

Science & Technology Studies

Faculty of Graduate Studies

York University

Graduate Student Handbook

2023-2024

Everything you did not know you needed to know and more

OUR ADDRESS

YORK UNIVERSITY
4700 KEELE STREET
TORONTO, ON
M3J 1P3 Canada

GRADUATE PROGRAM DIRECTOR (GPD)
Dr. Denielle Elliott
Gpdsts@yorku.ca

GRADUATE PROGRAM ADMINISTRATOR (GPA)
Ms. Hazel Beecham (MA)
210 Vanier College (VC)
Grad_sts@yorku.ca
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Greetings Science and Technology Studies students!

As your Graduate Program Administrator for STS, I will be your first point of contact for administrative related questions and inquiries, for example: courses, enrollment, registration, funding, TAships, and petitions. Please do not hesitate to email me or drop by the office (210 Vanier College) with any questions or concerns.

Wishing you all the best in your studies!

Hazel Beecham, GPA STS

WEBSITE
<https://www.yorku.ca/gradstudies/sts/>

WHAT IS SCIENCE AND TECHNOLOGY

Science and Technology Studies (STS) is a discipline focused on the complex relationship between science, technology, and society. STS uses the methods and theories of the social sciences, humanities, and cultural studies to examine technology and scientific knowledge and practice. Although there are a range of different theoretical and methodical approaches in STS, there are still a number of core analytical assumptions that are often used to define it.

Here are some of them that underpin the York approach to STS:
Scientific knowledge is collectively produced, constituted, and legitimated, meaning that there is no inherent logic to the progress of science.

We can and should analyse 'true' and 'false' scientific claims symmetrically, using the same analytical tools to understand both.

Any understanding of science and technology must pay attention to both the social and the material context, meaning that we have to pay attention to how physical objects and technological systems shape societal choices and actions.

Science and technology are not necessarily distinguishable so that we can understand them analytically as 'technoscience'.

Technoscience is socially and culturally configured and is not, therefore, free from social bias and prejudice (e.g. sexism, racism).

Technoscientific knowledge is socially and culturally powerful, representing a specific form of authority and expertise; however, other forms of 'lay' expertise or 'citizen science' can also be valid when considering both technoscientific and political actions and choices.

Technoscience and society are often co-produced in that our social orders are shaped by technoscience, and vice versa.

There is a political economy of technoscience requiring us to understand how the allocation of financial resources to research and innovation comes to shape that research and innovation in certain ways, which can be inequitable and unjust.

GRAD SOCIAL AND ORIENTATION

Please join us on these two days

STS Graduate Program Orientation

When: August 29, 2023

12:00am - 4:30pm

Where: ZOOM

Required for all new incoming students but all grad program members welcomed.

Grad Social

The Faculty of Graduate Studies' 2023 Grad Social will be held this year in the early fall term. As is tradition, the event will be an opportunity for incoming graduate students to meet with the FGS Decanal team, and to learn about a variety of academic and administrative support services available to support your graduate journey.

Registered attendees will receive login information prior to the event. Please register using the machform on the following website

<https://www.yorku.ca/gradstudies/grad-orientation/>

STS AT YORK

RE-envisioned and Redesigned Program

York's Science & Technology Studies (STS) Graduate Program is the first English-speaking STS program in Canada offering advanced training leading to both MA and PhD degrees. Students in this program are encouraged to draw connections across traditional disciplinary boundaries as they examine and analyze the role of science, technology, and innovation in our societies, cultures, and economies. An MA or PhD degree in STS from York is extremely versatile and is a fitting background for careers that require insight into the complexities of scientific and technological societies and economies (e.g. policy, law, business, academia, charities, etc.). It is also an academic and research specialty that is growing in Canada and abroad.

WHERE WE'RE AT TODAY

We are well-positioned to offer graduate training in STS across a wide range of research interests and fields due to the critical mass and diversity of faculty currently working in and affiliated with the STS Graduate Program. Faculty members have an enormous breadth of expertise to offer courses and supervision to students whose interests vary widely in terms of historical period, substantive topic, and theoretical approach.

Our faculty work in exciting areas like adaptive design, feminist technoscience, Indigenous and postcolonial STS, technoscientific capitalism, pandemics and epidemics, new genomics and pharmaceutical innovation, histories of experiments, ethics of artificial intelligence, Big Tech and the power of digital platforms, agnotology, public understanding of science, space exploration, technological embodiments, and much [more!](#)

STS RESEARCH CLUSTERS

TECHNOSCIENTIFIC INJUSTICES

STS 6005 A

Organizers

Anna Agathangelou, Politics (2023-2024)

Denielle Elliott, Anthropology and Social Science (2022-2023)

Kean Birch, Faculty of Environmental and Urban Change (2021-2022)

This year's Technoscientific Injustices Cluster will focus on;

TBA

2023-2024 led by Anna Agathangelou

For more info, contact: Agathang@yorku.ca

STS RESEARCH CLUSTERS

BODIES: ORGANIC, INORGANIC TECHNOLOGICAL

STS 6005 B

Organizers

Joan Steigerwald, Humanities (2023-2024)

Hélène Mialet, Science and Technology Studies (2022-2023)

Ganaele Langlois, Communication Studies (2021-2022)

This year: What constitutes a body? How is the status of what we know tied to how we know? How are our conceptions of bodies shaped by the technologies or media making them legible? How might the question of what a body is become transformed, in technoscientific contexts, to what might be performed with it or what might it afford? How does the question of what nonhuman entities are and how their agency is enacted shape the ways in which they are studied? Where does the inorganic end and

the organic begin? How are bodies situated within their natural, artificial, or cultural surrounds? What modes of worldmaking are enacted through technoscientific and industrial remaking of metabolic webs. How are ecological and ethical obligations grounded in multiple living relationalities and the stories we tell of these relationalities?

In the first term, the epistemic, ontological, ethical and cultural implications of the medial relationships between different kinds of bodies will be explored through various theoretical or methodological approaches. Hannah Landecker and Stefan Helmreich will be guest participants.

In the winter term, students will have opportunities to workshop their own research projects in relationship to the some of the issues raised in cluster discussions through presentations and writing samples.

2023-2024 led by Joan Steigerwald

For more information contact: steiger@yorku.ca

MA PROGRAM OVERVIEW AND OBJECTIVES

Our MA in STS provides students with an advanced introduction to the ethical, social, political, and economic implications of science, technology, and innovation. Students explore a range and diversity of STS concepts and theories, and have the opportunity to pursue an independent research project of their own design. Our MA is a 1-year program and all accepted students are offered a funding package comprising a fellowship and, potentially, other financial opportunities.

Program Objective: To facilitate a critical and rigorous engagement between the social sciences, the humanities and the natural sciences. It is anticipated that, for most students, the MA serves as a chance to determine whether doctoral research in the field is something they are both interested in and capable of doing. The MA will prepare them for doctoral work in STS. Students will complete the program with a demonstrated ability to both examine the sciences and technology from a broad framework, and to communicate the results of their research in a manner

comprehensible to non-specialists. The MA in STS will thus also be a valuable complement for those interested in working in various professional fields such as policymaking, jurisprudence, education, and journalism.

Degree Requirements

Duration: Full-time, 1 year program (Three Terms); Part-time, 2 years (Six Terms) Credits: 18 Credits + Major Research Paper

Course Requirements

1. 3-Credits in Introduction Science and Technology Studies (STS 5001)(Fall Term)
2. One 3-Credit Research Cluster course, running over Fall and Winter terms.
3. 0-Credit Colloquium course, running over Fall and Winter terms.
4. At least one 3-Credit STS elective course.
5. Completion of a Major Research Paper (MRP).

