



Welcome to UBC!!!



MA ENGLISH Literary and Cultural Studies Program Handbook

Resources to Help you Navigate your Program Requirements

Updated September 2025 by Jodi Lord

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Introduction

Welcome from your Associate Dean

Dear MA English Graduate Students:

On behalf of the Faculty of Creative and Critical Studies, it is my distinct pleasure to welcome you to our vibrant research community at UBC's Okanagan campus. In the spirit of this welcome, I want also to acknowledge that our research, teaching and learning takes place on the traditional and unceded territory of the Syilx Okanagan people. You are joining a faculty of world-class artists, creators, and thinkers. Combining Fine Arts and Humanities disciplines, the faculty is defined by its creative/critical identity, offering excellent opportunities within your discipline as well as opportunities for cross-disciplinary educational experiences. I think you will find this one-of-a-kind pairing of creative and critical practices to be a unique and friendly community excited to assist you in realizing the full potential of your research.

At once close-knit and interdisciplinary, the faculty provides an exceptional research atmosphere consistently characterized by individual attention and mentorship. As a member of our graduate student community, you will experience the obvious dedication we have to supporting your research and education.

As proud as we are of the creative and critical pairing that has the potential to expand your research horizon, what really makes this place special is you and the communities you will develop with your fellow graduate students and the faculty here.

May you have an excellent year!

Sincerely,

Jodey Castricano
Associate Dean Research and Graduate Studies



Welcome from your Program Coordinator

Dear MA English Graduate Students:

Welcome to our graduate program in English. I hope and trust that you will have a good experience in your studies with us here at UBC Okanagan.

The English program at UBCO is in the Department of English and Cultural Studies (ECS), which is in the Faculty of Creative and Critical Studies (FCCS). The English MA program is not simply devoted to English literary studies, but also extends to the other programs in ECS, Cultural Studies as well as Communications and Rhetoric. Our faculty members engage in research and teaching in many different areas for the discovery, preservation, and dissemination of knowledge in literature, culture, and communications. Please avail yourselves of their expertise.

In our MA program you will develop and demonstrate analytic, writing, and teaching skills, all of which can be advantageous to your career development. You will get to work on a research project that interests you with faculty members dedicated to your success, and you will get the chance to present some of that research to others. And very importantly too, during your studies you will meet new people and perhaps even make new friends.

It enriches our MA program, our ECS Department, and our FCCS Faculty that you chose to join us here for your Masters degree. Graduate students like you help to make the UBCO campus an exciting place to work. Please do not hesitate to contact me with any questions or concerns, especially if any difficulties arise with your program of studies. I look forward to meeting you soon.

With best wishes for your success,

Michael Treschow
MA ENGL Graduate Coordinator
michael.treschow@ubc.ca



Website and Contacts

There are two main websites MA in English graduate students will want to become familiar with:

- Faculty of Creative and Critical Studies (FCCS): <https://fccs.ok.ubc.ca>
- College of Graduate Studies: <https://gradstudies.ok.ubc.ca/>. In particular, students should familiarize themselves with the [Graduate Policy & Procedure Manual](#)

There are forms databases and awards listings on both websites, as well as other information that will be useful for you throughout your program. Please peruse and get comfortable with these sites.

The [UBC Okanagan Academic Calendar](#) contains official information about the [MA in English program](#) as well as key dates for the [Academic Year](#).

If you have questions at any time through the course of your program, you can always get in touch with:

- Your Graduate Program Assistant, email: (gradstudies.fccs@ubc.ca)
- Your Program Coordinator, Dr. Michael Treschow (Michael.Treschow@ubc.ca)
- Your Supervisor

ENGL Online and on Social Media!

The MA English program webpage can be found here: fccs.ok.ubc.ca/degrees-programs/graduate/english

For more about the UBCO ENGL community, follow our page on Facebook and Instagram:



facebook.com/ubcoenglishprogram



instagram.com/ecs_ubco

Events

UBCO events list events.ok.ubc.ca

FCCS events and workshops fccs.ok.ubc.ca/about/events-workshops

Setting up a UBC Email Address

If you haven't already done so, you can sign up for a UBC email address that you can keep after you graduate from your program. Please see the information below on setting up the email:

- Click [here](#) (for this to work, you must be registered in courses)
- Under "Getting Started," click the link to log in using your CWL

Please let your [Graduate Program Assistant](#) know your preferred email address, the one you applied to UBC with, or your UBC email address once you set that up.

