and met all requirements to graduate.

Guidelines for submitting to UVicSpace are provided at [UVic submissions guidelines from the library](#).

Submission deadlines are set by the FGS and cannot be extended. Timelines do not allow for unexpected delays. Strict completion deadlines must be adhered to, to avoid paying an additional term's fees and to graduate at a specific convocation ceremony.

4.9 Program Time Expiry

Full-time students are encouraged to complete their PhD in no more than five years where possible. This aligns with internal funding availability (first three years only) and potential external funding availability, e.g., CGRS-D (SSHRC). For the CGRS-D (SSHRC) you can apply as late as the Fall term of your third year and if successful and depending on when you apply, this provides up to three years of funding. In our experience, this timeline puts PhD students in the strongest financial position to complete in a timely manner.

The Graduate Calendar stipulates the [time limit for Doctoral degrees](#) is 7 years from the date of first registration in the program. If a student has not met all requirements to graduate at this point, you will need to submit a program extension request to the FGS. Extension requests can only be submitted at the discretion of your supervisor(s) and are granted on a term-by-term basis. The FGS will need to see evidence of significant progress to approve an extension. If an extension request is not submitted, you will not be able to register and will time out of your program.

4.10 Law and Society (PhD) with Concentration in Cultural, Social and Political Thought (CSPT)

The Cultural, Social and Political Thought (CSPT) Concentration is one of only two graduate interdisciplinary concentrations at UVic. Notably, CSPT is a concentration and not a free-standing program. Thus, CSPT faculty hold their primary appointments in their home/traditional disciplines and are cross appointed to CSPT for interdisciplinary purposes. Students enrolled in the Law and Society PhD complete extra requirements to graduate with a CSPT concentration. See [CSPT website](#) for admission and other information.

Students in the PhD (CSPT concentration) must complete all of the following:

- [LAW501](#) - Graduate Seminar in Law and Society (1.5)
- [LAW502](#) - Graduate Seminar in Applied Legal Methodology (1.5)
- [LAW699](#) – PhD Dissertation (21.0-36.0)
- [LAW693](#) – PhD Candidacy Examination (3.0)
- [CSPT601](#) – Contemporary, Cultural, Social and Political Thought II (1.5)

And select from:

- [CSPT600](#) – Advanced Topics in Cultural, Social and Political Thought (1.5)
- [CSPT690](#) – Directed Readings (1.5)

CSPT students are required to have a CSPT Faculty as (Co-)Supervisor. At least one CSPT Faculty in the student's Supervisory Committee must be from outside the student's home department. **Note:** The topic of the student's thesis must be within the field of cultural, social, and political thought.

4.11 Law and Society (PhD) with Graduate Certificate in Indigenous Nationhood

It is also possible to earn a Graduate Certificate in Indigenous Nationhood (IN) in conjunction with the PhD in Law and Society. Students must complete the specific requirements of [the Law and Society with Graduate Certificate in Indigenous Nationhood \(Doctor of Philosophy\)](#) including all of the following:

Complete all of:

- [IN601](#) – Foundations of Indigenous Nationhood (1.5)
- [IN697](#) – Capstone Experience (1.5-6.0)
- [LAW501](#) - Graduate Seminar in Law and Society (1.5)
- [LAW502](#) - Graduate Seminar in Applied Legal Methodology (1.5)
- [LAW693](#) – PhD Candidacy Examination (3.0)
- [LAW699](#) – PhD Dissertation (21.0-36.0)

Complete 1.5 units of:

- IGOV approved elective
- LAW approved elective
- POLI approved elective

[IN 601](#), [LAW 501](#) and the 1.5 units of approved Law-electives may be in partial satisfaction of both the PhD and IN Graduate Certificate program requirements.

5 The Supervisory Relationship

A strong supervisory relationship is essential to graduate student success, fostering an environment of mutual respect, clear communication, and shared responsibility for academic progress. The University of Victoria has a [Graduate Supervision Policy](#), which aims to clarify the roles, expectations, and responsibilities of graduate students, supervisors, supervisory committees, and other academic officers. Further information on supervisory committees is available in the [Graduate Calendar](#).

5.1 Graduate Supervision Policy

According to the Graduate Supervision Policy, supervisors are expected to:

- Provide academic leadership and mentorship.
- Guide the student's research, thesis, dissertation, or project.
- Help establish realistic goals, timelines, and expectations.
- Provide regular feedback on academic progress.
- Ensure continuity of supervision if they are absent or unavailable.
- Assist students in preparing for milestones such as candidacy examinations.
- Support student progress and, where applicable, discuss funding and financial support.

Students are expected to:

- Take primary responsibility for their academic progress.
- Maintain regular communication with their supervisor.
- Meet agreed-upon deadlines and program requirements.
- Remain registered and comply with visa requirements where applicable.
- Conduct themselves professionally in academic and workplace settings.
- Apply for funding opportunities where appropriate.
- Inform supervisors about circumstances that may affect their academic progress.

Supervisory committees are expected to:

- provide additional expertise, advice, and oversight.
- help monitor progress and offer feedback on research and academic development.
- complement the supervisor's guidance and help ensure fair and rigorous academic oversight.

The policy recognizes that graduate students may need support and accommodation. It highlights disability accommodations, Indigenous student supports, and other resources for students. It also provides procedures for a supervisor or committee member withdrawal, and the transfer of a student to a new supervisor when necessary. Please refer to the Policy for more details.

Best Practices for a Strong Supervisory Relationship

The following practices will help build regular communication with your supervisory committee as you navigate your LLM or PhD to completion.

