

DEPARTMENT OF POLITICAL SCIENCE

GRADUATE STUDENT HANDBOOK

2025-2026



DOCTOR OF/DOCTORATE IN PHILOSOPHY
(POLITICAL SCIENCE)

MASTER OF/MAGISTERIATE IN
PUBLIC POLICY AND PUBLIC ADMINISTRATION
(COURSE OPTION & INTERNSHIP OPTION)

MASTER OF/MAGISTERIATE IN ARTS
POLITICAL SCIENCE
(THESIS BASED)

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I. Program Objectives

A. Doctor of Philosophy (Political Science)

Concordia's Ph.D. in Political Science is organized into five subfields, consisting of Canadian and Québec Politics, Comparative Politics, International Relations, Political Theory, and Public Policy and Public Administration. Doctoral students develop a specialization in two subfields: a primary area and a secondary area of specialization. Concordia's PhD in Political Science program supports students' development of theoretical competence and analytical skills in the empirical and philosophical study of politics. We provide students with the diverse methodological skills needed to manifest excellence in research and teaching, enabling them to flourish as scholars or practitioners. We support our students in the dissemination of their research through presentations at national and international conferences and the publication of their academic papers. The program provides students with a solid theoretical training for careers in teaching, research and in public and private organizations.

B. Master of Arts (Public Policy and Public Administration – MPPPA)

Through an innovative blending of scholarly and vocational values, the Master of/Magisteriate in Arts - Public Policy and Public Administration (MPPPA) program is designed to provide an educational milieu that prepares its graduates for further studies at the doctoral level and for employment in the public or private sector. This MA program focuses on Canadian and comparative public policy and administration with an emphasis on the nexus of the study of politics and public policy and administration and is intended to help students become creative participants in the shaping of their community.

The aim of the program is to combine academic excellence with professional expertise in order to facilitate an understanding of how public policy is formulated and administered in Canada, Québec and the world. The program enables students to study a challenging array of policy issues and theory in the context of the administrative and policy making processes that operate nationally and internationally. A core element of the program involves an understanding of the management process through which policies are implemented in the public sector, and an awareness of the dynamic interdependence between public and private responsibilities.

C. Master of Arts (Political Science) Thesis Based

The MA program in Political Science offers students the opportunity to deepen their knowledge of some of the most pressing challenges of contemporary politics and public policy. The program is also designed to help students become more familiar with the analytical, epistemological and methodological issues affecting the practice of the discipline. The Masters thesis, which students admitted in this program have to write, allows them to hone their skills at conducting in-depth social science research, at thinking critically, and at organizing complex thought and analysis in a coherent and accessible manner. The program provides excellent intellectual preparation to anyone interested in further studies at the doctoral level or in careers related to any aspect of public affairs in the private, public or third sector.

II. Contacts

Graduate Program Director: Stephanie Paterson

stephanie.paterson@concordia.ca

As Graduate Program Director, I am responsible for all academic and administrative matters affecting PhD students and MA students. I am also responsible for all aspects pertaining to Teaching Assistantships. I will be happy to meet with you to discuss any matter related to the PhD or MA program. Appointments can be made through the Graduate Program Assistant.

MPPPA Program Director: Dr. Meghan Joy

meghan.joy@concordia.ca

As the MPPPA Program Director, I am responsible for all academic and administrative matters affecting all MPPPA students. I am also responsible for course registration for all MPPPA graduate students. I would be happy to meet with you to discuss any matter of the MPPPA course and internship options.

Graduate Program Assistant: Rachel Wilcoxson

514-848-2424 ext. 2126

politicalscience.graduateprogram@concordia.ca

As Graduate Program Assistant, I am the person to contact for registration for graduate courses, change of grades or other administrative matters. My duties also include maintaining all graduate student files, monitoring grades and retrieving information from the Student Information System, advising students of academic deadlines, booking rooms for graduate classes, and answering any general questions students might have about the program.

Internship Coordinator: Eve Pankovitch

514-848-2424 ext. 2114

polisci.Internship@concordia.ca

The MPPPA program has an internship option, which is an opportunity for you to test your academic and professional knowledge on a practical landscape. Be it an NGO, federal or provincial government office you secure relevant work in, you will modify your world view and discern how you can contribute to it, through this experiential learning process. You will measure first-hand what impact you have while being mentored by senior people who have chosen a similar career path. My job is to get you there. Through seminars and workshops, one-on-one coaching, and several team meetings, you will learn contemporary concepts on how to market yourself. I foster and maintain partnerships with senior hiring managers and directors in the workforce, so the jobs themselves will become tailored to invest in your learning. An employer evaluation of your internship will not only help you discover those things you did not know about yourself, but it will provide an excellent reference for future employers.

III. Admission Requirements

A. Doctor of Philosophy (Political Science)

Admission to the Ph.D. in Political Science requires a Master of/Magisteriate in Arts in political science, political studies, international relations, public policy, or another relevant field from an accredited university. A superior academic record (at least a 3.5/4.3 GPA) and strong references are both essential; professional work experience will be taken into consideration. Applicants are selected on the basis of past academic record, letters of recommendation, statement of purpose, writing sample, and the fit of their proposed research with research expertise in the department.

B. Master of Arts (Public Policy and Public Administration - MPPPA)

An undergraduate degree in political science or a related social science field with a minimum GPA of 3.3/4.3 (B+) is expected. Students who do not have the necessary background in political science or public policy and public administration may be required to take specific undergraduate courses in addition to the regular program. In certain cases, applicants may be required to complete a qualifying program at the undergraduate level before entering the graduate program.

C. Master of Arts (Political Science - MA)

An undergraduate degree in political science or a related social science field with a minimum GPA of 3.3/4.3 (B+) is expected. Students who do not have the necessary background in political science may be required to take specific undergraduate courses in addition to the regular program. In certain cases, applicants may be required to complete a qualifying program at the undergraduate level before entering the graduate program.

For all programs, applicants whose primary language is not English must demonstrate that their knowledge of English is sufficient to pursue graduate studies in their chosen field. Please refer to the [Graduate Admission page](#) for further information on the Language Proficiency requirements and exemptions.

D. Application Deadlines

	Fall Admission	Winter Admission
PhD in Political Science	February 1 (Canadian resident) January 15 (International)	n/a
MPPPA	February 1 (Canadian resident) January 15 (International)	September 1 (Canadian resident) June 1 (International)
MA in Political Science	February 1 (Canadian resident) January 15 (International)	September 1 (Canadian resident) June 1 (International)

E. Fast-tracking from MA to PhD

In cases of fast-tracking from MA to PhD, current students in the MA in Political Science may be admitted into the PhD in Political Science before they have completed their MA. Students may be nominated for the PhD program after they have successfully completed at least 3 courses (9 credits), including a core course and a methods course. They must complete these courses with a *minimum* grade of A- for each of these three courses to be considered. Their acceptance into the Ph.D. program is conditional upon the successful completion of two additional courses (6 credits). Fast-tracked PhD students must complete a total of 24 credits, including the 15 credits of graduate courses taken at Concordia, including a second core course and electives in each of their areas of specialization.

IV. Specific Requirements for the Ph.D. Degree

90 Credit Degree Program

A fully qualified candidate is required to complete a minimum of 90 credits, consisting of 21 credits of course work, 12 credits in the form of two comprehensive exams (POLI 885, POLI 886), 3 credits for the thesis proposal (POLI 889), and 54 credits for the thesis (POLI 890).

A. Courses and Concentrations (21 credits)

All candidates must take seven 3-credit courses (all courses are worth 3 credits) from the program, as described below. While full-time course load consists of two courses per term, students are encouraged to take three courses during the fall and winter semesters of their first year to ensure they complete their coursework in a timely manner. Students may not drop or discontinue a core course (801, 802, 803, 804, 805, 844) or the professional development seminar (POLI 871). The distribution of courses by semester may vary with the availability of courses. Please note that there are very few, if any, graduate courses offered in the summer, and any courses that are offered by the Department are usually limited to the Public Policy and Public Administration subfield. However, it may be possible to take a cognate course or a directed studies course in the summer with permission from the GPD.

The Department offers graduate courses in the following five political science fields:

- Canadian and Québec Politics
- Comparative Politics
- International Politics
- Political Theory
- Public Policy and Public Administration

Students in the doctoral program develop expertise in two of these fields through courses and as evaluated through the comprehensive exams.

Course work is divided into core courses and elective courses. Each student will take seven 3-credit courses:

- 2 core courses, one in each of the two chosen areas of specialization (POLI 801-805 Advanced Seminars)
- 2 elective courses, one in each of the same two chosen areas of specialization (POLI 811-815). The topics of these courses change from year to year depending on scheduling

- 1 elective course from any area of specialization or a cognate course in a related field (known as the “open elective”)
- 1 required professional development course (POLI 871) with a (PASS/FAIL) method of assessment
- 1 core course on research design and methodology (POLI 844)

Core Courses

POLI 801 Advanced Seminar in Comparative Politics (3 credits)

POLI 802 Advanced Seminar in International Politics (3 credits)

POLI 803 Advanced Seminar in Canadian and Québec Politics (3 credits)

POLI 804 Advanced Seminar in Political Theory (3 credits)

POLI 805 Advanced Seminar in Public Policy (3 credits)

Methodology Core Course

POLI 844 Advanced Research Methods (3 credits)

Professional Development Required Course

POLI 871 Graduate Research Development (3 credits)

Elective Courses

The topics of Special Topics courses vary from year to year. To help prepare for comprehensive exams, it is best to gain experience with as many faculty members in your area of study as possible. Registration for these courses requires permission from the Graduate Program Director.

POLI 811 Special Topics in Comparative Politics (3 credits)

POLI 812 Special Topics in International Politics (3 credits)

POLI 813 Special Topics in Canadian and Québec Politics (3 credits)

POLI 814 Special Topics in Political Theory (3 credits)

POLI 815 Special Topics in Public Policy and Administration (3 credits)

Directed Studies

This special reading course is designed to explore topics and themes relevant to a student’s doctoral research. Directed study courses are not permitted in the first term of study. To request a directed study, students must submit to the GPD the syllabus of the intended course and a description of how this course is relevant for their program of study, prepared in collaboration with their course supervisor. It is the responsibility of the student to secure the approval of course supervisors in advance. Supervisors must be full-time faculty members.

