REGISTRATION INFORMATION

Registration Information for Graduate Students

All graduate students* are required to register every academic term up until graduation. This includes Fall, Winter and Summer terms.

*The re-registration requirement does not apply to occasional students, visiting students, Pre-Master's students or students on an Exceptional or Parental Leave of Absence (refer to "Leaves of Absence (https://catalog.umanitoba.ca/graduate-studies/academic-guide/leaves-absence/)").

Initial Registration

All graduate students must initially register in the term indicated in their letter of acceptance to the Faculty of Graduate Studies. Any student not registered by the registration deadline for the term specified in their letter of offer will be required to apply for re-admission (re-admission is not guaranteed). In exceptional circumstances and with prior approval from the department/unit, students may defer registration for up to one (1) year following acceptance into the Faculty of Graduate Studies.

A student's program of study must be approved by the Head of the major department/unit or designate. Approval to take courses from departments/units outside the major department/unit must be obtained from the outside department/unit.

Re-Registration

In addition to course registration, students must register in the Master's re-registration course (GRAD 7020) or Doctoral re-registration course (GRAD 8020) every term. Registration in the re-registration course ensures students retain their status as a graduate student and are assessed the appropriate fees.

For more information about registration, see the Registration Procedures (https://catalog.umanitoba.ca/graduate-studies/academic-guide/application-admission-registration-policies/) section of the FGS Academic Guide.

Returning Students & Progress Reports

Student progress must be reported **at least** annually to the Faculty of Graduate Studies on the "Progress Report (https://umanitoba.ca/graduate-studies/forms/)" form. Failure to submit a Progress Report will result in a hold placed on the student's record which will prevent future registration.

How to Register

The Registrar's Office provides comprehensive information about registration concerning important registration dates, tips, step-by-step how-to's, and registration errors. See https://umanitoba.ca/registrar/registration (https://umanitoba.ca/registrar/registration/).

Failure to Register

Failure to re-register while in good academic standing will result in the student being discontinued from their graduate program and the notation 'Discontinued Graduate Program' placed on their academic record. Failure to re-register while not in good academic standing* will result in the student being withdrawn and the notation 'Required to Withdraw' placed on their academic record. A student who has been discontinued and

would like to be considered for continuation in a program must apply for re-admission via the online admission process.

*Good academic standing includes, but is not limited to, the regulations contained in sections Academic Performance and Performance Related to Coursework (https://catalog.umanitoba.ca/graduate-studies/academic-guide/academic-performance-general/) without exceeding the time permitted to complete a program.

Registration Reminders

Have you:

- Submitted your Progress Report form?
- Submitted your Advisor Student Guidelines?
- Met with your advisor or department/unit for program approvals?
- Accessed Aurora Student to check for any timetable updates?
- Accessed Aurora Student to register for your courses?
- Accessed Aurora Student for a fee assessment?
- Paid your fees?
- Cleared any holds on your record?

Fee Payment

Registration is not complete until fee payment or fee payment arrangements are made. Students are urged to refer to the Registrar's Office for information on Tuition and Fees, payment deadlines, how to view your fees, etc. See https://umanitoba.ca/registrar/tuition-fees (https://umanitoba.ca/registrar/tuition-fees/)

Mandatory Academic Integrity Course (GRAD 7500 or GRAD 7501)

All students, including those in a Pre-Master's program, are required to register for and complete GRAD 7500 Academic Integrity Tutorial (0 credit hours) within their first term of registration. Université de Saint-Boniface graduate students may choose to complete GRAD 7500 or the French-language equivalent, GRAD 7501. For more information about GRAD 7500, see GRAD 7500 - Academic Integrity (https://umanitoba.ca/graduate-studies/student-experience/core-academic-requirements/#grad-7500-academic-integrity).

Université de Saint-Boniface students should consult their home department for information about accessing GRAD 7501.

Mandatory Research Integrity Online Course (GRAD 7300)

All students, including those in a Pre-Master's program, are required to register for and complete GRAD 7300 within the first year of their program or prior to applying to any ethics boards which are appropriate to their proposed research, whichever comes first. For more information about GRAD 7300, see GRAD 7300 - Research Integrity (https://umanitoba.ca/graduate-studies/student-experience/core-academic-requirements/#grad-7300-research-integrity).

Course Classifications

Students who register themselves must have prior approval of the Department/Unit Head or designate. Students registering themselves should add only those courses that are a Major (Standard "S") course in their program. Courses with Auxiliary "X", Audit "A", or Occasional "O" status must be added by the department/unit.