- Establish a regular meeting schedule with your supervisor and other committee members. These meetings may be in-person or online. You are expected to maintain regular communication with your supervisory committee, including notifying them of any delays, vacation or sick leave.
- Meet with your supervisor or co-supervisors at least every 40 business days (i.e., at least twice per term) to meet the minimum intervals required by FGS. Your supervisor or co-supervisors may prefer to meet more often, especially around certain milestones.
- Meet with other members of your supervisory committee at least once per year to meet the minimum intervals required by FGS. You may opt to meet with other committee members more often, especially around certain milestones.
- You must communicate with all members of your committee so they can tell you their expected timeframe to return comments on your work. Normally, you can expect comments within 20 business days, but there may be delays due to their own fieldwork, research, vacation, or sick leave.

It is your responsibility to ensure your address, telephone number and e-mail address are kept up to date on your NetLink profile. All UVic and law graduate program communications are sent to your preferred e-mail address.

5.2 Annual Progress Report

The [Graduate Supervision Policy](#) (S5.11) stipulates that supervisory committees are expected to meet at least once annually to discuss student progress and that the outcomes of such meetings should be shared with the relevant student/candidate to convey expectations and satisfaction with the student/candidate's progress.

The Annual Progress Report new online platform was developed by the FGS to simplify the access, completion, circulation, and retention of annual or semi-annual progress reports required by FGS policy.

The Online Progress Report facilitates the above requirements in the following ways:

1. Students initiate a report based on an automated schedule. (This schedule can be adjusted by the Graduate Program Coordinator according to Unit/Department practices.)
2. The Supervisor(s) review the report – which includes the student's enrolment history as well as the student's own list of activities and accomplishments. The Supervisor(s) may send the report back with suggestions or they may approve the report as-is.
3. Once the final report is approved by the Supervisor(s), it goes to other committee members for approval. This can be prior to or after based upon discussion of the report or its contents at a live meeting with the student.
4. Finally, the student must acknowledge the report as approved by the Committee based upon the discussion at a live meeting.

The Online Progress Report is not meant to replace a physical meeting. Nonetheless, it facilitates meeting outcomes and provides an archival record of them, allowing students to attach files to a single point-source website. Because it is initiated by the student, it also ensures the student's own understanding and

acknowledgement of the expectations of the committee. As a written record, it ensures the student/candidate has a strong, uninterrupted voice in articulating their relevant activities and accomplishments to all committee members. It also provides a record of activities for all involved to assist with the nomination of awards, grant applications, and unit positions.

Viewing the Report

Students, Supervisor(s), and Committee members can access reports by going directly to <https://fgsprogressreport.uvic.ca/reports>.

Note: On-campus rules apply, so a VPN will be necessary. It also works better in Edge rather than Chrome.

A User Guide created by FGS will be distributed to students once annually with instructions on how to complete the online annual progress report. If you have any questions or experience any issues with the online reporting process, please reach out to the graduate program coordinator in the first instance, as they act as liaison with FGS on this requirement.

Students are not required to complete an annual progress report until they have completed 12 months in their program. If a student is on approved leave of absence during the requested term of submission, they will be asked to submit a progress report as soon as possible on their return.

Online Progress Report How-To Video Links

Grad Student Progress Reporting Tool - Grad Students

<https://echo360.ca/media/da975e26-a162-4e4d-bbac-52bbc90a6a6b/public>

Grad Student Progress Reporting Tool – Supervisors

<https://echo360.ca/media/28850abe-9657-4717-910c-112a0297f5e5/public>

Grad Student Progress Reporting Tool - Committee Members

<https://echo360.ca/media/4b067407-7476-482b-8cde-06fd54bf7ac9/public>

6 Academic Standards and Academic Integrity

Academic standards and academic integrity are at the heart of graduate study. As a graduate student, you are expected to conduct your coursework, research, and scholarly activities with honesty, professionalism, and respect for ethical standards. Upholding these principles helps maintain the quality and credibility of academic work and contributes to a supportive and trustworthy scholarly community. Understanding and maintaining these standards is a shared responsibility and an essential part of professional development as a graduate student.

6.1 Coursework Grading Standards

The grading scale for the evaluation of course achievement at the University of Victoria is a percentage scale that translates to a 9-point GPA/letter grade system. The FGS has an official grading scale, which establishes different standards than those used at the undergraduate level. The Academic Calendar contains a description of the quality of work associated with each [grade/grade point value](#).

6.2 Assessment of Thesis Progress

Progress in the LLM thesis and PhD dissertation is formally evaluated annually during the online annual progress reporting process required by FGS (see section 5.2) as well as by the examination committee at the end of the students' program. However, where a supervisor or supervisory committee advises the Graduate Program Director that they have concerns about a student's progress, the Graduate Program Director may initiate additional assessments. If your supervisor raises such concerns, you will be asked to attend a formal assessment meeting where you may communicate your progress to the supervisory committee and discuss your research. Please see s.6.15 of the [Graduate Supervision Policy](#) for more information about this process and the basis upon which decisions are made.

6.3 Policy on Academic Integrity

It is important that you avoid all forms of [academic dishonesty](#) during every stage of your graduate program, including in all your research processes, papers, candidacy materials, and your final thesis or dissertation.

The University of Victoria has a new Graduate [Policy on Academic Integrity](#), which is effective September 2026. You should read this policy in its entirety, as ignorance of its contents will not excuse an individual from consequences, including penalties, for Academic Dishonesty and/or Academic Fraud.