When you send in your email to confirm which email address is best to contact you at, you can also indicate whether you would be OK with having your email address shared with other graduate students in FCCS shared (if yes, please specify which one is OK to share)

MA English Program Description

The Master of Arts in English at UBC Okanagan is located in the Faculty of Creative and Critical Studies. Centered around the Humanities, our faculty members engage in research and critical analysis across many different fields of study, informed by multiple disciplines. Our program includes scholars from diverse program areas: World Languages and Literatures, Cultural Studies, Digital Humanities, English, and Indigenous Literature. Though diverse, these subjects are interrelated, allowing for a systematic interdisciplinarity.

Our Master's degree brings literary and cultural study into interaction with nature, philosophy, identity, ecologies, and technologies, all in historical and contemporary contexts. Its international scope also allows students to better understand cultures beyond an Anglo-American focus.

All M.A. students are required to complete three core courses – ENGL 501, 502 and 503, which address a range of theoretical frameworks and interdisciplinary approaches to literature and cultural studies, the skills necessary to conduct textual research, and aspects of professionalization. Additional training is available in any given year via graduate English courses (ENGL 520 series and 530 series) offered at the discretion of the English program.

fcss.ok.ubc.ca/degrees-programs/graduate/english/#item1

Thesis Option. [Thesis students](#) are required to take 18 credits of coursework and complete a master's thesis (12 credits)

Coursework Option. [Coursework students](#) complete 21 credits of coursework and an Independent Research Paper (IRP) of publishable quality (9 credits).



- ***Coursework students typically complete the degree in 12 months and might take up to 16 months. Students are eligible for Okanagan Graduate Research Scholarships (awarded annually to qualifying students). Also, if you have plans for future studies, note that some PhD programs may require a 2-year Master's degree to qualify for admission.

Grad Student Profiles

BRIANNE CHRISTENSEN is a former graduate student from Langley, BC, who recently completed the English program at UBC Okanagan. She also earned her BA in English with Honours from UBCO. Brianne is interested in the role of fiction as a place of exchange and her research focuses on contemporary British literature. Her undergraduate thesis argues that Ali Smith's fiction utilizes disruptive forms and techniques to mimic the lived experience of displacement and inhospitality within the contemporary moment. By inviting readers into the liminal, uncertain, unstable role of the displaced, Smith's fiction produces an extra-textual empathy for the Other. Brianne is drawn to the topic of literary hospitality during a time of heightened nationalism and isolationism in the UK, which serves as a poignant microcosm for global issues relating to immigration, detention, and racism.



Photo by Brianne Christensen

JESSICA BEAUDIN enrolled in the MA in English program for 2021. She completed her undergraduate degree in English Literature at the University of Lethbridge with a focus on Modernist and Contemporary literature. Upon returning from an exchange semester abroad in Magdeburg, Germany, she adopted a Great Pyrenees Golden Retriever cross. Her relationship with her dog made her think more deeply about their connection and how they responded to one another when things got tough. This sparked an interest into discussions around posthumanism, critical animal studies, Holocaust theory, and fictional cloning ethics.

Jessica's thesis examines the discontinuities of ethics and responsibility in regard to euthanasia practices for human and nonhuman animals.

In particular, she asks how posthuman literature understands death of the nonhuman animal with the knowledge that for reasons economic, consumptive, and environmental, human animals are necessarily tied to the decision," she explains.

While posthumanism is distinguished from the transcendent intentions of biomedical transhumanism beyond death as limit, its troubling of ontological boundaries and "will-they, won't-they" departures from humanism leaves discussions of individual death vacant. How euthanasia practices bleed into notions of the mercy kill or 'coup de grâce' as well as non-interference methods of letting die highlight the disproportionate responsibilities human animals self-assign at the point of death as opposed to in life.