Course Options

1. One other 3-Credit Research Cluster course, running over Fall and Winter terms. (**Not** an option in 2023-2024).
2. One 3-Credit Directed Reading course.
3. One 3-Credit course offered by another graduate program relevant to their studies and in consultation with the Graduate Program Director.

MAJOR RESEARCH PAPER

MA PROGRAM

The MRP is the major research requirement for the MA degree. It is an opportunity for students to put their STS knowledge to work. While the MRP may be done in conjunction with an STS or a Directed Reading course, it is more than a regular piece of coursework. The MRP gives students the chance to design, develop and execute a concise program of research in collaboration with a supervisor, which is ultimately evaluated by committee. Equally, the MRP is not an MA thesis. It occupies a smaller amount of a student's time, it does not culminate in an

oral defense, and the number of draft versions of the paper requiring revisions is typically fewer. The student's task is to select a focused topic that will result in an intensive, original piece of scholarly work of around 15,000 words (exclusive of notes).

Content – Like any good research essay, the MRP should contain an analysis of the extant scholarship on the topic, and its relationship to the new analysis being proposed. It must present a clear argument and support it by identifying and evaluating a body of relevant evidence.

Draft MRP – Should be completed before the deadline in order to receive feedback from the Supervisor (middle of July, at the latest) Supervisor then reads this draft and makes suggestions for revisions. The Second Reader may be consulted during any part of the process (not necessary) main task of this committee member is to evaluate the final version of the paper.

Submission – Once finished, the student should send an e-copy of their MRP to their Supervisor and Second Reader who should then provide a final grade to the Graduate Program Assistant (GPA) and Graduate Program Director (GPD). Large files can be shared using York's Dropbox - see [here](#) for details.

Assessment by Supervisor and Second Reader – the Supervisor and Second Reader will assess the MRP and then then communicate the final grade, with supporting commentary, in writing to the student and office. If the committee is unable to come to an agreement concerning the grade, the matter will be referred to the GPD, who may request that a third reader evaluate the paper.

MA TIMELINE AND MILESTONES

Fall Term (Sep – Dec)

September/October (1st Term) – student should search for a suitable Supervisor.

1 December (1st Term) – student should confirm their Supervisor using the [STS MA Supervisor Form](#) (on our website under forms).

15 December (1st Term) – student should discuss preliminary plan of study with Supervisor.

Winter Term (Jan – Apr)

10 January (2nd Term) – student should submit final Plan of Study to GPD for approval using the [MA Plan of Study Form](#) (on our website under forms).

31 January (2nd Term) – student should submit preliminary MRP Proposal (max 2 pages) to their supervisor.

1 March (2nd Term) – student should select the second supervisor/reader of MRP (using the [STS Major Research Paper Committee Membership Form](#) machform on our website under forms).

1 April (2nd Term) – student should submit their final MRP Proposal to GPD for approval using the [MRP Proposal Form](#) machform on our website under forms).

15 April (2nd Term) – student should submit research ethics request to GPD for approval by Program Ethics Committee (if required).

Spring/Summer Term (May – Aug)

Mid-point (3rd Term) – student should consult with supervisor and second reader about submission of MRP (to coordinate grading).

15 July (3rd term) – student should have complete first draft of MRP completed.

8 August (3rd Term) – student should submit Final MRP for evaluation by Supervisor & Second Reader.

21 August (3rd Term) – supervisor and second reader should submit their final, agreed grade to the GPA and GPD.

PhD Program Overview and Objectives

Our PhD in STS provides students with the opportunity to pursue an independent and research-based project on the ethical, social, political, and economic implications of science, technology, and innovation. Our PhD is a 5-year program and all accepted students are offered a funding package comprising a fellowship and teaching assistantship. Other financial opportunities are also available.

The doctoral program offers a comprehensive curriculum covering major scholarly perspectives from within STS. By allowing students to choose a field in a mainstream discipline, such as history, anthropology or sociology, the program is also structured to ensure that a graduate's expertise remains recognizable to those outside of STS. The program's central objective is to prepare students for a career in STS teaching and research at the post-secondary level.

PhD Program Requirements

Duration: 5-year program, students will be offered a fellowship and teaching assistant.

Credits: 15 Credits + Dissertation.

Course Requirements

1. 3-Credits in Introduction Science and Technology Studies (STS 6001) in the fall term of their first year.
2. One 3-Credit Research Cluster course, running over fall and winter terms (PhD1).
3. One 0-Credit Research Cluster course, running over fall and winter terms (PhD2).
4. 0-Credit Colloquium course, running over fall and winter terms (PhD1 & PhD2).
5. At least one 3-Credit STS elective course.
6. Competencies Exam.
7. Dissertation.

Course Options

1. One other 3-Credit Research Cluster course, running over fall and winter terms.
2. One 3-Credit Directed Reading course.
3. One 3-Credit course offered by another graduate program relevant to their studies and in consultation with the Graduate Program Director.

PhD Competency Exams

Competencies Examination

Students are required to complete a Competencies Exam by the end of their second year (Term 6). The Competencies Exam is meant to provide students with learning opportunities for several potential career pathways. Since the vast majority of PhD students (80%) do not end up with tenure-track jobs, they need to develop a range of 'Competencies' to ensure their future career success. The Competencies Exam requirements are designed to do this and to assess 'competence' in a career-related area: for example, theory and method or teaching (academia); stakeholder engagement (policy, third sector); innovation strategy (business); campaigning (activism); public engagement (science communication); etc. The examination is based on three reading lists, and has both an oral and written component.

The Competencies Exam comprises 3 Lists, which can include academic and non-academic literature, and one written output related to the specific career-related competence area decided upon by the student in negotiation with their supervisor: for example, this output might be a literature review, teaching syllabus, organizational internship and report, policy report, activist campaign proposal, documentary film, art installation, public engagement project proposal, etc. Exam lists should build on science and technology studies literature (STS) and be grounded in the 'York STS School' (i.e., drawing on literature of York faculty alongside broader STS literature).

The first List tests a student's general knowledge of STS as a discipline; the second List tests their specialized knowledge of a specific topic or research area in STS; and the third List tests their application of STS to an academic or non-academic career pathway and can include active research engagement outside the University (e.g. internship, community research, social activism, etc.). Students create the second and third Lists themselves, with support from their Exam committee, but the first list has to be selected from a longlist of readings set by the program. Students produce a written 'output' of 6000 words that draws on all three Lists, but usually focuses on their final List and potential career pathway; for example, it could be an essay, course outline, policy report, internship report, community research project, documentary film, art installation, etc. Students are then examined in a 3-hour presentation and discussion of their three Lists by a Competencies Examination Committee comprising three faculty members, two of whom must be from the STS graduate program. The Examination Committee will usually be composed of the student's Supervisor; another member of the STS Graduate Program; and either another STS faculty member or a member of the Faculty of Graduate Studies from another graduate program. The Examination Committee is appointed and approved by the Graduate Program Director, in consultation with the student and the Supervisor.

The objectives of the Competencies Exam are threefold: first, to prepare and qualify students to teach undergraduate courses in the areas examined; second, to equip students with the initial specialized knowledge they need to undertake research on their doctoral dissertation; and third, to prepare students for different potential career pathways. Students are expected to demonstrate competency within their designated areas of the examination. This is assessed through an evaluation of a student's written output and their responses to questions during the oral examination that address the material on the reading lists. Outcomes of the Exam include: Qualified; Qualified with Condition (decided by the committee); and Not Qualified.

In the case of a Not Qualified outcome, students are permitted to re-sit the examination only once, and the re-examination is to take place within six months of the date of the first examination. A second failure requires withdrawal from the program.

TIMING AND SCHEDULING

Exam Lists must be approved by the end of **term 4**. The written and oral examinations must be held no later than the end of **term 6**. Please note that students cannot write their Competencies Exams until all coursework is completed.

