



UNIVERSITY OF CALGARY | Cumming School of Medicine

GRADUATE SCIENCE EDUCATION STUDENT HANDBOOK

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Graduate Science Education Office

The Graduate Science Education (GSE) office is a place where current and future students, faculty and staff can come to receive information, support, and direction related to policies and procedures from both the GSE Graduate Education Committee and the Faculty of Graduate Studies (FGS). Roles in our office include:

Associate Dean, Graduate Education (AD-GSE)
Assistant Dean, Graduate Education
Graduate Program Director (GPD)
Graduate Program Administrator (GPA)
Administrative Coordinator
Manager
Scholarship and Stipend Officer
Leaders in Medicine (LiM) Administrator
Courses Administrator

We encourage you to connect with your Graduate Program Administrator (GPA) early in your program. They can always direct you to the appropriate contact if you are not sure where to go. We are here to support you, so please feel welcome to contact us at any time.

Please visit our website for the most up to date [GSE Contact Information](#). You can find a map to our office at the end of this handbook.

Vision

To provide consistent and timely support to all students and faculty supervising students at the Cumming School of Medicine (CSM). To be a resource for policy and procedure to ensure students are successful in their unique graduate programs and that they have a great experience while at the University of Calgary (UofC).

Programs

Graduate Science Education supports ten Graduate Programs that are broken up into eight thesis-based programs and three course-based programs. Each program adheres to general rules and regulations, but also has program specific requirements and awards. For more information about the program specific requirements see each program's section at the end of this document, or click on the link below to view the regulations in the University of Calgary graduate calendar.

MDBC (BMB) – [Biochemistry and Molecular Biology](#)
MDBT – [Biomedical Technology](#)
MDCH – [Community Health Sciences](#)
MDCV – [Cardiovascular and Respiratory Sciences](#)
MDGI – [Gastrointestinal Sciences](#)
MDIM - [Immunology](#)
MDMI – [Microbiology and Infectious Diseases](#)
MDNS – [Neuroscience](#)

MDPA – [Pathologists' Assistant](#)

MDPR – [Precision Health](#)

MDSC – [Medical Science](#)

Graduate Science Education also supports graduate students in the following areas:

[Scholarships and Financial Support](#)

[Leaders in Medicine](#)

Program Time Limits

The maximum time to complete a Master of Science (MSc) degree is four (4) years and a Doctor of Philosophy (PhD) degree is six (6) years. Course-based programs allow for a maximum time of six (6) years. Students typically complete their degrees well ahead of these deadlines.

Should it be required, request for a program extension must be made using the “Request for Extension to Program form”. Please contact your GPA to request this form. Requests will be reviewed by the GPD and then forwarded to the Associate Dean FGS, for approval.

Required information for extension requests:

- Reason for extension
- Detailed timeline for use of extra time (example: planned committee meetings, thesis writing deadlines, etc)
- Additional documents as requested

Please visit the [Timelines page](#) for a visual display of a program timeline.

Program Milestones

Milestones are the steps and activities required to complete degree requirements.

Thesis-based Students

Thesis-based milestones include: continued registration, course work, committee meetings, journal clubs, work in progress meetings, research integrity day attendance, completion of the sex and gender modules, annual progress report, candidacy exam (for PhD students) and thesis defense. You can find an outline of the [program requirements and milestones](#) on the GSE Website.

Course-based Students

MDBT (MBT), MDPR, and MPATH students do not have the same program milestones that thesis-based students do. The requirements of Course-based students are: continued registration, course work, [Research Integrity Day](#) attendance, and completion of the [Sex and Gender in Research modules](#).

Please note that MDPR certificate and diploma students are exempt from the Research Integrity Day and Sex and Gender module requirements, but MDPR Masters students are not.

Registration (All Students)

Thesis-based Students

Students are required to initialize their registration at the beginning of their program and each academic year in their anniversary term (i.e. the term in which they first started your program). This is required for the duration of the program even when the student is not registered in courses. Completing this annual registration confirms that a student is continuing their studies and ensures that fees are properly applied to their account. Failure to initiate the annual registration by the [posted deadlines](#) will result in withdrawal from the program.

[Instructions on how to complete Annual Registration](#)

Typically GSE students have a full-time registration status unless a student has special permission from the GPD to attend part-time.