Course classifications Auxiliary "X", Audit "A", or Occasional "O" are explained in the FGS Academic Guide (https://catalog.umanitoba.ca/

graduate-studies/academic-guide/application-admission-registration-policies/).

Voluntary Withdrawal from Courses

Graduate students must obtain permission from their department/unit to voluntarily withdraw from courses. Students are not permitted to VW from courses without permission from their department/unit head on recommendation from their advisor/advisory committee.

Faculty of Graduate Studies "GRAD" Courses

Students who intend to graduate in the coming year (February, May or October) must register for their final GRAD capstone course (e.g., thesis, practicum, comprehensive examination, design thesis, etc.) in their final term before graduation.

Course	Title	Hours
GRAD 6000	Summer Research	0
Only for those students commencing their programs in May or July when courses may not be available.		
GRAD 6100	Visiting Canadian Student Research Course	0
To formalize the status of visiting Canadian Graduate Student Researchers. Students must meet the terms of the Canadian Graduate Student Research Mobility Agreement (CGSRMA), and submit the Visiting Graduate Student Research Authorization form to be eligible to register.		
GRAD 7000	Master's Thesis	0
Fall term (Graduation in February or working on thesis during fall term only)		
Fall & Winter terms (Graduation in May or working on thesis during fall & winter terms)		
Winter term (Graduation in May or working on thesis during winter term only)		
Summer term (Graduation in October or working on thesis during summer term only)		
GRAD 7010	Comprehensive Examination	0
Fall term (Graduation in February or preparing for comprehensive exam during fall term only)		
Fall & Winter terms (Graduation in May or preparing for comprehensive exam during fall & winter terms)		
Winter term (Graduation in May or preparing for comprehensive exam in winter term only)		
Summer term (Graduation in October or preparing for comprehensive exam during summer term only)		
GRAD 7020	Master's Re-registration [1]	0
GRAD 7030	Master's Practicum	0
Fall term (Graduation in February or working on practicum during fall term only)		
Fall & Winter terms (Graduation in May or working on practicum during fall & winter terms)		
Winter term (Graduation in May or working on practicum during winter term only)		
Summer term (Graduation in October or working on practicum during summer term only)		
GRAD 7050	M.Eng. Project and Report	6
GRAD 7060	Diploma Re-registration [1]	0
GRAD 7090	Design Thesis	0

Fall term (Graduation in February or working on thesis during fall term only)		
Fall & Winter terms (Graduation in May or working on thesis during fall & winter terms)		
Winter term (Graduation in May or working on thesis during winter term only)		
Summer term (Graduation in October or working on thesis during summer term only)		
GRAD 7200	MFA Thesis/Studio Exhibition	0
Fall term (graduation in February or working on MFA thesis/studio exhibition during fall term only)		
Fall & Winter terms (graduation in May or working on MFA thesis/studio exhibition during fall & winter terms)		
Winter term (graduation in May or working on MFA thesis/studio exhibition during winter term only)		
Summer term (graduation in October or working on MFA thesis/studio exhibition during summer term only)		
GRAD 7500	Academic Integrity Tutorial	0
All students are required to successfully complete GRAD 7500 Academic Integrity Tutorial (0 credit hours) within the first term of initial registration. Failure to complete this course will result in suspension of registration privileges.		
GRAD 7501	Tutoriel d'intégrité académique	0
All Université de Saint-Boniface students are required to successfully complete GRAD 7501 Tutoriel d'intégrité académique within the first term of initial registration. Failure to complete this course will result in suspension of registration privileges.		
GRAD 8000	Doctoral Thesis	0
Fall term (Graduation in February or working on thesis during fall term only)		
Fall & Winter terms (Graduation in May or working on thesis during fall & winter terms)		
Winter term (Graduation in May or working on thesis during winter term only)		
Summer term (Graduation in October or working on thesis during summer term only)		
GRAD 8010	Doctoral Candidacy Examination	0
GRAD 8020	Doctoral Re-registration [1]	0
Language Reading Tests		
FREN 6000	French Reading Knowledge	
FREN 6010	Spanish Reading Test	
FREN 6030	Italian Reading Test	
GRMN 6000	Reading Language Test	
RUSN 6000	Language Reading Test	
LATN 6000	Latin Reading Test	

[1] In addition to course registration, students must register in the Master's re-registration course (GRAD 7020) or Doctoral re-registration course (GRAD 8020) every term. Registration in the re-registration course ensures students retain their status as a graduate student and are assessed the appropriate fees.