FORMAT AND STRUCTURE

The STS Competencies Exam involves completion of the following four components:

- Three Exam Lists;
- Short summary statement for each list (maximum of 250 words);
- An output;
 1. For instance, one 6000 word essay, lecture, course outline, policy report, internship report, community research project, etc.; or
 2. A documentary film, art installation, museum exhibit, software, etc., and a 3000-word written statement;
- An oral exam.

The STS Graduate Program does not have pre-set oral examination questions. The oral examination is no longer than 3 hours long. Questions can be related to the output generated or any of the readings on the three Exam Lists. Students are permitted to give a brief (10 - 15 minutes) presentation prior to the oral exam if they choose.

The Competencies Exam process works at the program level (not FGS) so only the Competencies Examination Committee and GPD are involved. Students and their

committees can negotiate the topics, timeframes, frequency of meetings and other details to suit them, within the parameters of the program guidelines.

The Competencies Examination involves the following steps:

1. Selecting a Competencies Examination Committee

In consultation with the supervisor and/or Graduate Program Director, the student selects a Competencies Examination Committee of three faculty members (one supervisor and two committee members). All faculty members must be appointed to FGS and at least two must be members of the STS Graduate Program. Once the Committee is selected, the student completes the [competencies committee approval form](#). Typically (but not necessarily), members of the Competencies Examination Committee will also be members of the dissertation supervisory committee.

2. Preparing the Exam Lists

In consultation with the committee, the student selects the topics and readings on the [three Exam Lists](#).

- The first General List should consist of 50 books or the equivalent.
- List two and three should consist of 25 books or the equivalent.

[Three articles or book chapters are considered equivalent to one book.]

The Competencies Examination Committee will meet with the student at least once to formulate, finalize and approve the lists.

SUBMITTING COMPETENCY EXAM LISTS (COMPS EXAM PROCESS)

STEP 1: By end of term 4, the student sends GPA and GPD the following (in one email):

- 3 Exam Lists
- 3 committee member approvals of these lists
- A target date before the end of term 6
- Student negotiates with committee what final output is going to be

This would normally take place in term 4.

STEP 2: GPD approves lists and sends approval email to Competencies Examination Committee and student.

STEP 3: Two months in advance of target date for exam, Supervisor confirms with student, GPD and GPA that all is according to plan and confirms the date and time of the Exam.

STEP 4: Supervisor confirms whether Exam will be online or in-person. If online, the Supervisor sets up a zoom meeting for the Exam. If in-person, the Supervisor requests a room and indicates if any equipment(s) is required for the Exam. GPA books the room and informs student, Supervisor, and committee of the Exam location.

STEP 5: Output (essay or otherwise) is due to the committee two weeks before the oral examination date.

STEP 6: After the Exam, the completed and signed [Competency Examination Form \(.doc\)](#) is forwarded to the GPA and GPD.

STEP 7: GPA puts the competencies examination form in the student file and records all required Exam information in the student's records.

PhD Dissertation

Once they have passed their competencies exams students will need to write their dissertation proposal and research ethics application in consultation with their Supervisory team; the proposal and ethics need to be submitted three months after completing their Competencies Exam and need to be approved by the Graduate Program Director, Faculty of Graduate Studies, and Office of Research Ethics.

The dissertation itself can take three possible forms, according to Faculty of Graduate Studies regulations.

It can be a 60,000-100,000 words research monograph. It can be three or four refereed and accepted journal articles and/or book chapters ('by manuscript'), as well as a 20,000-word Introduction and Conclusion that ties the published work together in a coherent whole. Or it can be a multi-modal project comprising an alternative output (e.g. documentary film, art installation, organizational project, etc.) and 30,000 word report explaining its relevance to theories, concepts, and research in STS.

MA Degree Requirements and PhD Degree Milestones

MA Degree Requirements	PhD Degree Milestones
Preliminary Plan of Study	Annual Progress Reports (program level)
Selection of Supervisor	Comps Committee
Completion of Course Work (18 credits)	Completion of Course Work (15 credits)
Supervisory Committee	Comps Exams
MRP Proposal	Supervisory Committee
Research Ethics (if applicable)	Proposal and Ethics
MRP Completion	Research/data Collection
	Dissertation completion
	Dissertation Exam completion

Note: for more detailed information on PhD Milestones please see *STS PhD Milestones for Academic Progress* under *PhD Degree requirements* this can be found under *Current students* on our website.

STS GRADUATE STUDENT ASSOCIATION

The STS Graduate Student's Association represents all Graduate Students registered in the STS program. The STS GSA supports the educational needs and provides social activities for the graduate students. The STS GSA organizes an annual STS graduate student conference and supports other STS academic activities. It holds several meetings over the academic year to address students' interests and concerns. Members elect an executive and appoint representatives to various Program committees.

We invite new and returning students to get involved by participating in the GSA sponsored events, holding elected positions and volunteering to help on committees and at events.

Positions, Election and Constitution

STS GSA Executive Committee Representatives, Council Representatives and Committee Chairs are elected by September 30 every year, with an election held after incoming students have been oriented.

Constitution

Presidents (or 2 Co-presidents)

Organizes and oversees meetings.

Communicates with GSA officers, general membership and program executive.

Treasurer/Secretary

Manages the STS GSA finances. Records and distributes meetings' minutes.

MA Representative to the program executive:

Represents the MA students to the STS program executive.

PhD Representative to the program executive:

Represents the PhD students to the STS program executive.

2 STS Representatives to the York GSA / Councilors:

Represent the STS GSA at the monthly York University Graduate Students' Association.

Graduate Conference Chair(s):

Plans and organizes the graduate student conference.

STS GSA Executive and Annual Conference

STS GSA Executive 2023-2024

- President: Katrina Matheson
- Vice-President: Em Panetta
- Secretary-Treasurer: Em Panetta
- MA Graduate Executive Committee Rep: TBA
- PhD Graduate Executive Committee Rep: Nicole Winchester
- YUGSA Counsellors: Shelbey Walker and Nicole Winchester
- Graduate Conference Committee: Hana Holubec(chair), Guita Banan, Sasha Akhavi Jamie Babb, Shelbey Walker and Em Panetta
- Social Committee: Sasha Akhavi, Hana Holubec and Nicole Winchester
- CUPE 3903 Steward: Alex Wilson and Guilherme Cavalcante Silva
- FGS Council Representative: Jamie Babb

STS Annual Conference

Since 2011, the graduate students in the STS graduate program have organized an annual graduate student conference in partnership with the University of Toronto. While the annual conference theme changes, the topics generally reflect the nature of our program and the work it nurtures. The conference is normally held in the spring.

Past Conference Themes & Programs

2023 [Generative STS](#)

2022 [Undoing the Crisis](#)

2020 cancelled due to Covid

2019 (In)visibilities - 5th Binocular Conference with the Institute for the History and Philosophy of Science and Technology (IHPST)

2018 Chimerizations - 4th Binocular Conference with IHPST
2017 Environments of Science - 3rd Binocular Conference with IHPST
2016 Looking at Junk - 2nd Binocular Conference with IHPST
2015 Working Science and Technology - 1st Binocular Conference with IHPST

STARTING OUT AT YORK

Getting your YU Student Card

222 William Small Centre
yucard@yorku.ca
(416)736-5674

<https://www.yorku.ca/yucard/get-your-yu-card/replace-renew-your-yu-card/>

The YU card is York's official student photo ID card. You will need this card to access services and resources such as: libraries, recreational facilities, eating, shopping, attending events, and obtaining student discounts. You can also load money on to it using it as a debit card

To avoid long September line-ups, drop by the office and have your photo taken after June 2nd and before the start of the school year, September 7th. You will require one piece of valid government-issued photo identification. Valid ID includes passports, driver's licenses, citizenship cards and health cards that bear a photo. You will also need your York student number. You'll receive your card immediately.