Course-based Students

Course-based students must activate their registration per term they are in the course-based program. You will only be required to confirm your personal contact details. Registration status (full-time vs. part-time) will be determined by the number of units (courses have a particular unit load associated with them) in which you enroll during each academic term.

Fees will be assessed per term based on your full- or part-time status. This status can change depending on the number of units you are taking per term. An example of what unit load determines your status can be found on [FGS Course-based Term Registration pages](#) along with answers to frequently asked questions.

Annual Progress Report (Thesis Based Students)

[The Annual Progress Report \(APR\)](#) is mandatory for all thesis-based students. It is completed online each May and includes sequential contributions from the student, supervisor, co-supervisor (if applicable) and GPD. Students should complete their report by May 15th each year to give their supervisor(s) and GPD time to complete their sections by May 31st. The intent of the APR is to ensure that students are maintaining satisfactory progress in their program. Students should include information about their latest Journal Club and Research in Progress Seminars in their APR each year.

An APR submitted at the end of the third year of an MSc program or at the end of the fifth year of a PhD program must include:

1. a detailed timeline, approved by the Supervisory Committee, outlining any additional work required for completion of the degree
2. estimates of when the work will be completed
3. when the student will begin writing the thesis, and a tentative range of dates for the defense.

Course Requirements (All Students)

Different graduate programs have different course requirements. You can find more information on the [course requirements](#) page on the GSE Website. Please also refer to the University of Calgary graduate calendar for the most current information about your course requirements. If there is a discrepancy between the course requirements page and the calendar please follow the calendar regulations.

Program Specific Laboratory Certification (All Students)

Students working with chemicals, biohazards, radioactivity, and/or animals must complete the necessary training requirements and certification prior to beginning their research project and/or working in the laboratory. Students should discuss requirements with their supervisor as supervisors/PIs are responsible for ensuring all users of a laboratory are trained to work there safely.

For more information on the laboratory safety program, please see the [Laboratory Safety Website](#).

Where appropriate, students should also arrange to take the relevant portions of MDSC 603: Use of Laboratory Animals in Biomedical Research.

Students working with human primary material or subjects also need approval from the Conjoined Research Ethics Board (CHREB) prior to initiating the research. The Supervisor may need to request the addition of the student to their ethics approval.

More information about these requirements can be found on the [GSE Milestones and Program Requirements](#) page under Environment, Health and Safety section and the Ethics, Animal Care and Biohazardous Certification section.

Supervisor Requirement (Thesis Based Students)

All students must have a permanent supervisor for the duration of their program. The academic regulations around supervision can be found in the [University of Calgary graduate calendar](#). You can find helpful information about supervision expectations on the Faculty of Graduate Studies page [Working with your supervisor – A best practices guide](#).

Administrative Responsibilities of the Supervisor:

Supervisors are responsible for setting up the student's Supervisory Committee, all aspects of the Candidacy Process (Proposal Evaluation Meeting and Field of Study Examination) and the [Thesis Defense](#). This is done in consultation with the student under the [Graduate Student Supervision Policy](#). A list of expectations is listed under point 5 of this policy.

Financial Responsibilities of the Supervisor

Supervisors in GSE are required to guarantee a stipend to their students. The value of the stipend funding depends on if the student is a domestic or international student, and if they are a MSc or PhD student. This stipend may also be adjusted as a student secures scholarship funding. Please see the [GSE Funding Policy](#) for further information.

Guidelines for Resolving Student-Supervisor Conflict

It is understood that the supervisor-student relationship by its very nature is unique and can sometimes lead to different types of difficulties. The Graduate Science Education office is here to help you if you're having difficulties. At any time, students should feel free to approach their GPA, GPD, Head of their Department or Associate Dean GSE in confidence to mediate or for advice. Additional advice can be found by speaking to the [FGS Graduate Academic Specialists](#).

Changing Supervisors

In rare circumstances a change of supervisor may be appropriate. Please consult with your GPA or GPD if you have questions about this process and refer to the information available on the FGS [Change of Supervisor](#) page. All change of supervision requests must be approved by your graduate program and by the Faculty of Graduate Studies.

Supervisory Committee (Thesis Based Students)

Supervisory committees are required for all thesis-based students. These committees consist of Supervisor and Co-supervisor (if applicable), plus two additional members. Committee members are faculty members who have expertise in advising students through their thesis work, however in some cases they can also member of the research community outside of the University of Calgary. Post-Doctoral Fellows (PDF) can be committee members in addition to the 2 or 3 faculty members. PDF's

cannot participate in voting on candidacy processes or thesis defense if their supervisor is also part of the candidate's supervisory committee. Consult with the GPA for specific details.