It is particularly important that you read the definitions of Academic Fraud and Academic Dishonesty in section 4. The policy specifically identifies six types of Academic Dishonesty:

- (i) Plagiarism
- (ii) Unauthorized Use of an Editor or Content Generator
- (iii) Multiple Submissions Without Prior Permission
- (iv) Falsifying Materials Subject to Academic Evaluation
- (v) Cheating on Work, Tests and Examinations
- (vi) Aiding others

The Policy establishes a number of limits on the use of Generative AI. For example, it stipulates that a student commits plagiarism where they submit the Work of another person [or a Content Generator](#) in whole or in part as the student's original Work or give inadequate attribution to an author [or creator](#) whose Work is incorporated

into, or paraphrased in, the Student's Work. The use of an Editor or Content Generator, whether purchased or not, is prohibited unless the instructor grants explicit written authorization (4.2.2).

Given the quickly evolving nature of Generative AI, it is extremely important that you talk to your supervisor before using an Editor or Content Generator to revise, correct or alter your work. You should also develop research practices that will protect your academic reputation and the integrity of your work. For example, you should document your research process and save successive drafts of your work.

6.4 Useful Resources on Academic Integrity

The University of Victoria has many useful resources on academic integrity. The following list provides a starting point:

[What is academic dishonesty](#)

[Avoid Plagiarism in Research: Understanding plagiarism and what you can do](#) (UVic Libraries)

[AI@UVic – guidelines for learning and teaching](#) (UVic Libraries)

[Academic Integrity](#) (UVic Libraries)

[Graduate Integrity in Practice](#) (a UVic certificate course strongly recommended for all UVic graduate students)

7 Registration and Fees

7.1 How to Register

Registration for Winter Session 2026-2027 opens Monday 8 June 2026. Winter Session includes both the Fall (Sep-Dec) and Spring (Jan-Apr) terms).

Registration for Summer Session 2026-2027 opens Monday 15 March 2027. Summer Session is just the Summer term (May-Aug).

Technical Registration Instructions

When registration opens on **Monday 8 June 2026**, you need to enter the five-digit Course Reference Number (CRN) (provided below) for each course you are required to register in via <http://www.uvic.ca/mypage> -> Student services -> Manage Registration (<https://banner.uvic.ca/StudentRegistrationSsb/ssb/term/termSelection?mode=registration>).

1. Select **First Term (Fall 2026 | Sep - Dec)**, then
 - a. Register in LAW 501 (**Year 1 only**) by entering **CRN 13497 (main campus)**
 - b. Register in LAW 599 (**LLM only**) by entering **CRN 13498 (main campus)** or **CRN 13499 (off campus)**
 - c. Register in LAW 693 (**PhD students only**) by entering **CRN 13500 (main campus)** or **CRN 13501 (off campus)** – you must register in Law 693 if you have still not completed your candidacy exam
 - d. Register in LAW 699 (**PhD candidates only**) by entering **CRN 13502 (main campus)** or **CRN 13503 (off campus)** – you register in Law 699 after you have successfully completed the candidacy exam
 - e. Register in a law or non-law elective (**Year 1 only**) – see how-to instructions below*
2. Select **Second Term (Spring 2027 | Jan – Apr)**, then
 - a. Register in LAW 502 (**Year 1 only**) by entering **CRN 23443 (main campus)**
 - b. Register in LAW 599 (**LLM only**) by entering **CRN 23444 (main campus)** or **CRN 23445 (off campus)**
 - c. Register in LAW 693 (**PhD students only**) by entering **CRN 23446 (main campus)** or **CRN 23447 (off campus)** – you must register in Law 693 if you have still not completed your candidacy exam
 - d. Register in LAW 699 (**PhD candidates only**) by entering **CRN 23448 (main campus)** or **CRN 23449 (off campus)** – you register in Law 699 after you have successfully completed the candidacy exam
 - e. Register in a law or non-law elective (**Year 1 only**) – see how-to instructions below*

* How to Register in Law or Non-Law Elective for First Year Cohort

1. Your **non-law elective** is a graduate seminar taken in another discipline (POLI, HIST, ES, ANTH, BUS, IGOV, etc.) as our program is interdisciplinary (law and society). You can find all graduate course listings [here](#). Graduate courses are 500-600 level courses. It may be possible to take a directed study course with a non-law faculty member at the discretion of the non-law department/professor. So, your non-law elective usually follows one of two paths:

- a. [Graduate Registration Form](#) is used to register in academic calendar listed graduate course outside home department, e.g., IGOV 550, BUS 695; or
 - b. [Proposal for graduate pro forma course](#) form is used to register in directed reading course arranged one-on-one with non-law faculty member.
2. A **Law elective** usually follows one of two paths:
- a. graduate-level evaluation of existing **upper year only (300-level or above)** JD Law course (*usually involves additional readings and longer paper for grad-level evaluation*); or
 - b. individual directed reading course one-on-one with law faculty member

Both a) and b) above require using a [proposal for graduate pro forma course](#) form to register.

Course Requirements for Summer Session 2026-2027

LLM

- Law 599 (Summer 2027) – register every term until completion of program

PhD

- Law 693 (Summer 2027) – register every term until candidacy exam successfully completed
- Law 699 (Summer 2027) – only register if candidacy exam successfully completed, then register every term until completion of program

When and How to Register for Summer Session Courses

When registration opens on **Monday March 15 2027**, you need to enter the five-digit Course Reference Number (CRN) for each course you are required to register in via <http://www.uvic.ca/mypage> -> Student services -> Manage Registration

(<https://banner.uvic.ca/StudentRegistrationSsb/ssb/term/termSelection?mode=registration>).

The CRNs for the summer session courses are not available until March when registration opens. You can look them up on the [graduate calendar](#) then.

Note on taking an elective in the Summer

Occasionally, a graduate student may wish to take an elective only offered in the summer session. If this is the case, you should discuss it with your supervisor(s) and seek approval from the Graduate Advisor as early as possible. The Graduate Program Coordinator can advise on registration as needed.