In light of COVID-19, all new incoming student and staff are required to apply online using the YU-card Photo Upload Tool. Sign in with your Passport York, to upload a passport style ID photo for your YU card.

Replacement cards \$30

GO Safe

Be accompanied by a York Community member when walking to any on-campus locations, such as parking lots, bus stops, residences, or to class

<https://www.yorku.ca/safety/gosafe/>

TRANSPORTATION SERVICES GO TRANSIT AND TTC

Parking Services

Parking Services is now offering virtual appointments with a Live Agent via ZOOM. If you need to speak to someone directly connect with us at the link below.

- Connect with a Live Agent via Zoom
- 222 William Small Centre
- parking@yorku.ca
- (416)736-5874
- <https://www.yorku.ca/parking/>

Please note that there are extremely long lines for decal purchases in September so if possible, you may want to take care of this in August before the start of classes.

Take public transport if you can! The subway takes you right to campus!

GO Student ID Card and Discount

New application process for GO Student ID Card effective August 30th, 2020. Students get up to 22.5% discount when they use a GO approved student ID and their PRESTO™ card.

TTC Metro Pass

For more information about the TTC Post-Secondary Metropass, go the TTC website.

You must bring the following items to the Bathurst Subway Station when going to get your identification card:

- Your York University student card.
- A printed confirmation of enrolment and registration, confirming your enrolment as a full-time student (available online at <https://registrar.yorku.ca/>).
- The cost of the Photo ID card is \$5.25

Presto Cards

Visit your local GO station

<https://www.yorku.ca/transportation/>

Passport York

Setting it up

If you do not yet have a Passport York account, you can Log in to <http://mms.yorku.ca> (Manage My Services). Your student number is your username, and your date of birth is your password (in the format YYYYMMDD). You will then follow the directions to change your password after the first time you log in.

If you encounter difficulties and require assistance visit Computing and Network Services at <http://www.yorku.ca/computing/students/>, email them at askit@yorku.ca, or call them at 416-736-5800. <http://www.yorku.ca/computing/students/>

The helpdesk is available Monday to Friday, 8:30am to 5:30pm. Once you have activated your email account, you can access it via <http://mymail.yorku.ca>

Changing your Passport York password

In Person (UIT Service Desk Counter); by Phone (416-736-5800); you know your current password, but you want to change it (<http://mms.yorku.ca>)

<https://uit.yorku.ca/student-services/passwords-passport-york-access/reset-passport-york-password/>

Where on campus do I have computer access?

- Graduate Lab - located in S502 Ross.
- Computing Commons Lab – see website below for computing labs. <https://www.yorku.ca/uit/student-services/computer-labs/>
- Accolade East (ACE), the Computing Commons has computers for all York students, and these have internet, word processing and printing capabilities.

MORE IMPORTANT INFORMATION

Student Email Account

Automatically activated when students sign up for a Passport York account (username@yorku.ca); for example, if username is jeremy5, student email is jeremy5@yorku.ca).

<https://google.info.yorku.ca/>

LOST?

Finding Your Way Around Campus

York campus maps are available at: <http://www.yorku.ca/yorkweb/maps/keele.htm>
For those students new to the York Community and living in-residence, please note that the campus has a small grocery store but not a full service one. The nearest off-campus full-service grocery store is Food Cents located at 45 Four Winds Drive, just one block south of the university's residence buildings.

Who Do I Contact If I have Questions?

Always start with the handbook first! If it's not here, then contact your Supervisor with your questions!

I have a question about...

Courses, Registration, Enrollment, Academic Petitions, Leave of absences, Program Extensions, Withdrawals, Reinstatement, Appeals -- contact the Graduate Program Assistant in STS at grad_sts@yorku.ca

Academic issues, Funding issues, other--contact the Graduate Program Director at gpdsts@yorku.ca

Escalated issues regarding enrollment and registration -- contact Miguel Huang Chen at mhuang91@yorku.ca

Scholarships and Awards Coordinator – Lee Kuowei at kuowei@yorku.ca

Graduate Funding -- contact Stephanie Wong at wongs@yorku.ca

Graduate Milestones and Progressions --contact Susanna Talanca at gradtd1@yorku.ca

Petitions, Appeals, Academic Honesty --contact Natalie Vacianna at vacianna@yorku.ca

Health and Wellness -- contact gradwell@yorku.ca

External Scholarships and Graduate Awards -- contact Richolette Freckleton at richolet@yorku.ca

REGISTERING IN YOUR PROGRAM

You must maintain continuous registration in the program; failure to do so will result in losing fulltime/part-time status and lead to you being withdrawn from the program. You must also register each Term and accept fees before the deadline. Late registration will result in a \$200 late fee.

Please visit Registrar's Office - Registration and Enrollment in order to register. You will need to sign into your Passport York account to complete your registration.

Note: The Faculty of Graduate Studies does not require an enrollment deposit. By accepting your fees online, you are deemed to be registered.

Minimum Period of Registration

MA – Three terms of full-time registration

PhD – Six terms of full-time registration

More information:

<https://gradstudies.yorku.ca/current-students/regulations/registration/>

Change Status

To request a change in status, you must complete an Academic Petition online weeks before the start of term. Please note any change in registration status will affect your funding; before initiating your request. Consult with your graduate program and review Current Students - Regulations.

Simultaneous registration in two fulltime programs is not permitted. With the consent of both graduate units, or of the graduate unit and another faculty or school, and written notification to the Faculty of Graduate Studies, simultaneous registration in a full-time program and a part-time program may be permitted. Two parttime registrations in different programs may also be permitted.

Withdraw From Program

To withdraw from the program, complete the Program Withdrawal Form and submit to your Graduate Program Office if it is for a future term. However, if it is for the current or a past term petition online under "other petition".

Reinstatement/Reinstatement to Defend

Students may petition for reinstatement if in good standing and if they withdrew within three terms (12 months), if not they must apply for readmission.

Enrolling in Your Courses

When do I select my courses?

Starting June 14, 2023, students can enroll and finalize their course selections online. Students should add courses for both the Fall and Winter terms. Once students have individually been advised by their GPD, the GPA will remove the “advising block” on their file.

Note: Incoming students are not permitted to access the course enrollment system until they have had an individual program advising session.

Adding Courses

Students will enroll into their courses using the online registration and course enrollment system (REM). Please use the link below to sign into REM. You will sign in using your Passport York account (see below if you do not yet have a Passport York account).

REM: <https://www.yorku.ca/gradstudies/students/current-students/registration-enrolment/enrolment/>

Another way to access REM – Go to Current Students on York U website > Select My Online Services > Under “Manage my Enrollment and Courses” select Enrolling in Classes.

Note: The Faculty of Graduate Studies does not require an enrollment deposit. By accepting your fees online, you are deemed to be registered.

Students will need to set up their Passport York accounts beforehand if they have not already done so. First time users should log into <http://mms.yorku.ca> (Manage My Services). Your student number will be your username, and your date of birth will be your password (in the format of YYYY/MM/DD). You will then follow the directions to change your password after the first time you log in.

<https://www.yorku.ca/uit/student-services/passwords-passport-york-access/>

Please note that as a full-time graduate student you are required to register in each term of your program (Fall, Winter, Summer). You do not, however, need to be enrolled in courses each term. Registration and enrollment are two separate processes even though they are handled together in the Fall and Winter terms. During the summer term students not enrolled in classes including those writing an MRP, studying for Qualifying Exams, or gathering research, are still expected to register for the Summer Term by logging onto the system, acknowledging their student status, and paying their tuition fees.