Functions of Supervisory Committee

The Supervisory Committee provides direction and expertise to the student to direct their research. This includes regular participation by providing feedback on the progress of the research in Supervisory Committee meetings, provide feedback on the written thesis proposal and drafts of the Thesis, support the student through mentorship as necessary.

Supervisory Committee members become examiners in the Candidacy Process and during the final Thesis Defense Examinations. Students are expected to have at least two committee meetings during the first year of their program (by 6 months and 12 months in program) and at least one meeting per year after that. Supervisors are required to complete the [committee meeting progress report form](#) as well as take minutes for each supervisory committee meeting. The progress report form and minutes must be submitted to the GPA after the meeting.

Research Integrity (RI) Day (All Students)

Research Integrity Day is a mandatory requirement in the first year of a student's program. RI Day is focused on Academic Integrity and Responsible conduct of research. Please visit the [RI Day webpage](#) for more information and to register in a session.

Please note that MDPH certificate and diploma students are exempt from the Research Integrity Day and Sex and Gender module requirements, but MDPH Masters students are not

Sex and Gender Modules (All Students)

The inclusion of Sex and Gender in research programs is becoming more prominent. All graduate students in the Cumming School of Medicine are required to complete one of the CIHR sex and gender online training modules found at [discoversexandgender.ca](#) within the first year of their program. This should be the module that is most applicable to a student's research or program. Upon successful completion of the module, students can send their certificate of completion to their GPA. Completion of training modules related to sex and gender which will help researchers account for and appropriately assess the integration of sex and gender across multiple areas of health research.

Please note that MDPH certificate and diploma students are exempt from the Research Integrity Day and Sex and Gender module requirements, but MDPH Masters students are not.

Work in Progress and Journal Club Requirements (Thesis Based Students*)

Students are required to participate in both journal club and work-in-progress seminar programs administered by the Institute or Research Group to which the student and his/her supervisor belong, and the student will present at least one (1) journal club seminar and one (1) work-in-progress presentation per year. Students will need to record their presentation dates in their [Annual Progress Report](#) each year. Please consult your supervisor if you have questions about which journal club or seminar program to join.

**The MDCH program does not require work-in-progress or journal club presentations.*

Research Proposal Requirement (Thesis Based Students)

Students are required to have an evaluated and approved research proposal.

PhD students are required to submit a draft proposal to their program within 12 months of the start of the program, this is discussed at a committee meeting and informally approved using the [PhD Draft Research Proposal form](#). The final proposal is formally evaluated and approved through the Admission to Candidacy process (See [Admission to Candidacy Process](#) for more information).

MSc students research proposals are informally evaluated and approved through a committee meeting and the submission of the [Thesis Proposal Approval Form](#) found on the GSE website. MSc Proposals should be approved and submitted to the GPA within 12 months of the start of the program.

The supervisor and committee will work with the student to determine the direction regarding content of the proposal.

Program Transfers (Thesis Based Students)

Exceptional students may be considered for transfer from a Master's to Doctoral degree. Please contact your GPA for details on your specific program's transfer process. In general, transfers must be requested through the GPD who will chair a supervisory committee meeting in which the program change is discussed. Transfers must be completed within the first twenty-four (24) months of a student's program (unless a student is in the MDCH program, in which case please see below).

[PhD Transfer Checklist](#)

Exception: The MDCH program has their own transfer policy which must be completed within 12 months if a student wishes to transfer. Please visit the GSE [Milestones and Program Requirements](#) page and refer to the Process to Transfer from MSc to PhD section for MDCH.

Students are also able to transfer from a PhD to MSc program. However, this needs to be completed prior to the Candidacy Process being completed.

All transfers require a Change of Program form to be submitted to FGS.

Doctoral Candidacy Process (Thesis Based Students)

Admission into candidacy in the CSM Graduate Programs requires that students have a solid foundation of knowledge and comprehension of topics and concepts in their field of research. Please refer to the relevant candidacy process for your program:

[CSM Candidacy Examination Process](#) - All thesis based programs except for MDCH

[MDCH Candidacy Process](#) – MDCH students only

Further information, timelines and set up forms for the thesis proposal evaluation and field of study components can be found on the GSE [Milestones and Program Requirements](#) page. Please contact your GPA if you have any questions.