Who to Contact

Non-law or directed study law courses: contact the [Graduate Program Coordinator](#) in the first instance - [graduate registration form](#) and [proposal for graduate pro-forma course](#) forms need to be completed in liaison with the law graduate program office and other faculty / staff before submission to GARO.

Students must not submit forms to GARO directly, without first consulting with the Graduate Program Coordinator.

Web-registered courses: if you are experiencing technical difficulties, reach out to garo@uvic.ca quoting your V#.

7.2 Continuity of Registration

Continuity of Registration: All students must either register in every term from the time of admission until the requirements of the degree have been met or register for a personal leave; or formally request a parental or compassionate/medical leave of absence or formally withdraw in accordance with regulations below. Registration instructions are sent to all students who are authorised to register.

Students who do not:

- register for credit
- register for a personal leave of absence,
- have approval for a parental or compassionate/medical leave of absence, or
- formally withdraw from their program

are considered to have abandoned their program. That program will be terminated, and they will be withdrawn from the university. The notation "Withdrawn Without Permission" will be entered on the transcript.

7.3 Leaves of Absence with Permission and Withdrawal from Graduate Programs

Leaves of absence and withdrawal from graduate programs: There are five types of leaves of absence: (1) Personal Leave, (2) Parental Leave, (3) Medical Leave, (4) Compassionate Leave, and (5) Leave with Permission of the Dean.

Students granted parental, medical or compassionate leave, or leave with permission of the Dean will retain the full value of a University of Victoria Graduate Fellowship or other award whose terms and conditions are established by the FGS. Such awards will be suspended at the onset of the leave and reinstated when the student reregisters. Other awards will be paid according to the conditions established by the donor or granting agency.

Students requiring additional time after three terms may wish to withdraw officially or request personal leave (see [Personal Leave](#)) from the FGS.

The [Graduate Academic Concession form](#) is required to request Parental, Medical or Compassionate leave.

For information on applying for a leave of absence for reasons associated with a disability, contact the Centre for Accessible Learning at 250-472-4947 or infocal@uvic.ca.

All students should review potential impacts of taking a leave of absence on status in Canada as a visa student; continuation of funding; and enrolment in GSS Health Plan. GARO's [registration page](#) provides information on eligibility to register, continuous registration, leaves of absence, program extensions and selecting courses.

Withdrawals: There are three types of withdrawals: (1) Official Withdrawal, (2) Withdrawal Without Permission, and (3) Withdrawal for Failing to Meet Academic Standards. After completion of a minimum of one term, students who wish to withdraw indefinitely from their program in the FGS must submit a written request to the Dean and send the request with the Graduate Program Coordinator to the GARO. A supporting memo from their supervisor (or graduate advisor) should accompany the request. The notation "Officially Withdrawn" will be placed on their permanent record. Please review information on the linked page on academic calendar for more information.

Contact the [Graduate Program Coordinator](#) or [Graduate Advisor](#) if you think you need a leave of absence.

7.4 Tuition and Other Mandatory Fees

You must refer to the academic calendar for up-to-date information on fees and related regulations. The law graduate program office does not administer fees. The following links will be helpful.

[Tuition office](#)

250-721-7032

tuition@uvic.ca (always reference your V# in your communication)

[Tuition and costs](#)

- estimate tuition fees
- how to pay tuition fees
- tuition income offset plan
- Graduate Students' Society mandatory temporary medical insurance

[Tuition and student fees](#)

- budget planning tool
- payment due dates
- tuition income offset plan
- third party billing
- tuition tax forms

[Regulations concerning tuition fees for graduate programs per academic calendar](#)

- standard tuition fees for domestic and international students
- reregistration fees
- program extension fees
- all other fees

7.5 Other Costs and Considerations

Please note that **all fees are subject to change**. The calendar lists the most recent regulations concerning tuition fees for graduate programs.

The International Centre for Students provides information about [health insurance for international students](#).

The UVic Graduate Students' Society (GSS) provides additional details about how to take advantage of the [Extended Health Care Plan and Dental Care Plan](#), including how to opt-in if you're off-campus, how to opt-out if you have other coverage, and how to obtain additional coverage for family members.

Visit Student Awards and Financial Aid (SAFA) for help with [budgeting to fund your education and important fee payment deadlines](#).

Depending on the timing of submission of your thesis and the degree of revisions that are required, you may be required to register and pay fees for another term. If this applies to you, please contact the [Graduate Program Coordinator](#) as you may be able to make use of the [Completion Postponement Fee Adjustment](#).

8 Graduate Student Funding

8.1 Internal Scholarships, Awards and Fellowships

Funding on Admission

All successful applicants to the graduate program are automatically considered for UVic scholarships, awards and fellowships for which they are eligible – based on GPA at the time of admission and terms of reference attached to any given award. Individual need for financial support is also taken into consideration where possible.

[Graduate student funding](#) may comprise a combination of a UVic Graduate Fellowship, Graduate Entrance Award and Donor Award or endowment funding. In exceptional circumstances, if an incoming student falls below the GPA threshold for funding in the term of entrance to the program, there is limited law graduate program fellowship funding to provide support in the first term. Student funding allocations are set out in offer letters.

Second-year funding for an LLM student, and second and third-year funding for a PhD student is not automatic or guaranteed. However, so long as a student meets the academic standards for UVic Graduate Fellowship renewal, we aim to provide the student with funding in the student's second (LLM) or second and third years (PhD).

Donor and Endowment Awards

All graduate students must maintain a GPA of 6/9 for UVic funding and a GPA of 7/9 for donor awards. Other conditions of awards and scholarships are normally advised at the time of notification. Final approval of UVic funding (fellowships, graduate entrance awards and donor awards) is made by the FGS.