"I [am interested in] responsibility, and [thinking] about different 'kinds' of animals and the responsibilities we take on with regard to them. I have a lot of catching up to do in the critical animal studies area, as well as digging in deeper with the posthuman conversation," she says.



Master of Arts in English student, Jessica Beaudin. Photo credit: Angeline Simon Photography

Current Year Graduate English Course Instructors

Students are required to take 30 credits of courses, including their thesis or independent research paper each year. ENGL 501 and ENGL 503 are required for all students, and then students choose from a slate of courses in the ENGL 500 series that change topic and instructor each year.

TERM 1:

ENGLISH 501: METHODOLOGIES: CRITICAL THEORY. Dr. Melissa Jacques.

ENGLISH 503: PRACTICES IN THE PROFESSION OF LITERARY STUDIES AND RELATED DISCIPLINES. Dr. Jordan Stouck.

ENGLISH 524: THE GAWAIN POET. Dr. Michael Treschow.

ENGLISH 599: MASTER'S THESIS

TERM 2:

ENGLISH 502: INTERDISCIPLINARY APPROACHES TO LITERATURE AND CULTURE. Dr. Maria Alexopolous.

ENGLISH 521: POSTHUMANISM & CRITICAL ANIMAL STUDIES. Dr. Jodey Castricano.

ENGLISH 521G: Old English. Dr. Michael Treschow.

ENGLISH 523: CANADIAN ENVIRONMENTAL WRITING. Dr. Greg Garrard.

ENGLISH 525: BLACK INTELLECTUAL TRADITION. Dr. Bryce Traister.

View the current year courses here: fccc.ok.ubc.ca/degrees-programs/graduate/English

Graduate Program Support

You will receive plenty of emails with information about various events, required paperwork, and other things relevant to your schooling. If you have questions about anything program-related and are not sure who to talk to, please contact your program assistant, Jodi Lord.