Defenses: Doctoral & Masters (Thesis Based Students Only)

Permission to Write

“Permission to write” indicates that the student has completed the body of work that the committee believes is sufficient for a thesis. It is not necessarily an endorsement of all aspects of the thesis research. The decision to pass or fail a thesis is made by each examiner, including the supervisory committee members, at the Defense Examination.

Once the research is complete the student must meet with their Supervisory Committee and discuss the data to be included in the thesis. The Committee may provide approval, or conditional approval, where the completion of a small number of clearly specified experiments is required, for the student to write their thesis and schedule the thesis defense examination. The [Permission to Write Form](#) is submitted when the committee agrees that no further experiments are need for the student’s thesis work. This form needs to be submitted to the GPA prior to scheduling the Doctoral or Master’s Oral Examination.

Note that, as per [University regulations](#), a student who has successfully completed all Faculty of Graduate Studies and program requirements has the right to submit and defend a thesis even if doing so may be contrary to the advice of the supervisor and supervisory committee.

Thesis Preparation

For instructions on preparing your thesis and submitting it, refer to the [Thesis Section](#) on the FGS website. Thesis templates can also be found there.

[CHS Guidelines for Manuscript Based Thesis](#) provide distinct guidelines for MDCH students who are considering completing a manuscript-based thesis. These are in addition to the FGS requirements.

[MDGI-MDIM-MDMI Guidelines for Manuscript Based Thesis](#) provide distinct guidelines for Tri Program students who are considering completing a manuscript-based thesis. These are in addition to the FGS requirements.

Requirements for Thesis Defense

The oral defense of a thesis is an FGS requirement. Review the [Thesis Defense section](#) of the FGS website for full details on the policy and rules for examinations. There is also a link to the University of Calgary Graduate Calendar policies on Thesis Examinations on that page as well.

To set up the thesis defense the following need to be completed:

- Research Integrity Day attended
- Sex and Gender Module(s) completed
- Complete Courses required for degree, meeting the minimum 3.0 GPA requirement
- PhD – Successful Admission to Candidacy
- Permission to Write form completed
- Supervisor/Committee indication that thesis is ready to defend.
- Submission of Request to Set Up Thesis Defense Form (minimum of six (6) weeks (MSc) or eight (8) weeks (PhD) prior to proposed defense date). This form **must** be submitted by the supervisor. Form submissions from the student will not be accepted.

If any of the above are not complete the student will not be approved to move forward to defense.

- MSc Deadline to submit the [MSc Request to Set Up Thesis Defense Form](#) is six (6) weeks prior to the oral defense date and is a firm deadline. This form **must** be submitted by the supervisor. Form submissions from the student will not be accepted.
- PhD Deadline to submit the [PhD Request to Set Up Thesis Defense Form](#) is eight (8) weeks prior to the oral defense date and is a firm deadline. This form **must** be submitted by the supervisor. Form submissions from the student will not be accepted.

Thesis Examination Responsibilities

Supervisor Responsibility

The Supervisor, with the assistance of the GPA, is responsible for ensuring that all steps necessary for arranging the thesis oral examination are completed. Students should not participate in the exam set up process.

Student Responsibility

The Student must ensure that the MSc or PhD thesis is in the hands of all examiners, both local and external, a minimum of three (3) weeks prior to the proposed date of the oral examination. The GPA will forward the “Examiners’ Report on Thesis” form and further instructions to all examiners.

Thesis exams start on the date when the thesis is due to be handed out to the examiners. After this date, the exam cannot be changed unless there are extenuating circumstances. The examiners reminded that they should not discuss the exam prior to the oral defense.

The Neutral Chair

The GPD, or delegate, assigned by the GPA, chairs the thesis oral examination. The chair reports to the results to the student and Dean by completing the Report of Thesis Oral Defense given to the GPA once the exam is complete.

Composition of Master’s Thesis Examination Committee

The Master’s Thesis Examination Committee shall consist of the student’s Supervisory Committee and at least one (1) other examiner. This examiner should be external to the student’s program, unless the program specifies otherwise. The composition of the committee must be approved by the Dean of FGS, upon the recommendation of the GPD.