IMPORTANT DATES FALL WINTER 2023 – 2024 (SESSIONAL)

Event	Fall (Term F)	Year (Term Y)	Winter (Term W)
Classes Start	September 6	September 6	January 8
Reading Week	October 7-13	October 7-13	February 17-23
Classes end	December 5	December 5	April 8
Study Day	December 6	December 6	April 9
Fall examinations	December 7-20	December 7-20	April 10-25
Notes: see link below for other important dates (registration and enrollment, thesis and dissertation, financial, petitions)			

<https://www.yorku.ca/gradstudies/students/current-students/registration-enrolment/important-dates/>

STS COURSES in 2023-2024

This coming academic year, the Program is mounting the following courses. Other courses cross-listed with the Program may be mounted by other Graduate Programs. Check their website.

GS/STS 6004 0.0 STS Colloquium

The Colloquium provides students with a regular forum to engage with Program members as an intellectual community, generating an important cohort effect for new and continuing graduate students. It involves a range of activities designed to stimulate a broad disciplinary engagement with science and technology studies, including research talks by invited external speakers, Program faculty and graduate students, and professional development workshops (e.g. how to get published, academic and alt-academic job markets, etc.). It runs every two weeks over two terms. Attendance is required for new MA and PhD students but it is open to all students in the graduate program.

Course Director: TBD

Core Courses

Fall 2023

GS/STS 5001 3.0 Introduction to Science and Technology Studies (All MA students and recommended for PhD students who do not have an STS background)

Course Director STS 5001: Dr. James Elwick

Winter 2024

GS/STS 6001 (PhD) 3.0 Advanced Introduction to Science and Technology Studies

These required courses will introduce incoming MA (5001) and doctoral (6001) students to the major texts and theoretical strands of Science and Technology Studies,

in their historical context. Such strands include the Sociology of Scientific Knowledge (SSK), Actor Network Theory (ANT), Laboratory Studies, Social Construction of Technological Systems (SCOT), as well as feminist, post-colonial and cultural studies of science and technology. Students will read and discuss such foundational texts as Thomas Kuhn's *Structure of Scientific Revolutions*, Ludwig Fleck's *Genesis and Development of a Scientific Fact*, *Shaping and Schaffer's Leviathan and the Air Pump* and Latour and Woolgar's *Laboratory Life*. While engaging with these and other key texts, students will build a common vocabulary and theoretical framework for examining specific sites of knowledge production and practice in science and technology. Through a combination of empirical case studies and theoretical reflections, students will grapple with those themes – such as epistemology, objectivity, expertise, relativism, materiality – about which the field of STS makes important scholarly and practical contributions.

Course Director STS 6001: Robert Gehl

Core Courses Fall & Winter (full year)

GS/STS 6005A 3.0 STS Research Clusters -Technoscientific Injustices

Research Cluster fosters theoretical and methodological innovation on Technoscientific Injustices. Involves biweekly meetings of faculty and graduate students who engage in a range of activities: e.g. presentations by faculty and students; external speakers; sessions on methodologies and new literature; professional development; and non-traditional practices such as public science, activism, and internships. They embed broader program requirements in an experimental, flexible, adaptable, and interdisciplinary intellectual space.

Course Director: Anna Agathangelou

GS/STS 6005B 3.0 STS Research Clusters – Bodies: Organic, Inorganic, Technological Research Cluster

fosters theoretical and methodological innovation on Bodies: Organic, Inorganic, Technological. Involves biweekly meetings of faculty and graduate students who engage in a range of activities: e.g. presentations by faculty and students; external speakers; sessions on methodologies and new literature; professional development; and non-traditional practices such as public science, activism, and internships. They embed broader program requirements in an experimental, flexible, adaptable, and interdisciplinary intellectual space.

Course Director: Joan Stiegerwald

Elective Courses

GS/STS 6006 3.0 Digital Technoscience

The course examines the social, political, economic, and cultural shaping of digital technoscience - ranging from digital platforms through smart cities to self-driving cars - paying particular attention to how different visions of and expectations about the future are enrolled in the deployment of digital technoscience in the present. Course Director: Kelly Bergstrom

GS/STS 6303 3.0 Sciences in the Enlightenment

This course examines eighteenth-century science in the context of the Enlightenment Europe.

Course Director: Ernie Hamm

GS/STS 6308 3.0 Collecting Lives

This course addresses the collection, classification, display, and reception of objects representing aspects of scientific knowledge within the Western tradition through a variety of themes and case studies.

Course Director: Leslie Korrick

CROSS LISTED ELECTIVES (mounted by other programs - contact the course director and GPD of the host program for permissions)

GS/STS 6003 Technoscientific Cultures: Foundations in Anthropology of Science and Technology

In this course we read foundational texts in anthropology of science, exploring a range of sites, methods, and theories to equip students for ethnographic research within technoscientific cultures. Central themes include science as practice and culture; biopolitics; and technoscientific imaginaries.

Course Director: Cagri Yoltar

Host Unit: Anthropology

GS/STS 6105 History of Psychological Practice

Mesmerism, Phrenology and their Influences on Twentieth Century Psychology and Psychotherapy. Advanced History and Theory of Psychology: History of Psychological Practice. An advanced seminar devoted to the historical origins and development, with particular emphasis on the social contexts, of major psychological practices such as introspection, experimentation, psychological testing and statistical analysis.

Course Director: Donald Brown

Host Unit: Psychology

GS/STS 6108 Sociology of Health and Illness

This course is designed to consider current debates about health and care within a feminist political economy framework. The focus will be Canada but a Canada located within an international context. Of course students will be invited to introduce other perspectives and other countries into the readings, discussions and their papers.

Course Director: Conor Douglas

Host Unit: Sociology

GS/STS 6205 Critical Technical Practise: Computer Accessibility and Assistive Technology

This course examines issues of technological design in computer accessibility and computational forms of assistive technology (hardware and/or software). Students learn to critically reflect on the hidden assumptions, ideologies and values underlying the design of these technologies, and to analyse and to design them.

Course Director: TBD

Host Unit: Engineering

Taking Courses from another Graduate Program at York?

- If you intend to take a course in another graduate program at York please check with your Supervisor for approval.
- Once your Supervisor approves your request, obtain the permission of the Course Director using the *Request to Take a Course in another Graduate Program at York* Form (see link below).
- Email the approved form to the STS Graduate Program Director at gpdsts@yorku.ca and copy the STS Graduate Program Administrator at grad_sts@yorku.ca using the *Request to Take a Course in another Graduate Program at York* Form (see link below). Please ensure you do not lock your PDF to ensure GPD can sign it.
- Submit the approved form to the Host program's Graduate Program Director and copy the Host program's Graduate Program Assistant. Permission to enroll in the course will be processed by the Host program's Graduate Program Administrator.
- Please submit a copy of the completed form to the STS Graduate Program Administrator (grad_sts@yorku.ca) for the program's records.

<https://www.yorku.ca/gradstudies/sts/current-students/guidelines-policies-forms/>

Taking a Directed reading course?

Directed Reading Courses

STS 5000 for MA students
STS 6000 for PhD students.

Students have the option of taking a directed reading course with an STS faculty member provided something like it is not available in the current curriculum and provided it does not overlap significantly with a course taken previously. Students are normally allowed one reading course during their entire graduate program in Science and Technology Studies.

A machform will be used in lieu of a hard copy form for students to apply for a directed reading course. The directed reading application machform can be found on our website. The STS machform is under *current students on Guidelines, Policies and Forms* (see link below). The process is can be found on the machform.

Directed Reading Machform link

<https://laps.apps01.yorku.ca/machform/view.php?id=1366857>

<https://www.yorku.ca/gradstudies/sts/current-students/guidelines-policies-forms/>

Application Deadline

Applications are due by the “last date to enroll without permission of course instructor” as per the published important dates for the term in question on the Graduate Studies website. See link below.

