

Internal Promotion: Advancing Master's Candidates to PhD within a Program

Program: Please attach this form to the Graduate Admission Summary Profile (GASP) form and submit to the Manager, Student Affairs in the Faculty of Graduate Studies.

Student information		
Surname, First Name	Student Number	Status
Advancing to PhD program in	Start Session: FA _____ WI _____ SU _____	

Type of Promotion

Complete *one* of the following sections.

Option 1 <input type="checkbox"/>
I hereby certify that the above-named student will be convocating with his/her Master's degree at the <input type="checkbox"/> June <input type="checkbox"/> October _____ ceremony. Consequently, I am permitting him/her to advance to the PhD level. Note: June Convocation = Summer or Fall term start session; October convocation = Fall or Winter term start session.

Option 2 <input type="checkbox"/>
The above-named student has been permitted to proceed to the PhD level without first obtaining his/her Master's degree on the condition that he/she complete the Master's degree requirements by _____ (please indicate term & year, maximum 2 terms e.g. WI 16). Student would also be registered as part-time in Master's degree until completion. Should the student not meet this condition in the time specified, the offer for the PhD program will be rescinded prior to the start of the next term.

Option 3 <input type="checkbox"/>
The above-named student has been permitted to advance unconditionally to the PhD level without first being awarded his/her Master's degree.

Graduate Program Director	
Name	Signature

Faculty of Graduate Studies (For office use only)		
<input type="checkbox"/> May proceed	<input type="checkbox"/> May not proceed	Comments
Date (mm/dd/yyyy)	Initials _____	

Admissions (For office use only)		
<input type="checkbox"/> student admitted		
Cohort _____	Date _____	Initials _____
<input type="checkbox"/> sent to Document Processing Manager	Date _____	

Program Quota

Registrars Office (For office use only--only applies to option 2 & 3)	
<input type="checkbox"/> Record updated	
Date _____	Initials _____

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