Composition of Doctoral Thesis Examination Committee

The Doctoral Thesis Examination Committee shall consist of the student’s Supervisory Committee and at least two (2) other examiners, one (1) of whom shall be external to the student’s program but internal to the University of Calgary . The other additional committee member, the External Examiner, shall be external to the University. The choice of the additional examiners is made in consultation between the student, the supervisor and the supervisory committee. The composition of the thesis examination committee must be approved by the Dean (FGS) upon the recommendation of the GPD.

Choosing an Internal and External Examiner

As per the [Graduate Calendar](#), the Internal and External Examiners must meet certain criteria, as follows:

- a. have a well-established research reputation

- b. have expertise in the area of the student’s research
- c. have experience in evaluating theses at the graduate level
- d. have experience in supervising to completion at the graduate level
- e. not be a close personal friend of the supervisor
- f. not have collaborated with the supervisor in past five years
- g. not be closely related to, or have worked with the candidate

In addition, the external examiner normally:

- a. must not have been a supervisor in the candidate’s graduate program in the past three years
- b. must not have served as external examiner in the candidate’s program in the past two years.

Request for Approval of External Examiners

The External Examiner must be recommended to the Dean (FGS) by the GPD at least eight (8) weeks before the proposed date of the examination. The recommendation is made on a Request for Approval of External Examiner form generated by the GPA, and must be accompanied by a CV. An approved External Examiner is invited in writing by the Dean, FGS, to participate in the examination.

Examination Location

Exams can take place in person, remotely or a hybrid of in person and remote participants. For remote examinations, the GPA will set up the link for participants to join and manage the delegation of hosting. For PhD Seminars that are held remotely, this is the responsibility of the Supervisor.

It is highly recommended that hybrid examinations take place in the Graduate Science Education Boardroom (HSC G344) as technology is in place to handle these exams. For use of other rooms AV Services will need to be contacted to ensure adequate visual and audio connections.

It is highly recommended that the connection be tested prior to the examination date.

If the examination is being held remotely telephone numbers need to be provided to the GPA and neutral chair to contact the distant examiners in case of technical challenges.

Notice of Doctoral/Masters Thesis Oral Examination

The supervisor should provide the GPA a completed “Request to Set-Up Thesis Defense form” a minimum of six (6) weeks prior to the oral defense date for MSc and eight (8) weeks for PhD.

[MSc Request to Set Up Thesis Defense Form](#)

[PhD Request to Set Up Thesis Defense Form](#)

These set up forms will be used to create the Notice of Exam.

The Notice of Doctoral or Master’s Thesis Oral Examination (NOE) is the mechanism for approval of the Examination Committee. The NOE, indicating the title of the thesis, the time and place of examination, and the names of the recommended examiners, endorsed by the GPD must be received in the FGS office at least four (4) weeks prior to the time of examination. The committee will not be approved earlier than three (3) months before the planned examination date.

The NOE includes a confirmation that the student has cleared all departmental requirements.

Posting the NOE

The Notice will be publicly posted at least two (2) weeks before the date of examination on the [GSE Exam Notices](#) page. Copies of the NOE will be sent by the GPA to the student and the members of the Examination Committee along with further instructions three (3) weeks prior to the oral defense date.

Attendance at Thesis Oral Examinations

Thesis examinations are open to the public but only examiners may question the student. After the examination there will be private and confidential deliberations. Everyone will leave the room except the Neutral Chair, the examining committee and, if present, the Department/Program Head and the Dean of FGS or the Dean's Representative.

If members of the public have attended the exam they are expected to stay for the duration or leave when there is a natural break in the exam process. Audience members are not part of the decision delivered to the student.

Convocation/Graduation

Students should apply for [convocation](#) prior to their Oral Defense. Typically, the application is due at the beginning of the term in which the Convocation Ceremony will occur and can be submitted through the MyUofC Student Centre. Review the criteria to be cleared for [convocation](#) to make sure deadlines are not missed.

For Course-based students, the Notice of Completion form is completed by the GPA after final grades have been submitted for the last course taken. Please ensure that the GPA is notified prior to the end of the term in which the final course is completed to ensure that deadlines are not missed.

For thesis based students, the list of forms that will need to be submitted along with your thesis can be found on the [Submit Your Thesis](#) page. Your GPA will send a copy of the Thesis Approval form to you three weeks in advance of your examination to include with these forms. The GPA can help facilitate the GPD signature on the Notice of Completion form. Students are responsible for ensuring all forms are submitted to the Faculty of Graduate Studies along with their thesis.

