



**Master in
Environmental Studies
Handbook 2023-2024**

Land Acknowledgement

We recognize that many Indigenous nations have longstanding relationships with the territories upon which York University campuses are located that precede the establishment of York University. York University acknowledges its presence on the traditional territory of many Indigenous Nations. The area known as Tkaronto has been care taken by the Anishinabek Nation, the Haudenosaunee Confederacy, the Wendat, and the Métis. It is now home to many Indigenous Peoples. We acknowledge the current treaty holders and the Mississaugas of the Credit First Nation. This territory is subject of the Dish with One Spoon Wampum Belt Covenant, an agreement to peaceably share and care for the Great Lakes region.

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Questions about the MES Graduate Program?

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Through this handbook, underlined text is hyperlinked.

York University is a fragrance-free environment.
Please refrain from wearing scented products on campus.

MES Program Handbook

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Welcome

On behalf of our program faculty and staff, we welcome you to the Master in Environmental Studies (MES) Program. We really hope that your experience in the [Faculty of Environmental and Urban Change](#) and at York University will be most enriching, rewarding and transformative.

The Master in Environmental Studies (MES) Program is self-directed and interdisciplinary. Since its inception in 1968, the MES program has taken an interdisciplinary approach to the study of natural, social, and built environments. For this reason, the range of subject matter addressed over the Faculty's history has been as diverse as students themselves. In place of a fixed set of curriculum offerings, the MES approach to learning supports students' interests, ownership and responsibility for their studies, fostering program coherence and depth through the Plan of Study. The Plan of Study anchors a process-oriented learning model that allows students to define both substantive areas of study and approaches to learning with the support of their faculty Advisor.

This MES Program Handbook is intended to assist students in defining their MES program and finding their path through each of its stages and transitions. It introduces the requirements and opportunities of the **MES Program, MES Planning Program and MES/JD Joint Program**.

This **MES Program Handbook** provides answers to frequent academic and administrative queries and should be a reference throughout your program. It should also be read alongside the [Faculty of Graduate Studies \(FGS\) guidelines and policies](#). Incoming students are invited to consult the [FGS "You've Been Admitted"](#) webpage for useful information.

Should you require additional information, please do not hesitate to contact us.

Sincerely,

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MES Program Requirements

The MES degree is a **6-term, 2-year, full-time program**. Graduate students must maintain continuous registration by being registered and enrolled in courses during Fall, Winter, and Summer terms until completion of their program. The MES degree requires **a minimum of 36 credits of coursework and the completion of a Major Research requirement**.¹ There are two mandatory courses in the MES program: ENVS 5100 Interdisciplinary Research in Environmental Studies in term 1 and a method/research design course (of your choice) normally in the second term of the program.

Students normally take 9 to 12 credits (i.e., 3 to 4 courses) **per term in the first four terms** of the program allowing to complete their coursework requirement and enabling them **to focus on their Major Research** (for no credit) **in the remaining 2 terms** of the program. Students accumulate course credits through scheduled 3-credit courses, individual directed studies (3 or 6 credit course with a maximum of 18 credits per program) or experiential learning (3, 6, 9, 12-credit course with a maximum of 18 credits per program). Students should be aware that they might need to complete **more than 36 credits** to fulfill their Plan of Study's learning objectives, to meet program and diploma requirements, and/or upon the recommendation of their faculty Advisor, or Program or Diploma Coordinator.

The **MES degree-level expectations and program-specific learning outcomes** are presented in **Appendix 1**. The structure and requirements of the MES Program are intended to support the achievement of these expectations and outcomes.

The Plan of Study

The Plan of Study forms the basis of the MES Program. A student's Plan of Study is developed in consultation with their faculty Advisor (hereafter Advisor) assigned by the ES Graduate Program Director. The Plan of Study is an individual statement of intent and commitment that gradually becomes more detailed as a student progresses through the program.

In developing their Plan of Study, students decide on the focus or area of concentration of their MES program, establish what they want to learn and propose their path to acquiring the desired knowledge, methods, skills, and perspectives necessary to complete the degree. The Plan of Study is the basis for the student's selection of courses and learning activities. The Plan of Study serves as the basis for advising sessions, examinations and progress through the different stages of the program.

The Plan of Study is reviewed and approved by the Advisor and other examiners throughout different stages of the program. Each individual MES program is subject to review by the MES Program Coordinator and ES Graduate Program Director.

While the content and approach to plans of study vary considerably with each student, the basic structure is fairly consistent (see below). Alternative forms of expressing the plan's requirements are encouraged, in discussion with the Advisor. Although the development of the Plan of Study is an individualized process, advising sessions can be conducted individually or in small groups. Students at all levels can gain from interaction with others in the production and revision of their plans. Peer support serves students best if they initiate it at the outset by forming or joining a learning group of three to five students. Peer support and collaborative learning complement individualized self-directed learning.

¹ A student admitted in the 72-credit program (prior to Fall 2018) may apply for residual credits at the final exam, but still need to successfully complete a minimum of 36 credits of coursework.

The structure of the Plan of Study is as follows (see **template** in the [ES Graduate Dossier](#) under Add Forms > Plan of Study Template):

Title of area of concentration (5 words or less)

Planning students must have the word 'planning' in their title.

Keywords (7 words maximum)

Area of Concentration (200-400 words maximum): The statement of the area of concentration establishes the focus of the student's study area. In other words, the area of concentration is the particular environmental topic, issue, problem, or question that the student wishes to critically explore in their MES program. It generally synthesizes two to four components that comprise an interdisciplinary study in natural, built, social and/or other environments. The area of concentration defines key concepts.

Personal Statement (optional, 200 words maximum): Students can provide details on their personal, professional, and academic background contributing to their graduate studies.

Currents of thought and practice (1000 words minimum, 1500 words maximum in final version): Students are asked to situate their interests within the relevant bodies of academic literature, theory, and practice. This section allows students to explain how their interests and area of concentration relate to broader academic conversations and the work of others, with a particular concern for how these particular ideas, theories, frameworks and methodologies frame the study area. At MES I, a preliminary review of debates and a list of key readings to be completed suffice. This section continues to evolve at the MES II level.

Components of the Area of Concentration (usually 3 components, 300 words maximum): The components are the interdisciplinary and interconnected parts that comprise the sum of the area of concentration. Components help define and focus a students' program. Students usually set out components in order of importance, provide clear description and definition, explain the logic that underlies their selection, and describe how they combine to form the whole that is the area of concentration. In the initial Plan of Study, component descriptions are approximately a paragraph in length, but they will grow in subsequent terms as the student's knowledge expands.

Learning objectives and strategies (200 words maximum): A learning objective identifies a precise learning outcome that students want to accomplish in relation to a particular component of their area of concentration. Objectives articulate the breadth and depth of learning (some objectives may require a broad overview while others demand more in-depth knowledge). Objectives should be formulated in present tense (rather than future). Learning strategies in the form of coursework or any other learning activities are identified for each objective and a short description explains how they fulfill particular learning objectives.

Term by term list of learning strategies (and other learning activities)

Courses and other learning activities are actions taken to meet learning objectives. Examples of learning strategies include courses within or outside the environmental studies graduate program, individual directed study or experiential learning courses, a conference or workshop, or a non-credit course. The list of proposed courses and other learning activities covers all

terms of the program and is subject to revision in periodic meetings with the Advisor. Some students might wish (and some Advisors might prefer) to present their learning strategies in a table/matrix.

Bibliography

Students should compile an exhaustive list of references (books, journal articles, reports, etc.) related to their area of concentration. These should be presented in a standard and consistent bibliographic format.

MES Program Stages

The Plan of Study is the basis of advancement to different stages of the program. The MES Program is organized around three progressive stages:

MES I (term 1): Preparation of the initial Plan of Study in parallel with coursework or learning activities supporting the exploration of the area of concentration.

MES II (terms 2 to 4): Consolidation of knowledge within the area of concentration through coursework and learning activities culminating in a final Plan of Study and Research Proposal.

MES III (terms 5 and 6): Completion of learning objectives outlined in the Plan of Study and completion of the Major Research demonstrating competence in the area of concentration.

Students are required to upload iterations of their Plan of Study for different exams in the [ES Graduate Dossier](#) (under Add Forms > MES Plans of Study and Examinations) by specific deadlines (see **Appendix 2: Graduate Academic Important Dates**).

There are different types of examinations to monitor the progress of students: the MES I to II exam (at the end of term 1), general examinations (during the MES II stage), the MES II to III exam (at the latest at the end of term 4), and the MES final examination (at the end of term 6).

Examinations serve distinct purposes such as advising of the student, appraisal of the student's capabilities to proceed in the program or evaluation for advancement in student status. The particular purpose of an examination shall be specified when the examination is scheduled. The results of each of these exams are reported by the Advisor in the [ES Graduate Dossier](#) (in Dossier Index under Examinations). Such results may include approval of work, required revisions, approval or decline advancement in status, additional requirements for fulfillment of the MES degree, or withdrawal.

The **MES I to II exam** is held after the submission of the initial Plan of Study (in the first term of the program) with the student's Advisor and a Second Reader assigned by the ES Graduate Program Director.

General examinations are advising sessions (held in the MES II stage) in which the student and Advisor discuss the substance, clarity, and conceptual grounding of each progressive iteration of the Plan of Study, as well as the student's learning activities for the upcoming term(s). Students may, at any time, request such exam but need to submit an updated Plan of Study to the Advisor in advance and come prepared with advising and other enrolment questions. After each general exam, the Advisor fills in an exam report in the [ES Graduate Dossier](#) to detail the discussion and outcome of the general exam, including a specific date for the next Plan of Study revision and examination. Enrolment may be blocked if the student does not submit a revised Plan of Study on schedule.

The **MES II to III exam** serves to approve the student's final Plan of Study, along with their MES Research Proposal (for Major Paper, Major Project, Portfolio or Thesis). The MES II to III exam is attended by two faculty members: the student's Advisor and the Supervisor of the MES Major Research, or another faculty member if the same person is both Advisor and Supervisor. The exam must be held before the end of term 4 of the program – and usually as part of ENV5 6102 3.00 MES Research Proposal. A later date seriously jeopardizes the completion of the program within the prescribed 6 terms.²

The **MES final examination**, once the Major Research (Major Paper, Major Project, Portfolio or Thesis) has been submitted, provides an opportunity for the student to discuss how they have achieved their Plan of Study's objectives and the substantive competencies in their area of concentration. While the Plan of Study forms the focus on this examination, the final examination also provides an opportunity to discuss the Major Research with faculty members. The members of the final examination are normally the Advisor, the Supervisor and an arms' length Chair (assigned by the ES Graduate Program Director).

A **Dean's exam** is a general exam held with a student in serious difficulty. Normally, the examiners include the student's Advisor, the ES Graduate Program Director or representative, and a Dean's representative, who chairs the exam. A Dean's exam may be called if a student receives an evaluation of Unsatisfactory in a course (3 credits), does not have an approved Plan of Study in place, or has otherwise failed to meet program requirements. The result of a Dean's exam is either withdrawal from the program or clearly defined steps and a timeline towards addressing the particular condition that led to the Dean's exam.

MES I: Initial Plan of Study (Term 1)

Every student admitted in the MES program enters as MES I. This stage provides for preparation of the initial Plan of Study and for ensuring that the student has a foundation of knowledge and skills appropriate to more advanced work in their area of concentration. In the first term, and as part of ENV5 5100 Interdisciplinary Research in Environmental Studies, students meet weekly with their Advisors to discuss and receive feedback on the different elements of the Plan of Study. Students are expected to write sections of the Plan of Study prior to each advising session so that the Advisor can review and comment. Students should inquire with their Advisor on the preferred submission format (through uploading a Draft of Plan of Study in the ES Graduate Dossier, directly by email, or paper copy). Advising sessions can be individualized or in a small group.

The initial MES Plan of Study is the object of MES I-II examination and must be uploaded in the ES Graduate Dossier (under Add Forms > Plan of Study for MES I-II Exam) by **November 1, 2023 for MES I-II examination by the end of term 1.**

Approval of the Plan of Study

Upon submission, the Advisor reviews the initial Plan of Study and passes it along to the Second Reader appointed by the ES Graduate Program Director (for the MES I-II exam) to ensure that the plan meets expectations. To advance from MES I to MES II the student is expected:

- a) to state clearly an area of concentration and its components;
- b) to identify major issues and main currents of thought and practice relating to their area of concentration;

² MES/JD students might not necessarily follow this schedule depending on when/where they enter the joint program.

- c) to define the knowledge and skills needed to achieve substantive command in the area of concentration; and
- d) for each component, to set out learning objectives and strategies for acquiring the required knowledge and skills.

If the Advisor and the Second Reader agree that the plan is satisfactory, then the Advisor schedules a MES I-II exam with the student. If the Advisor and/or the Second Reader have substantial concerns about the plan, a MES I-II examination with both faculty members will provide the feedback necessary for the student to rework the plan. Once the initial Plan of Study is accepted by the Advisor and Second Reader, and approved by the MES Program Coordinator, the student officially moves from MES I to MES II. **Students are expected to advance to MES II by the end of the first term.** An acceptable Plan of Study automatically triggers a 'P' grade for ENVS 5100 3.00 Interdisciplinary Research in Environmental Studies.

An incomplete initial Plan of Study, or a plan submitted after November 1, or a plan assessed by either the Advisor or the Second Reader as NOT ready for MES I-II exam, lead to two possible outcomes:

The faculty members are persuaded that the student is able to produce an acceptable MES II Plan of Study by a specific deadline (before the end of the term) that must be strictly adhered to, otherwise the student may be withdrawn from the program,

or

The faculty members are persuaded that the student is not able to produce an acceptable Plan of Study and recommend a withdrawal to the MES Program Coordinator and ES Graduate Program Director who should determine whether the student is allowed to continue or not. A withdrawal from the program means a 'Unsatisfactory' grade for ENVS 5100.

MES II: Final Plan of Study and Research Proposal (Terms 2-4)

The MES II stage is devoted to obtaining the substantive command of the area of concentration. The requirements of MES II are normally completed through coursework (terms 2 to 4). As students pursue their programs, sections of the Plan of Study become more specific and detailed. Particularly suitable methods of inquiry become evident, learning objectives evolve to express more specific aims and means of actualization, and the currents of thought and practice section expands to reflect key debates. Students may find that their intent and focus change as they move through the program. Changes in focus and direction should be discussed with the Advisor before revising the Plan of Study. As students work towards the final version of their Plan of Study, they should be confident that their currents of thought and practice section reflects key debates and practices of their area of concentration. Learning objectives should accurately reflect what students have learned. Students should meet regularly with their Advisor (at least once per term) during the MES II stage in order to review their program and progress on their Plan of Study. During this stage, general exams are advising sessions in which the Advisor discusses iterations of the Plan of Study (uploaded in the ES Graduate Dossier (under Plan of Study for MES General Exam).

Students are required to complete at least one methods/research design course in the first 4 terms (normally in the second term) of their MES program to better develop their MES Research Proposal (Major Paper, Major Project, Portfolio, or Thesis). It is also during the MES II stage that a student nominates their Research Supervisor (after securing their approval).

Students entering term 4 who have not yet advanced to MES III are required to enroll in **ENVS 6102 3.00 MES Research Proposal** (normally with their Supervisor) in term 4.³ This course enables a student to finalize their Plan of Study and develop their Major Research Proposal. **The outcome of ENVS 6102 is the MES II-III exam before the end of the term.** Also in their term 4, each student is required to meet with the Graduate Program Coordinator and Advisor to review their program requirements and make sure they are progressing well towards their research requirement and completion of their degree.

MES Research Proposal

The MES Research Proposal details the specific research project (and is therefore far more focused on a specific issue or problem than the Plan of Study). The Research Proposal is developed under the guidance of a Supervisor. Its structure (presented below) might vary slightly depending on the type of research (Major Paper, Major Project, Portfolio, or Thesis). Students interested in completing a Thesis should review the [Faculty of Graduate Studies' regulations and requirements](#).

The structure of the MES Research Proposal is as follows (see **template** in the [ES Graduate Dossier](#) under Add Forms > Research Proposal Template):

Statement of Research Topic (400 words maximum): What is the focused research topic that you wish to examine? Why is this issue important and worth researching?

Relation between Research Topic and Plan of Study (500 words maximum): How does your proposed research contribute to fulfilling your learning objectives?

Theoretical Framework and/or Literature Review (1000-1500 words maximum): What is the theoretical framework for your research? What have other scholars said about your research topic or problem?

Specific Research Question (250 words maximum): What is the specific question, thesis, or argument guiding your research inquiry?

Research Design and Methodology (1000 words maximum): What methods will you use to gather and analyze the data required to respond to your research question?

Human Participants: Will your research require interviews with key informants or research subjects? If so, what approvals will be required for research with human participants (see **Appendix 3**).

Research Timeline: Provide a detailed breakdown of your research activities (fieldwork, interviews, writing sections, revisions, submission).

Tentative Outline: Provide a tentative table of contents of your research.

Knowledge Mobilization Strategy (optional, 250 words maximum): Outline your plan for disseminating your research findings to wider audiences.

³ A student can enroll in ENVS 6102 anytime between Term 2 and Term 4 with permission of their Supervisor and having completed a majority of credits. The ENVS 6102 by Term 4 requirement does not apply to MES/JD students.

Bibliography: Compile an exhaustive list of cited and potential academic references related to your research topic.

The final Plan of Study, the Research Proposal and ethics protocols and relevant documentation, if applicable, are submitted (by email) to the Advisor and Supervisor (or another faculty member if the Advisor and Supervisor are the same person) **by end of November at the latest for a MES II-III exam by the end of term 4.** The MES II-III exam is part of ENV5 6102 MES Research Proposal requirements.