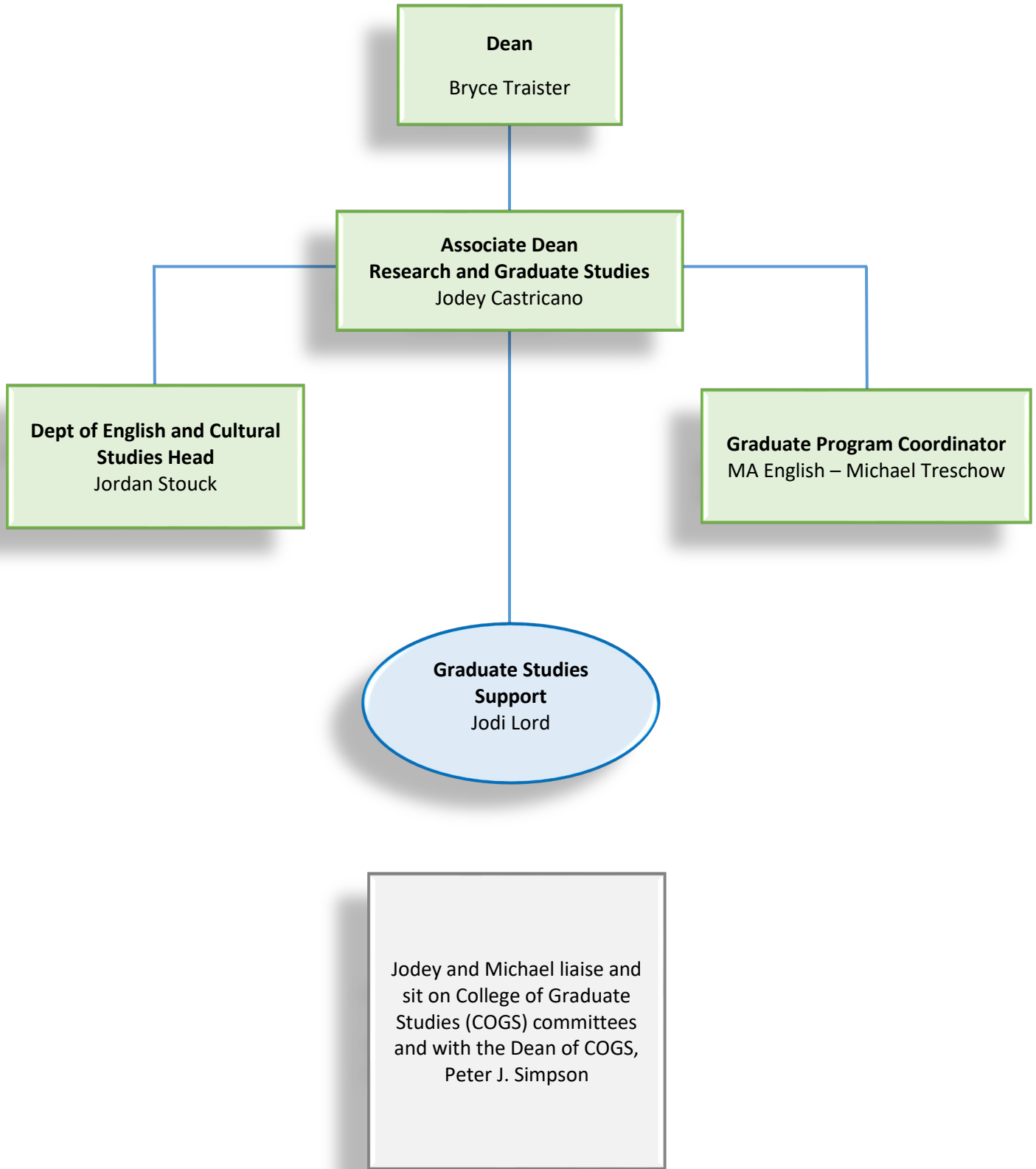
Email: gradstudies.fccc@ubc.ca

English and Cultural Studies Faculty List

This is a list of permanent faculty in the English and Cultural studies department. For more information on faculty research interests, how to build your supervisory committee, and so on, in the English MA program, **please contact the [program coordinator](#)**.

2022 Winter			
Last	First	Teaching Area	Email
TRESCHOW	Michael	Program Coordinator	michael.treschow@ubc.ca
ADEBAYO	Sakiru	ENGL (On leave)	sakiru.adebayo@ubc.ca
ARAUJO	Anderson	ENGL, IGS, SPAN, WRLD	anderson.araujo@ubc.ca
BLUM	Martin	ENGL, GERM, IGS	martin.blum@ubc.ca
CASTRICANO	Jodey	ENGL	jodey.castricano@ubc.ca
CHARNLEY	Kerrie	CORH, CULT, ENGL, IHHS	kerrie.charnley@ubc.ca
CHAUDHURI	Anita	ENGL	anita.chaudhuri@ubc.ca
CONWAY	Alison	ENGL, GWST	alison.conway@ubc.ca
EGGLESTON	Robert	ENGL	robert.eggleson@ubc.ca
GARRARD	Greg	ENGL, IGS	greg.garrard@ubc.ca
GIRVAN	Anita	ENGL, CULT (On leave)	anita.girvan@ubc.ca
GREKUL	Lisa	ENGL, IGS (On leave)	lisa.grekul@ubc.ca
GRINNELL	George	CULT, ENGL, IGS	george.grinnell@ubc.ca
HARGREAVES	Allison	CULT, ENGL, IGS	allison.hargreaves@ubc.ca
GUSTAR	Jennifer	ENGL, GWST	
JACQUES	Melissa	CULT, ENGL, IGS	melissa.jacques@ubc.ca
JEFFERESS	David	CULT, ENGL, IGS	david.jefferess@ubc.ca
KEYES	Daniel	CULT, ENGL, IGS	daniel.keyes@ubc.ca
LAWRENCE	Sean	CCS, ENGL, IGS	sean.lawrence@ubc.ca
LEE	Ruthann	ARTH, CULT, ENGL, IGS (On leave)	ruthann.lee@ubc.ca
LOUGHLIN	Marie	ENGL, IGS	marie.loughlin@ubc.ca
MILTON	Paul	ENGL, IGS	paul.milton@ubc.ca
MURPHY	Emily	DIHU, ENGL, IGS	emily.murphy@ubc.ca
NEIMANIS	Astrida	ENGL, CULT, GWST	astrida.neimanis@ubc.ca
REEVES	Margaret	ENGL, IGS (On leave)	margaret.reeves@ubc.ca
SHEARER	Karis	CCS, CULT, ENGL, FREN, IGS	karis.shearer@ubc.ca
STOUCK	Jordan	ENGL	jordan.stouck@ubc.ca
TRAISTER	Bryce	ENGL	bryce.traister@ubc.ca
YOON	Kyong	CULT, IGS	kyong.yoon@ubc.ca