Program Leaves

Vacation

Students are entitled to three weeks of annual vacation, not including statutory holidays or days the University is scheduled to be closed. The student will inform the supervisor when they are planning to take time off. It is strongly recommended that students discuss with the supervisor the needs as it relates to lab work and studying for courses, preparing for candidacy and writing the thesis to ensure that both the student and supervisor's expectations are met

Students must understand that stipends are paid from public funds, whether they are operating grants or studentship awards, and that a certain minimum amount of time spent on research in the lab is expected. At the same time, supervisors understand that students are trainees - not employees - and need time to study for courses and exams, attend seminars, retreats and conferences, and to read, think and talk about research.

Absence From Program

The Leave of Absence (LOA) Policy exists to assist students who are unable to continue their programs for a period of time. Reasons for requiring a leave normally include bereavement, care giving, medical, military service and parental leave. Students are advised to discuss the need for a leave with their supervisors, GPA, GPD and/or Supervisory Committee members.

In the rare event that a student and supervisor have difficulty agreeing to the leave arrangements, students should consult first with the GPD and then, if necessary, with FGS.

There are several considerations that a student should look at when taking a leave, such as how it may affect scholarships, study permits, etc. Please visit the [Leave of Absence](#) page for further details.

Withdrawals and Readmission

Voluntary Withdrawal

Students may withdraw from their program at any time for any reason by completing the withdrawal form found on the Faculty of Graduate Studies page on [Withdrawals](#). It is the student's responsibility to ensure that all fees are paid up to date at the time of withdrawal.

Students who have voluntarily withdrawn may request re-admission at any time after the withdrawal.

An indication of "Voluntary Withdrawal" will be noted on your transcript showing that your program has been discontinued.

Involuntary Withdrawal

Students may be required to withdraw from their program for the following reasons:

- poor academic standing
- lack of satisfactory progress in either course work or research
- failure to register

For involuntary/required to withdraw situations, your **transcript** will indicate an *involuntary withdrawal*.

Readmission

Readmission after being withdrawn may be available. Students who have been withdrawn from program are required to apply for readmission to the graduate program. Please refer to the [academic calendar](#) for more information.

Scholarships and Awards

Thesis-based students are expected to apply for scholarships and funding that they may be eligible for. Please see the following links for details:

[GSE Scholarships and Funding Page](#)

[FGS Awards Page](#)

[FGS Graduate Awards Database](#)

You can also contact awardsgse@ucalgary.ca for more information.

Graduate Assistantships

A graduate assistantship is an opportunity for graduate students to perform work related to areas of their academic discipline and receive funding attached to it. There are three categories available: teaching, non-teaching, and research. The Cumming School of Medicine has limited assistantships available. Your GPA will advertise any opportunities offered by your program. Students can only take Graduate Assistant Teaching (GAT) positions with the approval of their supervisors.

Please refer to the [Graduate Students' Association webpage](#) for a link to the most recent collective agreement.

Appendix A: Program Specific Links and Details

GSE – Graduate Science Education

Contact info: <https://cumming.ucalgary.ca/gse/contact>

General Website: <https://cumming.ucalgary.ca/gse/home>

Milestones and Program Requirements: <https://cumming.ucalgary.ca/education/gse/current-students/milestone-program-requirements>

Scholarships and Financial Support: <https://cumming.ucalgary.ca/gse/current-students/scholarships>

Professional Development: <https://cumming.ucalgary.ca/gse/current-students/proskills>

Council of Foothills DGA (CFD): <https://cumming.ucalgary.ca/gse/current-students/council-foothills-dgas>

Courses: <https://cumming.ucalgary.ca/gse/current-students/courses>

Exam Notices: <https://cumming.ucalgary.ca/gse/current-students/exam-notice>

MDBC – Biochemistry & Molecular Biology:

Contact info: bmbgrad@ucalgary.ca

Website: [MDBC Program Website](#)

Academic Regulations: [MDBC Graduate Calendar Entry](#)

Specializations:

[Bioinformatics](#)

Course Requirements: Please refer to the [MDBC Graduate Calendar Entry](#)

Program Specific Awards: [MDBC Program Awards](#)