Approval of the MES II-III Documents

Prior to the MES II-III exam, the student and Adviser should review the student history in the ES Graduate Dossier and check that the information is accurate and complete (grades, credit, enrolment, program requirements, checklist, etc.). The MES II-III exam considers the substantive aspects of the final Plan of Study and the MES Research Proposal. To advance to MES III, students are expected to demonstrate:

- a) a substantive command of the area of concentration and achievement of the learning objectives,
- b) a solid understanding of the major issues and currents of thought and practice related to their area of concentration,
- c) a manageable and feasible MES Research Proposal articulating a clear research problem or argument and
- d) appropriate ethics protocols and risk assessment, if applicable.

The Plan of Study, the Research Proposal, ethics protocols and relevant documentation, if applicable, are reviewed and approved at the MES II-III exam. Once approved, the student uploads the MES II-III exam documents in the ES Graduate Dossier (under Add Forms > MES II-III Documents). Revisions required in the Plan of Study and/or Research Proposal should be completed, reviewed/approved by the Advisor and/or Supervisor within **a week of the MES II-III exam date.**

Upon the successful completion of the MES II-III exam, students advance to MES III and enroll in ENV5 7899 Major Research for the remaining two full-time terms.

Major Research Options

There are four options for MES III Major Research work: Major Paper, Major Project, Portfolio, or Thesis. Whether electing to complete a Major Paper, Major Project or Portfolio, students enroll in ENV5 7899 Major Research (for no credit) after advancing to MES III.⁴ The Major Research (Major Paper, Major Project, Portfolio or Thesis) constitutes part of the material submitted to the MES final exam.

The desired length for a Major Paper, Major Project or Portfolio is 15,000 to 20,000 words (excluding bibliography, tables, charts and appendices) or equivalent (to be discussed and approved by your Supervisor).

A Major Paper synthesizes the area of concentration or explores one or more of its components in depth. The Major Paper is expected to contribute to a student's knowledge and may also contribute to knowledge in general.

A Major Project represents an applied activity. The output or representation of a Major Project is determined by the nature and form of the activity; it may be written, oral,

⁴ Only MES/JD students enroll in ENV5 7899 MES Major Research or ENV5 7999 Thesis Research for credits, which will count as transfer credits to their Osgoode program.

performed or graphic. A Major Project report is submitted to present the activity's objectives, describes the problems or issues addressed, outlines what was done and learned, and reflects on the experience.

A **Portfolio** is a compilation of works (written and/or other media) that are integrated into a coherent whole. It offers students the opportunity to produce pieces (normally 2 to 4) in different media (e.g., academic essays, material for popular audience, visual media, performance work, etc.). The components of a Portfolio are introduced through a short synthesis paper bringing the various pieces together and reflecting on the experience of assembling the portfolio.

A **Thesis**, like the Major Paper option, synthesizes the area of concentration or explores one or more of its components in depth. The Thesis is expected to contribute to a student's knowledge and may also contribute to knowledge in general. There is generally no substantive difference between a Major Paper and a Thesis. However, Theses have different administrative requirements and timelines. A student wishing to complete a Thesis must **nominate their Supervisor** (normally from the environmental studies program) **and committee member** using the Faculty of Graduate Studies' Supervisor and Supervisory Committee Approval form **before the end of the third term**. The Thesis is examined by the committee and an external examiner prior to the MES final exam.

Note: English is the language of instruction at York University but approval may be given to a written request from a student for a Major Research (Major Paper, Major Project, Portfolio or Thesis) to be written in French or in the language of any Indigenous/First Nations people in North America, subject to confirmation from the ES Graduate Program Director that relevant supervision and sufficient support for the completion of such written work can be provided.

Human Participants Research

Research ethics approval is required for coursework and MES Major Research involving human participants. For more information about ethics requirements and procedures, please refer to Office of Research Ethics (ORE) and the Faculty of Graduate Studies' research proposal and ethics guidelines.

MES II-III documents (Plan of Study, Research Proposal, ethics protocols) must first be approved at the MES II-III exam and then uploaded in the ES Graduate Dossier as one package. Review and approval of ethics protocols can take up to 4 weeks. Students will receive a **confirmation from OSAS when the ethics approval is granted**. Students undertaking research involving human participants are required to obtain ethics approval before conducting research activities. Students must maintain active registration status while conducting research with human participants.

Frequent scenarios of **Ethics Protocols Scenarios for MES Major Research** are summarized in **Appendix 3**.

For **MES Major Research that is unfunded, with less than minimal risk, and with non-Indigenous human participants**, students submit the Major Research Protocol: Research Involving Human Participants available in the ES Graduate Dossier (under Add Forms > Research Ethics). The completed form needs to be reviewed and approved/signed by the Supervisor before uploading (after the MES II-III exam) for program review and approval. In addition to this Major Research Protocol form, an informed consent form (available in the ES

Graduate Dossier), and the TCPS certificate demonstrating that the student has successfully completed the Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans (TCPS 2) tutorial must be uploaded as well in the ES Graduate Dossier as one single ethics package.

Thesis or MES Major Research involving Indigenous participants must be reviewed by the Office of Research Ethics per the Faculty of Graduate Studies' research proposal and ethics guidelines. Students must complete the TD1: Thesis/Dissertation Research Proposal form, HPRC form, Research Involving Indigenous People Checklist (available in the ES Graduate Dossier), informed consent form, TCPS certificate for approval at MES II-III exam. Only the approved Plan of Study and proposal are uploaded in the ES Graduate Dossier. The TD₁, Research Proposal and ethics package (and relevant documentation) must be emailed (in a single PDF) to the ES Graduate Program Director (via oumajai@yorku.ca) for review and recommendation to the Office of Research Ethics (ORE).

Ethics protocols for a **Thesis research or a MES Major Research that is funded by a faculty member's research project** must also be reviewed by the Office of Research Ethics per the Faculty of Graduate Studies' research proposal and ethics guidelines. Students will complete the TD1: Thesis/Dissertation Research Proposal form, and TD4: Statement of Relationship between Proposal and an Existing HPRC Approved Project and join the HPRC approval certificate for faculty's research project and TCPS certificate for approval at MES II-III exam. Only the approved Plan of Study and Research Proposal are uploaded in the ES Graduate Dossier. The TD₁, Research Proposal and ethics documentation must be emailed (in a single PDF) to the ES Graduate Program Director (via oumajai@yorku.ca) for review and recommendation to the Office of Research Ethics (ORE).

Ethics package reviewed by the Office of Research Ethics can take up to two months for approval. Students undertaking research submitted to the Office of Research Ethics are also required to obtain approval before conducting research activities. Students must maintain active registration status while conducting research with human participants.

Risk Assessment

The Graduate Student Risk Assessment Guidelines of the Faculty of Graduate Studies (FGS) serve to assist graduate students in identifying appropriate health and safety considerations and preventative efforts prior to departing for field activities. **The full risk assessment and planning process is required for all research in which the probability and magnitude of possible harms to the researcher are greater than those encountered by the researcher in their everyday life.** Graduate students should review these guidelines and discuss them with their supervisor.

If your research poses risks to yourself as the researcher, complete the Graduate Student Risk Assessment Form and the Graduate Student Risk Assessment Undertaking, Release and Checklist, using the FGS Risk Assessment Portal (MoveOn Database hosted by York International). Once completed and signed, please download and attach the assessment (pdf) to your MES Application to Conduct Human Participants Research in the ES Graduate Dossier.

MES III: Research and Program Completion (Terms 4-6)

Students normally enroll in ENVS 7899 Major Research (for no credit) in terms 5 and 6 to complete their MES Major Research (Major Paper, Major Project, or Portfolio). Students completing a Thesis enroll in ENVS 7999 MES Thesis Research (for no credit unless MES/JD students).

Students should set up a schedule of meetings with their Supervisor for submitting drafts and getting feedback on their work. Students are expected to provide a **full final draft** of their MES Major Research to their Supervisor by June 30, or any date approved by their Supervisor. Students failing to provide a complete draft by this date should be aware that Supervisors may not be left with sufficient time to assess the examinability of their Major Research and allow it to proceed to final submission (on July 31), final examination (in August final exam period), and Fall convocation.

Before officially submitting their MES Major Research to the ES Graduate Dossier, students must review and adhere to the **MES Major Research Formatting Guidelines** in **Appendix 4**.

Submission of the MES Major Research

With the approval of their Supervisor, students upload their MES Major Research (Major Paper, Major Project, Portfolio or Thesis), as well as their final Plan of Study and Major Research Proposal (as approved at the MES II to III exam) in the ES Graduate Dossier (under Add forms > MES Final Exam and Convocation Application) for MES final examination. Deadlines to submit/upload final examination documents (and examination dates) are:

Fall term: Thursday November 30, 2023 (for examinations on December 11-12, 2023)

Winter term: Sunday March 31, 2024 (for examinations on April 11-12, 2024)

Summer term: Wednesday July 31, 2024 (for examinations on August 21-23, 2024).

Note: Theses have different deadlines so students should refer to the **Appendix 2: Graduate Academic Important Dates** and/or inquire directly to the Office of Student and Academic Services (OSAS).

MES Final Examination

Once all the documents for the MES final examination have been officially approved by the Supervisor in the ES Graduate Dossier, a MES final examination is scheduled by the ES Graduate Program Director and OSAS. The MES final examination evaluates the student's substantive competencies in their area of concentration and whether they have met their Plan of Study's learning objectives. The MES final examination also pays considerable attention to the MES Major Research. The MES final examination is normally held with the Supervisor, the Advisor and a Chair (arm's length from the student's program) appointed by the ES Graduate Program Director. In some exceptional circumstances, the student may elect to proceed with the MES final examination in the absence of one member of the examination committee. MES final examinations are scheduled on particular dates (see above and in **Appendix 2: Graduate Academic Important Dates**). A confirmation of a MES final examination is sent by OSAS and the student must acknowledge its reception.

A thesis is defended and examined separately, according to the Faculty of Graduate Studies' regulations and procedures, usually immediately prior to the MES final examination but no earlier than five weeks after the final version is submitted to the ES Graduate Dossier.

At the MES final examination, students have the option to make a short opening statement (10 minutes maximum). The opening statement should not summarize the Plan of Study or the Major Research work but rather should synthesize the program's challenges and successes. To better prepare for the MES final examination, students should review their Plan of Study and anticipate questions on their learning objectives, on key definitions and concepts of their area of concentration, or on key authors in the main currents of thought and practice. Students should also review their Major Research and be ready to answer epistemological, conceptual and methodological questions.

A MES final examination is deemed successful when the student has demonstrated:

- a) a 'mastery' of their area of concentration (and components),
- b) satisfied their learning objectives, and
- c) answered questions on their Major Research to the satisfaction of the examining committee.

During the MES final examination, the Chair first ensures that the student is familiar with the purpose of the final examination and asks if the student has any questions regarding the exam. The student then briefly leaves the room while the examiners review the student's dossier and determine the nature and order of questions on the Plan of Study and Major Research. The MES final examination normally lasts 1 hour, at the conclusion of which the committee deliberate in the absence of the student. When the committee is ready, the Chair calls the student back into the room and reports on the committee's decision. The Chair then reports the outcome of the MES final examination in the ES Graduate Dossier (under Add Forms > MES Final Exam Report) for OSAS' final audit.

MES Final Examination Recess or Adjournment

Recess and adjournment of MES final examinations are rare occurrences. If during the MES final examination the student needs a break, encounters difficulty, or wishes to consult with the Supervisor, they may request a recess or adjournment. The examining members can also call for recess or adjournment. The MES final examination may be recessed, by majority vote of the examining committee and with the agreement of the student, for a period not exceeding four weeks. The examining committee shall determine the date and time at which the MES final examination will continue and set forth in writing the conditions that must be satisfied before the examination continues.

The MES final examination may be adjourned by the student or by majority or tied vote of the examining committee. In the event of adjournment, the student may, at any time within eight months following adjournment, apply to the ES Graduate Program Director to reschedule a MES final examination which shall be not later than one month following application by the student. Revisions to the MES final examination documents will require the approval of the Supervisor.

An appeal to the outcome of the MES final examination can be based only on procedural irregularity (i.e., students cannot appeal simply because they disagree with the committee's decision) by appeal to the ES Graduate Program Director within a period of two weeks following the examination. As soon as possible after receiving the appeal and in any case no later than 30 days, the ES Graduate Program Director shall either reject the appeal or appoint a new examining committee for a new MES final examination no later than one month following the decision.

MES Program Completion and YorkSpace

Students must upload a **post-exam/revised MES Major Research** in the ES Graduate Dossier whether they were asked to do revisions or not. Revisions of the MES Major Research must be approved by the Supervisor before uploading (under Add Forms > Post-Exam/Revised MES Major Research) within a **week of the final examination date**. Completion of the degree requires this last upload.

With the student's permission, OSAS will forward the post-exam/revised MES Major Research (Major Paper, Major Project or Portfolio) to YorkSpace, York University's Institutional Repository, managed by York Libraries.

York University Libraries recommend the following **file naming for YorkSpace submissions**:

Text file > Family Name, First name _SHORT TITLE_Major Research_Year

Media file > Family Name, First name _SHORT TITLE_Major Research_Year_Audio1 [or Video1]

Multimedia submissions should be saved in the following formats: text-based file (PDF); audio (WAV or FLAC); video (AVI or MOV); or image (uncompressed TIF) files. Students submitting multimedia files must confirm whether they want their multimedia files to be streamed only (not downloaded) or to be downloaded. Additionally, students might opt to assign a **Creative Commons License**. Please see [About CC Licenses](#) for more information, or contact Scholarly Communications Librarian, Priscilla Carmini (pcarmini@yorku.ca).

Students who successfully complete the MES final examination and uploaded their post-exam/revised Major Research will be recommended for award of the MES degree provided all other requirements for the degree have been met by the student. These are uploaded to [York University's Electronic Thesis and Dissertation \(ETD platform\)](#).

MES Student Progress Flow-Chart

This following chart summarizes the academic stages of the MES Program and depicts student progress through the program. This is anticipated to be the most common trajectory; however, a more intensive timeframe will allow for earlier completion. Some students might require an additional term to complete each stage for accommodation purposes. MES/JD students should refer to the **MES/JD Joint Program Handbook** (PDF) with respect to their progression through the program.

Year	Term	MES Stage	Progress
1	1	I	ENVS 5100 Interdisciplinary Research in Environmental Studies Additional elective courses Development of initial Plan of Study (with Advisor) Submit initial Plan of Study by November 1 for MES I-II Examination by end of term 1
	2	II	Coursework (consider the Research Design/methods course requirement) Plan of Study revisions
	3		Coursework (consider experiential learning) Plan of Study revisions Nomination of Supervisor
2	4	III	ENVS 6102 MES Research Proposal (with Supervisor) (+ ethics and risk assessment if applicable) Additional coursework to complete 36 credits Submit by end of November for MES II-III Examination by end of term 4 (+ approval of program/diplomas requirements)
	5		MES Major Research
	6	MES Major Research Submit complete full draft to Supervisor by June 30 for comments Submit Major Research (approved by Supervisor) by July 31 for final examination in August MES Final Examination	

MES Program Options

MES students are admitted in the accredited MES Planning Program or in the MES/JD Joint Program. All MES students can pursue a specialized graduate diploma but they must first declare their interest

for such diplomas in the [ES Graduate Dossier](#) (under Add Forms > Declaration of Interest for Planning/ Diploma Options).

MES Planning Program

Planning students are specifically admitted in the MES Planning Program. Moving from the MES general program to the MES Planning Program requires the permission of the MES Planning Program Coordinator and the ES Graduate Program Director.

The MES Planning Program is recognized by the [Ontario Professional Institute of Planners](#) and the [Canadian Institute of Planners](#). This interdisciplinary program addresses the complex social and environmental problems related to planning in an era of profound transformation in climate, urbanization and nature. Each student customizes what they learn in their Plan of Study. More information is available in the **MES Planning Program Handbook (PDF)**.

MES Planning Objectives

The MES Planning Program is dedicated to educating skilled professional planners committed to sustainability, justice, and equity. The program provides students with a broad array of learning opportunities through which they will gain planning competencies, knowledge and skills to excel in their professional careers. In addition to our strengths in urban and regional planning and environmental planning, our MES Planning Program provides students with opportunities to expand the boundaries of planning through:

- planning for diversity and social justice – multicultural planning, planning with Indigenous communities, gender planning, and planning in international settings;
- planning for emerging environmental problems – climate change, sustainable energy and food security, etc.;
- planning with communities – participatory planning, community organizing, and community development.

Graduate planning education in the MES Program aims to develop students' capabilities to think critically across and within a range of fields in planning and to develop skills necessary to mobilize their knowledge to effect positive lasting change in the world. Our students come to the program from a wide variety of backgrounds, including the social sciences, natural sciences, health sciences, humanities and professions. They represent a diversity of cultures from across the globe, reflecting the diversity of Toronto itself. The breadth and depth of planning education at York University provides an enriching, diverse learning environment and prepares students for the complexity and magnitude of current problems planning practitioners face. Unsurprisingly, our graduates have become planning leaders in Canada and abroad.

MES Planning Program Requirements

MES Planning Students prepare an individualized Plan of Study, within which certain requirements must be met to ensure your program qualifies for recognition by CIP and OPPI. The professional accreditation is granted to the student on the basis of fulfilling as many competencies (established by the Professional Standards Board for the Planning Profession in Canada) as possible. To meet these professional standards, students might need to successfully complete more than the minimal 36 credits requirement of the MES program in order to meet the MES Planning Program requirements.

Students are encouraged to review their requirements with their Advisor and MES Planning Program Coordinator during their studies. **The MES Planning checklist** should be discussed and approved at the

MES II-III exam for subsequent approval by the MES Planning Program Coordinator. (Note: The planning checklist is subject to change depending on availability of courses and therefore course requirements may vary between academic years).