MA English Program Flow Chart



Supervision

Supervisors should be familiar with the rules and procedures of the College of Graduate Studies and program regulations and requirements. View the Graduate Student-Supervisor Expectations here: gradstudies.ok.ubc.ca/academics/student-supervisor-expectations

Meetings. Both the graduate student and the supervisor have a shared responsibility to meet on a regular basis. It is important for supervisors to be available to provide guidance and feedback to graduate students, especially for those who are new to graduate studies and/or new to Canada. The frequency of meetings may vary by discipline, stage in the program, nature of the project and the independence of the student. These could be weekly, bi-weekly or monthly meetings. It is the student's responsibility to keep in touch with their supervisor to ensure progress remains on track.

The Role of The Supervisor. To be an effective graduate supervisor, a faculty member must first recognize the responsibilities of the role, and ensure that these are met to the best of their abilities with each graduate student. The critical relationship between a research graduate student and their supervisor should always be **academic and professional, with an emphasis on a mutually open, committed, and respectful relationship**. The supervisor should act as both an academic mentor, with an emphasis on guidance, instruction, and encouragement of scholarship and research, and as an evaluator of the student's performance. A fundamental duty of the supervisor is to impart to the student the skills necessary to plan and conduct original research. Specifically, the supervisor should:

- Work with the student to establish a realistic timetable for the completion of the various requirements of the program of study;
- Discuss with the student and establish mutual expectations for the student's vacation time (students are entitled to three weeks of vacation during each twelve-month academic year);
- Develop a relationship with the student conducive to research and intellectual growth;
- Guide and mentor the student concerning the research ethics approval process and concerning the intellectual property issues around their thesis or dissertation research;
- Guide the student in the pursuit of knowledge and provide constructive criticism in support of the highest standards of research and professional development;
- Mentor the student in areas such as, but not limited to, the development of appropriate professional skills, funding applications, networking, assistance with publications, and career development.

Supervisor-Supervisee Agreement. The aim of this [agreement](#) is to define the expectations and responsibilities of the graduate student and the supervisor. Graduate students hold the primary responsibility for the completion of their degree, and the supervisor must be available for mentoring and providing guidance, advice and feedback to the student.

Due Date: This should be completed in the first term of your program. Fill out the form in consultation with your supervisor. You should submit a copy to your [program admin assistant](#).

You can find the agreement form and other forms for degree progress [here](#).

Timeline

Important Dates

You can view a [Flowchart](#), a [Table](#), or a [List](#). There are 'how-to' details as well as information on optional documents (such as directed studies courses and funding applications) included in the table and list that are NOT included on the chart.

See the [Academic Calendar](#) for additional important dates – this is a good page to bookmark for reference.

Important Documents

In addition to the Supervisor/Supervisee Agreement [in the previous section](#), below is a list of the vital documents you'll need to fill out at certain times of year to ensure you're making satisfactory progress in your program. You can find all of these and more on the [website](#).

Submit all forms listed here to the [Graduate Program Assistant](#) by the deadline.

Program Plan. Each graduate student is required to submit a program plan outlining your proposal for courses and confirming your supervisory committee. A significant function of this document is to form your supervisory committee. At minimum your committee should consist of your supervisor and two additional members. Find the form at the link above and fill it out in consultation with your supervisor.