Prerequisite: Permission of the Graduate Program Director POLI 898 Directed Studies (3 credits)

Cognate Courses

It is possible for students to take one course either in another related discipline or at another university. Cognate courses are not permitted in the first term of study. Normally, this course would count as the one “open elective” course; only under special circumstances (i.e., the required course is not available in the first four terms of study) can cognate courses or courses from other universities count as the required core or the main elective course in your field of study. To request a cognate course, students must submit to the GPD the syllabus of the intended course and a description of how this course is relevant for their program of study. Approval depends on whether (1) the course is deemed appropriate for PhD study and (2) the GPA of the student meets the minimum requirement

of 3.5. The GPD will also consult with the student's supervisor before approving a cognate course. These restrictions ensure that students have appropriate training with Concordia faculty to prepare for their comprehensive exams. *Prerequisite:* Permission of the Graduate Program Director.

B. POLI 885 and POLI 886 (Comprehensive Examinations)

(12 credits in the form of 2 comprehensive examinations)

POLI 885 Comprehensive Exam Primary Area of Specialization (6 credits)

POLI 886 Comprehensive Exam Secondary Area of Specialization (6 credits)

All candidates are required to write two 6-credit comprehensive exams (POLI 885 and POLI 886). The comprehensive exams evaluate students' ability to review, explain, and critically engage with key debates, theories, and methods in their areas of concentration.

The comprehensive exams take place 3 times per year: September, November, and May. Students may take both comprehensive exams in the same year, or they may choose to take one field following coursework in year one and the second field following coursework in year 2. Both the written and the oral exams in a given field must be taken in the same exam period. The examination dates will be scheduled by the GPD. Students begin their comprehensive exams one semester after completion of coursework. For most students, this will be in at the end of the winter term of their second year in the program. The actual examination dates will be scheduled by the GPD.

For the purpose of the Comprehensive Examination, each subfield is represented by a Comprehensive Examination Committee. Each Comps Committee is comprised of three faculty members active in the relevant subfield. Committee composition changes from year to year on a rotational basis. Faculty who are on leave are not eligible to serve on Examination Committees. The PhD candidates' Supervisors are not excluded from serving on the Comprehensive Exams Committee of their particular subfield.

Students are expected to begin consulting appropriate faculty, reading, organizing, and studying for their exams during their first year in the program. The core courses have been designed to prepare students for the Comprehensive Exams by introducing students to classic texts as part of a survey of key debates, theories, and methods. Elective courses provide a more in-depth engagement with specific topics or streams of research. Coursework thus provides a critical foundation in preparation for the Comprehensive Exams.

Each of the five subfields has adopted a reading list to guide PhD candidates as they prepare to take their Comprehensive Exam. The reading lists represent study aids rather than definitive lists. In no way do they constrain the questions that may be asked, whether on the written or oral examination. Students are encouraged to supplement the reading lists with additional readings that appear on their syllabi, are newly published, or otherwise seem relevant. The reading lists are subject to updating and revision on a regular basis. Students are expected to begin reviewing the reading lists over the summer following their first year. All reading lists are available from the Graduate Program Assistant.

NOTE: Students whose first language is French may request to take the Comprehensive Examinations in French. Requests must be communicated to the GPD in writing **no later than January 15** for winter term exams (May) and **no later than May 15** for fall term exams

(September, November). The department will accommodate all requests to take the *written* Comprehensive Examinations in French. Accommodation of requests to take the *oral* Comprehensive Examinations in French is subject to the availability of three faculty members with expertise in each of the student's fields of specialization who are competent to evaluate an oral examination in French.

The Comprehensive Exams (POLI 885 and POLI 886)

Although faculty will provide advice and discuss strategies and solutions to any problems encountered during preparations for the exam, it is the students' responsibility to ensure they are well prepared for their Comprehensive Exams.

1. POLI 885 Comprehensive Exam Primary Area of Specialization

- POLI 885 consists of two parts, written and oral. To successfully complete the Exam, students must pass both parts of the exam during the same exam period (i.e. pass both the written and oral portion of the exam).
- The first part of the POLI 885 Comprehensive Exam is a six-hour written exam.
- The written part of the POLI 885 Comprehensive Exam is comprised of a total of 6 questions, divided in two sections.
- For all subfields except **Public Policy and Public Administration**, the first section contains questions that are more general in nature and pertinent to the entire subfield. The second section focuses on areas of specialization within the subfield (e.g., streams of research on particular topics). In the case of **Public Policy and Public Administration**, the exam will be organized in the following way: 'Public Policy' and 'Public Administration'.

Organization of POLI 885 Comprehensive Examination

Subfield	Section 1	Section 2
Canadian and Quebec Politics	General	Specific
Comparative Politics	General	Specific
International Politics	General	Specific
Political Theory	General	Specific
Public Policy and Public Administration	Public Policy	Public Administration

- For POLI 885, each student writing this comprehensive exam must generate a supplemental reading list of 25 titles. This reading list must be submitted at least 3 months before the written examination, approved by the principal supervisor, and circulated amongst the members of the examining committee and the Graduate Program Director.
 - This reading list must correspond to the general area in which a student intends to write their doctoral dissertation.
 - A question will be included on the comprehensive examination from this supplemental reading list, and for all subfields except **Public Policy and Public Administration**, this question will be included under the ‘specific’ section. For **Public Policy and Public Administration**, the location of this question will be determined by the general subject matter of the supplemental reading list. The student will be notified whether this question will be part of the ‘Public Policy’ or ‘Public Administration’ section of comprehensive exam once the reading lists is circulated amongst the examining committee.
- PhD Candidates taking the written POLI 885 Comprehensive Exams must answer a total of 3 questions, including at least one question from each of the sections described in the previous point.
- Each exam is graded by the appropriate Comprehensive Exam Committee. Grading for the written portion is pass/fail and is determined by simple majority. The Exam Committee will notify the GPD if the student has passed the exam. The GPD will then inform the student.
- If the student passes the written exam in a given subfield, he/she moves on to the oral examination in that area of specialization. The oral examination will take place within three weeks of the written exam. The oral examination consists of a one to one-and-half hour oral defense of the written exam in front of the Comprehensive Exam Committee for

each subfield and chaired by the GPD. The Exam Committee will notify the GPD if the student has passed the exam. The GPD will then inform the student. Students will receive an assessment of their performance in the oral exam from the Exam Committee within one week of the exam.

- Although students must pass the written exam to move forward to the oral exam, they can still fail a comprehensive exam with an incompetent oral performance.
- Any student who fails any part of the POLI 885 Comprehensive Exam (either the written or oral portion) will be allowed a second chance to pass that exam. To re-take an exam, a student must complete both written and oral parts of that exam.
- A second failure in either the written or oral part of POLI 885 will result in the student being withdrawn from the program.

2. POLI 886 Comprehensive Exam Secondary Area of Specialization

- For the secondary area of specialization there will be a written exam. An oral defense of the written exam will only occur in the case of a marginal pass as determined by the examining committee.
- A marginal pass is given when at least two members of this committee assign a Pass (Marginal) or if any assessor assigns a failing grade on a comp.
- The mandatory part of the POLI 886 Comprehensive Exam is a six-hour written exam.

- The mandatory written part of the POLI 886 Comprehensive Exam is comprised of a total of 6 questions, divided in two sections.
- For all subfields except **Public Policy and Public Administration**, the first section contains questions that are more general in nature and pertinent to the entire subfield. The second section focuses on areas of specialization within the subfield (e.g., streams of research on particular topics). In the case of **Public Policy and Public Administration**, the exam will be organized in the following way: ‘Public Policy’ and ‘Public Administration’.

Organization of POLI 886 Comprehensive Examination

Subfield	Section 1	Section 2
Canadian and Quebec Politics	General	Specific
Comparative Politics	General	Specific
International Politics	General	Specific
Political Theory	General	Specific
Public Policy and Public Administration	Public Policy	Public Administration

- PhD Candidates taking the written POLI 886 Comprehensive Exams must answer a total of 3 questions, including at least one question from each of the sections described in the previous point.
- Each exam is graded by the appropriate Comprehensive Exam Committee. Grading for the written portion is pass/fail and is determined by simple majority. The Exam Committee will notify the GPD if the student has passed the exam. The GPD will then inform the student.
- If the student passes the written exam in a given subfield with an assigned grade of Pass (Marginal), he/she must sit an oral examination. The oral examination will take place within three weeks of the written exam. The oral examination consists of a one to one-and-half hour oral defense of the written exam in front of the Comprehensive Exam Committee for each subfield and chaired by the GPD. The Exam Committee will notify the GPD if the student has passed the exam. The GPD will then inform the student. Students will receive an assessment of their performance in the oral exam from the Exam Committee within one week of the exam.
- In the case of a Pass (Marginal) assessment of a written examination that proceeds to the oral examination, a student can still fail POLI 886 Comprehensive Exam with an incompetent oral performance.
- Any student who fails any part of the POLI 886 Comprehensive Exam (either the written or oral portion) will be allowed a second chance to pass that exam. To re-take an exam, a student must complete both written and oral parts of that exam.
- A second failure in either the written or oral part of POLI 886 will result in the student being withdrawn from the program.

C. POLI 889 (Thesis Proposal) 3 credits

Supervision

Students are not officially assigned a dissertation supervisor upon entering the program. During the first semester, the GPD advises on the choice of appropriate courses, research activities such as conferences, the identification of potential supervisors, and preparation for the comprehensive examinations. Students are put in contact with and encouraged to meet with their proposed supervisor about their research interests, plan of study, and professional activities. It is the responsibility of the student to contact potential supervisors and committee members. Keeping in mind that faculty members are not always available to serve as a supervisor, students should identify and be prepared to approach at least a couple of potential supervisors. Normally, students choose their supervisors by the winter semester of their first year in the program. Students must inform the GPD of their choice of supervisor so that the change can be registered with the School of Graduate Studies. In consultation with their supervisor, the Ph.D. candidate must finalize the composition of the departmental supervisory committee after passing the comprehensive examinations and prior to the Dissertation Proposal defense.

Registration

Students are registered in POLI 889 (Thesis Proposal) in the academic session after which they complete their last comprehensive examination, which is normally POLI 886 Comprehensive Exam Secondary Area of Specialization.

Assuming that POLI 886 is the final comprehensive exam written, registration for POLI 889 follows the following schedule:

POLI 886 to POLI 889 (thesis proposal)				
Registration and Defence				
POLI 886 (Comprehensive Exam)	POLI 886 Registration Semester	POLI 889 (thesis proposal) registration	POLI 886 to POLI 889 (Time Frame)*	POLI 889 (thesis proposal) - latest defense
May	/1	/2	7 months	December
September	/2	/4	7 months	April
November	/2	/1	7 months +	June
* POLI 886 (comprehensive exam) to POLI 889 (thesis proposal) defense				
Sessions: /2 (September to December); /4 (January to April); /1 (May to June)				

Length of Thesis Proposal

The length of the thesis proposal, excluding the bibliography and method of citation (footnotes, endnotes, etc.) is approximately 25-30 pages double spaced, using a standard 12point font. Supplemental materials, such as questionnaires that may be used as part of research design, or research appendixes, are in addition to the 25-30 pages guideline.

