

PhD Comprehensive Requirement

SGS regulations state the comprehensive examination will be completed between the 12th and 20th month after the student began doctoral-level work.

I strongly recommend that you discuss your comp plans with your supervisor and supervisory committee members within 12 months of starting your PhD. That will give you time to arrive on a topic and begin formulating a big question to address. Your comps will take 6-8 weeks to complete. Please be sure to give yourself lots of time to read and understand the [comprehensives guidelines](#).

You should have the committee and topic selected and approved within 16 months. This will give you a bit of flexibility for scheduling your time to write the comp and to interact with your committee members as well as time to schedule the oral defense date.

One more thing -- please pay attention to the make-up of your comprehensive committee. It will have:

- your supervisor
- one member from your supervisory committee
- two additional professors from the MiNDS program

When you are ready to begin, fill in all of your comp details (members, topic etc) at this link <http://www.surveymonkey.com/s/TTWNG7M> and let Sandra know that you have filled it in. **Your committee and topic will need to be approved before you begin, so this is important.**

Share all of this information with your supervisor. This simple set of steps can alleviate a lot of stress and confusion.

MINDS COMPREHENSIVES GUIDELINES

(updated July 20, 2016)

These come from the Banting postdoctoral scholarship with one slight revision that the page limit for the proposal is *10* pages (not the 4 page limit on the CIHR Banting site).

RESEARCH PROPOSAL

(Maximum of 10 pages including graphs and images; must follow the specifications found in the instructions provided in [Presentation standards for documents](#))

Please provide a detailed description of the proposed research including the following elements:

- the objectives of the proposed research program
- the research question(s) and/or hypothesis(es)
- the theoretical approach or framework that will be used
- the proposed research should be positioned within the context of the current knowledge in the field, and the novelty of the proposed research should be explained
- the methodology (including timelines) and why it was chosen
- the plans for collaboration should be outlined (as appropriate)
- the contribution that the research will make to the advancement of knowledge
- the plan to disseminate the findings and/or enhance the potential for impact
- the rationale for selecting the proposed host institution and supervisor(s) - the choice should be clearly justified and the benefits expected with respect to applicants fulfilling their research goals and career aspirations should be highlighted; this should include a discussion of other available options for host institutions, as appropriate

ATTACHMENT: Bibliography

(Maximum of 4 pages; must follow the specifications found in the instructions provided in [Presentation standards for documents](#))

Provide a bibliography that includes citations for all works referenced in the research proposal, as well as a literature review if appropriate for your area of research. These citations should be in the format used by the primary discipline of the proposed research. Ensure that all citations are clear and complete to allow reviewers to easily locate the sources.