If you are nominated for a (Category A) non-competitive donor award, you will be advised once the award has been approved by the FGS adjudication committee in November each year. If you are nominated for a (Category B) competitive donor award, the graduate program coordinator will contact you and your supervisor regarding application requirements and deadlines (normally mid-September).

Indigenous Fellowships and Awards

The University's [Indigenous Citizenship Declaration Policy](#) has established new eligibility requirements for Indigenous-specific opportunities that result in material gain. Access to those designated opportunities is no longer based on self-identification alone. The university website offers more information about the policy and the application process.

Each year, the law graduate program considers new as well as continuing Indigenous (First Nations, Métis and Inuit) law graduate students for some internal awards and fellowships. Although a separate application is not required from the student for these awards, you must make an [Indigenous Citizenship Declaration](#) in order to be eligible. These awards include:

- McCormick-IndSpire Indigenous Graduate Fellowship \$26,8000 (effective September 2026)
- British Columbia Graduate Scholarship (Indigenous) \$17,500
- Tsi'Tsu'Wu'Tul Award is given to a graduating Indigenous student who has overcome significant obstacles. Awarded at Indigenous Recognition Ceremony at June or November convocation \$500

The following internal awards and fellowships do require a separate application from the student, and you must make an [Indigenous Citizenship Declaration](#) in order to be eligible. These awards include:

- [Dean's Award for Indigenous Graduate Students](#) \$6,000 or higher
- [LE, NONET Graduate Bursary](#) \$2,000
- [Centre for Studies in Religion and Society \(CSRS\) Indigenous Research Fellowship](#) \$10,000 and private office at CSRS

The following external awards require a separate application from eligible students:

- [IndSpire - Bursaries & Scholarships](#) \$2,500 or higher
- [National Indian Brotherhood \(NIB\) Future Generations Foundation funding](#) \$2,000 or higher
- [SSHRC Indigenous Scholars Award \(Master's\) and Indigenous Supplement](#) \$17,500 plus \$5,000

CFGS, CSRS and CAPI Fellowships and Awards

The following fellowship opportunities have been popular with law and society graduate students and provide great opportunities to build relationships and community with other fellows from across campus and beyond.

[Centre for Global Studies \(CFGS\) Graduate Student Fellowship](#) \$5,000 per fellowship, plus office space at CFGS

[Centre for Studies in Religion and Society \(CSRS\) Graduate Student Fellowship](#) \$6,500 plus office space at CSRS

[Centre for Asia-Pacific Initiatives \(CAPI\) Graduate Student Fellowship \(NEW!\)](#) \$1,500 plus office space at CAPI

8.2 External Awards

Graduate students at the University of Victoria Faculty of Law are entitled and strongly encouraged to apply for external awards and sources of funding. However, students must declare all additional sources of funding each year, including scholarships. This informs our financial planning and helps us to maximize the financial assistance that we can offer to graduate students.

Students may hold another major award in conjunction with UVic funding, based on the following policies.

Canada Graduate Research Scholarship – Doctoral (SSHRC)

If you apply for a Canada Graduate Research Scholarship – Doctoral (SSHRC) and are successful, your scholarship will be topped up by a \$5,000 President's Research Scholarship from FGS for each year you are a recipient. In addition, if you are still in the first three academic years of your doctoral program and eligible for allocation of internal funding, you will normally retain a \$10,000 top-up Fellowship.

Canada Graduate Research Scholarship – Master's (SSHRC)

If you apply for a Canada Graduate Research Scholarship – Master's (SSHRC) and are successful, your scholarship will be topped up by a \$5,000 President's Research Scholarship from FGS for the year you are a recipient. In addition, if you are still in the first two academic years of your master's program and eligible for allocation of internal funding, you will normally retain a \$10,000 top-up Fellowship.

CGRSD and CGRSM (SSHRC) Application Help

[Applying for the CGRSD \(SSHRC\)](#) (information on applying, including application advice and support) – Doctoral

[Applying for the CGRSM \(SSHRC\)](#) (information on applying, including application advice and support) – Master's

UVic Law support: Heather Chestnutt, Research Facilitation Officer at lawresearch@uvic.ca or FRA 259

8.3 Research and Teaching Assistantships

Research Assistants (RA)

Occasionally, incoming graduate students are offered a Research Assistantship, usually linked to their Supervisor's research. Otherwise, opportunities at UVic Law and sometimes in other units on campus may be shared via e-mail as they arise. There are two types of Research Assistantships at UVic both of which provide financial support to graduate students:

- **Academic Research Assistantship (ARA)** is a research assistantship provided to a graduate student by their academic supervisor in support of research activities that will comprise part of a student's degree requirements. The funds are paid to the student in the form of a stipend (similar to a scholarship/award) and are not considered employment income. Expectations of graduate students receiving ARA stipends should be articulated by the supervisor and based on good academic performance.
- **Employment-based Research Assistantship (ERA)** is a research assistantship provided to a graduate student by a faculty member who may or may not be their academic supervisor, to conduct work (research) for the faculty member. The research done does not comprise part of the student's academic degree requirements. ERA payments are employment income and subject to statutory withholding. Payment is normally made via timesheet submission through UVic payroll. Expectations of graduate students hired in an ERA agreement must be clearly articulated by the faculty member and comply with BC Employment Standards.

Teaching Assistants (TA)

Teaching Assistants (TAs) are hired by their academic units to assist with teaching and grading courses. These are normally unionized, hourly positions. Occasionally, opportunities arise in units outside the home department or faculty, and these are shared via e-mail if they arise.