Dissertation Proposal Defence

Students are required to complete and defend their thesis proposal before their dissertation supervisory committee in a meeting chaired by the Graduate Program Director. The proposal summarizes a set of research questions or arguments around which the dissertation will be organized, situates those questions and arguments within the broader literature, and outlines a plan of research. In cases where the supervisory committee is not satisfied with the proposal, the student can resubmit and re-defend. A second unsatisfactory proposal would result in the student being withdrawn from the program. Students should defend their proposal within two terms of passing all comprehensive examinations.

The process for preparing your proposal is as follows:

- The primary supervisor directs preparation and major revisions of the proposal. Once the supervisor approves the proposal for defense, the student submits it to the other two members of the dissertation supervisory committee.
- Faculty members require a minimum of 2-3 weeks to read drafts of a proposal. Students should expect that committee members will ask for revisions prior to defense. Once all committee members have approved the proposal for defense, a date will be set by the GPD. The defense should take 1 1/2 hours.
- At the defense, the student will make a short presentation. The Candidate has 10 - 15 minutes to present the main elements of the proposed research as well as potential pitfalls and main challenges.
- The Candidate's presentation is followed by questions and comments from Committee Members with the Advisor speaking last. Each Committee Member will have 15 minutes to speak, including reactions by the Candidate.
- In the remaining time, the Committee and the GPD may ask additional questions or offer feedback.
- The Candidate will then be asked to step outside to allow the Committee to deliberate.
- When the Candidate is called back into the room, the GPD will announce the outcome of the defense (i.e., pass or fail) and Committee members will provide the Candidate with guidance on how to proceed.
- If the Candidate passes the defense, s/he must prepare a short report outlining the main points related to research and writing of the dissertation as agreed upon during the defense. This report must be circulated to all members of the supervisory committee for approval.
- If the Candidate does not pass the defense, s/he is permitted to re-submit and defend a second time. A second unsatisfactory proposal results in the Candidate being withdrawn from the program.

D. POLI 890 (Thesis) 54 credits

The candidate who has passed the PhD Comprehensive Examinations and the thesis proposal will proceed to the final requirement. The final requirement is the writing and defense of an original doctoral thesis that contributes to one of the student's areas of concentration. It shall be of publishable quality.

The thesis defence is an oral examination conducted by the Chair of the Examining Committee, who is considered a delegate for the Dean of Graduate Studies. The defence will be evaluated by an Examining Committee consisting of at least five (5) members. The Examining Committee consists

of members of the student's supervisory committee (at least three members, including the principal supervisor(s) and two other departmental members), at least one (1) member from outside the student's department but from within the University (external-to-program examiner), and one (1) member from outside the University (external examiner). Ph.D. dissertation defences are advertised to the University community and open to the public. In advance of the defense, any member of the University may submit a question for the Candidate to the Thesis Office.

As per the Conflict of Interest policy established by the School of Graduate Studies, spouses may be members of the same doctoral supervisory committee but cannot both serve as members of the doctoral examination committee. In such circumstances, one of the spouses must be recused from the examining committee and an alternate appointed.

The thesis preparation guide prepared by the School of Graduate Studies (<https://www.concordia.ca/content/dam/sgs/docs/handbooks/thesispreparationguide.pdf>) describes the procedures for preparing, submitting, and defending a thesis.

NOTE: if data collection for the dissertation involves human subjects, ethics clearance must be obtained. See the section on “other requirements” for more information.

NOTE: Committee members normally require a minimum of 4 - 6 weeks to read completed drafts and usually require revisions before approving a dissertation for defence. Since Committee Members have other teaching, supervision, and research obligations, students should contact all Committee Members to verify the time required to review drafts of their doctoral thesis. If Committee Members require more time than 4 weeks to review a complete draft dissertation (i.e., for conferences or research travel etc.), the Committee Member must inform both the student and GPD.

Doctoral Dissertation Styles

A doctoral dissertation thesis may be formatted as a **Chapter-based thesis**, or an **Article-based thesis**. Students must consult their supervisor and Graduate Program Director for the expectations as to general structure and length.

1. Chapter-based Thesis

A conventional thesis is structured in a chapter-based format. Conceptually, the thesis begins by establishing a knowledge context and framework for a problem. It then poses a significant problem expressed most often in the format of a research question, i.e., hypothesis that may be further broken down into sub-questions. This is normally followed by a presentation of the methodological approach to the question(s). This is then followed by material that systematically addresses well-defined parts of the overall thesis problem through analysis. The thesis then finishes by drawing together the results of the thesis materials into a conclusion and a statement of future directions.

Chapter-based Thesis Structure

While there are many variations on the conventional chapter-based thesis, they all begin with the required front matter (title page, signature page, abstract, etc.). The body of the thesis is structured with an introduction, review of the current state of knowledge/literature (sometimes this is combined into the

chapters), and an overall problem statement that is usually then broken into smaller problems. This is then followed by the individual chapters, which describe the methodology and address the overall problem or sub-problems. Each chapter should be comprehensive and logical with a clear connection to the preceding and following chapters. The body of the thesis then ends with an overall conclusions chapter, which may include future directions; or the future directions may be a separate chapter. The thesis is then completed with endnotes (where applicable), the bibliography, or references and appendices.

2. Article-Based Thesis

As an alternative to the chapter-based thesis format, a thesis can include three peer-reviewed journal manuscripts, three peer reviewed chapters-in-edited volumes, or some combination of articles or chapters-in-edited volumes. These may include articles or papers that are published, or submitted for publication. It is critical that all components of the thesis are structured in a logical order with an appropriate framework for reporting on a coherent program of graduate research.

Article-based Thesis Structure

A manuscript-based thesis is more than a collection of three peer-reviewed journal manuscripts or chapters-in-edited volumes. Similar to a chapter-based thesis, the manuscript-based thesis must be a coherent text to allow a clear and precise judgement to be made concerning the importance and originality of the research question advanced in the thesis. In order to ensure that the thesis is coherent, connecting chapters provide may provide expository transitions between the different papers, as needed. Not all chapters in an article-based thesis need to be manuscripts; some chapters may be conventional chapters, provided that the overall thesis proceeds in a coherent manner.

The following guidelines govern a manuscript-based thesis:

- At least two of the articles or chapters-in-edited-volumes used for the article-based dissertation must be single authored manuscripts by the student.
- In regard to co-authored articles or chapters-in-edited-volumes included in the article-based thesis, the student must be an equal co-author in the case of manuscripts with two authors, and the lead author in the case of manuscripts with more than 2 authors.
- It is strongly recommended that the principal supervisor is consulted on the publication venue before a paper is submitted for consideration.

In general, an article-based thesis will be structured in roughly the following manner:

- Title Page
- Signature Page
- Abstract
- Table of Contents
- **Chapter 1:** Introductory Chapter
- **Chapter 2:** Literature Review
- **Chapter 3:** Peer-reviewed journal manuscript (n=1)
- **Chapter 4:** Peer-reviewed journal manuscript (n=2)
- **Chapter 5:** Peer-reviewed journal manuscript (n=3)
- **Chapter 6:** Conclusion
- References

- Bibliography

Deviations to the chapter structures/organization are permitted when approved by the dissertation committee, as additional chapters may be necessary to create a coherent narrative connecting the peer-reviewed journal manuscripts (n=3) to the overarching question pursued in the doctoral dissertation. Regardless of the chapter structure, the doctoral dissertation must conform to the Thesis Preparation Guide (Sequence of Contents) by The School of Graduate Studies.

For works that are already published, the student must present the contents of the publications formatted according to the requirements set out in the Thesis Preparation Guide. Normally, the student is expected to present the published article in its entirety. However, in some cases, a subset of the published work may be appropriate. The student must explain in the thesis why significant portions of the published work are omitted. Where appropriate, the published abstract may be omitted, or incorporated into bridging text, if it improves the flow of the thesis. Acknowledgements (to funding agencies for example) should be removed from the chapter and consolidated with the general acknowledgements. Supplementary materials to the publication can be included in the thesis as transitional material, a separate chapter, or as an appendix. In all cases, the thesis text must be coherent and proceed in a logical order.

Published works are often copyrighted by the publisher and may require permission for use, even by the authors, in the thesis. See Copyright Regulations. There must be a single comprehensive referencing style used throughout the entire thesis. Usually, this is a single bibliography, or list of all references, collected at the end of the thesis; however, some disciplines utilize footnotes. Bibliographies or reference lists should not appear at the ends of any of the manuscripts/chapters.

Doctoral Thesis Defense

The following regulations and procedures govern the writing and successful defense of the Doctoral Thesis in the Department of Political Science.

NOTE: The School of Graduate Studies oversees the doctoral thesis defense and has the final word on all procedures. In the event of any contradiction, the guidelines and regulations provided by the School of Graduate Studies supersede the information provided in this Handbook. Thus, students should consult the School of Graduate Studies for further information on writing and the most recent submission requirements as well as the Graduate Program Calendar for submission dates:

- Graduate Program Calendar: <http://www.concordia.ca/academics/graduate/calendar.html>
- School of Graduate Studies Thesis Preparation Handbook: <https://www.concordia.ca/content/dam/sgs/docs/handbooks/thesispreparationguide.pdf>
- Spectrum (Concordia Library research repository): <https://spectrum.library.concordia.ca>

The candidate will defend the dissertation before the Doctoral Examining Committee, which consists of at least five voting members:

- Principal Faculty Supervisor (s)
- At least two Readers from the Department of Political Science (internal examiners)
- External-to-Program Examiner (i.e., a faculty member from another department within Concordia University)
- External Examiner (i.e. a faculty member from another university)

- As per the Conflict of Interest policy established by the School of Graduate Studies, spouses may be members of the same doctoral supervisory committee but cannot both serve as members of the doctoral examination committee. In such circumstances, one of the spouses must be recused from the examining committee and an alternate appointed.

The principal supervisor selects the external-to-program and external examiners in consultation with the candidate, subject to approval by the Graduate School. External examiners must meet three criteria:

1. Hold the rank of Full Professor. The Graduate School may accept Associate Professors with a strong research profile and an international reputation.
2. Have had no collaboration (e.g., joint research, grants, and co-authored publications) with the principal supervisor(s) for at least the past six years.
3. Have had no previous contact with the candidate. In the words of the Graduate School, “the reading and evaluation of the thesis should be the external examiner’s first exposure to the student’s work.”

Once the committee has been struck (i.e., approved by the Graduate School), any changes must be approved by the Graduate School. The candidate must offer a reasoned justification in writing in support of the requested change.