Planning students must complete the following Plan of Study, mandatory courses, and specialization requirements:

Plan of Study Requirements

- Declaration to obtain OPPI recognition
- 'Planning' in Area of Concentration title
- Specialized 'Planning' component
- Specific Learning Objective: 'To obtain the knowledge and skills necessary to meet the program requirements of the Canadian Institute of Planners and Ontario Professional Planners Institute for Candidate membership.'

Mandatory courses requirements

ENVS 5121 Perspectives in Planning

ENVS 6165 Land Use Planning Law

One research design/methodology course

ENVS 6699 Experiential Learning (3 credits/120 hours minimum)

At least two electives from any graduate program at York University (including ENVS courses)

One Planning Workshop among the following:

ENVS 6325 Critical Urban Planning Workshop

ENVS 6330 Environmental Planning Workshop

ENVS 6331 Planning in Toronto Workshop

or any other with the pre-approval of the MES Planning Program Coordinator.

One Planning and Politics course among the following:

ENVS 5023 Global Cities

ENVS 5070 Extraction and Its Discontents

ENVS 5073 New Social Movements, Activism and Social Change

ENVS 5161 Local Government Organization and Operation

ENVS 6130 Planning Theory

ENVS 6173 Planning and Politics

ENVS 6175 Global Environmental Politics

or any other with pre-approval of the MES Planning Program Coordinator.

Optional Planning Skills Course

ENVS 5122 Skills in Planning Research and Practice

Planning Specializations

Urban and Regional Planning

Mandatory specialization course: ENVS 6124 Urban-Regional Planning

At least one of the following:

ENVS 5021 Urban Development Processes

ENVS 5023 Global Cities

ENVS 6120 Public Involvement in Planning

ENVS 6126 Community Planning and Housing

ENVS 6128 Urban Transportation Planning

ENVS 6130 Planning Theory

ENVS 6133 Social Justice and Planning

Any other with pre-approval of the MES Planning Program Coordinator.

Environmental Planning

Mandatory specialization course: ENVS 6131 Environmental Planning

At least one of the following:

- ENVS 5112 Ecology in Environmental Studies
 - ENVS 5178 Environmental Policy
 - ENVS 6112 Biological Conservation
 - ENVS 6119 Environmental Resource Management
 - ENVS 6120 Public Involvement in Planning
 - ENVS 6179 Climate Change: Science and Policy
 - ENVS 6132 Urban Environmental Design
 - ENVS 6186 Environmental Assessment
 - ENVS 6401 Natural Disasters
- Any other with pre-approval of the MES Planning Program Coordinator.

Community/Social Planning

Mandatory specialization course: ENVS 6126 Community Planning and Housing

At least one of the following:

- ENVS 5061 Environmental Law and Justice
 - ENVS 5073 New Social Movements, Activism and Social Change
 - ENVS 6120 Public Involvement in Planning
 - ENVS 6133 Social Justice and Planning
 - ENVS 6150 Popular Education for Social Change
 - ENVS 6153 Native/Canadian Relations
- Any other with pre-approval of the MES Planning Program Coordinator.

Food Planning

Mandatory specialization course (one of the following)

- ENVS 6124 Urban and Regional Planning
- ENVS 6126 Community Planning and Housing
- ENVS 6131 Environmental Planning

At least one of the following:

- ENVS 5011 Food, Land and Culture
 - ENVS 6120 Public Involvement in Planning
 - ENVS 6172 Food Policy Development in Canada
- Other (to be discussed with and approved by the MES Planning Coordinator)

Other Specialization

A student might create their own Area of Planning Specialization providing that they complete one core specialization course and at least one course contributing to the area of specialization. Other specialization should be discussed with the MES Planning Program Coordinator.

With the successful completion of the MES Planning Program's requirements, eligible students receive a certificate attesting that they have fulfilled the requirements of the Ontario Professional Planners Institute (OPPI) concomitant with fulfillment of the requirements for the degree of Master in Environmental Studies/Planning.

For more information on the MES Planning Program, please refer to the **MES Planning Program Handbook** (PDF) or contact Professor Laura Taylor (taylorl9@yorku.ca), MES Planning Program Coordinator.

MES/JD Joint Program (with Osgoode Hall Law School)

The MES/JD Joint Program was established in 1974 between Osgoode Hall Law School and the former Faculty of Environmental Studies, now Faculty of Environmental and Urban Change. The first and only program of its kind in Canada, it is at the leading edge of interdisciplinary teaching and research in law and environmental studies nationwide. The purpose of the MES/JD Joint Program is to encourage the integration of these two critical fields of study and to prepare students for a range of opportunities in environmental affairs, law or planning. Graduates of the program have gone on to a variety of positions in government, private law firms, non-profit organizations, business, the academy and other settings.

MES/JD Joint Program Admissions

Applicants to the MES/JD Joint Program must apply and be admitted separately to the MES and JD Programs. Upon admission to both Faculties, students are admitted to the Joint Program. Students typically apply to both programs simultaneously but may also apply to the Joint Program during their first year in either the MES or JD Program via successful application to the other program.

The minimum, and typical, time to complete the joint program is 3 2/3 years of full-time study (approximately one year less than it would take to complete the two degrees separately). Successful integration of the two fields is challenging, and approaches to integration take many forms. Each student prepares an individual MES Plan of Study. This Plan of Study is the central feature of each student's academic activity in the Joint Program and outlines the intellectual framework for integrating the fields of environmental studies and law. While completing the MES Program part of the MES/JD Joint Program, students progress through the same MES stages. The MES Major Research focuses on integration of environmental studies and law. Osgoode professors are available to supervise MES/JD Joint Program students' research. A successful MES Major Research fulfills Osgoode's upper-year research and writing requirement.

Registration

Students pay regular JD tuition fees to Osgoode for the six terms they are registered at Osgoode. Students pay regular MES tuition fees for the terms they are registered in the Faculty of Environmental and Urban Change, plus the \$15 registration fee for each term they are registered at Osgoode in order to maintain their graduate status. Students in the MES/JD Joint Program are eligible for graduate student funding offered in the Faculty of Urban and Environmental Change. They may also be eligible for teaching assistantships in any departments at York – when available. When registered full time at Osgoode, joint program students are also eligible for Osgoode scholarships, awards and bursaries including undergraduate awards.

MES/JD Joint Program Sequence of Study

Students may choose to start the Joint Program either in the MES program or JD program. This choice affects the sequence of study in Years 1 and 2, but Years 3 and 4 are roughly the same for both options.

In Year 1, a student can either register full time in the MES Program for the Fall, Winter and Summer terms OR register full time in the first year of the JD Program for the Fall and Winter terms.

In Year 2, students who started the MES Program the previous year now register full time in the first year of the JD Program for the Fall and Winter terms, and register full time in the MES

program for the Summer term. Alternatively, students who started the program at Osgoode the previous year register full time in the MES Program for the Fall, Winter and Summer terms.

In Year 3, students register full time in the upper year of the JD program for the Fall and Winter terms. They register full time in the MES Program in the Summer term, working on the MES Major Research, and/or pursuing a law-related work placement which qualifies for MES credits.

In Year 4, students register full time in the upper year of the JD Program for the Fall and Winter terms. They also complete the MES Major Research and MES final examination and convocate from the MES/JD Joint Program in Summer.

Normally, students complete both the MES and JD degree requirements by the end of the Winter term of the fourth year of the program. In total, students must register for six terms in the JD Program and usually 4 or 5 terms at the MES Program. Up to 15 MES Major Research credits may be counted toward the JD degree, allowing a reduced Osgoode course load in Years 3 or 4 to devote time to their MES Major Research.

Students in the MES/JD Joint Program are also required to participate in and contribute to the MES/JD Program Seminar Series. Four seminars are offered each academic year. Participation in the MES/JD Program Seminar Series is a degree requirement. Additional term(s) to complete the MES requirements may delay graduation from the JD Program and commencement of the articling or bar admission process.

Students must satisfy the requirements of both the JD and MES degrees to graduate from the Joint Program. MES/JD students receive two degrees, the MES and the JD, upon successful completion of the academic requirements for each degree.

For complete details on the MES/JD Joint Program, please refer to the **MES/JD Joint Program Handbook** and/or contact Dr. Mark Winfield (marksw@yorku.ca), MES/JD Joint Program Coordinator.

Graduate Diplomas

Students can also add their MES degree by completing a specialized graduate diploma. A diploma supplements their area of concentration and adds value to the graduate degree. The graduate program in Environmental Studies offers two interdisciplinary graduate diplomas while York University offers many other graduate diplomas.

Environmental Sustainability Education Graduate Diploma

The graduate diploma in Environmental Sustainability Education is offered jointly by the York University graduate programs in the Faculty of Education and the Faculty Environmental and Urban Change. It is designed to provide opportunities for graduate students and educators in schools, community organizations, cultural institutions and advocacy groups to develop expertise and to participate in research, theory, and practice in the field of environmental and sustainability education.

A student must declare their intention to complete this diploma in the ES Graduate Dossier (under Add Forms > MES program > Declaration of Interest for Planning/Diploma Options) in the first term of their program.

In addition to a substantive incorporation of environmental and sustainability education into their Plan of Study and their Major Research, students are required to complete:

ENVS 6140 Environmental Education

and one additional course among the following:

ENVS 5112 Ecology in Environmental Studies

ENVS 6141/EDUC 5445 Education, Sustainability and the Ecological Crisis

ENVS 6150 Popular Education for Social Change

EDUC 5444 Education for Sustainability

EDUC 5446 Ecology, Ethics and Education

Students must also complete 2 of the following courses:

ENVS 5011 Food, Land and Culture

ENVS 5050/ENVS 4400 Fundamentals of Renewable Energy

ENVS 5103 Nature and Society

ENVS 6112 Biological Conservation

ENVS 6127 Community Organizing and Development

ENVS 6149/CMCT 6120 Culture and the Environment

ENVS 6152 Indigenous Research, Ethics and Methods

ENVS 6179 Climate Change: Science & Policy

ENVS 6184 Participatory Research Methods

EDUC 5440 Urban Education

EDUC 5464 Issues in Globalization and Education

EDUC 5545 The Reggio Emilia Approach to Early Childhood Education

EDUC 5611 Indigenous Ways of Knowing

EDUC 5615 Education and Social Justice in Postmodernity

EDUC 5800 Critical Pedagogy

EDUC 5850 Science, Technology and Society

EDUC 5855 Cultural Studies of Technology for Education

or any other course pre-approved by the Diploma Coordinator.

A requirements checklist for this diploma is available in the [ES Graduate Dossier](#) (under Add Forms > Environmental Sustainability Education Diploma Checklist) and **must be completed, reviewed and approved at the MES II-III exam**. Upon successful completion, the student receives a certificate attesting the completion of this graduate diploma.

For more information about the Environmental Sustainability Education Diploma, please contact Professor Peter Timmerman (ptimmer@yorku.ca), Environmental Sustainability Education Diploma Coordinator.

Business and the Environment Graduate Diploma

The Business and the Environment graduate diploma is offered jointly by the Faculty of Environmental and Urban Change and the Schulich School of Business. As part of either the MES or MBA degree, the diploma provides the perspectives, understanding, tools, skills and recognition for York graduates to become leaders in the field of business and sustainability.

A student must declare their intention to complete this diploma in the [ES Graduate Dossier](#) (under Add Forms > Declaration of Interest for Planning/Diploma Options) in the first term of their program.

The course requirements for the graduate diploma are the completion of 12 credits in designated required. Students are also required to complete a minimum of 3 credits in the MBA program and in the

MES program (with a maximum 6 credits in Schulich for MES students). Students pursuing this diploma therefore complete:

At least 3 credits from:

ENVS 5115 3.0 Ecological Economics;
ENVS 6186 3.0 Environmental Assessment; or
ENVS 6119 3.0 Environmental Resource Management

And at least 3 credits from:

SUST 6250 3.0 Integrating Sustainability Functions
SUST 6350 3.0 Orchestrating Sustainability Initiatives; or,
SUST 6450 3.0 Sustainability Reporting and Disclosure

Students also need to complete an additional 6 credits from the following approved electives:

ENVS 5016 3.0 Protected Area Management
ENVS 5070 3.0 Extraction and its Discontents
ENVS 5150 3.0 Perspectives on Green Business
ENVS 5178 3.0 Environmental Policy: Institutions, Ideas, and Interests
ENVS 6180 3.0 The Circular Economy: Sustainable Waste Management and Systems Design
ENTR 6655 3.0 Social Entrepreneurship
FINE 6880 3.0 Sustainable Finance and Impact Investing
ORGS 6600 3.0 Diversity & Inclusion in Organizations
PROP 6550 3.0 Sustainable Cities
SUST 6151 3.0 Innovating for Sustainable Impact

The following additional requirements must be pre/approved by both Schulich and EUC B+E Diploma Coordinators:

Internship requirement – 360 hrs (proposal and report require the approval of the home Diploma Coordinator)

and

Substantive incorporation of both business and environment elements in the Plan of Study and Major Research proposal. The proposal must be approved by the EUC B+E Diploma Coordinator before the MES II-III Exam. The Diploma Coordinator will ensure the proposal incorporates sufficient exploration of both business and environment issues, in line with B+E diploma requirements. If a student needs to submit a revised version of their Major Research proposal after their MES II-III exam, the B+E Diploma Coordinator will need to approve the revised version.

A requirements checklist for this diploma is available in the [ES Graduate Dossier](#) (under Add Forms > Business and the Environment Diploma Checklist) and must be **completed by the student, then reviewed and approved by the B+E Diploma Coordinator before the MES II-III exam.** Upon successful completion, the student receives a certificate attesting the completion of this graduate diploma.

For more information about the Business and Environment Diploma, please contact Dr. Lina Brand Correa (brand@yorku.ca), EUC Business and Environment Diploma Coordinator.

MES Advising and Supervision

Responsibilities of Advisors (Plan of Study) and Supervisor (Research)

Every incoming MES student is assigned an Advisor to guide them through the development of their Plan of Study. As students develop their research interests (at the latest at the beginning of term 4), students identify a Supervisor to guide them through their MES Major Research.

Advisors are full-time faculty members in the Environmental Studies program assigned to every incoming student by the ES Graduate Program Director (as determined by faculty workload agreement). The Advisor assists the student in the development of their Plan of Study and progress through the program. As such, Advisors guide the student through the procedures of the program even though their research expertise may be slightly different from the student's substantive interests. Under exceptional circumstances, and only once the student has advanced to MES II and has received approvals from both current and new Advisor, it is possible to petition for a change of Advisor in the [ES Graduate Dossier](#) (under Add Forms > MES Request to Change Advisor) with the approval of both outgoing and incoming Advisors and the ES Graduate Program Director.

A student preparing their MES Major Research proposal must secure a Supervisor by the beginning of term 4 at the latest – and with their permission, nominate the Supervisor in the [ES Graduate Dossier](#) (under Add Forms > MES Nomination of a Research Supervisor). Supervisors are normally faculty members, which research expertise matches the substantive interest of the student. A list of **full-time EUC faculty members appointed to the graduate program in Environmental Studies** is provided in [Appendix 5](#).

The main role of the Supervisor is to offer substantive comment and advice on the form and content of the Major Research.⁵ The Advisor often becomes the Supervisor, in which case a second faculty member sits on the MES II-III exam. The Supervisor can exceptionally be a faculty member from another program at York, or even someone outside York but their nomination requires the approval of the ES Graduate Program Director. In the case that the Supervisor is not an ES faculty member, the Advisor remains actively involved to make sure that requirements of the program are met.

Note that in any given term, a number of faculty members will be unavailable for advising and supervision due to sabbatical or other leaves, or for workload reasons, or they may have already taken on their full allocation of MES I advisees or MES III supervisees. If students are having difficulty finding a Supervisor, they should discuss this issue first with their Advisor and, if needed, with the MES Program Coordinator or MES Planning Program Coordinator, and ES Graduate Program Director.

Student-Advisor (during the MES I and II stages) and Student-Supervisor (in the MES III stage) working relationships are crucial to student success. [The Faculty of Graduate Studies' Supervision Policy](#) should be reviewed by Advisors and Supervisors.

The main responsibilities of the Advisor and Supervisor are to:

- support the student in all aspects of the development of the Plan of Study, Research Proposal, and MES Major Research, and convene examinations by required deadlines;

⁵ Note: The Supervisor is not an editor; if a student requires assistance in editing their Major Research work, they will need to find someone to act in this role and acknowledge editorial assistance in their Major Research.

- be reasonably accessible to the student for consultation and discussion of the student's academic progress. The frequency of such meetings will vary depending on the stage of the program but should never be less than once each term;
- give timely response to submitted written work, with constructive and concrete suggestions for improvements. This normally means within 2 weeks or as agreed upon between Advisor/Supervisor and student;
- ensure that the scholarly and ethical standards of the University are met in the student's work (but the primary responsibility of academic integrity rests on the student); and
- make satisfactory arrangements in advance with the approval of the ES Graduate Program Director for the advising or supervision of students when on leave or sabbatical, or on extended absence.

Responsibilities of Students

By entering in the MES program, the student has made a commitment to devoting the time and energy necessary to successfully complete a full-time program. Full time students are expected to be available full-time for their studies.

Advising and supervision rests on the quality of communication between students and their Advisor and/or Supervisor so students are expected to respectfully, frequently **communicate with their Advisor and Supervisor** to update them on their progress or challenges in order to maximize their program's experience. The Faculty of Graduate Studies' Supervision Policy should be reviewed by students.