Support

[Learning and Teaching Innovation \(LTI\)](#) offers useful information, training and support for TAs. Contact your [graduate adviser](#) or your supervisor for more information about TA and RA positions.

8.4 Work Study Program

Information for students can be found on the [Information on Work Study](#) website. It includes everything from registration requirements to rates of pay and a search tool for job postings.

8.5 Graduate Studies Bursary Fund

Bursaries are non-repayable awards based on financial need and good academic standing. Applications and eligibility information are available from [Students Awards and Financial Aid](#).

8.6 Travel and Conference Funding

The Law Graduate Program offers funding support to cover travel expenses for travel to conferences and travel for field work. Application processes and available funds differ depending on the reason for travel. Please read instructions carefully and contact the [Graduate Program Coordinator](#) if you need assistance.

FGS recommends that students who are travelling in connection with their research adhere to UVic's [Off-Campus Activity Risk Management Policy](#). It is also highly recommended that prior to travel, students follow the steps for travel safety on UVic's [Travel Safety for Students](#) site.

FGS Travel Award

The FGS and Graduate Students' Society (GSS) offer awards to support travel to conferences, workshops or research activities. This award is not available for course/program-required travel.

[Eligibility, award amounts and how to apply for FGS/GSS travel award](#)

It is important to note that funding is distributed on a first-come, first-served basis to eligible graduate students. Priority will be given to first-time recipients so long as their applications are received at least two months before the month of travel, and they meet all the other eligibility requirements at the time notices are sent. Students may only receive one travel award per fiscal year (April 1 to March 31).

Law Graduate Program Travel Award

The Law Graduate Program provides additional support for students to attend or present at conferences, and the same eligibility rules are applied as outlined by FGS at above link.

To be considered for a Law Graduate Program travel award, you must first forward a copy of your FGS Travel Award application along with emailed response from FGS regarding their decision to gradlaw@uvic.ca.

Funding decisions are made on the following bases:

- If FGS does not offer an award, the law graduate program will offer applicable FGS award amount + 25%
Example: Award amount of \$600 to travel outside of British Columbia + 25% = \$750 travel award
- If FGS offers an award, the law graduate program will offer applicable FGS award amount – 25%
Example: Award amount of \$600 to travel outside of British Columbia – 25% = \$450
In the latter case, a student can end up with \$600+\$450 = \$1050 total from FGS and law graduate program.

If funding allows, and only in the case where a student does not receive funding from FGS for presenting or attending a conference or workshop outside of Canada, the law graduate program may allocate an additional \$200, but this additional \$200 is not automatic or guaranteed.

If law graduate program funding becomes low, priority will be given to those students who have not previously drawn on the fund. If law graduate program funding becomes increasingly low, setting criteria for the types of conferences supported (i.e. peer reviewed) may be considered.

Students are reimbursed for expenses upon return from travel. Students are only reimbursed for claims that conform to university requirements for expense report submissions. Please see the [travel claim instructions](#).

CUPE 4163 Travel Grants

The University of Victoria created a conference fund to support CUPE 4163 Component 1 members in their professional and/or academic pursuits.

[How the conference fund works and how to apply](#)

8.7 Travel and Scholarship Interview Funding

If graduate students are selected to attend a scholarship interview outside of Victoria and the student has been nominated for the scholarship by the University of Victoria, then if funding allows, the Law Graduate Program will match the funding provided by the University to attend the interview.

8.8 Travel and Fieldwork Funding

Law Graduate Program Fieldwork Travel Award

The law graduate program reimburses some travel expenses incurred by graduate students in connection with their thesis or dissertation field work. These funds are strictly intended for travel for research purposes only.

If a student's research activity involves human participants, students must first apply to [The Human Research Ethics Board \(HREB\)](#) for approval. PhD students are expected to complete their PhD candidacy exam before commencing fieldwork. Students cannot apply for fieldwork funding unless their supervisor indicates they are ready to begin fieldwork.

Students are limited to a capped amount for the duration of their program of:

- LLM students – \$2,000
- PhD students – \$4,000

Students are not entitled to the above amounts and there are limited funds available in any given year. Students are welcome to apply for smaller amounts over more than one trip.

The law graduate program may not be able to provide the full amount of field work funding to multiple students at the same time.

[Field work support application](#)

Applications must be signed by a supervisor and be accompanied by a research proposal (5-page max.)

Students will not be reimbursed for expenses claimed unless they conform to university requirements for expense report submissions. Please see [travel claim instructions](#).

All applications are adjudicated by a subcommittee of the Law Graduate Studies Committee.

If a student transfers to the PhD program without completing their UVic LLM, funding received as an LLM student will be deducted from the \$4,000 PhD maximum. If a student begins the PhD program after completing the UVic LLM, they will be eligible to apply for the PhD program maximum.

CAPI Student Research Travel Fellowships

The [CAPI Student Fellowships](#) support student research and study in the Asia-Pacific region. \$2,500 each.

9 Graduate Student Facilities and Activities

Graduate Student Facilities

The following facilities are available to graduate students at the Faculty of Law.

Graduate student carrels

The graduate student carrels are on the mezzanine of the second floor of the [Diana M. Priestly Law Library](#). There are six single-use private carrels for PhD candidates in the final writing stages of their dissertation as well as open carrels for up to 18 LLM and PhD students in a shared open space. There is also a small meeting room ("grad pad") on the mezzanine designated specifically for graduate student use.

You are invited to apply annually in late summer to either renew or apply for a graduate student carrel.

Carrel keys must be returned to the graduate program coordinator before leaving Victoria, BC.