A faculty member from another department chairs the dissertation defense. Although considered a delegate of the Dean of Graduate Studies, in practice, the department is responsible for finding a faculty member to serve as chair. Generally, the supervisor will make suggestions. If none of the recommended individuals are available, the Graduate Program Assistant (GPA) will work with the GPD to identify an appropriate chair (e.g., GPDs from other social science departments).

Submitting and defending the doctoral dissertation:

1. Approval: Students must obtain approval from the three-person
 - i Departmental Supervisory Committee to submit the thesis for defence. Students are encouraged to make an appointment with the thesis coordinator to check format before copies of the thesis are made (514-848-2424, ext. 3802).
2. First Submission: Student formally submits the thesis. At this stage, the thesis should be in its final version and ready for defence. Candidates should email a copy of their thesis to Thesis.Deposit@concordia.ca along with a completed [Thesis Non Exclusive License form](#) and a [Doctoral Thesis Submission form](#). The Thesis Office will inform the candidate if any committee member requires a printed copy of the dissertation. Doctoral students must also submit one copy of his/her CV. A thesis checklist on the format of the thesis is emailed to the student and a copy sent to the student’s graduate program assistant. Deadline for this “First Submission” is August 4 for Fall Convocation and March 4 for Spring Convocation. (Check the graduate calendar to verify the dates).
3. Scheduling the Exam: The examination date must be set a minimum of 6 weeks from receipt of the thesis and the thesis examination form submitted by the student’s program. The thesis must be in the hands of the external examiner for at least one month prior to defence date.
4. Oral Examination: Oral Examination takes place. The Committee makes one of the following recommendations at the defence:
 - Accepted as Submitted
 - Accepted with Minor Modifications
 - Accepted with Major Modifications

- Rejected
- 5. After Defence: Student makes required modifications, if any, along with any required format changes for final submission. If minor modifications are required, the principal supervisor(s) may approve the final version. If the Examination Committee requires major modifications, the full committee must approve the final version of the dissertation. Student must also submit electronically a lay version of the abstract to the Thesis Office.
- 6. Final Submission: The candidate must submit one electronic version to Spectrum by April 15 (for Spring graduation) or by September 15 (for Fall graduation). (Verify dates in the graduate calendar). The Graduate School verifies receipt of accompanying documents (examination report and signature sheets) and sends a form to the Office of the Registrar confirming that the student has completed all of the thesis requirements for the degree in order to be processed for graduation.

E. Other Requirements

Language Requirement

PhD candidates must demonstrate an ability to conduct research either in French or in a language (other than English) required in their area of research. Competency in a relevant language may be demonstrated in a variety of ways, including provision of a transcript for a post-secondary degree in that language, conducting research in a language other than English, completion of language courses, or taking a language exam.

In-house language exams may be scheduled for students who wish to demonstrate competency in French or another language in which a member of the faculty has competency. The exam will involve written translation of passages from an academic article (or appropriate sample to deem competency, when necessary, such as a passage of Latin) from the language required for research into English. The exam will be two hours, and the student will be allowed a language dictionary. The student will be informed of their results in writing within one week of the exam. If the student fails the exam, the student is permitted to re-take the exam until they pass but the exam must be passed in order to graduate.

Students may contact the GPD to discuss options for fulfilling the language requirement at any point after the proposal defence. This requirement should be met before scheduling the dissertation defence.

Residence Requirements

The minimum residence requirement for PhD students is 6 terms (two years) of full-time graduate study beyond the master's degree, or the equivalent in part-time study, or 9 terms (3 years) of full-time graduate study beyond the bachelor's degree for those students who are permitted to enroll for doctoral studies without completing a master's degree.

Research Ethics

All graduate students undertaking research involving humans or animals as research participants are required to have their research reviewed and approved in conformity with the latest version of the Tri-Council Policy Statement on "Ethical Conduct for Research Involving Humans" or the guidelines of the Canadian Council on Animal Care. Students must ensure that they have all appropriate ethics approval PRIOR to undertaking the research. Initial ethics clearance may take several weeks. For sensitive topics, the university review committee often requires revisions. In consultation with her/his supervisor, the Ph.D. candidate should prepare the application well in

advance to avoid delays in data collection. Ethics approval should take place immediately following the approval of the proposal.

Any changes in procedures covered by the ethics certification should be reported to the university review committee as soon as possible. Changes should be submitted for approval prior to implementation. Although the university review committee does give researchers modest leeway for changes that become necessary in the course of field research (e.g., unforeseen change in research sites), it reserves the right to ban the use of research that is not covered by a valid ethics certificate.

Once acquired, the ethics certificate is subject to review and renewal on an annual basis. An annual report must be filed until the dissertation has been defended and the student has graduated.

For further details please consult:

<http://www.concordia.ca/research/for-researchers/ethics.html>

https://ethics.gc.ca/eng/policy-politique_tcps2-eptc2_2018.html

Annual Progress Reports

At the end of each academic year, the School of Graduate Studies requires a progress report from each student and the student's supervisor of record. The School of Graduate Studies refers to these progress reports when considering student requests (e.g., for time limit extensions) and may make approval of such requests contingent on submission of the report. If the reports raise issues, the Graduate School may request additional information (e.g., a timeline for completion of the degree or an interim report).

Until a supervisor has been confirmed, the GPD acts as the supervisor of record. The progress reports require information about progression through the program, accomplishments (e.g., conference participation, awards and fellowships, publications), challenges confronted, strategies for overcoming any challenges, and expected time to completion.

Although students and supervisor file their reports independently, the Graduate School encourages supervisors to consult with students prior to filing the report. The progress reports offer an opportunity for students and supervisors to recognize accomplishments and, when necessary, develop strategies for surmounting challenges.

The GPD approves progress reports before forwarding them to the School of Graduate Studies. In the event that reports mention unresolved challenges or reveal delays in progression through the program, the GPD will consult with the student and supervisor to develop a plan of action.

F. Academic Regulations

GPA Requirement: The academic progress of students is monitored on a periodic basis. To be permitted to continue in the program, students must maintain a cumulative grade point average (GPA) of 3.00 based on a minimum of 12 credits. Students whose GPA falls below 3.00 are considered to be on academic probation during the following review period. Students whose GPA falls below 3.00 for two consecutive review periods are withdrawn from the program.

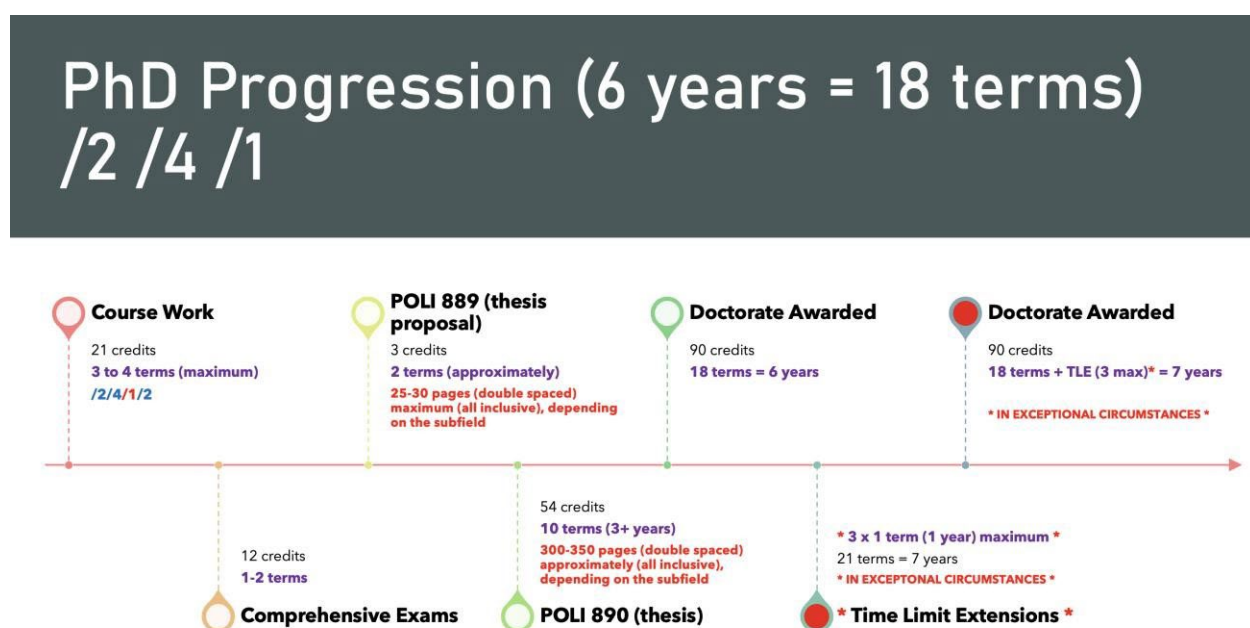
C Rule: A graduate student who receives a grade of C will be evaluated by the Departmental Graduate Studies Committee with respect to that student's continuance in the program. Receiving two C's is grounds for automatic withdrawal from the program.

F Rule: Students who receive a failing grade in the course of their Ph.D. studies will be withdrawn from the program.

Time Limit: All work for a doctoral degree must be completed within 18 terms (6 years) of fulltime study from the time of original registration in the program.

Graduation Requirement: In order to graduate, students must have a cumulative GPA of at least 3.00.

G. PhD Progression (18 terms)



V. Specific Requirements for the MPPPA Degree

45 Credit Degree Program

A fully qualified candidate is required to complete a minimum of 45 credits. Students in the program can choose whether to pursue an internship or attend courses only.

Upon application, all students are admitted into Option A (Master of Arts (MPPPA) with Courses). Once in the program, students have the opportunity to transfer to Option B (Master of Arts (MPPPA) with Internship) or remain in Option A. Students who wish to transfer to Option B (Internship Option) must complete all of the coursework required for the MPPPA program, except Poli 686 (Internship Preparation, 3 credits), Poli 688 (Internship, 9 credits), and Poli 689 (Internship Paper, 9 credits), discussed below; not have any IP/IPE or INC notations on their transcript at the time they apply for Option B; have maintained a CGPA of at least 3.30; and have participated in the mandatory

workshops organized by the Internship Coordinator. Students who have not completed these requirements will not be eligible for Option B.

Students must have a minimum GPA of 3.43 to **start** the internship process **if** they have not completed all of their coursework, in order to ensure they maintain the required minimum GPA of 3.3 for the internship option. Otherwise, students must wait until after they have completed all 8 required courses with a GPA of at least 3.3 to begin the process of seeking and obtaining an internship. Students with IP/IPE grades will not be allowed to apply for the internship option until all of their IPs are completed. Students who have an INC notation on their transcript are not eligible for the Internship.