<https://www.yorku.ca/gradstudies/students/current-students/registration-enrolment/important-dates/>

MA in STS degree checklist (total 18 Credits)

Course Type	Course Number	Credits	Credits Completed	Semester and Year Taken (Offered)
Required Courses:	STS 6004 Colloquium	0		All year (every second Thursday)
Required Courses:	STS 5001	3		Fall
Required One Cluster	STS 6005 A Or STS 6005 B	3		6005A 6005B
Required One Core STS Electiv	STS 6006 STS 6303 STS 6308	3		Fall Winter Winter

9 additional credits from the following list

Another STS elective or cross listed course	STS 6006 STS 6303 STS 6308 STS 6003 STS 6105 STS 6108 STS 6205	3		
Directed Readings	STS 5000	3 or 6		Any term
Graduate course from another program	Refer to Taking Courses from another Graduate Program at York above for the process.			Any term

Total Credits: 18

PhD in STS degree checklist (Total 15 credits)

Course Type	Course Number	Credits	Credits Completed	Semester and Year Taken
Required Courses:	STS 6004 Colloquium	0		All year (every second Thursday)
Required Courses:	STS 6001 Note: For PhD students with little or no STS background, it is recommended to take STS 5001 before taking STS 6001	3		Fall
Required One Cluster	STS 6005 A Or STS 6005 B	3		6005A 6005B
Required One Core STS Elective	STS 6006 STS 6303 STS 6308	3		Fall Winter Winter

6 additional credits from the following list

Another STS elective or cross listed course	STS 6006 STS 6303 STS 6308 STS 6003 STS 6105 STS 6108 STS 6205	3.0		
Directed Readings	STS 6000	3.0 or 6.0		Any term
Graduate course from another program	Refer to <i>Taking Courses from another Graduate Program at York</i> above for the process.	3.0		Any term

What should I do if I have a problem

Requesting a Leave of Absence/petition

Students complete an online petition to take a leave of absence from their program. While on leave, students are not eligible for awards/funding. Students must have begun their first term of study before requesting a Leave of Absence.

1. General Leave of Absence:

A General Leave of Absence is available to students who need to be absent from their studies. Max number of terms: Three

Academic Petition online

2. Family Care Leave of Absence:

A Family Care Leave of Absence is available to students for whom significant care-giving responsibilities of a family member require the student to be absent from their studies. Leaves considered under this category include those arising in relation to: pregnancy; the birth or adoption of a child; and providing care and support for an ill child, spouse, parent, grandparent or other family member. Students do not pay tuition or receive funding or awards during a leave. Max number of terms: Five/reason

Academic Petition online

3. No course available:

Students in coursework-only programs of study may petition for a No Course Available Leave of Absence if no suitable course is offered in any given term. In exceptional circumstances, other students who are unable to make meaningful progress towards completion of degree requirements, other than by taking a course, may petition for No Course Available if no suitable course is available in any given term. This provision does not apply if a student is registered as working on a thesis/dissertation or a major research paper or has a designation of 'INC' recorded for a course at the end of the previous term.

Academic Petition online

Note see website below for more information on petitions/ leaves of absences and other types of petitions.

<https://www.yorku.ca/gradstudies/students/current-students/regulations/graduate-academic-petitions/>

COURSES AND GRADING

Grade Reappraisals

<https://gradstudies.yorku.ca/current-students/regulations/courses-grading/>

Students may request that a final grade be reviewed; they should contact the relevant course director to discuss the grade received and to request that tangible work be reviewed (might result in lower grade). If a student is still not satisfied with final grade OR a course director is not available to review the work, students may submit a formal request in writing to the Program office (Senate Deadline for Fall/Winter courses – June 15th).

If condition of sufficient grounds has been met, student must submit

- Copy of marked assignment.
- Clean copy of the assignment.
- Copy of any instructions given in relation to completing the assignment

Graduate Program Director will assure

- Clean copy of the assignment is unaltered.
- Description given by student is verified.
- Faculty member who graded the work provides statement indicating the grade and the rationale.
- Clean copy is reappraised by appropriate faculty member.
- Identities are not disclosed.
- Results are communicated to both student and course director.

Reappraiser will be given:

- Clean copy of assignment.
- Description of the nature of the assignment/any instructions provided by the student.
- Rationale for original grade.

Combination of “C” Grades which require withdrawal, unless continued registration is recommended and approved:

- Two C grades for 6.0 credit courses.
- One C grade for a 6.0 credit course and one C grade for a 3.0 credit course.
- A total of three C grades for 3.0 credit course.

CAMPUS RESOURCES

Faculty of Graduate Studies:

230 York Lanes

<https://www.yorku.ca/gradstudies/>

Career Centre:

202 McLaughlin College, (416)736-5351, career@yorku.ca

<https://careers.yorku.ca/>

Teaching Commons:

DB 1050, Victor Phillip Dahdaleh Bldg., teaching@yorku.ca

<https://www.yorku.ca/teachingcommons/>

Writing Centre:

Ross Building S311/312, (416)736-2100 x55134, lapswrit@yorku.ca

<https://writing-centre.writ.laps.yorku.ca/>

Computing related information/technical issues:

askit@yorku.ca

<https://laptops.uit.yorku.ca>

York University Research Centres & Research Institutes

Enhance your interdisciplinary education with opportunities to participate in collaborative research. York University is a leading interdisciplinary research and teaching university in Canada. Working across disciplines and with global partners, researchers develop ideas and connect with policymakers and practitioners to create meaningful change and a more globally competitive Canada. As a graduate student, you can benefit from involvement in one of York's 24 research centres and institutes, which provide outstanding research opportunities to supplement your academic program. Visit the York Research website to learn more.

Graduate Student Conference and Board Rooms

Located directly above the Graduate Students' Association office on the fourth floor of the Student Centre are a large open conference room and two boardrooms. The boardrooms can be booked for smaller meetings or study groups. To book a conference or for more information, contact (416) 736-5865, gsa@yorku.ca or visit the

YUGSA website.

Graduate and Postdoctoral Professional Skills (GPPS):

<https://www.yorku.ca/gradstudies/gpps/>

Writing Centre:

Did you know York University's Writing Centre also offers support and workshops to graduate students? They have one-to-one support, drop-ins, and more.

Contact them directly: <https://www.yorku.ca/laps/writing-centre/>

For general inquiries or appointment cancellations, please contact them at 416-736-2100 x 55134, or email us at lapswrit@yorku.ca.

Writing Centre Main Reception:

Ross Building S311

Monday - Thursday: 8:30 am - 7:00 pm

Friday: 8:30 am - 4:30 pm

Saturday: 8:30 am - 4:30 pm(remote)

Sunday: CLOSED

MENTAL HEALTH AND SUPPORT WELLNESS

Student Counselling, Health, and Well-being

Hours of Operation:

Monday to Friday: 9:00 a.m. – 4:00 p.m.*

*Please note that the office closes at 3:00 p.m. on Fridays between Victoria Day long weekend in May until the start of classes in September.

Location:

N110 Bennett Centre for Student Services
90 Ian Macdonald Boulevard
Toronto, ON M3J 1P3
Telephone: 416-736-5297

Nearest Hospital:

Emergency Department to York University's Keele Campus (open 24 hours)
Humber River Hospital
1235 Wilson Avenue
North York, ON M3M 3G7
Telephone: 416-242-1000

IN CASE OF CRISIS OR NEED FOR URGENT ASSISTANCE

- Call 911 if there is immediate risk or danger to yourself or others.
- On campus, contact Security Services at 416-736-5333 or ext. 33333 from a York campus phone. Available 24/7.
- You can go to the nearest hospital or visit your primary care physician.
- Student Counselling, Health & Well-being offers same day appointments. Reach them at 416-736-5297.
- Call the Good2Talk confidential helpline for post-secondary students. Available 24/7 1-866-925-5454
- The Centre for Sexual Violence Response, Support & Education office, located at 301 York Lanes, is here to support you. They can be reached 24/7 at 416-736-5211

Wellness Consultation & Counselling Service

Welcome to the Wellness Consultation & Counselling Service, a program of Graduate Student Wellness Services at York University. Attending a Wellness Consultation & Counselling session can act as a starting place for graduate students seeking to enhance, maintain, or address concerns related to their mental health and well-being. The service is offered by trained counsellors and can assist in addressing a variety of

needs and concerns. Sessions are confidential and last 50 minutes.