Student Group: BMB DGA (Biochemistry and Molecular Biology Departmental Graduate Student Association) – Details on the [MDBC Program Website](#)

MDBT – Masters of Biomedical Technology

Contact info: mbtgrad@ucalgary.ca

Website: [MDBT Program Website](#)

Academic Regulations: [MDBT Graduate Calendar Entry](#)

Course Requirements: Please refer to the [MDBT Graduate Calendar Entry](#)

Program Specific Awards: [MDBT Program Awards](#)

Student Group: MBT GSA (Masters of Biomedical Technology Graduate Student Association) – Details on the [MDBT Program Website](#)

MDCH – Community Health Sciences

Contact info: chsgrad@ucalgary.ca

Website: [MDCH Program Website](#)

Academic Regulations: [MDCH Graduate Calendar Entry](#)

Specializations:

[Biostatistics](#)

[Community Rehabilitation & Disability Studies](#)

[Epidemiology](#)

[Healthcare Epidemiology](#)

[Clinical Epidemiology](#)

[Health Economics](#)

[Health Services Research](#)

[Medical Education](#)

[Population/Public Health](#)

Course Requirements: Please refer to the [MDCH Graduate Calendar Entry](#) or the specialization links above

Program Specific Awards: [MDCH Program Awards](#)

Student Group: CHSSE (Community Health Sciences Student Executive): chsse@ucalgary.ca – Details on the [MDCH Program Website](#)

MDCV – Cardiovascular and Respiratory Sciences

Contact info: cvrgrad@ucalgary.ca

Website: [MDCV Program Website](#)

Academic Regulations: [MDCV Graduate Calendar Entry](#)

Specializations: N/A

Course Requirements: Please refer to the [MDCV Graduate Calendar Entry](#)

Program Specific Awards: [MDCV Program Awards](#)

Student Group: MDCV DGA (Cardiovascular and Respiratory Sciences Departmental Graduate Student Association)

MDGI – Gastrointestinal Sciences

Contact info: gigrad@ucalgary.ca

Website: [MDGI Program Website](#)

Academic Regulations: [MDGI Graduate Calendar Entry](#)

Specializations:

Physiology

Biochemistry

Molecular Biology

Pharmacology

Immunology

Immunopharmacology

Microbiology

Nutrition

Parasitology

Pathology

Epidemiology

Host-Pathogen Interactions

Course Requirements: Please refer to the [MDGI Graduate Calendar Entry](#)

Program Specific Awards: [MDGI Program Awards](#)

Student Group: GIGSA (Gastrointestinal Sciences Graduate Student Association) – Details on the [MDGI Program Website](#)

MDIM – Immunology

Contact info: imgrad@ucalgary.ca

Website: [MDIM Program Website](#)

Academic Regulations: [MDIM Graduate Calendar Entry](#)

Specializations:

Host-Pathogen Interactions

Course Requirements: Please refer to the [MDIM Graduate Calendar Entry](#)

Program Specific Awards: [MDIM Program Awards](#)

Student Group: IGA (Immunology Graduate Association) – Details on the [MDIM Program Website](#)

MDMI – Microbiology and Infectious Diseases

Contact info: midgrad@ucalgary.ca

Website: [MDMI Program Website](#)

Academic Regulations: [MDMI Graduate Calendar Entry](#)

Specializations: N/A

Course Requirements: Please refer to the [MDMI Graduate Calendar Entry](#)

Program Specific Awards: [MDMI Program Awards](#)

Student Group: Microbiology and Infectious Diseases Graduate Association – Details on the [MDMI Program Website](#)

MDSC – Medical Science

Contact info: medgrad@ucalgary.ca

Website: [MDSC Program Website](#)

Academic Regulations: [MDSC Graduate Calendar Entry](#)

Specializations: Please visit the [MDSC Specializations](#) page for details:

Cancer Biology

Critical Care Medicine

Mountain Medicine and High Altitude Physiology

Joint Injury and Arthritis

Biomechanics (*currently on hold*)

Biomedical Ethics (*currently on hold*)

Molecular & Medical Genetics

Pathologists' Assistant (*currently on hold*)

Physiology (*currently on hold*)

Surgery (In co-operation with the Department of Surgery)

Medical Imaging (Interdisciplinary)

Course Requirements: Please refer to the [MDSC Graduate Calendar Entry](#)

Program Specific Awards: [MDSC Program Awards](#)