Please note that there is no guarantee that a student will be allowed to transfer to the Internship Option. In any given term, the intake might be limited by the availability of internship positions. In addition, under certain circumstances, such as, but not limited to, students demonstrating persistent unprofessional behaviour or engaging in harassment, students will be ineligible for Option B. In such cases, files will be reviewed and recommendations made by committee at the request of the Department Chair, Internship Coordinator, or MPPPA Director.

Beginning in Fall 2022, students in non-thesis programs who wish to maintain full time status must be registered for a minimum of 9 credits per semester, except during the summer semester. International students, and students who have loans, bursaries, or fellowships generally have to maintain full time status.

Concentrations

All students, regardless of the Option they choose, must specialize in the area of concentration Public Policy and Administration but are free to take elective courses in any other area of concentration. The areas of concentration in the program are the following:

- Public Policy and Administration
- Canadian and Quebec Politics
- Comparative Politics
- International Politics
- Political Theory

Requirements for all MPPPA Students

1. **Core Courses:** All MPPPA students must complete two 3-credit courses: POLI 636 (Theories of Public Policy and Public Administration) and POLI 644 (Research Methods) within the first year of their program of study. Students are not permitted to take these courses at the same time, nor are they allowed to drop or discontinue a core course.
2. **Residency:** The minimum residence requirement for the Master's students is 3 terms (one year) of full-time study, or the equivalent in part-time study. This requirement must be met regardless of the amount of graduate work previously completed in any other program or at any other university.
3. **Research Ethics:** All graduate students undertaking research in term papers, internship papers or thesis research involving humans or animals as research participants are required to have their research reviewed and approved in conformity with the Tri-Council Policy Statement "Ethical Conduct for Research Involving Humans" (1998) or the guidelines of the Canadian Council on Animal Care. In cases where the student's research is minimal risk (the research involves

participants over the age of 18 years, does not involve participants with diminished capacity, from vulnerable populations, or participants from First Nations), the Summary Protocol Form (SPF) is submitted to the GPD and reviewed by the Departmental Research Ethics Committee. In cases where the student's research is more than minimal risk (i.e., the research involves participants under the age of 18 years, participants with diminished capacity, participants from vulnerable populations or participants from First Nations), an SPF must be submitted to the UHREC, c/o the Research Ethics and Compliance Unit, GM-1000, by the Course Instructor/Supervisor on the student's behalf.

For further details and forms, please consult:

<http://oor.concordia.ca/formsandreferenceddocuments/forms/researchethicsandcompliance>

A. MPPPA Options and Regulations

Option A: Master of/Magisteriate in Arts (MPPPA) with Courses Only

All students who are accepted into the program are initially registered in Option A (courses only) and may choose to remain so. All students intending to remain in Option A specialize in the concentration of Public Policy and Administration.

- I. **Main MPPPA Core Courses:** POLI 636 and POLI 644 (6 credits)
- II. **Additional Core Public Policy and Administration Concentration Course:** Students must choose one of the following five courses: POLI 600 or 604 or 618 or 622 or 624 or 639 (3 credits).
- III. **Concentration Courses.** Four 3-credit courses chosen from the subfield of Public Policy and Administration, including, but not limited to, those indicated above under "Additional Core" courses (12 credits).
- IV. **Approved Elective and Cognate Courses:** Four 3-credit courses chosen from any of the following subfields: Canadian and Quebec Politics, Comparative Politics, International Politics, Political Theory, or POLI 601 (Research Design), or from cognate courses offered in related disciplines. For such external cognate courses, approval of the MPPPA Director is required. In general, approval for registration in cognate courses must first be obtained from the department involved. Normally students are not allowed to take cognate courses until they have completed all required core courses. (12 credits).
- V. **Research Essay Proposal:** POLI 675. This course is a directed study supervised by a faculty member with whom the student completed a course and wrote a graduate level term paper in their area of concentration. The course prepares the student to write an Extended Research Essay based on the term paper by developing an understanding of the scholarly literature beyond the initial term paper and preparing a plan for significantly revising that term paper under the supervision of the faculty member (3 credits).
- VI. **Extended Research Essay:** POLI 676. The Extended Research Essay is a directed study supervised by a faculty member with whom the student completed a course in their area of concentration. Requiring additional research, this degree requirement builds on a term

paper submitted at the graduate level in a concentration course and on the work completed in POLI 675 Research Essay Proposal. It is considered to be a significant revision and extension of the term paper, with an extensive bibliography (9 credits).

NOTE: MPPPA students beginning their programs before Summer 2024 may be registered in POLI 691 (12 credits) in lieu of POLI 675 (3 credits) and POLI 676 (9 credits).

Option B: Master of/Magisteriate in Arts (MPPPA) Internship

All students are admitted into the MPPPA program in Option A (courses only). Students interested in Option B (Internship) must formally apply to the MPPPA Program Director to change from Option A to Option B. **To be accepted into the Internship Option, students must have completed the required coursework (8 courses), achieved at least 3.30 CGPA by the time they complete all of their courses or a minimum CGPA of 3.43, with no IP/IPE or INC notations on their transcript at the time they apply for the Internship, and have participated in the mandatory workshops organized by the Internship Coordinator.**

Please note that there is no guarantee that a student will be allowed to transfer to the Internship Option. In any given term, the intake might be limited by the availability of internship positions. In addition, under certain circumstances, such as, but not limited to, students demonstrating persistent unprofessional behaviour or engaging in harassment, students will be ineligible for Option B. In such cases, files will be reviewed and recommendations made by committee at the request of the Department Chair, Internship Coordinator, or MPPPA Director

Process

Once every semester, a call is sent out by the Internship Coordinator to eligible students who want to consider Option B, inviting them to attend the Introductory Internship Session. At this session, the Internship Coordinator explains the process and options. For Canadian citizens, these options include the federal government (with whom the MPPPA program has a long-standing and comprehensive arrangement) as well as NGOs, think tanks and other relevant organizations. For those who do not have Canadian citizenship, this includes all positions other than those with the Federal Government.

After this session, students declare their interest to be accepted in Option B through the application form provided by the Internship Coordinator. Career Development Sessions, which are mandatory for all students accepted into Option B and count towards POLI 686: Internship Preparation, to prepare interns for the competition phase of the job searching process. Once assigned a relevant internship, interns are often asked to complete a security clearance. Interns begin their full-time internship assignment (Poli 688) the following term and are monitored throughout to ensure all objectives are met. An Employer Evaluation of student performance is completed and submitted to the program for review.

Academic Requirements

All students intending to transfer into Option B (Internship) specialize in the concentration of Public Policy and Administration.

I. Main MPPPA Core Courses: POLI 636 and POLI 644 (6 credits).

- II. **Option B: Additional Core Public Policy and Administration Concentration Course:** Students must choose one of the following five courses: POLI 600, 604, 618, 622 or 624 or 639 (3 credits).
- III. **Concentration Courses:** Three 3-credit courses chosen from the subfield of Public Policy and Administration, including, but not limited to, those indicated above under “Additional Core” courses (9 credits).
- IV. **Approved Elective and Cognate Courses:** Two 3-credit courses chosen from any of the following subfields: Canadian and Quebec Politics, Comparative Politics, International Politics, Political Theory, or POLI 601 (Research Design), or from cognate courses offered in related disciplines. For cognate courses, approval of the MPPPA Program Director is required. In some cases, approval for registration in cognate courses must be obtained from the department involved. Normally students are not allowed to take cognate courses until they have completed all required core courses. (6 credits).
- V. **Internship Preparation (POLI 686):** During their final semester, students take POLI 686 convened by the Internship Coordinator, in which they participate in career development workshops and apply to internships under the supervision of the Internship Coordinator. This is a Pass/Fail course based on attendance and participation (3 credits).
- VI. **Internship (POLI 688):** The internship is a four-month term of relevant work in the public, private or the not-for profit sector. During the internship, the student is registered in POLI 688: Internship (9 credits). If a student is fired from their Internship due to unsatisfactory performance, they are deemed to have failed POLI 688 and must transfer to Option A to complete the Program.
- VII. **Internship Paper (POLI 689):** Students who have successful internships are assigned a faculty supervisor by the Director and registered in POLI 689, where they prepare an original paper that bridges theory with practice. POLI 689 is a Pass/Fail course, where a passing grade indicates the successful completion of the internship paper deemed satisfactory by the assigned supervisor (9 credits).
- VIII. **French Language Proficiency Test:** Option B students are expected to demonstrate an ability to read and understand literature relevant to their field in both French and English. In order to fulfill the French requirement all students who have not studied in French at either the University or CEGEP level are required to take a French test. This exam consists of translating an article from a French newspaper into English. Students are permitted to use a (hard copy) dictionary. If the student fails the test, they are permitted to re-take the test until a passing grade is recorded; the test must be passed to graduate. The MPPPA Director schedules the test in April, August, and December.

NOTE: MPPPA students beginning their programs before Winter 2023 may be registered in POLI 693 (21 credits) in lieu of POLI 686 (3 credits), POLI 688 (9 credits), and POLI 689 (9 credits).

Specific Requirements for the Internship

Since the creation of the MPPPA program in 1981, considerable effort has been expended to develop a relevant and interesting work experience for those students who choose the internship option. The internship option brings together three essential participants: the university, the student, and the employer. It is intended to maximize the educational experience and bridge the gap between what employers consider necessary job skills and what the university views as academically necessary to prepare a well-educated individual.

Structured and purposeful training both in theory and in practice provides the student with an opportunity to develop self-confidence, self-reliance, and self-motivation. From the internship, students learn to accept responsibility, work with colleagues and respect deadlines, and practice good judgement so that realistic career expectations may be more easily formed. As a result, students gain technical knowledge, practical experience, and develop skills in interpersonal relations through participation in seminars, workshops, and social activities.

Employers benefit as well because they have the opportunity to evaluate prospective personnel without making a permanent commitment. Nevertheless, when they choose to do so, the internship enables employers to recruit permanent employees who can be productive immediately, without requiring an extensive training period. These advantages are seen as employer rewards in terms of lower turnover in trained personnel, since internship graduates are more aware of their career goals and understand their commitment first-hand.

Those students who are seriously considering this option should begin to prepare for it early in their graduate student experience. Candidates should consult the MPPPA Program Director, the Internship Coordinator, other students who are involved in Option B, and the PSGSA, to ensure they have the maximum amount of information about internship opportunities.

Duration of the Internship

Internships are for a period of 4 months and the Employer may renew the Internship for a second 4-month term, up to a total of 8 months. To receive credit for POLI 688, students are required to complete a 4-month internship placement and write an Internship Paper. During the 4-month placement, students will be assigned a faculty supervisor and must have their internship proposal approved. If the proposal is not approved by the supervisor in adequate time, students will be recommended to return to the course-only option to complete their degree.

