

# DLSPH PhD Epidemiology Program: Student Timeline

	Divisional guideline
	Committee meeting
	Personal goal
	Details of action completed

Year	Phase	Responsibility	Action	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Jul	Aug	
1st	Application for external funding (salary support)	Student Supervisor(s)	Look for funding opportunities from late May or early June													
	E.g. Applied for CIHR Doctoral Award October 2010															
	Identification of supervisor	Student Supervisor(s) Program Leader														
	E.g. Supervisor(s) approved: *Name(s)															
	General literature review and potential research questions for dissertation	Student	Explore relevant literature; Attend internal/external workshops, seminars, forums, symposia, etc. in area of interest; Meet individually with supervisor(s), committee members (if identified), other mentors													
	Identification of advisory committee	Student Supervisor(s)	Discuss possible candidates with supervisor; Browse faculty list; Set up initial individual meetings													
	Approval of advisory committee	Program Leader Division Head	Schedule first committee meeting to discuss potential research questions, research plan, and elective course ideas for 2nd year													
	Completion of required courses	Student														
	Initial draft of dissertation proposal	Student	Refine questions and work on initial draft of dissertation proposal Set timeline for funding applications (research operation support) in yr 2 if applicable													
	Comprehensive examination	Student	Set exam date by end of Feb; Plan group study by end of winter term; Complete TCPS online module by exam date; Write exam by end of Aug													
	Student Supervisor(s)	Revise proposal for presentation and defense; Choose 1-2 elective courses for fall of 2nd year														
Proposal presentation and defense	Student	Schedule second committee meeting for final proposal approval and prepare for presentation defense														

Year	Phase	Responsibility	Action	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Jul	Aug
2nd	Proposal presentation and defense (Cont'd)	Student	Schedule second committee meeting for final proposal approval and prepare for presentation defense	█	█	█									
	Comprehensive systematic review	Student	Discuss SR topic with supervisor by end of winter term; Set class due date for SR and submit by end of March of 2nd yr	█	█	█	█	█	█	█	█	█	█		
	Approval of dissertation proposal	Program Leader	Make necessary adjustments to proposal after defense and submit to dept for approval; Prepare for ethics approval		█	█	█								
	Ethics approval for dissertation research	Student Supervisor(s)	U of T ethics and other (if applicable)				█								
		Student Supervisor(s)	Apply for funding (research operation support) by end of winter					█	█	█	█	█	█		
	Completion of elective courses	Student		█	█	█	█	█	█	█	█	█	█		
		Student	Schedule third committee meeting to discuss progress and research plan for 3rd year							█					
	Dissertation research	Student Supervisor(s)	Set up research project as coincides with funding cycle										█	█	█
3rd	Dissertation research	Student Supervisor(s)	First draft of literature review and framework of thesis chapters	█	█	█	█	█							
		Student	Schedule fourth committee meeting to discuss progress, research plans for 3rd year	█											
		Student	Finalize literature review and start data collection					█	█	█	█	█	█	█	█
		Student	Schedule fifth committee meeting to discuss progress, research plans for remainder of 3rd year, and target defense date									█			
		Student	Write up methods, results, and discussion chapters of thesis										█	█	█

Year	Phase	Responsibility	Action	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun	Jul	Aug
4th	Dissertation research	Student Supervisor(s)	Finish data collection (if applicable) and complete data analyses	█	█	█	█	█	█	█					
		Student	Write up methods, results, and discussion chapters of thesis	█	█	█	█	█	█						
		Student	Schedule final committee meeting to review research results and discuss Divisional defense preparations												
		Student and Supervisor(s)	Schedule and prepare for divisional defense (including selection of defense panel)												
		Divisional defense	Make necessary adjustments to dissertation and submit to dept for approval												
		Approval to proceed to SGS oral defense	Program Leader Division Head	Schedule and prepare for SGS oral defense (including selection of defense panel)											
		SGS oral defense	Student												