Graduate students can request a wellness consultation for help with:

- Concerns about mental health.
- Balancing life as a graduate student.
- Personal wellness goal setting.
- Transitioning to graduate school.
- Difficulty coping with stress, anxiety, low mood, self-doubt, relationship difficulties, overwhelm or isolation.
- Staying healthy while progressing through one's degree program.
- Exploring options for mental health and wellness services at York University or in the community.
- Psychoeducation and resources.

Information a student shares during a wellness consultation is confidential within legal and ethical limits.

Booking a Wellness Consultation

- Online: View the appointment calendar and select an available date and time. <https://www.yorku.ca/gradstudies/students/current-students/grad-wellness-services/wellness-consultations/>
- Phone: Call Graduate Student Wellness Services at 416-736-2100 ext. 33379
- Email: Send an email to Graduate Student Wellness Services at gradwell@yorku

Health Services and Health Plans

YUGSA Health and Dental Plan – (\$410)

The York University Graduate Students' Association (YUGSA) Health plan is a supplementary health and dental plan designed to provide a comprehensive and low cost coverage to students for prescription drugs, dental, vision care, extended health services and travel insurance. The plan is compulsory for all full-time graduate students without comparable coverage for drugs AND dental and is optional for those registered part-time. The plan provider is ClaimSecure. Please visit YUGSA – Health Plan for more information (<https://www.yugsa.ca/health-plan>).

CUPE 3903 Extended Health and Benefits

The purpose of the “Extended Health Benefits Fund” is to 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 our collective bargaining agreement. Please visit CUPE 3903 – Extended Health and Benefits for more information.

University Health Insurance Plan (UHIP)

UHIP is the University Health Insurance Plan in place for international students and others who are not covered by the Ontario Health Insurance Plan (OHIP). The UHIP insurer is Sun Life Assurance Company of Canada (Sun Life).

Please visit York International – Health Insurance and Health Care for more information.

ACCOMODATIONS FOR GRADUATE STUDENTS

It’s useful to be aware of the distinction between Academic Accommodations and Workplace Accommodations. You may require one or both, and they have different administrative pathways. The latter is relevant only to students who hold, or expect to hold, CUPE 3903 work assignments as part of their funding package.

For both sorts of accommodation, you may want to initiate a conversation with your Graduate Program Director, who can direct you to the relevant offices and be a source of support for tailored planning of your academic and work pathway through your degree. If you are not comfortable approaching your Graduate Program Director, you may choose to follow the steps outlined below.

Academic Accommodations

Academic accommodations are meant to remove barriers faced by students with disabilities in relation to their degree expectations (courses, comprehensives, proposal and dissertation writing). Accommodations must be flexible to adapt to student needs and capacities while maintaining the academic integrity of the program and course curriculum.

To arrange academic accommodations, the first step is to register with Student Accessibility Services (<https://students.yorku.ca/accessibility/>) including the submission of documentation from a health care professional confirming the nature of the disability and related functional limitations. Each student will be assigned to an Accessibility Counsellor. With the informed consent of the student, the Accessibility

Counsellor will work with the student, Course Director, GPD and Faculty Supervisor as necessary to facilitate the implementation of academic accommodations to allow an equitable opportunity for student success in their academic program.

Workplace Accommodations For Graduate Students

As part of their funding package, many students have employment in CUPE 3903 bargaining units. Ordinarily, this will come in the form of a TA or GA assignment arranged in conjunction with their program and the hiring units in which they work. Students with disabilities may need modifications to TA or GA assignments.

To begin exploring a work accommodation, you should be in contact with two offices at York:

- CUPE 3903 (CUPE3903.equity.officer@gmail.com); You have a right to have a union representative present for all conversations surrounding a work accommodation.
- EWB (ewb@yorku.ca); Employee Well-being in Human Resources will arrange an intake appointment and co-ordinate a Work Accommodation Plan which will involve your Graduate Program.

Faculty Relations and the Hiring Unit in which you would work (Resource Faculty in which your Graduate Program sits). Employee Wellbeing will require the employee to provide documentation from a health care professional confirming the nature of the disability and related functional limitations.

Timing. For both types of accommodations, the more lead time the better. Incoming students are advised to contact the relevant offices well before they will begin their studies, and to be in regular contact. Troubleshooting. Should you encounter obstacles at any point in the procedures above, the Associate Dean, Student Affairs in the Faculty of Graduate Studies (fgsadst@yorku.ca) can help co-ordinate and follow up. Another source of support, at any point in your studies, is the Graduate Wellness Manager (gradwell@yorku.ca) with whom you can set up a consultation appointment: <https://www.yorku.ca/gradstudies/students/current-students/grad-wellness-services/wellness-consultations/>

Finances and understanding your funding packages

Paying your Tuition

Log into <https://sfs.yorku.ca/fees/your-student-account> and pay online. Statements are available the 18th of each month; payments take 3 -5 business days to process. Note: You pay your tuition per term NOT per course. It is not automatically deducted. Tuition fees appear to a student's account shortly after registering in the term or enrolling in courses, but the fees don't become active (or payable) until the beginning of each academic term (Fall=September 30th, Winter=January 30th, Summer=May 30th).

Each term, right before the payment deadline of the 10th of the month, fellowships are administered to student accounts. For example, if you receive a \$10,000 York Domestic Master's Fellowship, you would receive \$3,333 per term posted to your student account. Your tuition will then be deducted from the fellowship amount and the remaining amount will be available to you.

There are two categories of fees that, while paid automatically if you have a credit balance in your student account, are not covered by the York Fellowship and/or applicable scholarships and awards. In other words, the Fellowship is not indexed to account for the following fees:

Referenda fees (approximately \$111 per term); and
Registration fees (approximately \$15 per term)

Understanding Different Employment Roles

Teaching Assistantship (TA): part of CUPE3903, defined as "Unit 1"; work entails teaching/tutoring tasks with maximum 135 hours work/term (or 10 hours/week); income is taxable; additional Employee paid health And vacation benefits through CUPE Collective Agreement.

Graduate Assistantship (GA): part of CUPE3903, defined as "Unit 3"; work entails Admin, Clerical, Research tasks with maximum 135 hours work/term (or 10 hours/week); income is taxable; additional Employee paid health And vacation benefits through CUPE Collective Agreement.

Research Assistantship (RA): not part of CUPE3903; salary and hours negotiated with faculty member, usually from their research grants; non-taxable income; no health and

vacation benefits (although these are covered under YUGSA Health Plan); no set hourly wages or time limits.

Understanding Your Funding Package

York Graduate Fellowship

The Fellowship covers tuition and is indexed to cover increases in tuition fees and the difference between domestic and international fees. If you receive a Tri-council scholarship, part of the scholarship will count towards the York Fellowship

If you receive Ontario Graduate Scholarship, \$5000 of the overall scholarship will be applied towards York Fellowship

If internal awards are fully supported by donor, they do not impact the Fellowship

What is covered by the Fellowship? Wait to pay tuition until York Fellowship/scholarships are applied to student account; but it does not cover Referenda and Registration Fees (\$15).

If you receive a York Fellowship: Provided with a \$1000 York U Health Care Graduate Bursary for extended health coverage

<https://gradstudies.yorku.ca/graduate-funding-model/>

Disbursement of York Funding

Fellowship for MA: Two installments (Fall/Winter), repeats itself.