Once the 4-month placement is completed, students must complete the final internship paper and have it approved by their Supervisor within 4 months (Poli 689).

Section	Internship	Completion
POLI 688/1	January to April	August 31
POLI 688/2	May to August	December 31

POLI 688/4	September to December	April 30
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N.B.: *For Spring Convocation, an Internship Paper must be approved by the Faculty Supervisor before April 30. For Fall Convocation, an Internship Paper must be approved by the Faculty Supervisor before August 31.*

Supervision

During the internship, the student is subject to the guidance of at least two different persons: (1) the supervisor(s) designated by the employer and (2) a faculty internship paper supervisor. The faculty supervisor is assigned by the MPPPA Program Director.

The Internship Coordinator will contact each student on site during the work term at least once, to discuss the work assignment, to evaluate the placement with the intern and the employer, and to resolve any problems that may exist. Once per semester the MPPPA Program Director will conduct a seminar with all interns to discuss their work experience and their proposed internship paper and to assign faculty supervisors. These meetings may have to be held remotely. Student attendance is mandatory.

N.B.: *Internship Paper Supervisors are assigned by the MPPPA Program Director and students are not permitted to select a faculty member or to solicit a faculty member to act as supervisor.*

Academic Requirements for the Internship Paper

The Internship Paper consists of two written assignments:

1. Internship Paper Proposal
2. Internship Paper

The Internship Coordinator will hold a Pre-Assignment Briefing before the internship has started. This is a mandatory orientation session in which the Internship Coordinator reviews arrangements related to the Internship and the MPPPA Director outlines the requirements and timelines for the Internship Paper.

Evaluation of the Internship Paper

Once the Faculty Supervisor has approved the Internship Paper Proposal and the Program Director has been notified, a first draft of the Internship Paper can begin.

Upon approval of the final of the internship paper by the supervisor, the student must submit a clean electronic copy of the final report to the Graduate Program Assistant.

If an internship paper receives a 'Fail' grade, the student will be withdrawn from the Program. Please refer to the Internship Paper Requirements document for more information.

NOTE: For students who completed their internship before summer 2024, the MPPPA Director will assign a second reader once the faculty supervisor approves the paper.

Format of the Internship Paper

An Internship Paper completed in improper format will not be approved. Either of the following manuals may be used in preparation of the paper:

K. L. Turabian (1973), *A Manual for Writers of Term Papers, Theses and Dissertations*, Chicago: University of Chicago Press.

MLA Handbook for Writers of Research Papers (1984), New York: Modern Language Association.

1. The paper must be typewritten on only one side of letter-size paper. It must be doublespaced in standard typeface (Times New Roman). The top and bottom margins should be 1 inch; the left and right margins should be 1.25 inches.
2. The paper must be free from typographical errors.
3. All copies must be clear and dark, and the typescript must be even. Photocopies must be clean, of good quality, and maintain straight margins. It is not necessary to submit the original.
4. Pages must be numbered consecutively, including appendices, in accordance with the above-mentioned manuals. Page numbering should begin with the first page of the text of the paper. Any page indications before this section may be done with small Roman numerals. The title page must never be numbered.
5. Charts, tables, figures, appendices, references, and all other pages other than the text itself must also conform to the above technical regulations.
6. Title Page – A standard title page is required.
7. Abstract – Each report must contain an abstract, typed on a separate single sheet. It must include the title “ABSTRACT,” report title, the author’s name, and a summary not exceeding 250 words.
8. Sequence of Contents – The following sequence for the paper’s organization should be followed:
 - Title Page
 - Abstract
 - Acknowledgements or Dedication (if desired)
 - Table of Contents
 - List of Figures, Tables, Illustrations, Appendices, Symbols, etc. (where applicable)
 - Text of paper
 - Bibliography or References
 - Appendices (where applicable)
9. Length – The paper should be between 12,000 and 16,000 words (all front and end matter included); the total word count should be reported on the title page.

Internship Grading System

The internship work (Poli 688) and the internship paper (Poli 689) are graded as pass/fail. Should the internship be terminated by the employer prior to its completion due to unsatisfactory work performance or if the student fails to submit a copy of their report of quality that can be approved by their supervisor within the timelines outlined above, the student will be required to withdraw from the internship option and transfer back into Option A (i.e. the course option of the MPPPA).

VI. Master of/Magisteriate in Arts (Political Science) (MA)

45 Credit Degree Program

A fully qualified candidate is required to complete a minimum of 45 credits, consisting of 18 credits of course work, 3 credits for the thesis proposal (POLI 694), and 24 credits for the thesis (POLI 696).

A. Courses and Concentrations (18 credits)

All candidates must take six 3-credit courses (all courses are worth 3 credits) from the program, as described below. While full-time course load consists of two courses per term, students are encouraged to take three courses during the fall and winter semesters of their first year to ensure they complete their coursework in a timely manner. Students may not drop or discontinue a core course (601, 644) or the professional development seminar (POLI 671). The distribution of courses by semester may vary with the availability of courses. Please note that there are very few, if any, graduate courses offered in the summer, and any courses that are offered by the Department are usually limited to the Public Policy and Public Administration subfield. However, it may be possible to take a cognate course or a directed studies course in the summer with permission from the GPD.

The Department offers graduate courses in the following five political science fields:

- Canadian and Québec Politics
- Comparative Politics
- International Politics
- Political Theory
- Public Policy and Public Administration

Admission Requirements. An undergraduate degree in political science or a related social science field with a minimum GPA of 3.3/4.3 (B+) is expected. Students who do not have the necessary background in political science, as well as in the concentration which they have chosen, may be required to take specific undergraduate courses in addition to the regular program. In certain cases, applicants may be required to complete a qualifying program in order to be eligible for admission to the graduate program.

Students who were educated outside Canada and whose mother tongue is neither English nor French will be required to successfully complete TOEFL (Test of English as a Foreign Language) or the International English Language Testing System (IELTS) exam before being admitted.

Requirements for the Degree (45 credits)

Course Work (18 credits)

Course work is divided into core courses, elective courses, and required courses. Each student will take six 3-credit courses (18 credits):

- 1 core course in a chosen area of specialization (POLI 603, 626, 632, 636, 638)
- 2 elective courses and cognate courses in their chosen area of specialization. The topics of these courses change from year to year depending on scheduling
- 1 elective course from any area of specialization or a cognate course in a related field (known as the “open elective”)
- 1 required professional development course (POLI 671) with a (PASS/FAIL) method of assessment
- 1 required research course (POLI 601, 644)

POLI 694 (Thesis Proposal) 3 credits

This course is a directed study involving a comprehensive understanding of the literature in the area of research directly relevant to the thesis topic under the direction of a faculty supervisor. The written assignments involve a comprehensive literature review, annotated bibliography and research design that culminate in a thesis proposal presented in an oral defence before the thesis supervisor and two faculty members in the graduate program.

POLI 696 (Thesis) 24 credits

Students are required to demonstrate their ability to carry out original, independent research. The thesis, which is researched and written under the direction of a supervisor and thesis committee, is defended before the student's thesis committee.

NOTE:**Cognate Courses outside of Political Science: Areas and Eligibility Areas**

Students may enroll in cognate courses in the John Molson School of Business and in the following departments in the Faculty of Arts and Science: Communication Studies, Economics, Education, Geography, Planning and Environment, Sociology and Anthropology, Religion and Culture, and Philosophy. Permission of the Graduate Program Director or the MPPPA Director is required. In some cases, approval for registration in cognate courses must be obtained from the department involved.

Eligibility

The following requirements must be satisfied to pursue cognate courses outside the Department of Political Science:

1. Core course (3 credits) in a chosen area of specialization (POLI 603, 626, 632, 636, 638) must be completed.
2. Two courses (6 credits) in area of concentration must be satisfied
3. Satisfactory progress in the program (minimum GPA of 3.3)

Directed Studies (POLI 695)

This special reading course is designed to explore topics and themes relevant to a student's MA research. Directed study courses are not permitted in the first term of study. To request a directed study, students must submit to the GPD the syllabus of the intended course and a description of how this course is relevant for their program of study, prepared in collaboration with their course

supervisor. It is the responsibility of the student to secure the approval of course supervisors in advance. Supervisors must be full-time faculty members.

Academic Regulations

GPA Requirement: The academic progress of students is monitored on a periodic basis. To be permitted to continue in the program, students must obtain a cumulative grade point average (GPA) of 3.00 based on a minimum of 12 credits. Students whose GPA falls below 3.00 are considered to be on academic probation during the following review period. Students whose GPA falls below 3.00 for two consecutive review periods are withdrawn from the program.

C Rule: Students in master's/magisteriate programs are allowed to receive no more than one C grade in order to remain in good standing in the university.

F Rule: Students who receive a failing grade in the course of their studies will be withdrawn from the program. Students may apply for re-admission. Students who receive another failing grade after re-admission will be withdrawn from the program and will not be considered for readmission.

Time Limit: All work for a master's/magisteriate degree for full-time students must be completed within 12 terms (4 years) from the time of initial registration in the program at Concordia University; for part-time students the time limit is 15 terms (5 years).

Graduation Requirement: In order to graduate, students must have a cumulative GPA of at least 3.00.

B. POLI 694 (Thesis Proposal) 3 credits

The following regulations and procedures govern the writing and successful defence of the Master's Thesis Proposal:

1. The Graduate Program Director is responsible for advising a student on an appropriate supervisor for their topic and ensuring that the student receives proper supervision.
2. Students are encouraged to discuss the thesis option early in their program to ensure appropriate course selection (for example, many faculty members do not agree to supervise if students have not taken courses with them or have not taken POLI 601 or other appropriate courses). It is the student's responsibility to secure a supervisor and approval for the thesis option may be limited by availability of supervisors. In consultation with the supervisor, the Graduate Program Director will assign a Second Reader with relevant expertise to provide guidance on the selected topic.
3. The Master's Thesis Committee consists of 3 faculty members drawn from the Department of Political Science, consisting of:
 - Graduate Program Director (Chair)
 - Faculty Supervisor
 - Second Reader

4. At the end of the semester in which the student takes POLI 694 (Thesis Proposal) with the Supervisor, the Master's Thesis Proposal must be defended before the three-person committee. Once the Faculty Supervisor has approved the thesis proposal, a copy will be distributed to the Second Reader. The Second Reader requires least two weeks to read the proposal and may ask for revisions PRIOR to setting the defense date. This means a supervisor's approved copy should be submitted to your second reader no later than the third week of November/March/July depending on the semester you are registered. Once the Second Reader has approved the proposal, a copy of the final proposal will be given to the Graduate Program Director and a defense date will be set.
5. There are no revisions of the proposal after the defense. The student will write and distribute a short report outlining the issues and concerns that the committee made during the defense that must be addressed in the final thesis. The supervisor submits the grade for POLI694.
6. Students are not permitted to extend an IP (in-progress) in this course.