The main responsibilities of the student are to:

- become informed about and conform to University, Faculty and graduate program requirements and procedures for completion of the graduate degree, with regard to such matters as program requirements, stages, registration requirements, research and ethics protocols, examinations expectations, etc;
- conform to principles of academic integrity and professionalism with the Advisor, Supervisor, graduate program officers and student peers;
- inform their Advisor, Supervisor or course instructors if they require academic accommodation in their program;
- meet regularly with the Advisor and Supervisor to review progress. The frequency of such meetings will vary depending on the stage of the program but should never be less than once each term;
- keep Advisor, Supervisor and graduate program officers informed of where the student may be contacted and respond appropriately to all communications received;
- give serious consideration to and respond to the advice and feedback received from the Advisor and Supervisor.

Responsibilities of MES Programs/Diplomas Coordinators

The MES Program Coordinator, the MES Planning Program Coordinator, MES/JD Joint Program Coordinator and graduate Diplomas Coordinators provide liaison among the ES Graduate Program Director, the Office of Student and Academic Services (OSAS), course instructors, faculty Advisors and Supervisors, and students. The Coordinators keep track of student progress and requirements, and relays information to Advisors, Supervisors, and students when necessary and appropriate. Coordinators are available for consultation and advice on respective elements of the MES Program.

Responsibilities of the ES Graduate Program Director

The ES Graduate Program Director is responsible for aspects of the administration of the graduate program, including but not limited to registration, enrolment and advising, scholarships, student progression and status, program and curricular changes, etc. The ES Graduate Program Director recommends petitions to the Faculty of Graduate Studies and addresses conflict between graduate

students and faculty members (in consultation with the Faculty of Graduate Studies when appropriate). The ES Graduate Program Director works closely with the MES Program Coordinator, MES Planning Program Coordinator, MES/JD Joint Program Coordinator, Diploma Coordinators, and the Office of Student and Academic Services. The ES Graduate Program Director is also available for consultation and advice.

Social Justice and Equity

The Faculty of Environmental and Urban Change is committed to **social justice and equity**. It is the responsibility of all members of the Faculty to promote social justice and equity and to act a changemaker in these fields.

There are many opportunities for students to get involved in promoting equity in the daily life of the Faculty: becoming a student representative on governing committees; joining pan-university efforts toward more equitable practices through campus organizations, unions, and the Senate Committees on Equity, Teaching and Learning, Recruitment and Admissions, and Research; organizing seminars and workshops within the Faculty to address equity issues.

At a personal level, MES students have the responsibility and opportunity to incorporate equity concerns into the substantive content as well as the methodological approaches in their MES program. Consider the following questions: How does the framing of an area of concentration reflect the histories, experiences, and issues of groups marginalized by disabilities, sexual and gender diversity, Indigenous identity, class and poverty, race and ethnicity, and gender? How to challenge dominant modes of analysis or privileged practices by bringing in alternative perspectives on environmental and social issues? How to integrate other ways of knowing, learning, and communicating into learning strategies?

Registration Requirements

Continuous Registration

The MES degree is a full-time, six-term, two-year program. Graduate students must maintain continuous registration (i.e., accepting fees each term) and be enroll in courses during Fall, Winter, and Summer terms until completion of their program. **Students are expected to be registered full-time for 6 terms.**

Every term, students must register (accept fees) into York University's Registration and Enrolment module (REM). By accepting fees, a student is considered registered and active for the term. In most cases, fees will be covered by the fellowship and/or applicable scholarships and awards. Before paying tuition fees, it is recommended that students wait until fellowship and/or applicable scholarships and awards are applied to their student account at the beginning of each term. Information regarding fee waivers for York University employees or dependents, senior citizens, and fees paid by a third party/external agency is available on the Student Financial Services website.

Registration deadlines are August 20 for Fall term, December 20 for Winter term, and April 20 (tbc) for Summer term. It is the responsibility of the student to register/accept fees in REM prior to the registration deadline to avoid a **\$200 late registration fee**. Late registration will impact funding disbursement. Students who fail to maintain continuous registration lose their active status and are withdrawn from the program.

Program Time Limit

Students who require more than 6 terms (2 years) automatically become part-time (half fees, no funding) for the rest of their program. All requirements for the MES degree must be fulfilled within 12 terms (4 years) of registration as a full-time or part-time student in accordance with [Faculty of Graduate Studies' registration policies](#). Students who are beyond the applicable maximum time limits or who have not maintained continuous registration will be automatically withdrawn.

Academic Petitions

Following the [Faculty of Graduate Studies' regulations](#), a student may apply for a leave of absence, an extension of program time limit (CUPE 3903 or non-CUPE 3903) or reinstatement to continue their program or defend their Major Research by submitting a petition and required forms/documents through the [FGS petition portal](#) (prior to the start of the term in which the leave will take place).

Leave of Absence

Students are required to maintain continuous registration through their program but a student may need to be absent from their studies from time to time. In such case, a student can petition for a general leave of absence (maximum 3 terms over the course of a program). A student with significant care-giving responsibilities of a family member should petition for a family care leave of absence (maximum 5 terms over the course of a program). Family care leave include pregnancy, birth or adoption of a child, providing care for an ill child, spouse, parent, grandparent or other family member.

Students on any type of leave are registered as inactive; they do not pay tuition fees or receive funding (fellowship) or awards (external or internal scholarship or bursary). While on leaves, students are expected to be away from academic activities (attending class, completing incomplete work, research work, access to the university's facilities and resources). Students should not expect to receive supervisory feedback during their leaves. Students with particular awards or scholarships should verify the implications of their leaves with award granting agencies.

Students petition for a leave of absence through the [FGS petition portal](#). After creating the actual petition, mandatory forms, personal statement, and supporting documentation for the need for a leave should be uploaded. There is an administrative fee to be registered as inactive. **Students should check their Student Financial Account on a regular basis to monitor all transactions.**

Withdrawal

To withdraw in good standing from the program, a student must notify the ES Graduate Program Director (via oumajai@yorku.ca) in writing. To be eligible for a [program withdrawal](#) in good standing, a student's academic record may not include any incomplete coursework. Only if their academic record is in good standing would they be eligible for reinstatement or readmission into the program with the permission of the ES Graduate Program Director and the Faculty of Graduate Studies.

Reinstatement

A student withdrawn in good standing may petition for **reinstatement to continue** within three terms (12 months) following a withdrawal. After that time, students must normally apply for readmission. Reinstatement to continue in a program does not guarantee that funding will continue as outlined in the student's original offer letter.

For information on academic petitions or for assistance in your petition process, please contact Ouma Jaipaul-Gill (oumajai@yorku.ca). To help you navigate the graduate petition portal, please see [FGS](#)

[step-by-step instruction guide](#) (PDF) and the [petition submission diagram](#) for a quick overview of the process.

Financial Block

A student's registration may be blocked because of financial debt, an admissions requirement, or a problem with enrolment paperwork from a previous term, or per the request of a Faculty Advisor or Supervisor for lack of progress or other program issues. To help OSAS in identifying the problem, the student should note the error message received when attempting to register.

For students with outstanding debts of \$1,500 (domestic students) or \$3500 (international students) or more to the University, a registration block will be placed by the Faculty of Graduate Studies on their student account. Removal of the block requires that students pay the debt below the threshold or submit a [Debt Repayment Agreement](#). York University Senate policy stipulates that graduation privileges, transcript requests, etc. be withheld until all outstanding financial liabilities to the University are settled. Students should regularly monitor their [financial accounts](#) on a regular basis. Questions about financial accounts must be directed to Ouma Jaipaul-Gill (oumajai@yorku.ca).

Course Enrolment

The MES degree requires a minimum of 36 credits of coursework and a Major Research requirement. There are two required courses in the MES program: ENVS 5100 Interdisciplinary Research in Environmental Studies in term 1 and a method/research design course (chosen by the student) normally in the second term of the program.

Students are expected to be enrolled in **9 to 12 credits in the first 4 terms of the MES program** in order to complete the **minimum of 36 credits coursework requirement** in the first four terms. **In the two last terms of the program, students are expected to enroll in ENVS 7899 MES Major Research** for no credit (MES/JD students enroll in this course for credits) in order to complete their Major Research requirement. In any given term the student shall enroll in **no more than 12 credits per term**.

In the final term of study, the student can apply for award of the MES degree only after obtaining a minimum of 36 credits. Students who have successfully met the MES final examination requirement will be recommended for award of the MES degree provided all other requirements for the degree have been met by the student.

Graduate Courses

Core [ENVS graduate courses](#) are offered every year, but some courses are offered only in alternate years. Please see **the Schedule of ENVS graduate courses for 2023-2024** in **Appendix 6**.

Course Enrolment

Course enrolment is open for the **first two weeks of the term and should be discussed with your Advisor**. The course enrolment process is two-fold:

- 1) students **add courses to REM**, where you registered/accepted your fees,
- 2) and **list courses on their Advising/Enrolment form** in the [ES Graduate Dossier](#).

In REM, an "add/drop courses" screen will appear once you accepted your fees for that term. Students are expected to enter a course catalogue number for each course (available via the [York Courses Web Site](#)). Students must list the same courses on their Advising/Enrolment form in the ES Graduate Dossier

– making sure that your enrolment in REM and [ES Graduate Dossier](#) matches perfectly (and is updated accordingly if any change). [A Step-by-Step Dossier Guide to Course Enrolment \(Advising/Enrolment Form\)](#) is available in the [ES Graduate Dossier](#).

Changes in Course Enrolment

A student can change their 'published' enrolment (when the term courses appear in the student history in the ES Graduate Dossier) in the **first two weeks** of the term by completing the Change Enrolment form (under Add Forms) in the [ES Graduate Dossier](#). **The student must also record this change in REM.**

After the first two weeks of the term, the student submit a change of enrolment using the Add or Drop Course Enrollment form (under Add Forms) in the [ES Graduate Dossier](#). **The student must also record this change in REM.** Students who wish to petition for **withdrawal from a course later in the term** must submit the Petition to Retroactively Withdraw from a Course form in the [ES Graduate Dossier](#). A grade of Withdrawn (W) will appear on their record and transcript. A student may carry a maximum of three Ws.

Individualized Courses in Environmental Studies

Students must enroll in courses in every term of their program. In order to progress in their program or substantiate some aspects of their Plan of Study where courses are not offered, students can choose among a series of individualized courses listed below. Note that **catalogue numbers are not provided for the following individualized courses as these courses require manual input by OSAS in REM** once your Advising/Enrolment form is approved in the ES Graduate Dossier.

ENVS 6102 MES Research Proposal (required in term 4 if not already MES III)

Students enroll in this 3.0 credit course to finalize their Plan of Study and to develop their MES Research Proposal. Students may enroll as early as term 2 but at the latest in term 4. The course instructor for ENVS 6102 is normally the Supervisor. **The outcome of the course is the MES II-III exam by the end of term. OSAS will add ENVS 6102 course to REM** once it is approved in the ES Graduate Dossier.

ENVS 6599 Individual Directed Study (IDS)

If a student's Plan of Study requires them to acquire specific knowledge or skills that cannot be acquired through an existing graduate course, the student may develop their own course as a ENVS 6599: Individual Directed Study for 3 or 6 credits per term (maximum of 18 credits per program) under the supervision of a faculty instructor. To enroll in an IDS course, the student submits a **detailed description of the work** to be done (including a complete bibliography if relevant) and the output in the [ES Graduate Dossier](#) (under Add Forms > ENVS 6599 Independent Directed Study) and list this course on their Advising/Enrolment form. **OSAS will add the course to REM** once both forms are approved in the ES Graduate Dossier.

ENVS 6699 Experiential Learning

An experiential learning course earns students credit while they work or volunteer in the field. The field experience must be related to the Plan of Study and must be approved by the student's Advisor. Experiential learning can be taken for 3, 6, 9 or 12 credits per term (maximum of 18 credits). A work placement of approximately 10 hours per week for 12 weeks is equivalent to 3 credits. A student wishing to enroll in this course must first secure a field experience position (receive an email confirmation from the on-site field supervisor) and discuss it with their faculty instructor (to whom they will submit their report by the last day of the term). An experiential

learning requirement for the MES Planning Program or for the Business and Environment graduate diploma must be pre-approved by respective Coordinators.

To enroll in a ENVS 6699 course, students first submit a **description of the experiential learning course**, including the name of the organization, Field Supervisor (and email), and position title and description, and total time commitment (hours) in the [ES Graduate Dossier](#) (under Add Forms > ENVS 6699 Experiential Learning). **OSAS will post the course in REM** once both forms are approved in the ES Graduate Dossier.

At the end of their ENVS 6699 course, students must submit a short report (of 2,500 words maximum) to their faculty instructor. **ENVS 6699 Experience Learning Report Guidelines** (DOC) are available in the [ES Graduate Dossier](#) (under Add Forms) and in **Appendix 7. The Experiential Learning report** should describe: the tasks/activities for which the student was responsible; the learning experience and substantive knowledge and skills gained; and the relation of the experience to the student's Area of Concentration.

For more information about Experiential Education, please contact EUC Experiential Education Coordinator, Rosanna Chowdhury (rosannan@yorku.ca) or the respective academic coordinator of the program requiring an internship.

ENVS 7899 MES Major Research

Once they have **successfully advanced to MES III**, students enroll in this course to work on their Major Research (Major Paper, Major Project or Portfolio) under the guidance of their Supervisor. Students take this course for no credit (only MES/JD students can take this course for transfer credits). **OSAS will post the course in REM** once it is listed on the Advising/Enrolment form and approved in the ES Graduate Dossier.

ENVS 7999 MES Thesis Research

A student enrolls in this course (under the guidance of their Supervisor) once they have successfully completed all requirements of the Thesis Supervisory Committee and thesis proposal, and advanced to MES III. Students take this course for no credit (only MES/JD students can take this course for transfer credits) to work on their thesis. **OSAS will post the course in REM** once it is listed on the Advising/Enrolment form and approved in the ES Graduate Dossier.

Courses in another graduate program at York

A student can also [request to take a course in another graduate program at York](#) by first securing the permission of the course instructor and Graduate Program Director of that particular program and forwarding both form and permissions to the ES Graduate Program Director (via kris521@yorku.ca). Permission to enroll in the course will be communicated to the student who then add the course to both REM and the ES Graduate Dossier.

An agreement with the graduate program in Geography requires only the course director's approval to enroll in a GEOG course. This approval should be sent to OSAS (kris521@yorku.ca) for permission.

Undergraduate Courses

If related to their Plan of Study, a student can request to enroll in a **4,xxx-level** undergraduate course by filling in a [request for a graduate student to enroll in an undergraduate course](#), securing the permission of the course instructor and submitting the form to the ES Graduate Program Director (via kris521@yorku.ca). There is a maximum of 12 credits of undergraduate courses possible in the MES

program. An undergraduate or integrated course taken during a student's undergraduate program cannot be taken again at the MES level. Exceptions to the 4xxx-level rule apply to the following law courses offered in the JD Program of Osgoode Hall Law School: LW 2805.03 Natural Resources Law; LW 2880.04 Environmental Law; LW 3830.03 Climate Change Law; LW 3592Z.03 Legal Values: Law in the Time of Catastrophe; and LW 4880.04 International Environmental Law (but form and permission from the course instructor are required).

'Auditing' a course

The MES Program has no official 'audit' status. Students who wish to sit in a course (without enrolling or submitting coursework) may do so with permission of the course instructor. Such activity is not recorded on the MES Student History or on the transcript. Such course can be included in the Plan of Study as a learning strategy.

Request to take an ENVS course for additional credits

MES students can take an existing ENVS course for extra credits and extra work with the approval of the course instructor. A student submits the details of the extra work in the Request to take an ENVS course for 3 additional credits form (under Add Forms) in the ES Graduate Dossier. **OSAS will adjust the credit value in REM once it is approved in the ES Graduate Dossier.**

Pass/Unsatisfactory Grading System

The official grading system of the MES Program is Pass (P) or Unsatisfactory (U). The interdisciplinary nature of the MES Program encourages exploration, creativity and breadth of study by using a Pass/Unsatisfactory grading system in conjunction with qualitative feedback from the instructor.

Graduate students are expected to submit all course assignments by the last day of classes each term. Assessment of students enrolled in each ENVS graduate course shall be made by the course instructor in light of the requirements set in the course syllabus and may be based upon a combination of work submitted, in-class participation, and other assignments.

Pass or Unsatisfactory Grades/Evaluations

A written assessment of each student shall be recorded by course instructors on the Student History in the ES Graduate Dossier **no later than two weeks following the end of term**. The official report consists an P (course completed satisfactorily) or U (unsatisfactory performance in the course) and a written qualitative evaluation of the student's performance in the course. A MES student may request an unofficial letter grade for a course in the first two weeks of the term. If granted, the course instructor will add this letter grade to their evaluation in the ES Graduate Dossier, however, this letter grade remains unofficial and will not appear on York transcripts.

A MES student taking a course in another graduate program might receive a letter grade but such letter grade will be recorded as a 'P' or 'U' per the official MES grading system.

Incomplete Coursework

In exceptional circumstances, if coursework is incomplete at the end of the term, **a student may request a short extension (usually a maximum of 1 month) from the course instructor**. The course instructor reports the grade of 'I' (Incomplete) and the agreed-upon deadline for completion of the work on the Student History in the ES Graduate Dossier. When the work is completed, the course instructor will send a final letter grade and evaluation to OSAS to amend the 'I' status. If the work is not submitted and graded by the course instructor by the new extension deadline, the 'I' (Incomplete)

becomes a 'U' grade. **Students are not permitted to carry more than one 'I' grade into the next term.** Students cannot advance to MES III (MES Major Research) with any course with the status 'I' (incomplete).

A 'U' grade in a course may trigger a Dean's exam to assess the performance of the student in the program. A student is not permitted to retroactively withdraw from any course for which the grade of 'U' (Unsatisfactory) has already been reported. A student may be allowed to continue in the MES Program with one 'U' grade. A second 'U' grade automatically leads to a withdrawal from the program for failure to maintain good academic standing.