Graduate student "flex desks"

Starting September 2026, three graduate student carrels in Room 302 are shifting to a 'flex desk' model. In response to student feedback, each "flex desk" will have a 27" monitor for when a graduate student needs access to a monitor to work. We hope this will improve the usability and functionality of the space.

Kitchens

Graduate students are welcome to use the second-floor kitchen facilities to make tea or coffee or prepare food. There is also a student lounge on the 1st floor of Fraser with kitchen and lounge facilities.

Law library spaces and room bookings

The law library also offers many study spaces to suit different needs.

[How to book a study space in the law library](#)

Computer workstations are free to use at any time, with no need to book in advance. Most workstations are on the main floor of the Mearns – McPherson Library.

Grad House Restaurant

A popular venue for graduate students to convene and socialize is the [Grad House Restaurant](#).

Graduate Student Activities

Victoria Colloquium

The [Victoria Colloquium](#) on Political, Social and Legal Theory provides a forum for regular interdisciplinary exchange among faculty, graduate students, and upper-level JD or JD/JID students on critical issues in political, social and legal philosophy. Law and society graduate students normally attend both the pre-seminars and seminars; attendance at some seminars may also be a requirement of the Law 501 course.

Graduate Student Seminars

From time to time throughout the year, you will be invited to seminars and workshops covering topics including the following:

- Preparing for the PhD Candidacy Examination
- Presenting a conference paper
- Publishing an academic paper
- Applying for jobs and recruitment visits
- Academic hiring process

Pomodoro Writing Sessions

Pomodoro – What is it?

Pomodoro is a popular time-management method invented by Italian **Francesco Cirillo**. It is named after the Pomodoro kitchen timer, which is in the shape of a tomato ("*pomodoro*"). The technique involves tracking blocks of focused (writing) time and is very useful for overcoming productivity problems such as procrastination.

How does it work?

The idea is that you do small sessions of focused writing during which you turn off phones, emails, or any distractions, leaving those for the breaks or, even better, their own Pomodoro.

Another important feature of the Pomodoro strategy is to **set tasks**, for the day or for each session. These need to be adapted to the time you have, and you learn to get better at gauging your productivity level. After each Pomodoro session you look back at your to-do list to review if you are on target or not. This is strangely satisfying and helps kick the feeling that you are unproductive.

When do they happen?

Notices are sent out at the start of every term to confirm arrangements. Pomodoro Writing Sessions typically run throughout the academic year, and generally follow the timetable below:

- Fall term (Sep-Dec): Fridays in FRA 205 1-5pm PT (late September to first week of December)
- Spring term (Jan-Apr): Fridays in FRA 204 1-5pm PT (February to April)
- Summer session (May-Aug): Tues in FRA 205 and Thurs in FRA 204 9am-5pm PT (May to mid-August)

Monthly Coffee Morning in Fraser Building

Coffee mornings will be organized monthly by a volunteer graduate student (or two), who make the coffee and tea, bring treats, and arrange reimbursement from the graduate program coordinator. It will be open to new and continuing graduate students in the Law and Society program.

Thesis Writer's Intensive (TWI)

Held in June and December, the Thesis Writers' Intensive (TWI) is your chance to make headway on your thesis, dissertation, or other graduate writing project. [Frequently asked questions](#) about TWI.

3-Minute Thesis Competition

[Three-Minute Thesis \(3MT®\)](#) is a research communication competition. Graduate students present their thesis in just three minutes to a non-specialist audience. The challenge is to present complex research material in an engaging, compelling way, using accessible language and only one static PowerPoint slide.

3MT® is an excellent opportunity to gain practical experience communicating your research and to network across disciplines.

UVic Graduate Student Law and Society Research Group

[UVic Graduate Student Law & Society Research Group](#) is an interdisciplinary community that focuses on sharing knowledge and exploring how law, people, and institutions interact within societies. The group works to foster critical thinking, academic dialogue, cultural exchange and interdisciplinary research among graduate students and scholars.

10 Research and Writing Resources

10.1 Law Library Resources

[Law Databases](#)

[Law Research Guides](#)

[Legal Research Videos](#)

[Legal Research with GenAI Tutorials](#)

10.2 Research Guides

Law Research Guides: [Law - LibGuides at University of Victoria Libraries](#)

Key Law Guides

- [A-Z Subject List: Key Legal Treatises Textbooks](#)
- [Current Awareness and Alerting Resources](#)
- [Legal Research and Writing](#)
- [Zotero for Law](#)

Key Indigenous Guides

- [Indigenous Hub](#)
- [Indigenous Laws](#)

10.3 Research Websites

[UVic Thesis and Dissertation Resources](#)

[UVic Research Data Services](#)

[OCRID](#)

[Concordia University, How to Write a Literature Review](#)

[Concordia University, How to Write a Research Paper](#)

10.4 Writing Resources

[Learning and Teaching Innovation](#)

[Academic Skills Centre](#)

[English Language Centre](#)

[UVic – Legal Writing Guide](#)

10.5 Methodology Guides

[Sage Research Methods - Home](#)

[Indigenous Research Methodologies](#)

[Indigenous Legal Research Methodologies](#)

10.6 Thesis and Dissertation Guides

[UVic Thesis and Dissertation Basics](#) (including Thesis Writing Starter Kit)

[UVic Thesis Writing Intensive](#)

10.7 Useful Research Links

[UVic Research Centres, Entities and Facilities](#)

[Indigenous Law Research Unit \(ILRU\)](#)

[Centre for Indigenous Research & Community-Led Engagement](#)

[Indigenous-led Scholarship](#)

11 UVic Law Communications

Social Media

[LinkedIn](#)

[Instagram](#)

[Facebook](#)

UVic Newsletter

What's Up at UVic Law is published and distributed monthly via e-mail by the Law Communications Office. Graduate students are invited to submit updates on newsworthy items such as recent publication or presentation at a conference. The Graduate Program Coordinator also submits updates from time to time when graduate students are set to defend their thesis or dissertation or attend convocation.