Registration in POLI 694 (Thesis Proposal)

Students are registered in POLI 694 (Thesis Proposal) in the academic session after which they complete their course work (18 credits).

POLI 694 (Thesis Proposal)			
Registration and Defence			
18 credits Completed by Session	POLI 694 Registration /2/4/1	POLI 694 Time to Completion	POLI 694 Latest Defence
/2	/4	4 months	April
/4	/1	4 months	August
/1	/2	4 months	December
Sessions /2(September to December); /4(January to April); /1(May to August)			

Length of Thesis Proposal

The length of the thesis proposal, excluding the bibliography and method of citation (footnotes, endnotes, etc.) is approximately 25-30 pages double spaced, using a standard 12point font. Supplemental materials, such as questionnaires that may be used as part of research design, or research appendixes, are in addition to the 25-30 pages guideline.

C. POLI 696 (Thesis) 24 credits

The following regulations and procedures govern the writing and successful defense of the Master's Thesis in the Department of Political Science. In addition, students are required to consult the Graduate Program Calendar for submission dates to ensure timely graduation and appropriate submission dates for specific graduation periods. Please also consult the School of Graduate Studies for further information on writing and submission requirements:

- Graduate Program Calendar:

<http://www.concordia.ca/academics/graduate/calendar.html>

- School of Graduate Studies Thesis Preparation Handbook:

<https://www.concordia.ca/content/dam/sgs/docs/handbooks/thesispreparationguide.pdf>

- Spectrum (Concordia Library research repository):

<https://spectrum.library.concordia.ca>

Deadlines for Thesis Submission

1. Although the Graduate School requires that for Spring Convocation, the “First Submission” is no later than March 15 and “Final Submission” is no later than April 15 (for Fall Convocation: August 15 and September 15), this requirement only allows one month for defense, revisions, and approval of final submission.
2. In order to establish best practices that will allow sufficient time for revisions and approval by the Committee, the Department has established the following deadlines for thesis approval. All submissions require the consent and approval of the Supervisor and/or Second Reader. Students should be aware that if major revisions are necessary that these deadlines may not be sufficient to meet the Graduate School deadlines.

Spring Convocation

- a) Students should submit a completed first draft of their thesis to their Supervisor no later than January 5.
- b) Students should submit an approved draft of their thesis to their Second Reader no later than February 5.
- c) Students should submit the draft approved by both their Supervisor and Second Reader to the GPD and as “First Submission” to the Graduate School no later than March 15.
- d) Defense is held and students submit a revised (if necessary) revision to the Graduate School as the “Second Submission” no later than April 15.

Fall Convocation

- a) Students should submit a completed first draft of their thesis to their Supervisor no later than June 5.
- b) Students should submit an approved draft of their thesis to their Second Reader no later than July 5.
- c) Students should submit the draft approved by both their Supervisor and Second Reader to the GPD and as “First Submission” to the Graduate School no later than August 15.
- d) Defense is held and students submit a revised (if necessary) revision to the Graduate School as the “Second Submission” no later than September 15.

Master’s Thesis Defence:

1. All Committee Members require a minimum 2-3 weeks to read and make comments on all drafts of the thesis. The student should be aware that Committee Members have other teaching, research and administrative obligations and should contact Committee Members regarding potential dates for submitting the thesis. If more time than 2-3 weeks is required by the Committee Members (i.e. away for conferences etc.), the Committee

Member should contact the student and GPD to inform them that more time is required.

2. Students should expect that Committee Members – both the Supervisor and Second Reader will ask for revisions to the drafts of their thesis.
3. Once a full tentative draft of the Master's Thesis has been approved by a Faculty Supervisor, the student is required to submit this copy to the Second Reader. At this time, students are encouraged to make an appointment with the thesis coordinator at the Thesis Office to check format before copies of the thesis are made (514-848-2424, ext. 3813).
4. Second Readers can ask for changes to the thesis PRIOR to the defense. Once the second reader has also approved the thesis for defense, a copy of the thesis is submitted to the GPD and a date for an oral examination will be set. At this point, the student should also submit one digital copy as the formal "First Submission" to the Thesis Office of the Graduate School. A thesis checklist on the format of the thesis is emailed to the student and a copy sent to the student's graduate program assistant along with evaluation and examination forms.
5. Oral Examination takes place before the Master's Thesis Committee. Students should bring their signature pages with them to the defense. The Committee makes one of the following recommendations at the defence:
 - Accepted as Submitted
 - Accepted with Minor Modifications
 - Accepted with Major Modifications
 - Rejected
6. Student makes required modifications, if necessary, along with any required format changes for final submission. In the Department, minor modifications require approval of the supervisor; major modifications require approval by all committee members. Student must also submit electronically a lay version of the abstract to the Thesis Office. In case of a final grade of Rejected, the thesis may be submitted in revised form one more time in earlier than 6 months after the rejected thesis defense.
7. Student makes "Final Submission" of one electronic copy of the final version of thesis to the Thesis Office by April 15 (for Spring graduation) or by September 15 (for Fall graduation). Receipt of accompanying documents (examiner evaluations, examination report and signature sheets) is verified and Office of the Registrar is sent a form confirming that the student has completed all thesis requirements for the degree in order to be processed for graduation.
8. The School of Graduate Studies uses a fully electronic thesis submission process. Students must submit the final version of their thesis electronically. Theses must be uploaded through the Library Repository, Spectrum.

The electronic submission must be in PDF/a format (archival PDF). For information on how to submit theses, students must log on to Spectrum (<http://spectrum.library.concordia.ca>) using their portal name and ID. Follow instructions using the **HELP** button. Students will be provided with detailed instructions.

D. Other Requirements

Research Ethics

All graduate students undertaking research involving humans or animals as research participants are required to have their research reviewed and approved in conformity with the most recent Tri-Council Policy Statement on "Ethical Conduct for Research Involving Humans" or the guidelines of the Canadian Council on Animal Care. Students must ensure that they have all appropriate ethics approval PRIOR to undertaking the research.

This requirement applies, for example, to interviews or surveys conducted for a thesis or internship paper. Ethics clearance is not required for theses or internship papers based on documentary sources or that otherwise do not involve human subjects.

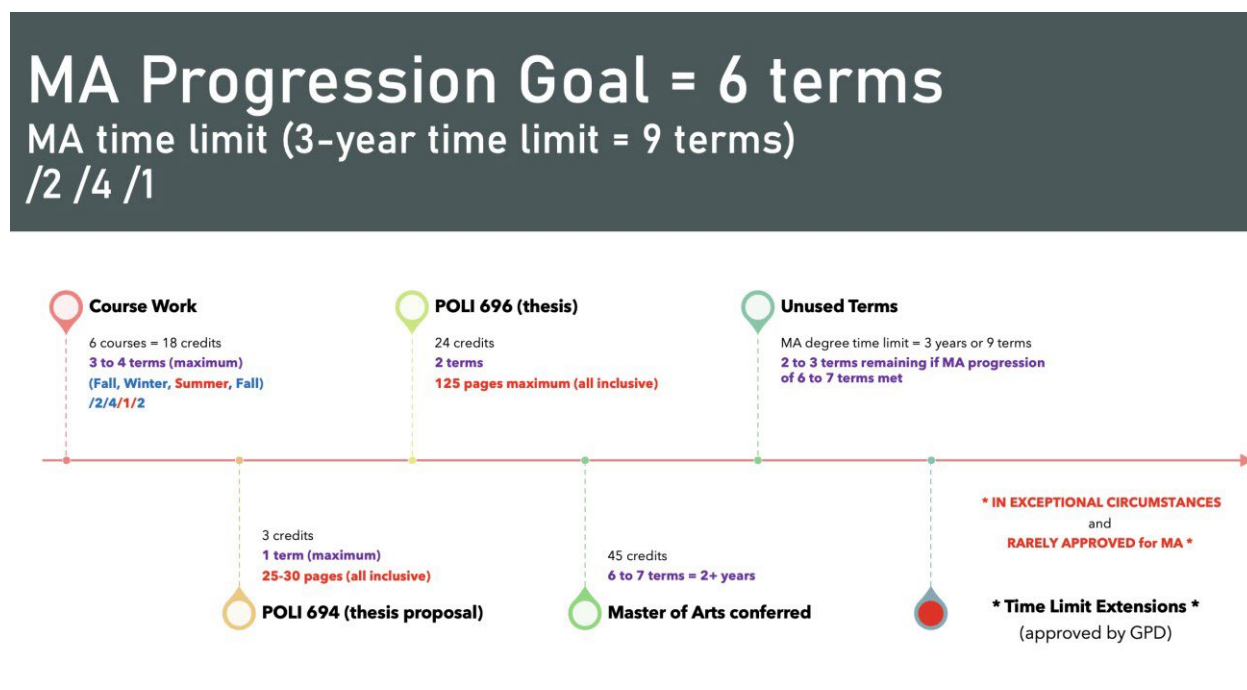
The university requires that applications for ethics clearance related to a thesis or internship paper be submitted in the name of the supervisor. Initial ethics clearance may take several weeks. For sensitive topics, the university review committee often requires revisions. In consultation with her/his supervisor, the student should prepare the application well in advance to avoid delays in data collection. Ethics approval should take place immediately following the approval of the proposal.

Any changes in procedures covered by the ethics certification should be reported to the university review committee as soon as possible. Changes should be submitted for approval prior to implementation.

Once acquired, the ethics certificate is subject to review and renewal on an annual basis. An annual report must be filed in the name of the supervisor until the thesis has been defended and the student has graduated.

For further details please consult: <http://www.concordia.ca/research/for-researchers/ethics.html>
https://ethics.gc.ca/eng/policy-politique_tcps2-eptc2_2018.html

E. MA Progression (6 terms)



VII. Essential Information and Key Dates

Registration Start Dates

- Mid-June for newly admitted students starting in Fall.

- Mid-December for newly admitted students starting in Winter.
- Mid-March for returning students.

Course Change Deadlines

N.B.: Students are not permitted to drop POLI 636 or POLI 644. All course changes, program changes, and permission to take a course outside the program require the approval of the Graduate Program Director (for all PhD, and MA Political Science programs and the MPPPA Director (for MPPPA Option A and B).

2025 Fall Term:

ADD deadline: September 15, 2025

DNE deadline: September 15, 2025

DISC deadline: November 10, 2025

2026 Winter Term:

ADD deadline: January 26, 2026

DNE deadline: January 26, 2026

DISC deadline: March 23, 2026

Please visit <https://www.concordia.ca/students/registration/term-dates-deadlines.html> for further information on dates and deadlines.