Graduate grades for courses offered in the Fall term are due January 15, May 15 for Winter term courses, and September 15 for Summer term courses. Grades and short narrative evaluation are posted in the [ES Graduate Dossier](#) for each course. Students should contact their course director if a grade and evaluation are not posted by these deadlines.

Grade Reappraisal

A student may, with sufficient academic grounds, request that a final grade in a specific course be reappraised (with the possible result that the original grade be maintained or changed). A student is expected to first contact the course instructor to discuss the matter. In the event that the student is still not satisfied with the final grade or the course instructor is not available, the student may submit a written request for grade reappraisal to the ES Graduate Program Director per the [Faculty of Graduate Studies' grade reappraisal regulations](#).

Unofficial Overall Letter Grade Assessment

For the purpose of program or external funding applications, a former or current MES student can request an unofficial overall letter grade assessment of their degree by contacting osasinfo@yorku.ca. Assessors assign a single letter grade average for the program based on all course evaluations and progress reports. A student can submit this assessment along with their application and official transcript (issued by [York University's Registrar Office](#)).

An overall letter grade assessment is not an official transcript, neither is the Student History in the ES Graduate Dossier. Official transcripts should directly ordered from the [York University's Registrar Office](#).

The unofficial overall letter grade assessment might take at least 2 weeks to process so please submit your request ahead of time accordingly to your deadline. OSAS will send the overall letter grade assessment (PDF) to the student by email. A grade assessment can be completed only after your first term's grades have been submitted. A new grade assessment should also be requested if new grades have been submitted since the last one.

Note: Due to administrative, academic and archiving changes to the graduate program in Environmental Studies over time and the shift to electronic student dossiers management in 2013, we are not able to provide an overall letter grade assessment for students who studied and/or completed their program before September 2013. Official transcripts showing Pass/Unsatisfactory grades can be ordered from York University's Registrar's Office.

MES Student Records

Information regarding each MES student is kept by the Faculty of Environmental and Urban Change in an online student database. The [ES Graduate Dossier](#) contains a record of the student's academic program, courses taken and the grades awarded, and written evaluations of the student's performance in all courses as submitted by course instructors. The ES Graduate Dossier also serves as the repository of enrolment forms, plans of study, research proposal, MES Major Research, and examination reports documenting progress in the program.

Any request to **change a student's name**, by means of alteration or deletion, substitution or addition, must be accompanied by appropriate supporting documentation. Upon making application for graduation a student may be asked to provide proof of their name. Students may verify their official name on record through [My Online Services](#) website.

Students must maintain an up-to-date permanent mailing address in the records of the University to receive pertinent mailings. Students must also maintain an **up-to-date email address** (yorku.ca preferred) in the records of the University through [My Online Services](#). **Important communications on registration and enrolment are sent by email.**

Academic Honesty

Students are expected to conform to strict standards of academic honesty as specified in the [York University's Senate Policy on Academic Honesty](#). A lack of familiarity with the Senate Policy on Academic Honesty on the part of a student does not constitute a defence against their application to them. Any breach of academic honesty is a serious offence to both the University community and the academic enterprise. Any suspected breach of academic honesty, no matter how small it may appear, requires investigation.

Per article 2.1.3 of the Senate Policy, “[p]lagiarism is the misappropriation of the work of another person's ideas, writing or other intellectual property as one's own. This includes the presentation of all part of another person's work as something one has written, paraphrasing another's writing without proper acknowledgement, or representing another's artistic or technical work or creation as one's own. Any use of the work of others, whether published, unpublished or posted electronically, attributed or anonymous, must include proper acknowledgement.”

The [Faculty of Graduate Studies Academic Integrity Module](#) is designed to provide the graduate community with information and resources on the expectations of academic integrity at York University. Community members have an obligation to maintain the highest standards of academic honesty throughout their studies in accordance with the Senate Policy on Academic Honesty. Upon completion of this module, students will have a better understanding of what constitutes a scholastic offence, as well as their responsibilities in relation to a variety of academic principles.

The York University Libraries [Graduate Student Library Guide](#) also provides a number of useful resources, including links to the guides for the most popularly used citation styles, access to RefWorks (which is a web-based bibliographic management/citation manager tool), and links to research and writing guides. The York University Libraries also offers a [Guide for International Students](#) which is intended to help international and exchange students find information about resources and services available at the Libraries.

The [Faculty of Graduate Studies](#) has established complementary procedures specific to the investigation and resolution of alleged violations of the [Senate Policy on Academic Honesty](#) for

students. At all stages, a student has a right to a representative of their choosing. Students may contact the [York University Graduate Students' Association \(YUGSA\)](#) regarding representation.

Accommodation for Students with Disabilities

York University is committed to provide an accessible campus and learning environment for students with visible and invisible disabilities. [York University's Senate Policy on Academic Accommodation for Students with Disabilities](#) stipulates that reasonable and appropriate accommodation and adaptation must be made in order to promote the ability of students with disabilities to fulfill the academic requirements of their programs. Academic accommodations are developed in accordance with the [Ontario Human Rights Commission](#).

Academic Accommodation

York University [Student Accessibility Services](#) provides academic accommodation and support to new and continuing students with disabilities (including registration, counselling, letter of accommodation and activating accommodation). Students are advised to register with Student Accessibility Services prior to the start of their academic studies. Students are encouraged to reach out to their course instructors at the beginning of term

The nature and extent of accommodations shall be consistent with and supportive of the integrity of the curriculum and of the academic standards of programs and courses. Provided that students have documented and given sufficient notice about their accommodation needs, Advisors, Supervisors or course instructors shall take reasonable steps to accommodate these needs in a manner consistent with the guidelines established. All accommodations must be made in consultation with the student and must follow applicable policies related to access to information and privacy.

[Graduate Student Wellness Services](#) is a source of support, at any point in your studies, to discuss concerns about mental health, personal wellness and goal setting, difficulty coping with stress, anxiety, self-doubt, overwhelm, or isolation. Another helpful services for online and phone support for students is [Good2talk](#), 24/7/365 free, professional, and anonymous support for students in Ontario. Available at [good2talk.ca](#), or dial 1-866-925-5454, or you can connect through dialing 211.

Workplace Accommodation

In addition to academic accommodations, a graduate student holding or expecting to hold CUPE 3903 work assignments as part of their funding package might also require workplace accommodations. Students with disabilities may need modifications to their Teaching Assistantship (Unit 1) or Graduate Assistantship (Unit 3) assignments. Students should contact CUPE 3903 and Employee Well-being in Human Resources at least two months before the start of the term to coordinate an accommodation plan. Students should refer to the [Faculty of Graduate Studies' accommodations guidelines](#).

Financial Information

York Fellowship

Most full-time MES students are offered a fellowship. The fellowship is disbursed equally over the 6 full-time terms. Funds are deposited automatically and directly to the student account to cover tuition fees. **All funding is contingent on continuous registration as a full-time student and continued satisfactory progress in the program. No funding is disbursed to an inactive student (leave,**

withdrawal) or a student with part-time status. A student applying for a leave late in one term will be asked to refund any fellowship disbursed for that term.

When applicable, a **York Entrance Scholarship** (for year 1 only) will also be disbursed in equal instalments in each of three terms of the first year.

If you have any questions about your funding, please contact Ouma Jaipaul-Gill at oumajai@yorku.ca.

Internal Awards

MES students are strongly encouraged to apply for internal scholarships and grants. The Faculty of Environmental and Urban Change offers many internal graduate awards, some specifically for MES students:

- Alectra Inc. Graduate Award in Sustainable Energy
- Dian Marino award
- EUC Graduate Award in Energy Studies
- Gerald Carrothers Graduate Scholarship
- GESSA Class of 2007 Award (MES II)
- Harold Mahabir Student Award for International Development (MES II)
- Howard Daugherty Graduate Award in Neotropical Conservation
- It's Never Too Late to Transform your Life and Impact the Work Bursary (MES)
- Jim McNeill Award (MES/JD)
- The John A. Livingston Ecological Conscience and Nature Advocacy Award
- John Page Planning Scholarship (MES Planning)
- Lambert Family Graduate Award
- Mark Nawrot Memorial Award (MES II)
- MYPAC- MES York Planning Alumni Committee Award (MES Planning at MES III)
- Pat Placzek Award in Indigenous Urban Studies
- Stantec Bursary in Planning (MES Planning)
- Unilever Canada Graduate Award in Environmental Studies
- Whitaker Family Bursary (MES I)
- Wilkinson Family Graduate Award in Environmental Studies

For more information, please contact eucawards@yorku.ca

The Faculty of Graduate Studies also provides scholarships and awards and other financial sources that graduate students may apply to. Among other internal awards,

- Adbella Scholarship for Studies in Equity
- Ambassador Gary Smith Award (for research in international studies)
- Armand and Denise LaBarge Graduate Scholarship in Multiculturalism
- CCCJ- John Lockwood Memorial Award (for research related to cultural diversity)
- David Hunter Jorgensen Memorial Award (for students with a physical disability)
- Diana Massiah Caribbean Canadian Scholarship (for research on the history of Caribbean or Canadian-Caribbean communities)
- Enbridge Graduate Student Awards (for research on sustainability and the environment)
- Grace and David Taylor Graduate Scholarship in Caribbean Studies
- Greater Toronto Airport Authority (GTAA) Bursary (for research in urban development and planning, fine arts or environmental studies)
- HSBC Exchange Award
- Jaclyn and Michelle Marcus Award (in recognition of student voluntarism)

- LaMarsh – Child/Youth Violence Research Award
- Mamdouh and Susan Shoukri Graduate Award (for extracurricular activities and leadership)
- Manulife Graduate Scholarships (for research on international health policy and epidemics)
- Martin Cohnstaedt Graduate Research Award for Studies in Non-Violence
- The Paavo & Aino Lukkari Award (for research on Latin American & the Caribbean)
- Penelope Jane Glasser Graduate Scholarship (for mature students)
- Wilhelm Cohnstaedt Social Justice Award
- York University Retirees' Association Graduate Award

The Faculty of Graduate Studies also provides some internal scholarships and awards specifically for international students, among others:

- Armand and Denise LaBarge Graduate Scholarship in Multiculturalism
- Howard Daugherty International Graduate Award in Neotropical Conservation
- Manulife Graduate Scholarships (for research on international health policy and epidemics)

Incoming students may be considered for entrance awards for incoming students at admission time:

- Charles Caccia Graduate Award in Sustainable Development
- Donald Biback and Family Entrance Scholarship (MES Planning)
- The George & Helen Vari Foundation Award
- Han Shan Sih Buddhist Bursaries for Environmental Studies

There are also internal research-specific funds that can be used to defray fieldwork expenses or to subsidize travel to present student research:

- Adrienne and Donna Pocock Memorial Award
- Fisher Fund for Neotropical Conservation MES Research Grant Award
- GESSA Research and Travel Fund Award
- Academic Excellence Fund
- Research Cost Fund

External Scholarship Competitions

Students are strongly encouraged to apply for external scholarships. Students wishing to apply for these scholarships are encouraged to start early because applications require time and effort and may require you to request multiple references from faculty members. Students should request all reference letters early, as faculty members frequently have numerous requests from students, and therefore need as much notice as possible. Students should also order transcripts at least 5 weeks prior to deadlines. Students with transcripts from non-Canadian universities should submit a signed, sealed transcript (signed and sealed by the student's home University). Please note that copies submitted for Admissions purposes are held by Admissions and cannot be used for scholarship purposes. It is the student's responsibility to ensure all documents have arrived, as the program office does not track down missing documents. Incomplete applications will not be accepted and will not go forward to the committee.

The Faculty of Graduate Studies organizes Tri-Council and OGS Application Workshops for prospective applicants. Students applying for Tri-Council funding are strongly encouraged to participate to these workshops as these scholarships are very competitive.

The Canada Graduate Scholarships – Master's (CGS-M) program provides financial support to high caliber scholars who are engaged in eligible Master's programs in Canada. The CGS-M Program supports 3,000 students annually in all disciplines and is administered jointly by

Canada's three federal granting agencies: Canadian Institutes of Health Research (CIHR), Natural Sciences and Engineering Research Council (NSERC), and Social Sciences and Humanities Research Council (SSHRC). The selection process and post-award administration are carried out at the university level, under the guidance of the three agencies. Students submit their application to the university at which they propose to hold their award via the Research Portal.

Ontario Graduate Scholarships (OGS) are merit-based scholarships available to students in all disciplines of academic study. The OGS program is jointly funded by the Province of Ontario and Ontario universities. It provides \$15,000 per year for a one year maximum.

Mitacs Accelerate Awards is a program providing matching funds for a funded full-time internship with a private company or not-for-profit organization, under supervision of a Faculty member.

Ontario Student Assistance Program (OSAP) is a financial aid program (open to Ontario residents) that offers loans and grants.

York Employment

Under exceptional circumstances, employment for full-time MES students may be available (but is never guaranteed) through teaching assistantship (TAs), graduate assistantship (GAs), research assistantship (RAs). Teaching Assistants and Graduate Assistants are part of the Canadian Union of Public Employees (CUPE) Local 3903, which negotiates collective agreements on their behalf with the York administration. Please visit the CUPE jobs website and review applicable (CUPE 1) postings under each faculty. RAs are non-unionized positions.

Teaching Assistantships (TA) (CUPE 3903 - Unit 1)

Teaching Assistantships generally assist course directors in undergraduate courses. Applications for TAs are generally made in January each year, both for Summer courses and for Fall/Winter courses of the ensuing academic year. In order to be considered for these positions, students should complete a CUPE 'blanket application' and submit it directly to programs for which they are interested in working.

Graduate Assistantships (GA) (CUPE 3903 - Unit 3)

Graduate assistantships are occasionally available. The duties of a graduate assistant may include library work for the department or for a research group, conference organization, administrative or clerical work. Students are encouraged to enquire by contacting individual faculty or relevant Research Centres. Students must complete a **Graduate Assistantship Workload** form and submit it to OSAS.

Research Assistantships (RA)

A Research Assistantship might be available to a full-time graduate student in support of research activities related to that student's academic program. Specific duties are negotiated between the faculty member and the student. These research assistantships most often are paid out of a research grant held by a faculty member. Research Assistantships are usually paid as a stipend, without benefits.

Canadian Union of Public Employees (CUPE) 3903 represents teaching assistants (including tutors and marker/graders), contract faculty, and graduate assistants at York University. MES students who hold one of these positions are part of the Canadian Union of Public Employees (CUPE) Local 3903, which negotiates collective agreements on their behalf with the York administration. CUPE 3903 administers a number of benefits and funds that are available to graduate students. Students serving as union stewards are available at es.steward.team@gmail.com. 416 736 5154.

Student Representation

Graduate Environmental Studies Students Association (GESSA)

MES students are represented by GESSA, a student organization mandated to look after the rights and interests of students in the MES program. The Executive coordinates the general activities of the association and provides information on Faculty policy issues and events to the student body. Members also act as liaisons between the Faculty and students as needed. Elected delegates represent MES students on various levels of governance in the Faculty and on campus. GESSA holds general meetings and social events in which students are encouraged to participate. Funding for conferences and research is available through both the GESSA Research and Travel Fund. For more information on how to become actively involved, please contact gessa@yorku.ca.

York University Graduate Students' Association (YUGSA)

MES students are also represented through YUGSA. YUGSA provides support with issues such as health-care coverage, as well as advocacy on tuition and university governance issues. YUGSA also offers a variety of funding and support for graduate student members. These funds are not meant to be a primary source of graduate student funding but serve as a small additional aid (info@yugsa.ca)

Faculty Governance

Through student representation on governance committees of the Faculty of Environmental and Urban Change, GESSA ensures MES students have a strong voice in decision-making processes. GESSA nominates representatives on Faculty and University committees each September. The following committees require MES student representation:

EUC Faculty Council (1 MES representative) establishes policy in all matters relating to the Faculty through its standing committees. EUC Faculty Council meetings are open to all MES students but only the representative can vote;

EUC Executive and Planning Committee (1 Master student elected from MES or MA or MSc Geography programs) prepares agendas for EUC Faculty Council meetings and carries out any business as delegated by Faculty Council;

Graduate Pedagogy, Academic Standards and Awards Committee (2 representatives from ES graduate program) is responsible for matters relating to graduate curriculum and academic policy of both Environmental Studies and Geography graduate programs;

ES Graduate Council (2 MES representatives, normally one MES Planning and one MES general) is responsible for matters related to ES graduate curriculum, academic policy and planning;

MES Program Committee (1 MES representative) is responsible for all matters related to the MES Program;

MES Planning Program Committee (1 MES Planning representative) is responsible for all matters related specifically to the MES Planning Program;

MES/JD Joint Program Committee (1 MES/JD representative) is responsible for all matters related specifically to the MES/JD Joint Program;

Equity Committee (1 Master's-level representative elected from MES or Geography MA or MSc programs) identifies and raises equity issues to ensure that all members of the Faculty fulfill their commitment to equity;

Research Committee (2 graduate student representatives from all EUC graduate programs) is responsible for enhancing, promoting and supporting research in the Faculty.

Research in EUC

The Faculty of Environmental and Urban Change (EUC) proudly claims a leading position in Environmental Studies scholarship. Students benefit from faculty members' innovative and creative research projects, just as the involvement of graduate and undergraduate students is a vital, enriching part of faculty research. MES students are invited to review **EUC's Research website** for researchers' profiles and research news, projects, updates and resources.

EUC Research Updates

These monthly updates feature the latest research publications, reports, presentations and events through which research reaches a broad audience. MES students can request monthly research updates by contacting eucresea@yorku.ca.

The Faculty of Environmental and Urban Change organizes an annual **Research Seminar Series** intended for everyone in the Faculty and beyond. MES students are strongly encouraged to attend sessions, which are a focal point of intellectual life in the Faculty.