12 UVic Resources and Student Services

[Anti-Violence Project](#)

[Athletics and Recreation](#)

[BikeHub](#)

[Bookstore](#)

[Centre for Accessible Learning \(CAL\)](#)

The [CAL](#) works with students to promote educational accessibility for students with disabilities and chronic health conditions.

You should register with CAL to receive academic accommodations that will reduce educational barriers if you're a student with:

- A learning disability
- ADHD
- ASD
- A mental health diagnosis
- A long-term recurring physical or sensory disability
- Chronic health condition

[Campus Community Garden](#)

[Campus Security and Safety](#)

[CFUV101.9FM](#)

[Diversity and Inclusion Support](#)

- [Black Inclusion Resources](#)
- [Centre of Accessible Learning \(CAL\)](#)
- [Centre for Athletics, Recreation and Special Abilities \(CARSA\)](#)
- [Equity and Human Rights \(EQHR\)](#)
- [Office of Indigenous Academic and Community Engagement \(IACE\)](#)
- [International Centre for Students \(ICS\) \(international support services, info and programs from pre-arrival\)](#)
- [Office of Student Life \(OSL\)](#)

[Emergency Planning](#)

[Faculty of Graduate Studies](#)

[Food and Drink](#)

[Graduate Students' Society \(GSS\)](#)

[Important Academic dates](#)

[Info for Teaching Assistants](#)

[Learning & Teaching Innovation \(LTI\)](#)

[Libraries](#)

[Multifaith Centre](#)

[Office of the Ombudsperson](#)

[Parking and Transportation](#)

[Residence Services](#)

[Sexualized Violence Resource Office \(SVRO\)](#)

[Student Wellness](#) (Book an appointment, Wellness supports for students)

[The Martlet](#) (UVic's independent newspaper)

[Thesis & Dissertation Support and Resources](#)

[Tours and Visits](#)

[UVic Alumni Association](#)

[UVic Student Advocacy Groups & NSU](#)

- [Native Students Union \(NSU\)](#)
- [Gender Empowerment Centre \(GEM\)](#)
- [Society for Students with a Disability \(SSD\)](#)
- Students of Colour Collective (SOCC) Room SUB B120 & B122, 250-472-4697, socc@uvss.ca
- [Pride Collective](#)

[UVic Sustainability Project](#)

[UVSS Food Bank](#)

[UVSS Peer Support Centre](#)

13 Forms, Policies and Guidelines

All forms should first be submitted to the graduate program office at gradlaw@uvic.ca and not submitted directly to FGS or GARO.

All other information relating to fees, policies and regulations can be found on the [Academic Calendar](#).

[UVic Law Graduate Program Forms, Policies and Guidelines](#)

[Faculty of Graduate Studies and Graduate Admissions and Records Office Forms, Policies and Guidelines](#)

14 Contact Us

Role	Name	Office	Telephone	E-mail
Dean of Law	Prof. Freya Kodar	FRA 102d	250-721-8147	lawdean@uvic.ca
Graduate Program Director Graduate Advisor	Dr. Kathryn M. Chan	FRA 220	250-721-8163	gradlawdir@uvic.ca
Graduate Program Coordinator	Tiffany Gordon	FRA 255	250-721-8913	gradlaw@uvic.ca (general) gradlawadm@uvic.ca (grad admissions)
Graduate Studies Committee (GSC)	Dr. Kathryn M. Chan, Chair	FRA 220	250-721-8163	gradlawdir@uvic.ca
	Tiffany Gordon	FRA 255	250-721-8913	gradlaw@uvic.ca
	Dr. David Milward	FRA 254	250-721-8154	davidmilward@uvic.ca
	Dr. Victor V. Ramraj	LIB A168	250-721-7024	ramraj@uvic.ca
	Dr. Funmilola Ayotunde	FRA 268	(472) 4078	fayotunde@uvic.ca
	Dr. Jeff Hewitt	FRA 210	(472) 5898	jeffhewitt@uvic.ca
GSC LLM Rep	Akriti Singh, Y1 LLM	n/a	n/a	Advised by e-mail
GSC PhD Rep	Chidimma Ike, Y5 PhD	n/a	n/a	Advised by e-mail
Graduate Student Representatives (UVic and Faculty of Law Committees) 2026-2027				
Graduate Student Society Reps (shared)	Akriti Singh and Olívia Fonseca-Maraston, Y1 LLMs		Advised by e-mail	
Law Faculty Council Rep	Kiana Cardinal-Arcand, Y1 LLM		Advised by e-mail	
Law Equity & Diversity Committee Rep	Olívia Fonseca-Maraston, Y1 LLM		Advised by e-mail	
Law Library Ad-Hoc Committee Rep	Lauren Sapic, Y1 PhD, former LLM		Advised by e-mail	
Law International Committee Rep	David Akinwunmi, Y1 LLM		Advised by e-mail	
CUPE 4163 Shop Steward	Barbara Wilson, Y1 PhD		Advised by e-mail	
Law Library Contacts				
Law Librarian	Sarah Miller	A146 Fraser	250-721-8561	sarahfmiller@uvic.ca
Indigenous Initiatives Law Librarian	Jessie Lampreau	A144 Fraser	250-472-4972	jlampreau@uvic.ca
General law library help	Book a research appointment.			lawref@uvic.ca

**Have a question
about the program
or feedback on this
handbook?**

**Contact us at
gradlaw@uvic.ca**