Potential Graduates

Students who expect to complete their program requirements in a particular term must apply to graduate. The forms should be completed by January 15 for spring graduation and July 15 for fall graduation. Forms are available online at: <https://www.concordia.ca/graduationconvocation.html>.

VIII. Grading System and Departmental Standards

- The In Progress (IP) notation is used when a student, who has completed a substantial portion of the course, cannot complete the course in time for reporting grades due to circumstances beyond their control. This notation may be assigned only to individual students, not to entire classes. The *IP* notation is only used in combination with a valid course grade (e.g. “*B/IP*”, “*F/IP*”). The grade is assigned on the basis that the missing work is graded as zero **and included** in calculating the overall grade. Students must complete courses with *IP* notations **by the DNE deadline** of the following term or the Fall DNE deadline for Summer term courses (see Academic Calendar for precise dates). If the course is not completed, the *IP* notation will be removed at the DISC deadline and an *INC* notation will be recorded along with the grade and the grade will become the permanent grade. If the course is completed after the DNE deadline the grade will not be changed (e.g. “*B/INC*”, “*F/INC*”). The Incomplete (*INC*) notation is used to indicate that the student did not complete the required work for the course.

Under exceptional circumstances an additional period of In Progress Extension (*IPE*) may be granted by the School of Graduate Studies. Requests for an *IPE* notation should be submitted as a student request, supported by relevant documentation including confirmation of the instructor’s support for a further extension prior to the DNE deadline.

Either graduate programs or the School of Graduate Studies may prevent/remove course registrations on the basis of outstanding *IP/IPE* notations on the student record.

Grades with *IP* or *IPE* notations are not included in GPA calculations.

Grades with an INC notation are included in the GPA calculations.

Students with *F/IP* (or *F/IPE*) will not be considered for a Leave of Absence until the program recommends continuance (May Continue). The student will be required to complete the course(s) with *IP/IPE* notations by the DNE deadline following their return from Leave.

The IP grade may be assigned only to individual students, not to entire classes. Students must complete courses with In Progress grades by the deadline set by the instructor. The instructor will notify the student of the deadline in writing, but may not set a deadline later than the following dates:

Academic Term	IP deadline to submit outstanding work	IPE deadline to submit outstanding work
Summer	DNE of Fall Term September 16, 2024	December 15 of Fall Term
Fall	DNE of Winter Term January 27, 2025	April 15 of Winter Term
Winter	DNE of 1 st Summer Term	August 15 of Summer Term

- Pass/Fail

The designation of pass or fail is the final grade given to comprehensive examinations, MA and PhD thesis, internships, language proficiency examinations, and the Professional Development course.

- Academic Integrity

“The integrity of University academic life and of the degrees, diplomas and certificates the University confers is dependent upon the honesty and soundness of the instructor-student learning relationship and, in particular, that of the evaluation process. As such, all students are expected to be honest in all of their academic endeavors and relationships with the University.” (Academic Code of Conduct, art. 1)

The Department of Political Science has a zero tolerance policy with regards to violations of the Academic Code of Conduct. To help you better understand and uphold academic integrity please consult the following websites:

<https://www.concordia.ca/students/academic-integrity.html>

<http://www.concordia.ca/artsci/polisci/students.html#plagiarism>

IX. Office of Rights and Responsibilities

The Office of Rights and Responsibilities is charged with administering the Code of Rights and Responsibilities, which sets standards of conduct for all members of the university. The following behaviours are unacceptable, according to the Code of Rights and Responsibilities:

- discrimination (based on any of the grounds in the Quebec Charter of Rights and Freedoms);
- personal or discriminatory harassment;
- sexual harassment;
- threatening or violent conduct;
- theft and vandalism.

For the Code of Rights and Responsibilities see:

<http://www.concordia.ca/content/dam/common/docs/policies/official-policies/BD-3.pdf>

For information on the Office of Rights and Responsibilities and related policies see:

<http://www.concordia.ca/students/rights.html>

You can contact the Advisor to discuss any question you may have concerning inappropriate behaviours on campus at GM-1005 or by email at: rights@concordia.ca.

X. Teaching Assistantships

The Department of Political Science hires a number of graduate students to serve as Teaching Assistants in undergraduate courses each academic year. Interested students are required to submit an application and successful candidates are assigned by the Graduate Program Director according to their performance in the program and areas of expertise. As part of their funding, PhD students are guaranteed TA positions for the fall and winter semesters of their first three years in the program. PhD students are also given priority for all TA assignments.

International Students are required to secure the appropriate documents for employment eligibility in Canada.

Eligibility

The following conditions are mandatory to be hired as a Teaching Assistant:

- Be in good academic standing
- Transcripts free of IP (In Progress) designation for course work
- Be registered in a minimum of two courses and ideally three courses during a term or the equivalent, such as writing a master's thesis.

The university does not allow any student to be assigned more than 20 hours of TA work per week across all TA and RA contracts, including in-class and e-Concordia assignments. Effectively, this means

that a student may be assigned a maximum of 240 hours during the fall or winter terms and no more than 120 hours during each of the two summer terms. Most TA assignments fall well below these maximums. Students TAing for courses taught in-person are required to be in residence for the duration of the contract.

N.B.: MPPPA students are not eligible for Teaching Assistantships during the semester(s) of their internships.

Categories and Salary Structure

There is one category of Teaching Assistantships available in the department:

Teaching Assistant: A Teaching Assistant is an individual who meets with groups of students to present aspects of the course material. She/he prepares the material, answers questions, grades submissions associated with the course, holds office hours for individual or group consultation, may assist in grading exams, may be expected to attend classes or seminars, and may perform other duties as required. This individual may also be responsible for the preparation and presentation of laboratories associated with a course and may grade laboratory submissions.

Expectations of Teaching Assistants: Teaching Assistants will be required to attend a mandatory training session (4 hours in total included in the workload agreement). All teaching assistants are expected to be able and willing to teach and grade online, and thus are expected to have access to a computer, camera, and microphone (if not built in), as well as stable internet access. Any student who would like to TA and does not have the required equipment must submit a request to IITS for an internet stick, laptop, and/or microphone and camera immediately upon hiring.

XI. Program of Study Checklists

- PhD Requirements (90 credits)
- MPPPA Degree Requirements – Courses Only (45 credits)
- MPPPA Degree Requirements – Internship (45 credits)
- MA Degree Requirements (45 credits)

PhD Degree Requirements (90 Credits)

Name: _____

Areas of Specialization: n=2

	Comparative Politics
	International Politics
	Canadian and Quebec Politics
	Political Theory
	Public Policy and Public Administration

1. Course Work (21 credits)

6 Credits of Core Courses , 1 in each of 2 chosen areas of specializ: Section Session

	POLI 801	Advanced Seminar in Comparative Politics		
	POLI 802	Advanced Seminar in International Politics		
	POLI 803	Advanced Seminar in Canadian and Quebec Politics		
	POLI 804	Advanced Seminar in Political Theory		
	POLI 805	Advanced Seminar in Public Policy and Public Admin		

6 Credits of Elective Courses, 1 in each of 2 chosen areas of specializ:

	POLI 811	Special Topics in Comparative Politics		
	POLI 812	Special Topics in International Politics		
	POLI 813	Special Topics in Canadian and Quebec Politics		
	POLI 814	Special Topics in Political Theory		
	POLI 815	Special Topics in Public Policy and Public Admin		

3 Credits of Elective Courses, chosen from any area of special or cognate

	POLI			
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3 Credits Required (Research Design)

	POLI 844	Research Design		
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3 Credits Professional Development Seminar (Pass/Fail) Full year

	POLI 871	Graduate Research Development		/3
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2. Comprehensive Exams, Thesis Proposal, Dissertation (69 credits)

12 Credits Comprehensive Exams

	POLI 885	Comprehensive Exam		
	POLI 886	Comprehensive Exam		

3 Credits (Thesis Proposal)

	POLI 889	Thesis Proposal		
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54 Credits (Doctoral Dissertation)

	POLI 890	Thesis		
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3. Additional Degree Requirements

Language Requirement. PhD candidates must demonstrate an ability to conduct research either in French or in a language (other than English) required in their area of

MPPPA Degree Requirements – Courses Only (45 credits)

A. Core Courses (three courses: 9 credits)

- POLI 636
- POLI 644
- One of the following: POLI 600 or 604 or 618 or 622 or 624 **or 639**

B. Elective Courses in Public Policy and Administration (four courses: 12 credits)

Courses:

- | | |
|----------|----------|
| 1. _____ | 2. _____ |
| _____ | 3. _____ |
| _____ | 4. _____ |
| _____ | |

C. Elective or Cognate Courses in any Concentration; or POLI601 (four courses: 12 credits) 1.

- | | |
|-------|----------|
| _____ | 2. _____ |
| _____ | 3. _____ |
| _____ | 4. _____ |
| _____ | |

D. Extended Research Essay: (12 credits)

- POLI 691 Supervisor _____

MPPPA Degree Requirements – Internship (45 credits)

A. Core Courses (three courses: 9 credits)

- POLI 636
- POLI 644
- One of the following: POLI 600 or 604 or 618 or 622 or 624 or 639

B. Elective Courses in Public Policy and Administration (three courses: 9 credits)

Courses:

1. _____ 2.
_____ 3.

C. Elective or Cognate Courses in any Concentration; or POLI 601 (two courses: 6 credits)

Courses:

1. _____ 2.

D. Internship with Research Paper: (21credits)

- POLI 693 (supervisor and second reader will be assigned by MPPPA Director) (Students admitted beginning Winter 2023, POLI 686 (Internship Preparation, 3 credits), POLI 688 (Internship, 9 credits), POLI 689 (Internship paper, 9 credits)

E. Language Requirement

- **French Test**

MA Degree Requirements (45 Credits)

Name: _____

1. Course Work (18 credits)

3 Credits of Core Courses in Area of Concentration

Section

	POLI 603	International Relations Theory		
	POLI 626	Seminar in Comparative Politics		
	POLI 632	Seminar in Political Theory		
	POLI 636	Theories of Public Policy and Public Admin		
	POLI 638	Seminar in Canadian and Quebec Politics		

3 Credits Research Course chosen from

	POLI 601	Research Design		
	POLI 644	Research Methods		

6 Credits of Concentration Courses in Subfield

	POLI			
	POLI			

3 Credits of Approved Elective Courses

	POLI			
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3 Credits Professional Development Seminar (Pass/Fail) Full Year

	POLI 671	Graduate Research Development		/3
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2. Thesis Proposal and MA Thesis (27 credits)

	<u>3 Credits (Thesis Proposal) Pass/Fail</u>			
	POLI 694	Thesis Proposal		

	<u>24 Credits (MA Thesis)</u>			
	POLI 696	Master's Thesis		