UnderCurrents: Journal of Critical Environmental Studies is an independent, non-profit journal of critical environmental studies produced by Environmental Studies students in the Faculty of Environmental and Urban Change. UnderCurrents publishes creative and critical writing and artwork that explores the relationships between nature, society, and self. It also provides space for work that challenges the conventional boundaries and assumptions of academic and environmental debate. UnderCurrents is produced annually by an editorial collective, which maintains non-hierarchical principles and a collaborative editing and publishing process.

Graduate students are encouraged to present their research at conferences to enrich their own approaches and to network within the larger academic community. Conferences, such as the **Congress of Humanities and Social Sciences**, are a good way to meet with peers and to share research and ideas. Current students have presented their work in numerous graduate seminars, national and international conferences in various interdisciplinary and disciplinary fields.

York University's Research Centres

Research Centres, also known as Organized Research Units (ORUs), constitute dynamic interdisciplinary hubs for collaborative research that offer faculty and graduate students opportunities to engage in research activities, conferences and events, to apply for research funding, to develop mentorship and professional development opportunities, and to build relationships and networks useful to their research and future careers. We recommend that students familiarize themselves with the research centres close to their academic interests, sign up for their listservs to learn about upcoming events and opportunities, and register with their diploma programs where appropriate. Many of these research centres also offers scholarships and prizes.

The following **Research Centres** have worked closely with ES faculty and graduate students:

- [Bee Ecology, Education and Conservation \(BEEc\)](#)
- [Centre for Feminist Research](#)
- [Centre for Indigenous Knowledges and Languages](#)
- [Centre for Refugee Studies](#)
- [Centre for Research on Latin America and the Caribbean](#)
- [Dahdaleh Institute for Global Health Research](#)
- [Global Labour Research Centre](#)
- [Institute for Research on Digital Literacies](#)
- [Institute for Social Research](#)
- [Jack and Mae Nathanson Centre of Transnational Human Rights, Crime and Security](#)
- [Robarts Centre for Canadian Studies](#)
- [Sensorium: Centre for Digital Arts and Technology](#)
- [The City Institute at York University](#)
- [The Harriet Tubman Institute for Research on Africa and Its Diasporas,](#)
- [York Centre for Asian Research](#)
- [York Emergency Mitigation, Engagement, Response and Governance Institute.](#)

EUC Student Resources

MES students have access to a network of academic and other resources in the Faculty of Environmental and Urban Change and in the Faculty of Graduate Studies.

MES students have two **student lounges** available for their use: a student lounge is located on the main floor of HNE outside of OSAS (HNE 137), and the other -- for MES students' exclusive use -- is in HNE 204. A door entry code is needed to access the MES lounges. Students can obtain the code by contacting one of the GESSA representatives or the Administrative Assistant to the Dean & Facilities Coordinator, Barb Wells (wellsb@yorku.ca).

MES listserv

In addition to the faculty-wide listserv, MES students specifically receive official and important announcements through the es_masters@yorku.ca listserv. MES students automatically subscribe to this listserv when registered. **Students should make sure to receive or forward official notices to their preferred email.**

The Office of Student and Academic Services (OSAS) provides information and resources related to registration, enrolment, funding, scholarships, TA contracts, and student dossiers. OSAS is located in HNE 137 and is open for student inquiries Monday to Friday from 8:30am to 4:30pm. For more information, please contact:

Dr. Deena Kara Shaffer, OSAS Director (shafferd@yorku.ca, 416 736 2100 x66453)
Ouma Jaipaul-Gill, Graduate Program Coordinator and Advisor (oumajai@yorku.ca, 416 736 2100 x33254)
Kristal Ramsay, Graduate Program Assistant (kris521@yorku.ca, 416 736 2100 x22602)

EUC Computing Services (euccomp@yorku.ca) operates three computer labs on the second floor of the HNE Building that are available for use by MES students. **York University Information Technology (UIT)** offers services to students to set up Passport York, email and printing accounts, internet access throughout the York campus, software, among others.

EUC Career Services facilitates employment, field experience and volunteer opportunities for MES students by cultivating partnerships with employers and alumni members. EUC Career Services offers job listings, sample environmental career profile, job search tips and links, a resource library for you to research prospective employers, various workshops as well as individual career guidance.

The Graduate Writing Centre's mandate is to help graduate students develop their own writing skills, and a writing process that works for them. The Centre offers support, advice, strategies, and troubleshooting on specific writing projects. The Centre can also provide students with a variety of text, internet, and in-person resources that can improve their writing. Open workshops are offered during the fall term; thirty-minute individual and small group sessions are available throughout most of the year and must be booked in advance by emailing Ray Bennett at rbennett@yorku.ca (HNE 286).

Named in memory of dian marino: artist, activist, educator and former ES faculty member, the **Wild Garden Media Centre** (HNE 266) is a resource for all members of the EUC community who wish to use media arts as part of their course work, research or learning practices. The Centre also organizes the annual Eco-Art and Media Festival, a showcase of multidisciplinary creative work. **The Crossroads Space** (HNE 283) and **Zig-Zag Gallery** (HNE 137) are creative resource for all members of the Faculty. They are a rehearsal, performance and exhibition space, but can be booked by others for similar activities.

The **Maloca Community Garden** is a space for all members of the University community to experience growing their own food, holding special outdoor events, or enjoying a great setting for sustainable teaching. The garden also supports individuals who lack access to land, are hoping to build skills and knowledge in gardening, or want to raise awareness of food security or simply develop community connections. The **HNE Native Species Garden** is a roof garden located right in front of the HNE building. It hosts a rich collection of native trees, shrubs and perennials planted by ES Professor Emerita Gerda Wekerle and maintained with the volunteer labour of faculty, students and staff.

Las Nubes Project lasnubes@yorku.ca

Las Nubes is a Costa Rican cloud forest donated to York in 1998 by Dr. Woody Fisher. York's EcoCampus (Lilian Meighen Wright Centre) is dedicated to promoting education and research on neotropical conservation, community well-being and sustainable livelihoods, eco-health and the creation of a biological corridor from Las Nubes to the Alexander Skutch Reserve. The Fisher Fund for Neotropical Conservation supports the Faculty of Environmental and Urban Change's faculty and student research at Las Nubes and in the surrounding region on a wide range of issues such as tropical deforestation, sustainable agriculture, and biodiversity conservation. Undergraduate 4xxx-level courses offered at Las Nubes in their Summer Abroad Program are open to graduate students with permission of the course director.

The **Sustainable Energy Initiative** builds and strengthens research, education and skills for students and professionals in energy efficiency and conservation, renewable energy sources and community energy planning. SEI seeks collaboration and partnerships to support analysis of technical, economic, social and political contexts and innovation in sustainable energy and its applications. SEI encourages sustainable, equitable communities in Canada and around the world.

The **Ecological Footprint Initiative** is a team of scholars, students, research and collaborating organizations working together to advance the measurement of Ecological Footprint and Biocapacity and the application of these measures around the world.

York's Office of Sustainability is an advisory body to the President with responsibility for providing input and recommendations on how to advance York University's sustainability initiatives, projects, and practices and to provide oversight of the required actions from approved recommendations. It is also a mechanism through which to support and enable York students, faculty and staff to participate meaningfully in the planning and implementation of York University's sustainability policies, initiatives, projects and practices. It serves to foster the integration of knowledge and issues about sustainability into research, education and application. The Sustainability Council has been chaired in different periods by ES Professors Ravi de Costa, Martin Bunch, Ilan Kapoor and Jennifer Foster as a means of developing strategic new initiatives that highlight and support sustainability research and practice at York University

Regenesis is a community environmental organization dedicated to empowering students to address today's environmental and social concerns through advocacy and local service.

York Alternative Campus Tour is based on the idea of thinking critically about different sites and aspects of the campus, to encourage students to study their immediate everyday surroundings, and to see the campus as a microcosm of the world. The objective of the tour is to challenge common assumptions about the campus and to record alternative stories and narratives.

Campus Student Resources

YU-Card is your university photo I.D. Students are required to know their student number and show one piece of valid government-issued photo identification when arranging for their YU-Card. Students are also using the card to access meal plans, sport and recreation facilities and at various other vendors on campus. York Cards are available from the York Card Office located in room 119, William Small Centre after course enrolment.

University Information Technology (UIT) supports a wide range of student services: Passport York, internet access, email, printing, software, and in-class technology among many others. For help, please contact askit@yorku.ca (108 Steacie Science & Engineering, 416 736 5800)

York University Libraries provide access to a wide range of materials to support curriculum and research in environmental studies and related fields. The Libraries host extensive collections of books, print journals (many available online), theses, archival material, maps, films and music CDs. Access to a wide range of scholarly research tools is also available, including Major Research tools and research databases. The Libraries also provide a wide range of services and facilities for graduate students, notably academic integrity support, online tutorials, workshops, "how to" videos and more, graduate

reading room. Assistance with navigating the wide range of resources and databases is also available. York Libraries play an important role in supporting publication in open access journals.

Located on York University's Keele campus, **The Archives of Ontario** is the largest provincial archives in Canada, and the premier source of information about the history of the land we now call Ontario and its people. As Information, Privacy and Archives division in the Ministry of Government and Consumer Services, The Archives also provide leadership in recordkeeping, access, and privacy to the Ontario Public Service, provincial agencies, and the broader public sector (reference@ontario.ca)

Developed by Student Community and Leadership Development, a **Student Guide to Remote and Online Learning** offers resources and supports to successfully navigate the challenges of remote and online learning.

York International assists all international students as well as any student who wish to study or work abroad. An academic exchange allows student to study abroad for one or two terms (4-8 months) at one of the many partner universities worldwide (65+ countries). Students earn credits towards their degree while living abroad and developing alternative understandings of their academic field.

YUGSA Health Plan is mandatory for all full-time graduate students without alternate coverage and is optional for part time students. All full-time students will be automatically enrolled in the plan and the GSA Healthcare charge will appear in their student accounts. Part time students can join the plan by opting into it.

CUPE 9303 Extended Health and Benefits support members with health care costs that would cause an undue financial burden and that are not covered by the Sun Life Insurance plan provided by the collective bargaining agreement.

University Health Insurance Plan (UHIP) is a mandatory basic coverage plan that helps cover medical services in Ontario, including physician fees and emergency visits at a hospital. International students with a valid study permit (registered as active) and their dependent(s), spouse and/or children must be covered under UHIP.

Student Counselling, Health and Well-being services support students in realizing, developing and fulfilling their personal potential in order to maximally benefit from their university experience and manage the challenges of university life. All counsellors are registered clinicians who have experience working with a diverse student population.

Well-Being at York aims to mobilize resources to provide an inclusive and supportive environment that promotes positive well-being among members of the York community and across all York campuses.

Career Education & Development is a team of professionals who work with students and alumni (up to two years after graduation) in the development of career self-management skills.

Centre for Human Rights, Equity and Inclusion promotes and builds a respectful, equitable, diverse and inclusive university community. They provide accessible, impartial, non-adversarial, and confidential programs and services that uphold human rights, facilitate equitable access to opportunities, and champion diversity and inclusion. REI provides free services to current York students, faculty and staff. As part of the Centre for Human Rights, Equity and Inclusion, **York University's Sexual Violence Policy** affirms a commitment to foster a culture where attitudes and

behaviors that perpetuate sexual violence are rejected, survivors are supported, and those who commit incidents of sexual violence are held accountable. Both the Ontario Human Rights Code and York University policy are explicit that sexual harassment includes harassment based on gender, gender identity, gender expression and sexual orientation. This policy applies to all York University community members (students, staff, administrators, faculty, librarians, members of the Board of Governors and Senate, adjunct and visiting faculty, postdoctoral fellows, volunteers, contractors, and invited guests).

Community and Legal Aid Services Program (CLASP), in Osgoode Hall Law School, provides free legal advice and representation to members of the community and to York students. The Program is funded by The Law Foundation of Ontario, Legal Aid Ontario, York students, and Osgoode Law Hall School. Students work in our clinic under the supervision of experienced lawyers.

Student Housing Services offer on-campus living options for graduate students, students with families and mature undergraduate students – at walking distance to classes and all campus amenities. Apartments offer both furnished and unfurnished apartments, and include bachelor, one-bedroom and two-bedroom units. There are also adapted units for students who require wheelchair access or visual alarm. Laundry machines are located in every residence building and operate on a debit card system. Cards can be purchased from the Graduate Housing Office in 340 Assiniboine Road room 105.

Transportation Services encourage commuting to the University as an alternative to single occupant vehicles, and supports community members in taking public transit, carpooling, biking and walking. Transportation Services provide information and links to public transportation ([Toronto Transit Commission \(TTC\)](#), [Brampton Transit](#), [GO Transit](#), [York Region Transit](#)), transit passes ([TTC Metropass](#), [GO Student Identification Card](#), [Presto](#)), shuttle services ([Glendon-Keele Shuttle](#), [Village Shuttle](#), [VanGO Shuttle](#)), and smart commute ([car share](#), [cycling](#)).

VanGO Mobility Service offers an on-campus scheduled mobility service to help persons with disabilities get from one on-campus location to another. The VanGO Mobility Service is available year-round, Monday to Friday, to assist students, faculty and staff with their mobility needs between 8am to 10pm daily. Service is provided to and from on-campus building entrances via an accessible van, depending on daily service demand and the needs of the patron being transported.

Student Security Escort Service (goSAFE program) provides safer movement after dark for campus students and employees. Student Officers will meet you at campus bus stops, parking lots, buildings and residences, and escort you to your campus destination. [GoSAFE](#) staff are easily identifiable by their official clothing, identification badges and walkie-talkies. All requests will be accommodated either by foot, bicycle and/or van. It is a complimentary service provided by Security, Parking and Transportation Services. The Escort Services operates daily during the academic year (September to April) from 6pm to 2 am, and during the summer months from 8pm to 2 am (416 736 5454).

Parking Services

All faculty, staff and students who park on University property are required to purchase an annual or sessional parking permit or to pay the daily parking fee and abide by the parking and traffic regulations of the University. [Applications for permits](#) and [accessible permits](#) are available (222 William Small Centre, parking@yorku.ca, 416 736 5335)

Interactive **Campus Maps** are also available if you need help to navigate York campuses.

Appendix 1: MES Degree-Level Expectations and Learning Outcomes *

	Graduate Degree Level Expectations	Program Learning Outcomes	Appropriate Degree Requirement + Assessment
Depth and Knowledge	A systematic understanding of knowledge, including, where appropriate, relevant knowledge outside the field and/or discipline, and a critical awareness of current problems and/or new insights, much of which is at, or informed by, the forefront of their academic discipline, field of study, or area of professional practice.	Demonstrate general and interdisciplinary knowledge of theoretical and methodological approaches in environmental studies; Demonstrate a specialized knowledge and critical understanding of the social, political and economic interactions shaping current debates, problems and issues in environmental studies	Completion of an individual Plan of Study and Major Research; Mandatory course ENVS 5100 Interdisciplinary Research in Environmental Studies; methods course requirement Coursework (participation and assignments); individual directed studies; Successful defense of Major Research in an oral examination with 3 faculty members.
Research and Scholarship	A conceptual understanding and methodological competence that: a) enables a working comprehension of how established techniques of research and inquiry are used to create and interpret knowledge in the discipline; b) enables a critical evaluation of current research and advanced research and scholarship in the discipline or area of professional competence; and c) enables a treatment of complex issues and judgments based on established principles and techniques; and, On the basis of that competence, has shown at least one of the following: a) the development and support of a sustained argument in written form; or b) originality in the application of knowledge.	Demonstrate critical comprehension and evaluation of current research in environmental scholarship and practice; Demonstrate proficiency in conceptualizing, designing and conducting original interdisciplinary research that interprets and combines various research approaches and methods used in environmental studies	Methods course requirement and completion of an individual Plan of Study, research proposal and Major Research; ENVS 6102 MES Research Proposal leading to examination of final Plan of Study and research proposal by 2 faculty members; Successful defense of Major Research in an oral examination with 3 faculty members; Coursework (participation and assignments); Research design/methods coursework (participation and assignments) individual directed studies;
Application of Knowledge	Competence in the research process by applying existing body of knowledge in the	Formulate original research questions and evaluate the appropriateness of relevant	Methods course requirement and completion of an individual

	critical analysis of a new question or a specific problem or issues in a new setting.	theoretical and methodological approaches; Demonstrate proficiency in critical thinking, quantitative and/or qualitative analysis, and written and oral communication needed to conduct advanced interdisciplinary research and professional work	Plan of Study, research proposal and Major Research; ENVS 6102 MES Research Proposal leading to examination of final Plan of Study and research proposal by 2 faculty members; Successful defense of Major Research in an oral examination with 3 faculty members; Coursework (participation and assignments); individual directed studies; experiential learning
Professional Capacity and Autonomy	a) The qualities and transferable skills necessary for employment requiring: i) the exercise of initiative and of personal responsibility and accountability; and ii) decision-making in complex situations; b) the intellectual independence required for continuing professional development; c) the ethical behaviour consistent with academic integrity and the use of appropriate guidelines and procedures for responsible conduct of research; and d) the ability to appreciate the broader implications of applying knowledge to particular contexts.	Demonstrate initiative and responsibility in the production of new knowledge by applying research theories, methods, and ethical principles; Demonstrate the ability to acknowledge and respect different ways of knowing and to recognize and negotiate power dynamics in research and collaborative work	Coursework (participation and assignments); workshops and field courses; Experiential learning course; Completion of Major Research; Completion of academic integrity tutorial.
Scholarly Communication Skills	The ability to clearly communicate ideas, issues and conclusions clearly.	Assess and communicate various forms of knowledge and research results in different discursive, performative or technical formats; Engage with academic and non-academic and/or professional audiences about particular environmental debates and issues	Completion of an individual Plan of Study, research proposal to be successfully defended in oral examination with 2 faculty members; Completion of Major Research and successful defense in an oral examination with 3 faculty members;

			Coursework (participation and assignments);
Awareness of Limits of Knowledge	Cognizance of the complexity of knowledge and of the potential contributions of other interpretations, methods, and disciplines.	<p>Demonstrate a specific awareness of the limits of knowledge, modes of analyses and research results associated with environmental research;</p> <p>Demonstrate a general awareness of the social, cultural, and historical contingency of the processes of knowledge construction, use and exchange.</p>	<p>Methods course requirement and completion of an individual Plan of Study, research proposal and Major Research;</p> <p>Coursework (participation and assignments);</p> <p>Successful defense of Major Research in an oral examination with 3 faculty members.</p>

Source: Adapted from Council of Ontario Universities, Quality Assurance Framework (2010)

***Note:** Students in the MES Planning program must also meet the competencies and standards of the Canadian Institute of Planners and the Ontario Professional Planners Institute. Students in the MES/JD Joint Program must also meet the degree expectations and learning outcomes of Osgoode Hall Law School’s JD program.