Fellowship for PhD: Equal installments each term at the beginning of each term.

Fellowship Op-Out: Will receive all annual allotment in the summer if you opt out by term.

Graduate Financial Assistance: Received in equal installments before Nov 1st for Fall, Mar 1st for Winter, and July 1st for Summer.

CUPE Wage: end of each month.

RA Assignments: end of each month.

Health Care Bursary: In a single installment each academic year, 3rd week of Fall or Winter term.

Internal/External Scholarships: Received in equal installments each term (3rd week each term).

CUPE 3903 Lump Sum Opt In: Allows CUPE members to opt in to receive Fellowship payment during Summer only (instead of four equal installments). Students will be responsible for meeting tuition deadlines dates for Fall and Winter terms.

<https://www.yorku.ca/gradstudies/students/current-students/graduate-funding/funding-at-york/cupe-3903-lump-sum-fellowship-opt-in/>

Direct Deposit

Graduate students are encouraged to sign up for Direct Deposit. This service allows York University to deposit refunds and student account payments directly into your Canadian bank account, thereby saving paper, distribution time and a trip to the bank.

Online Application

Please note that the process for setting up direct deposit for your student account payments is separate from your payroll deposits and expense reimbursements.

Questions or concerns regarding this procedure should be directed to Registrarial Services at 416-872-YORK (9675).

<https://www.yorku.ca/gradstudies/students/current-students/other-financial-information/direct-deposit/>

Student Financial Profile

<https://sfs.yorku.ca/aid/sfp>

The Student Financial Profile is a multi-purpose online application form that is used to apply for university supports including scholarships, awards, bursaries and on-campus employment programs such as Work/Study, the Leadership, Engagement and Ambassadorship Program (LEAP) and Research at York (RAY). You should complete the SFP at the start of each academic session (once for fall/winter and once for summer) to be considered for a variety of programs.

Note: Graduate Students must complete and submit the Student Financial Profile (SFP) during the appropriate application cycle for the bursaries and/or award(s) they wish to be considered for. Submissions made after the applicable deadlines will not be considered. Application cycle dates and information on Faculty of Graduate Studies-administered awards can be found on the Funding and Awards page.

Tax Forms

Log into TaxForm Module

<https://passport.york.yorku.ca/ppylogin/ppylogin>

<https://sfs.yorku.ca/fees/taxforms>

Scholarships

There are many opportunities for additional fundings in the form of scholarships, bursaries and awards for both Canadian and International students. See the FGS website for a full list of opportunities.

Tri-Council, Provincial, and other External Scholarships

<https://www.yorku.ca/gradstudies/students/current-students/awards-and-scholarships/tri-council-scholarships/>

Provincial Scholarships: The Province of Ontario generously supports the research, leadership, and academic achievement of students from Canada and abroad pursuing graduate education in Ontario. It does so through a number of competitive and prestigious scholarship programs that are administered by Ontario universities and by the Council of Ontario Universities (COU).

- Ontario Graduate Scholarships (OGS) and QEII Graduate Scholarships in Science and Technology (QEII GSST)
- Ontario Trillium Scholarships
- Autism Scholars Awards
- John Charles Polanyi Prizes
- Ontario Women's Health Scholars Awards

Tri-Council and Other Canadian Scholarships

The Government of Canada's research agencies and funded partners—the Social Sciences and Humanities Research Council (SSHRC), the Natural Sciences and Engineering Research Council (NSERC), the Canadian Institutes of Health Research (CIHR), and Mitacs—promote innovation in research and reward academic excellence by offering a number of valuable and prestigious scholarships and awards. National foundations also offer major scholarship and fellowship programs which aim to support and enhance the research, innovation, and leadership of top emerging scholars from around the world who have chosen to pursue their graduate studies in Canada.

- SSHRC Fellowships and CGS Doctoral Awards (DF/CGSD)
- CIHR Doctoral Foreign Scholarships and Awards (DFSA/CGSD)
- NSERC Postgraduate Scholarships and CGS Doctoral Awards (PGSD/CGSD)

International Students

Support Services, FAQs and more:

<https://yorkinternational.yorku.ca/international-students/>

International Student Advising:

<https://yorkinternational.yorku.ca/international-student-advising/>

York International: 200 York Lanes

<https://yorkinternational.yorku.ca/>

There are student clubs on campus for international students too.

Academic Honesty

Academic Honesty and Why it is Important

York University's [Senate Policy on Academic Honesty](#) is an expression of the academic conduct appropriate to and expected of students studying and researching in Academe. These expectations, particularly with respect to plagiarism, are grounded in a principle and practice that forms the basis of the academic enterprise—namely, that the work one submits for evaluation is the product of one's own original ideas, and that any material that belongs to someone else, because he or she first produced and/or presented it, must be properly referenced, and cited. If there is no way for a reader to tell which words and ideas are those of the author and which are those of others, then the work demonstrates plagiarism. It loses its integrity as a document of original scholarship and is academically dishonest.

Faculty of Graduate Studies Academic Integrity Module

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.

York University Libraries Graduate Student Support

There are a number of citation styles that describe in detail how to reference and cite the work of others properly in one's own work. Graduate students are responsible to ensure that they are aware of and properly follow an appropriate citation style. Uncertainty about which citation style should be followed can be cleared up by consulting with one's course director or program director.

York University Learning Commons' SPARK Module

The SPARK Academic Integrity Module is designed to test and inform students about academic integrity expectations and what to keep in mind in order to avoid academic dishonesty. At York University, a foundational expectation is that students are aware of and respect the principle of proper representation in one's work, including how to avoid plagiarizing the work of others. Relative to the existence of misrepresentation in work that has been submitted for evaluation (which includes drafts) as one's own, intention does not matter.

Simply put: If work containing misrepresentation is submitted for evaluation, then one is responsible for the misrepresentation, regardless of intent. Whom to Talk to About Options and Support

Academic honesty, particularly plagiarism, concerns the existence of misrepresentation in work submitted as one's own. It does not address intention or cause. Although intention does not matter in relation to the existence of misrepresentation in work that has been submitted as one's own, it does relate to the honesty and integrity of one's character. The intentions behind one's conduct are implicated, for honesty is an activity, a choice. Graduate students are often faced with pressures—from competing timelines to personal issues to feeling or being unprepared to perform at the expected level—which may lead one to choose to act in a way that is academically dishonest. It is important to know that there are a number of choices one can make rather than a dishonest one, and that there are people who you can speak with about making these choices.

- The York University Graduate Students' Association can provide support, including information and confidential advice about coursework extension and leave options available to graduate students.
- Even if the deadline for submission of an assignment or piece of work is at hand, talk to the professor about an extension. Explain your situation honestly and fully. There is no shame in asking for assistance.
- Graduate Program Directors are there to provide students with advice, guidance and support, and can be of particular assistance if conversations with individual course directors or supervisors have not been fruitful. If an extension of an assignment or piece of work will not provide the necessary relief, one option is to speak with the program director about a leave of absence.
- The Writing Centre offers group workshops that focus on major elements of effective academic writing. More information about the workshops can be found [here](#).
- York University Libraries offers a range of resources related and relevant to academic honesty.

Social Media Where to find us

TWITTER

https://twitter.com/sts_yorku?lang=en

FACEBOOK

<https://www.facebook.com/groups/157496932738/>

STS PROGRAM LISTSERVS

1) GRAD_STS_STUDENT

(information for currently enrolled students)

2) GRAD_NEWS_STS
(information for students, staff,
alumni, and faculty)

WEBSITE

<https://www.yorku.ca/gradstudies/sts/>

Our Faculty

Information on our Faculty can be found on our website
<https://www.yorku.ca/gradstudies/sts/about-us/our-faculty/>

More Questions?

<https://www.yorku.ca/gradstudies/sts/>