Student Group: Medical Science Student Association – mdscsa@ucalgary.ca - Details on the [MDSC Program Website](#)

MDNS – Neuroscience

Contact info: neurosci@ucalgary.ca

Website: [MDNS Program Website](#)

Academic Regulations: [MDNS Graduate Calendar Entry](#)

Specializations: N/A

Course Requirements: Please refer to the [MDNS Graduate Calendar Entry](#)

Program Specific Awards: [MDNS Program Awards](#)

Student Group: HBITO – hbito@ucalgary.ca

MDPA – Pathologists’ Assistant

Contact info: mpath@ucalgary.ca

Website: [MDPA Program Website](#)

Academic Regulations: [MDPA Graduate Calendar Entry](#)

Course Requirements: Please refer to the [MDPA Graduate Calendar Entry](#)

Program Specific Awards: [MDPA Program Awards](#)

Student Group: Masters of Pathologists’ Assistant Departmental Graduate Student Association

MDPR – Precision Health

Contact info: prehgrad@ucalgary.ca

Website: [MDPR Program Website](#)

Academic Regulations: [MDPR Graduate Calendar Entry](#)

Course Requirements: Please refer to the [MDPR Graduate Calendar Entry](#)

Program Specific Awards: [MDPR Program Awards. Criteria can be found here.](#)

Appendix B: Leaders in Medicine (LiM)

LIM Program Description

The Leaders in Medicine (LiM) program is a joint physician-scientist training program at the University of Calgary's Cumming School of Medicine. The program is designed to enable highly motivated students to complete a graduate and medical degree through the University of Calgary.

Our students are registered in MD/PhD and MD/MSc programs, as well as MD/MBA and MD/MA degrees. The most common graduate programs selected by Leaders in Medicine participants are offered through the Cumming School of Medicine, although students from many other faculties including Business and Engineering are welcome to participate.

LIM Program Eligibility

University of Calgary students who are enrolled in a graduate degree and have been accepted in the MD program are eligible to apply for the LIM joint degree program. Joint degree students generally defer their MD matriculation until completion of graduate studies.

Application into a graduate program and Undergraduate Medical Education (UME) must be done separately, based on each program's eligibility requirements. Once accepted into both programs a student then contacts the LiM program office mdgrad@ucalgary.ca and requests a LIM joint degree application. UME sends offers of admission in April and May, and the joint degree enrolment generally starts in the summer semester.

Students do not convocate with their graduate degree until the MD portion of the joint degree has been completed. This is successfully done in a linear path by deferring the start of the MD program until the graduate degree requirements have been satisfied.

More information about the program is available on the website <https://cumming.ucalgary.ca/gse/current-students/leaders-medicine>

Any question concerning the Leaders in Medicine program should be directed to the LIM program administrator at mdgrad@ucalgary.ca

Appendix C: Acronym Glossary

APR - Annual Progress Report	MDCS - Master of Disability and Community Studies
BMB - Biochemistry and Molecular Biology	MDCV – Cardiovascular and Respiratory Sciences Program
CHREB - Conjoined Research Ethics Board	MDGI – Gastrointestinal Science Program
CHS - Community Health Sciences	MDIM – Immunology Program
CORE - Community Rehabilitation	MDMI – Microbiology and Infectious Diseases Program
CSM – Cumming School of Medicine	MDNS – Neuroscience program
FGS – Faculty of Graduate Studies	MDPA – Pathologists’ Assistant Program
FOS - Field of Study	MDPR – Precision Health
GAT - Graduate Assistant Teaching	MDSC – Medical Science Program
GPA - Grade Point Average or Graduate Program Administrator	MPath – Master of Pathologists’ Assistant Degree
GPD - Graduate Program Director	MSc – Master of Science
GSE – Graduate Science Education	NOE/NTOE - Notice of (Thesis) Oral Exam
LIM – Leaders in Medicine Joint Degree Program	PD - Professional Development
LOA - Leave of Absence	PDP - Professional Development Program
MBT – Master of Biomedical Technology Degree	PhD – Doctor of Philosophy
MDBC – Biochemistry and Molecular Biology Program	RI Day – Research Integrity Day
MDBT – Biomedical Technology Program	UCID - University of Calgary Identification
MDCH – Community Health Sciences Program	UofC - University of Calgary

Appendix D: Map to the GSE Office