Appendix 2: Graduate Academic Important Dates

FALL 2023

August	31	Orientation for Incoming ENVS Graduate Students
September	4	Holiday – Labour Day (University closed)
	5	Grad@York Orientation for Incoming Grad Students (12:00 to 1:30) zoom
	7	Fall term begins
	7	Re-Orientation for continuing MES Students
	10	Deadline for payment of Fall fees
	TBC	FGS Tri-Council Applications Workshop
	20	Last day to add a course without permission of instructor
	28	Last day to add a course with permission of instructor
	30	100% tuition refund deadline for Fall term
October	7-13	Fall Reading Week (no classes, University open)
	9	Holiday - Thanksgiving (University closed)
	11-13	Fall 2023 Convocation
	15	80% tuition refund deadline for Fall term
	20	Online registration for Fall term ends. Manual registration required.
	21	\$200 late registration fee applies
	31	40% tuition refund deadline for Fall term
November	1	Deadline to submit Initial Plan of Study for MES I-II Examination
	8	Last day to drop a course without receiving a “W” grade
	15	Recommended deadline to submit Academic Petition (e.g., leave of absence, change of status, extension of program time limits, reinstatement) for Winter term
	30	Deadline to submit MES Major Research for Final Examination
	30	Deadline to apply to graduate in February 2024
December	1	Tri-Council/OGS (Masters) Deadline
	5	Fall term classes end (deadline to submit Fall coursework)
	11-12	MES Final Examinations
	15	Withdrawal for failure to maintain continuous registration in Fall
	20	Deadline to register for Winter term
	21	\$200 Late registration fee for Winter applies
	22	Winter break starts (University closed)
	31	Deadline to submit Academic Petition (e.g., leave of absence, change of status, extension of program time limits, reinstatement) for Winter term
WINTER 2024		
January	2	University Open
	8	Winter term classes begins
	10	Deadline for payment of fees for Winter term
	22	Last day to change a course without permission of instructor
	27	Online registration ends for Winter term
	31	Last day to add a course with permission of instructor
	31	100% tuition refund deadline for Winter term fees

February	15	80% tuition refund deadline for Winter fees
	17-23	Winter Reading Week (no classes, University open)
	19	Family Day (University closed)
	28	40% tuition refund deadline for Winter fees
	TBA	Deadline to apply to graduate for Spring Convocation
March	11	Deadline to drop a course without receiving a "W" grade
	12	FGS deadline for recommendation of Oral Examinations for June Convocation
	15	Recommended deadline to submit Academic Petition (e.g., leave of absence, change of status, extension of program time limits, reinstatement) for Summer term
	TBA	Summer term registration and enrolment online access begins
	29	Holiday - Good Friday (University closed)
	31	Deadline to submit MES Major Research for Final Examination
April	8	Winter term classes end (deadline to submit Winter coursework)
	11-12	MES Final Examinations
	15	Program withdrawal for failure to maintain continuous registration in Winter
	30	Deadline to complete all degree requirements and to apply for June 2024 Convocation
	30	Deadline to submit Academic Petition (e.g., leave of absence, change of status, extension of program time limits, reinstatement) for Summer term
	TBA	Deadline to register for Summer term
	TBA	\$200 Late registration fee for Summer term applies
30	Deadline to submit PhD Annual Progress Report to Supervisors	
SUMMER 2024 – (more dates TBA)		
May	6	Summer term begins
	20	Holiday – Victoria Day (University closed)
	31	100% tuition refund deadline for Summer fees
June	15	80% tuition refund deadline for Summer fees
	30	40% tuition refund deadline for Summer fees
July	1	Holiday- Canada Day (University closed)
	31	Deadline to submit MES Major Research for Final Examination
August	5	Holiday- Civic Day (university closed)
	21-23	MES Final Examinations
	31	Last day of Summer term

Appendix 3: Ethics Protocols Scenarios for MES Major Research

For more information on guidelines, process and forms, please see [FGS Research Ethics](#) and [Office of Research Ethics \(ORE\)](#).

MES Research with No Human Participation

Submit Plan of Study and Research Proposal for approval at MES II-III exam.



Once approved, upload Plan of Study and Research Proposal in the [ES Graduate Dossier](#) under 'MES II-III Documents.'

Major Paper, Major Project or Portfolio Involving Non-Indigenous Participants, Less than Minimal Risk and Unfunded

Submit Plan of Study, Research Proposal, [Major Research Ethics Protocol](#),* [informed consent form](#)* and [TCPS certificate](#) for approval at MES II-III exam.



Once approved, upload Plan of Study and Research Proposal, signed Major Research Ethics Protocols, consent form and TCPS certificate in the [ES Graduate Dossier](#) under 'MES II-III Documents.'



Wait for confirmation of approval from OSAS before starting human participation to your research.

*available in the [ES Graduate Dossier](#)

MES Research Involving Indigenous Participants

Submit Plan of Study, Research Proposal, [TD1](#), [HPRC form](#), [Research Involving Indigenous People Checklist](#),* [informed consent form](#),* [TCPS certificate](#) for approval at MES II-III exam



Once approved, upload Plan of Study and Research Proposal in the [ES Graduate Dossier](#) under 'MES II-III Documents.'



Send signed TD1, Research Proposal, signed HPRC form, signed Research Involving Indigenous People Checklist, consent form, TCPS certificate to ES GPD via oumajai@yorku.ca for review and recommendation to FGS/ORE.

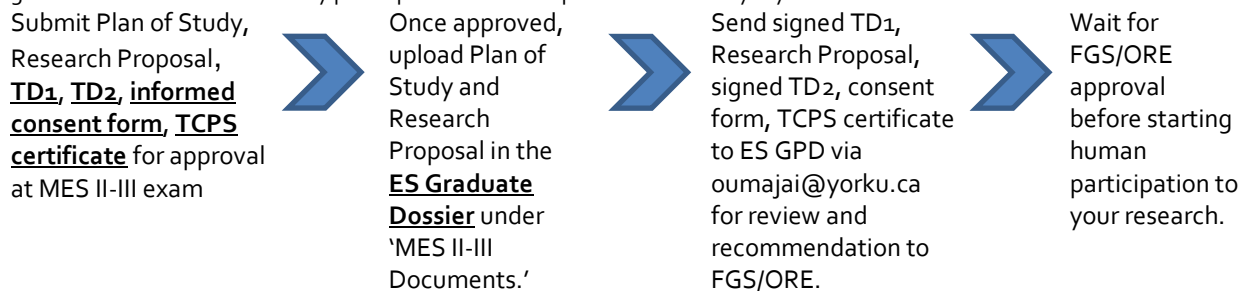


Wait for FGS/ORE approval before starting human participation to your research.

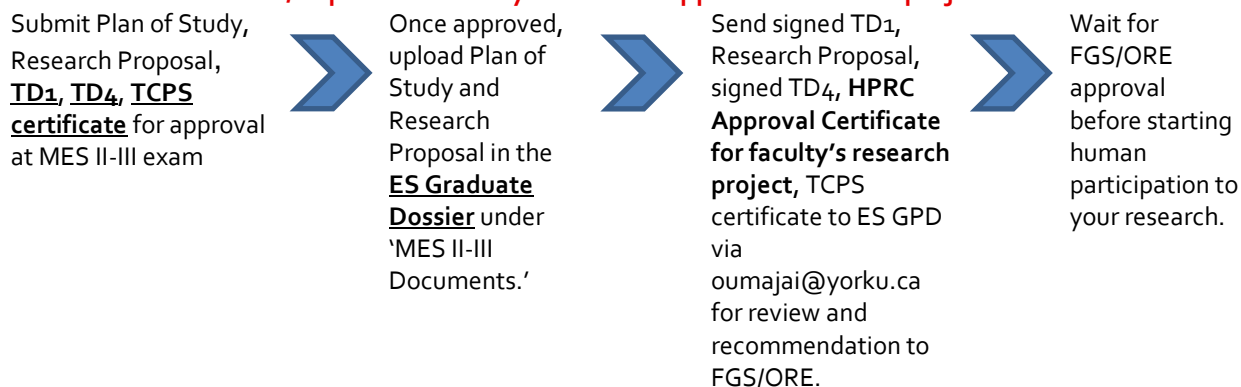
* available in the [ES Graduate Dossier](#)

MES Research with More than Minimal Risk**

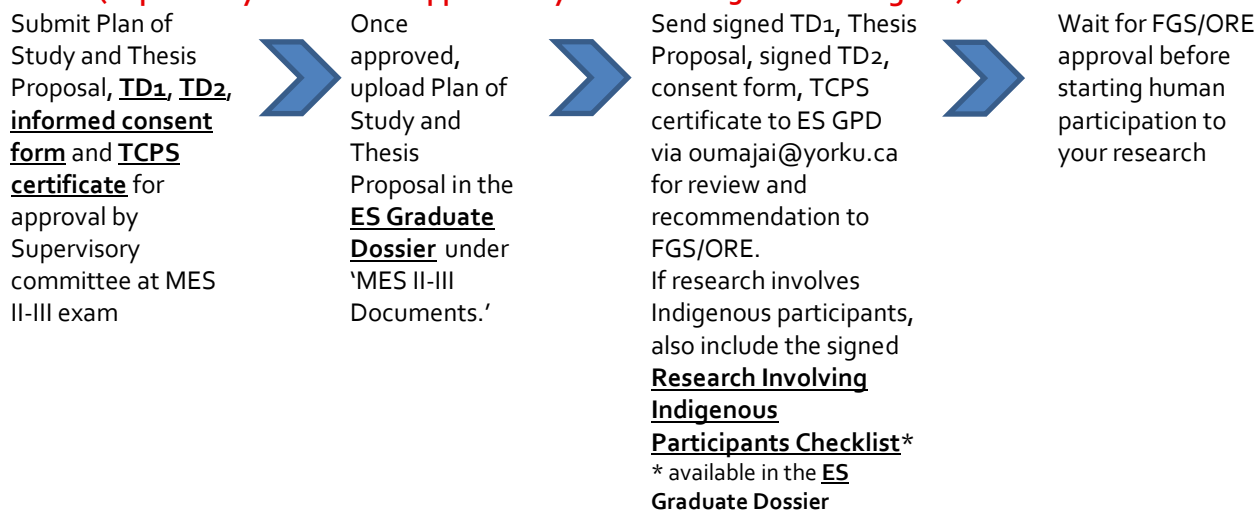
** defined as research in which the probability and magnitude of possible harms implied by participation in the research is no greater than those encounter by participants in those aspects of their everyday life that relate to the research.



MES Research funded/as part of a faculty member's approved research project



Thesis (Supervisory Committee approved by FGS in term 3 of MES Program)



Appendix 4: MES Major Research Formatting Guidelines

1. **Title Page** of your Major Paper/Major Project/Portfolio should include:

- Title of your research
- Student name
- The exact following text: "A Major Paper or Major Project Report or Portfolio [choose appropriate one] submitted to the Faculty of Environmental and Urban Change in partial fulfillment of the requirements for the degree of Master in Environmental Studies, York University, Toronto, Ontario, Canada
- Date of submission

The information on the title page should be centered. The title page does not show a page number.

2. **Prefatory Material:** After the title page follows --in the following order:

- A mandatory **ABSTRACT** of the research (150 to 500 words) (numbered page ii).
- A mandatory **FOREWORD** (150 to 500 words) that explains the nature and role of the research in fulfilling the requirements of the MES degree (numbered page iii).
- Optional **DEDICATION**
- Optional **ACKNOWLEDGEMENTS**
- A mandatory **TABLE OF CONTENTS**
- If appropriate, a **List of Tables**, **List of Figures**, and/or **List of Illustrations** or **Glossary**

3. **Pagination and Margins**

Page numbers should be in a consistent location. Prefatory pages are numbered with lower case Roman numerals. **The main body, starting with the introduction or chapter one, are numbered with Arabic numerals, beginning with the number 1** (all the way to the end of the document, including bibliography). All margins must be at least 1 inch (25mm).

4. **Font Size and Line Spacing**

The same font type should be used throughout the document. The font size of the main body must be 11 or 12 points with smaller font sizes permitted for endnotes/footnotes, graphs, appendices, etc. Line spacing must be at least 1.5. Single spacing may be used for long quotations and footnotes/endnotes.

5. **Tables, Figures and Illustrations**

Each table, figure or illustration should be numbered and titled (e.g., Table 1: Concise/Meaningful Title). All images should be of high quality and sufficient resolution.

6. **Citations Style**

The York University Libraries provides links to various style guides for various disciplines. Preference for a particular style should be discussed with your Supervisor but style must be consistent throughout. Students must include full citations for any copyrighted material used in their research regardless of source, including all photos, pictures, charts, graphs and tables.

7. **Files Format and File Naming**

According to York University Libraries' [Digital Preservation Policy](#), media files should be saved in the following uncompressed format: **Text Files > PDF** ([Preservation Action Plan - Theses](#)), **Audio Files > WAV or FLAC** (see [Preservation Action Plan - Audio](#)), **Video Files > AVI or MOV** (see [Preservation Action Plan - Video](#)) and **Image Files > Uncompressed TIF** ([Preservation Action Plan - Images](#))

York University Libraries recommend the following file naming for YorkSpace submissions:

Text file > Family Name, First name _SHORT TITLE_Major Research_Year

Media file > Family Name, First name _SHORT TITLE_Major Research_Year_Audio1 [or Video1]

Title of Major Paper or Major Projector Portfolio

by
Student Name (First and Last Names)

supervised by
Supervisor's name (optional)

A Major Paper or Major Project Report or Portfolio or Thesis [choose appropriate one]
submitted to the Faculty of Environmental and Urban Change
in partial fulfillment of the requirements for the degree of Master in Environmental Studies
York University, Toronto, Ontario, Canada

Date

Appendix 5: Full-Time ENVS Faculty Members

Abbruzzese, Teresa (Assistant Professor) teresa@yorku.ca

urban infrastructure, (sub)urban development, smart cities, digital urbanism and innovation, climate justice, equity and care

Ali, Muna-Udbi (Assistant Professor) muali@yorku.ca

Black Studies, Diaspora and Transnational Migration Studies, Critical Race Theory, Environmental Justice, Urban Studies, Critical Public Policy

Brand Correa, Lina (Assistant Professor, B+E Diploma Coordinator) brand@yorku.ca

Social Aspects of Energy Use, Energy and Development, Human Well-being, Participatory Methods, Exergy, Energy Return on Energy Invested (EROI), energy poverty

Bunch, Martin (Professor) bunchmj@yorku.ca

Ecohealth and Ecosystem Approaches; Adaptive Management; Watershed Management; Complex Systems; Systems Approaches to Problem Solving; Geographic Information Systems; Ecological Footprint; Sustainability.

Colla, Sheila (Associate Professor and York Research Chair) scolla@yorku.ca

Pollinator Conservation; Endangered Species; Community Science; Environmental Policy; Bumblebees.

Etcheverry, José (Associate Professor) rejose@yorku.ca

Climate Change Mitigation; International and National Renewable Energy Policies; Rural Electrification; Educational and Capacity Development Networks; New Media and Communications.

Fawcett, Leesa (Associate Professor) lfawcett@yorku.ca

Animal Studies; Environmental Education and Philosophy; Biological Conservation and Natural History; Political Ecology; Experiential Education and Indigenous Knowledges; Feminist Science and Technology Studies; Food Sovereignty and Sustainability.

Flicker, Sarah (Professor and York Research Chair) flicker@yorku.ca

Adolescent Sexual and Reproductive Health; Community-Based Participatory Research; HIV/AIDS; and Community Development.

Foster, Jennifer (Associate Professor) jfoster@yorku.ca

Urban Environmental Justice; Habitat Creation and Novel Ecologies; Post-Industrial Urban Space; Political Ecology and Cultural Politics of Representation; Urban Environmental Aesthetics; Contemporary Arts and Planning Discourse.

Fraser, Gail S. (Professor) gsfraser@yorku.ca

Waterbird Ecology; Wildlife Management; Protected Area Management; Environmental Management of Offshore Oil and Gas.

Gebresselassie, Mahtot (Assistant Professor) mahtote@yorku.ca

Smart Mobility and Equity, Urban Transportation, Disabilities, Seniors, Low-income Earners, Participation, Public Policy, Extreme Weather, Universal Design, Human-Computer interaction, Qualitative and Quantitative Methods.

Gilbert, Liette (Professor, ES Graduate Program Director) gilbertl@yorku.ca, esgpd@yorku.ca

Cities; Migrations; Citizenship; Sub/Urbanism; Equity Planning; Social Justice; Border Politics; Informality.

Gosine, Andil (Professor) andil@yorku.ca

Environmental Arts; Environmental Justice; Caribbean Sexualities.

Haritaworn, Jin (Associate Professor) haritawo@yorku.ca
Sociology and Cultural Studies; Urban Justice; Educational Inequalities; Transnational Race, Gender and Sexuality Studies; Feminist/Queer/Trans of Color Theories and Activisms; Biopolitics and Necropolitics; Violence and Anti-Violence; Queer Space; Criminalization and Pathologization; Affect; Temporality.

Hovorka, Alice J. (Dean and Professor) eucdean@yorku.ca
Human-Environment Geographies; Animal Geographies; Gender and Environment; Urban Geography; Southern Africa.

Kapoor, Ilan (Professor) ikapoor@yorku.ca
Critical Development Studies; Postcolonial Theory/Politics; Psychoanalytic Theory/ Politics/Marxism; Ideology Critique (Drawing on the work of Slavoj Zizek); Participation/Democracy; Celebrity Humanitarianism; Western and Non-Western Political Theory.

Keil, Roger (Professor) rkeil@yorku.ca
Global Suburbanisms; Infectious Disease and Cities; Urban Political Ecology; Urban Infrastructures; Urban Governance and Planning.

Kipfer, Stefan A. (Professor) kipfer@yorku.ca
Urbanization; Urban Politics and Planning; Social and Political Theory; Comparative Urban Politics and Planning; Theories of Space, Politics and Society.

Kusno, Abidin (Professor, Undergraduate Program Director) akusno15@yorku.ca
Indonesia; Architecture; Cultural Studies; History; Politics; Urban Studies.

Lehrer, Ute A. (Professor) lehrer@yorku.ca
Global Suburbanism; Cities and Globalization; Image Production In Cities; Economic Restructuring and Urban Form; Political Economy Of The Built Environment; Theory and History of Planning; Urban Design and Architecture; Built Environment, Ethnicity and Immigration to Urban Areas.

McGregor, Deborah (Associate Professor and Canada Research Chair, joint appointed Osgoode Hall Law School) dmcgregor@osgoode.yorku.ca
Indigenous Environmental Justice; Indigenous Governance; Sustainability; Water Governance; Indigenous Intellectual Traditions

Montoya-Greenheck, Felipe (Professor) fmontoya@yorku.ca
Environmental Anthropology; Peasant Livelihoods; Socio-Ecological Well-Being; Biocultural Diversity; Ethnographic and Art-Based Methodologies.

Mulvihill, Peter (Professor) prm@yorku.ca
Environmental Management; Environmental Assessment; Environmental Disasters; Environmental Studies; Environmentalism.

Myers, Lisa (Assistant Professor and York Research Chair) lismyers@yorku.ca
Visual Art, Community Art, Socially Engaged Art and Participatory Art Practices; Indigenous Art; Curatorial Practice, Art Theory and Criticism; Food Studies Related to Art, Value and Land.

Perkins, Ellie (Professor) esperk@yorku.ca
Climate Justice; Commons Governance; Participatory Watershed Management; Feminist Ecological Economics; Metal Markets, Trade and Environment; Community Economic Development.

Podur, Justin J. (Associate Dean Teaching and Learning, Associate Professor) jpodur@uorku.ca
Geopolitics and the Interface of Media Narrative; Western Intervention and Local Dynamics in Current and Ongoing Wars; Application of Quantitative Methods and Geographic Information Systems; Landscape Ecology.

Rotz, Sarah (Assistant Professor) rotzs@yorku.ca
Political Ecology, Land and Food Justice, Settler Colonial Studies, Critical Data Studies, Critical Theory and Methods

Sandberg, Anders (Professor) sandberg@yorku.ca
Politics of Science and Planning; Gentrification of Conservation; Pedagogies of Space and Place; Political Economies and Ecologies of Natural Resources; Climate/Environmental Justice; Sustainability and Social Democracy; Forest, Environmental and Conservation History.

Sandilands, Cate (Professor, ES PhD Program Coordinator) essandi@yorku.ca
Environmental Humanities; Queer, Multispecies and Feminist Ecologies; Critical Plant Studies; Public Humanities and Cultures; Ecocriticism and Environmental Writing; Biopolitics.

Scott, Dayna N. (Associate Professor and York Research Chair, joint appointed Osgoode Hall Law School) dscott@osgoode.yorku.ca
Environmental Justice; Gender and Environmental Health; Feminist Theory of the Body; Critical Sociology of Risk; Trends in Regulation and Governance.

Sotomayor, Luisa (Associate Professor) sotomay@yorku.ca
Equity Planning; Urban Policy and Governance Housing; Community Planning; Informality; Urban Politics; Latin America.

Stiegman, Martha (Associate Professor) stiegman@yorku.ca
Indigenous Knowledge, Rights and Food Sovereignty; Indigenous/Settler Alliances; Food Justice Movements; Visual Arts-Based Participatory Research Methodologies; Documentary and Video Activism.

Taylor, Laura E. (Associate Professor, MES Planning Coordinator) taylorlg@yorku.ca
Urban and Regional Planning; Climate Change; Political Ecology of Exurbia; Exurban and Peri-Urban Planning; Nature and Environmental Politics in Urban and Regional Planning; Climate Adaptation and Mitigation and Land-Use Planning; Rural Planning; Planning and Growth Management: Greenbelt Planning; Settlement and Planning Histories in and around Toronto.

Thiemann, Gregory (Associate Professor) thiemann@yorku.ca
Arctic Ecosystems; Food Web Ecology; Wildlife Conservation; Resource Management; Animal Physiology.

Timmerman, Peter (Associate Professor, ESE Diploma Coordinator) ptimmer@yorku.ca
Environmental Ethics; Environmental Conflict; Coastal City Management.

Warkentin, Traci (Assistant Professor) traciw@yorku.ca
Environmental Education; Feminist Environmental Ethics and Philosophy; Animal Studies; Novel Urban Ecologies; Embodied Epistemologies and Ontologies.

Winfield, Mark (Professor, MES Program Coordinator and MES/JD Joint Program Coordinator) marksw@yorku.ca
Sustainable Energy; Climate Change; Environmental Policy; Environmental Law.

Zalik, Anna (Associate Professor) azalik@yorku.ca
Global Political Ecology; Extraction; Agrarian Studies; Anti/Post-Colonialism; Oil and Financialization.

Appendix 6: ENVS Graduate Courses Schedule 2023–2024

(Updated July 31, 2023)

SUBJECT TO CHANGE: Updated schedule(s) will be posted in the ES Graduate Dossier

FALL 2023 (subject to change)					
Day	Time	Course ID and Title	Room	Catalogue	Director
MON	9:30-12:20	ENVS 5115 Ecological Economics	HNE 141	F88P01	Miller
	4:30-7:20	ENVS 6331 Planning in Toronto Workshop	HNE 142	U23J01	Furtado
TUE	9:30-12:30	ENVS 5100 Interdisciplinary Research in Environmental Studies	HNE 140	N99K01	Perkins
		ENVS 8102 PhD Research Seminar	HNE 142	G01N01	Sandilands
	2:30-5:20	ENVS 6184 Participatory Research Methods	HNE 140	Q82G01	S. Taylor
WED	9:30-12:20	ENVS 6128 Transportation Policy and Planning	HNE 142	V48B01	Gebresselassie
		ENVS 6599A Ecological Footprint Applications	HNE 141	Z28C01	Miller
	11:30-2:20	ENVS 6186 Environmental Assessment	HNE 102	M54E01	Mulvihill
	2:00-4:50	ENVS 6401/DEMS 5020 Disasters: Concepts and Causes	online	V09Z01	Ali
	2:30-5:20	ENVS 5112 Ecology in Environmental Studies	HNE 142	F72V01	Thiemann
ENVS 5121 Perspectives in Planning		HNE 141	K58H01	Taylor	
THU	8:30-11:20	ENVS 5050/ENVS 4400 Fundamentals in Renewable Energy	BC 322	H46T01	Laszlo
	9:30-12:20	ENVS 5023/ GEOG 5580 Global Cities	HNE 142	H17E01	Keil
		ENVS 5178 Environmental Policy	HNE 141	U52B01	Winfield
	2:30-5:20	ENVS 6131 Environmental Planning	HNE 141	C60K01	Sandberg
FRI	11:30-2:30	ENVS 6132 Urban Environmental Design	HNE 142	R11V01	Foster
WINTER 2024 (subject to change)					
MON	5:30-8:20	ENVS 6330 Environmental Planning Workshop	HNE 142	D76B01	Kilbourn
TUE	9:30-12:20	ENVS 6599B Ecological Footprint Informatics	HNE 141	B22U01	Miller
		ENVS 8103 PhD Research Design Workshop	HNE 142	Y16Z01	Gilbert
		ENVS 6124 Urban-Regional Planning	HNE 140	T94R01	Hameed
	11:30-2:20	ENVS 5475/GEOG 5375 Capital, Labor and Space	FC 105	E99X01	Das
		ENVS 6401/DEMS 5020 Disasters: Concepts and Causes	online	Z56A01	Ali
	2:30-5:20	ENVS 6126 Community Planning and Housing	HNE 141	E05Q01	Sotomayor
ENVS 5191 Environmental Ethics, Rights and Spiritual Dimension		HNE 142	K29P01	Timmerman	
WED	8:30-11:20	ENVS 5070/ENVS 4310 Extraction and its Discontents	MC 112	A93F01	Sandberg
	2:30-5:20	ENVS 6599O/ENVS 4351 Peasants Studies in the Global South	Las Nubes	R69F01	Montoya
	6:00-8:50	ENVS 6165 Land Use Planning Law	HNE 401	C89C01	Tamir
THU	9:30-12:20	ENVS 6173 Politics and Planning	HNE 142	T07S01	Keil
		ENVS 6599A (6178) Environmental Policy Research Methods	HNE 141	H75Y01	Winfield
	2:30-5:20	ENVS 6134/POLS 6404 Critical Urban Theory	R 801 S	M63E01	Hae
		ENVS 6182 Environmental Analytics	HNE 253	N70S01	Brand Correa
5:30-8:20	ENVS 5135/ EDUC 5935 Understanding Youth Homelessness	MC 050B	T39T01	Gaetz	
FRI	10:00-12:50	ENVS6152 Indigenous Research, Ethics and Methods	HNE 140	N41D01	Yanchapaxi Travez
SUMMER 2024 (subject to change)					
	tba	ENVS 5106/GFWS 6804 Critical Perspectives in Race, Gender, Sexuality and Environment	tba	tba	Haritaworn
	tba	ENVS 6121 Community, Energy and Planning	tba	tba	Brand-Correa
	tba	ENVS 6183 Qualitative Research Methods	tba	tba	Perkins
	tba	ENVS 6140 Environmental Education	tba	tba	tba
	tba	ENVS 6275/POLS 6282, GEOG 5395 International Political Economy and Ecology Summer School (by application)	tba	tba	tba
	tba	ENVS 6349 Cultural Production Workshop: Image (by application)	tba	tba	Gosine
	tba	ENVS 5055/4350 Climate Justice	tba	tba	Perkins

*LAS NUBES COURSES TO BE ADDED WHEN AVAILABLE Students interested in courses in Las Nubes, Costa Rica, should contact contact Ana Maria Martinez, lasnubes@yorku.ca. If given permission, please submit the 6599 description in the dossier using the 4xxx syllabus as description and specifying the extra graduate work.

Geography Electives of Interest (with course director's permission)

GEOG 5326 Critical Political Ecologies (Zalik) Fall, Wed 14:30, VH 1022

GEOG 5370 Space, Power and the City (Basu) Fall, Tues 11:30, HNE 141

Schulich courses/Business and Environment Diploma (with permission, Oumajai@yorku.ca)

SUST 6250 Integrating Sustainability Across Functions (Watts) Fall, Thu 7:00-9:50, SSB W133

SUST 6350 Orchestrating Sustainability Initiatives (Viegas Da Ponte) Fall, Wed 11:30-2:20, MB G105

SUST 6450 Sustainability Reporting & Disclosure (tba) Winter, Wed 7:00-9:50, MB G105

Appendix 7: ENVS 6699 Experiential Learning Report Guidelines

ENVS 6699 Experiential Learning provides the mechanism for students to earn academic credit for relevant work experience (paid or unpaid), normally outside the university. Experiential Learning is directly related to the student's area of concentration and learning objectives of the individual Plan of Study and is carried out under the direction of an on-site Field Supervisor (normally the student's employer or manager) and a faculty course instructor (normally the Advisor). The Field Supervisor is in charge of the student's experiential learning activities. The course instructor is responsible for the evaluation for the Experiential Learning Report and the assignment of the grade. Experiential Learning offers opportunities to link theory with practice, to learn the operations of organizations in environmental fields, and to engage and reflect on professional activities. A student must discuss the content of the proposed Experiential Learning with the Field Supervisor and with the course instructor (and Advisor if applicable) ahead of time. Once the Experiential Learning is secured and approved, the student needs to fill and submit the ENVS 6699 Experiential Learning form in the **ES Graduate Dossier**. Students generally enroll in ENVS 6699 Experiential Learning course (for 3, 6, 9 or 12 credits, where 3 credits roughly equal 10 hours per week for 12 weeks and 12 credits is full-time or 40 hours per week for 12 weeks) between terms 2 to 4 (a maximum of 18 credits is allowed during the MES program). **Once submitted in the dossier, the course will be added in REM by OSAS.**

The student is strongly encouraged to keep a journal to assist in formulating the Experiential Learning Report to be submitted to the course instructor for evaluation at the end of term (whether or not the work has ended, if applicable). Experiential Learning required for the Planning program and B+E diploma requires the approval of the respective Program/Diploma Coordinator.

Experiential Learning Report (due to ENVS course instructor on the last day of the term)

Student name	
Student number	
Student email	
Name of Organization	
Name of Field Supervisor	
Your Position/Title	
Duration (from/to) (total of hours)	
ENVS Course Instructor	
Term/Number of credits	

1. **What did you do?** Describe the tasks/activities for which you were responsible (750 words maximum).
2. **What did you learn?** Describe and evaluate the experiential learning in substantive knowledge and skills gained or refined (1500 words maximum)
3. **How did the experience help you gain mastery of your Area of Concentration and its components?** (750 words maximum).

Appendix 8: MES Program Summary Table*

TERMS	1 Fall	2 Winter	3 Summer	4 Fall	5 Winter	6 Summer
REGISTRATION AND ENROLMENT	The MES program requires continuous registration. Please refer to Important Dates/Graduate Academic Calendar for deadlines. Registration (accepting fees) and course enrolment in both REM* and the ES Graduate Dossier must be completed each term (ENVS 6599 Individual Directed Studies, ENVS 6699 Experiential Learning, ENVS 6102 MES Research Proposal, MES 7899 MES Major Research and ENVS 7999 MES Thesis are added in REM by OSAS).					
MES STAGE	MES I (Term 1)	MES II (Terms 2 to 4)			MES III (Terms 5 and 6)	
COURSES	3 to 4 courses (9 to 12 credits) including mandatory ENVS 5100 Interdisciplinary Research in Environmental Studies	3 to 4 courses (9 to 12 credits) including a mandatory research design/methods course	3 to 4 courses (9 to 12 credits) Note: summer term often includes 3, 6, 9 or 12 credits of ENVS 6699 Experiential Education	3 to 4 courses (9 to 12 credits) ENVS 6102 Major Research Proposal required if not already MES III	ENVS 7899 MES Major Research (no credit)	ENVS 7899 MES Major Research (no credit)
PLAN OF STUDY	Develop initial Plan of Study (with Advisor)	Revise Plan of Study (with Advisor)	Revise/finalize Plan of Study (with Advisor)	Finalize Plan of Study (with Advisor) for MES II-III exam	—	Upload Plan of Study (as approved at MES II-III exam) to ES Graduate Dossier (for MES final exam)
RESEARCH PROPOSAL AND MAJOR RESEARCH	—	—	Nomination of Supervisor in ES Graduate Dossier Prepare/finalize proposal (with Supervisor)	Latest term for nomination of Supervisor in ES Graduate Dossier Finalize research proposal and ethics/risk protocols (with Supervisor) for MES II-III exam	Major Research (with Supervisor)	Major Research (with Supervisor) Finalize and submit Major Research Upload research proposal (as approved at MES II-III exam) to ES Graduate Dossier (for the final exam)

DOCUMENT SUBMISSION	<p>Share draft of initial Plan of Study with Advisor by email</p> <p>Upload initial Plan of Study to ES Graduate Dossier by November 1.</p>	<p>upload revised Plan of Study to ES Graduate Dossier or share directly with Advisor (by email) for General Exam</p>	<p>upload revised Plan of Study to ES Graduate Dossier or share directly with Advisor (by email) for General Exam</p> <p>Nominate Supervisor in the ES Graduate Dossier</p>	<p>Nominate Supervisor in ES Graduate Dossier at beginning of term</p> <p>Send final Plan of Study and MES research proposal (ethics protocols and risk assessment if applicable) to Advisor and Supervisor by email for MES II-III Exam</p> <p>Upload approved MES II-III documents in ES Graduate Dossier within one week of MES II-III Exam</p>	<p>Send draft of Major Research and regular updates to your Supervisor</p>	<p>Upload final Plan of Study, research Proposal (as approved at MES II-III exam) and Major Research (Major Paper, project or portfolio) in the ES Graduate Dossier for Final Examination by July 31</p> <p>Upload post-exam/ revised Major Research to ES Graduate Dossier within one week of final exam.</p>
EXAMINATIONS	<p>MES I to II exam with Advisor and second reader</p>	<p>General exam/ advising session</p>	<p>General exam/ advising session</p>	<p>MES II to III exam with Advisor and Supervisor</p>	<p>—</p>	<p>Final Examination with Supervisor, Advisor + Chair scheduled by OSAS (official exam days)</p>

*Typical progress shown; individual students' progress may vary.