Due Date: Nov 1 of your first term of study
fccs.ok.ubc.ca/resources/forms/program-plan

Annual Progress Report. The [Annual Progress Report](#) is required by the College of Graduate Studies and is reviewed by your supervisory committee and program coordinator. It is used to track general progress of the student and ensure that course work is being completed in a timely fashion.

Due Date: May 1 of each year. An email will be sent to all students prior to the deadline with further instructions.

Research Proposal. Graduate students from all programs are required to complete a [research proposal](#) for their thesis, creative work, or research paper. Use this form to lay out a proposed timeline and production schedule to create your thesis work and complete your thesis defense. Guidelines are clearly explained on the form.

Due Date: March 1 of your first year of study

Registration

UBC Okanagan has transitioned from the Student Service Centre to Workday student. To register for courses for the 2025 Winter session (September 2025 – April 2026), you will need to login to Workday. You should have received instructions for how to do this.

We are here to help if you have any difficulties with the registration process.

**Electives can be selected from any graduate ENGL courses. Which electives are suitable for your program? Consult with your supervisor. Inquiries can also be directed to your [Program Coordinator](#).*

**Wondering how to register? See next page or email your [Graduate Program Assistant](#) for help.*

Graduate and Research Spaces

There are several spaces on campus where you can study, do research, create digital artistic works, and so on. These are some of the spaces you'll be able to access while you're completing your program at UBC Okanagan. See [map](#) to locate the different buildings on campus.

SALTO Card Access to Spaces. Access to some spaces, like ART 380, is by SALTO card. Your SALTO card will be prepared for you and will normally be available in the first two weeks of classes. The card will be automatically loaded with access to the FCCS building and study space in ART 380. Other spaces may be added to your card by request if permission is granted by the person responsible for that space. You can pick up your card from your [Graduate Program Assistant](#).

Equipment and FCCS Space Bookings. Students and faculty can come to borrow equipment (see below under Gearspace Bookings) for their projects or get technical assistance through the Asper Centre for Artists Video. Various types of cameras (video, digital, film), lights, audio equipment including microphones, speakers, sound systems, recording devices, and other technology is available here. This space is located between the Green Room (CCS 227) and the photo Dark Room. While the Centre is generally open from 8:30 – 4:00 pm Monday through Fridays, it is best to make arrangements with Sam Neal in advance in order to borrow gear.

Gearspace Booking System. We have an online application form to book space and equipment.

There are two steps:

1. Fill out the [Gearspace Booking System](#) application
2. Book the equipment or space in the booking system

Students must be registered in a course in FCCS where the use of studio space or equipment is needed for your class project.

NOTE: You must use your CWL to login. Canvas works best on a desktop computer or with the CANVAS app on a mobile device.

FCCS Studios and Facilities

These are the studios and workshop spaces available in the FCCS building. See our website for more information <https://fccs.ok.ubc.ca/about/studios>.

Darkroom. The darkroom (CCS 229) is an ideal space for processing black and white resin-coated or fibre-based prints, as well as working with pinhole photography and alternative processes such as cyanotype. A variety of enlargers allow students to make prints from 35mm, medium format, and large format negatives in a traditional darkroom environment.

Drawing Studios. CCS 221 and 222 are diverse drawing spaces with white exhibition walls and a variety of different drawing furniture and equipment. The studios are often arranged to accommodate live models or still-life objects and structures. Students taking Visual Arts courses have 24-hour access to these studios to work on class projects throughout the year.

Mac Labs. There are two computer labs (CCS 141 and SCI 128) that are used as a teaching space and work space for students. The computers (in both CCS 141 and SCI 128) and flatbed scanners in (CCS 141) are also available for students to use outside of class time to work on projects. The computers have Adobe, Final Cut and Microsoft software.

Metal Shop. The metal shop doubles as a sculpture studio and is well equipped with a combination of traditional and CNC machinery. This includes a plasma cutter, oxy-acetylene equipment, MIG and TIG welders, a CNC mill, laser cutter and 3D printer. This flexible working space provides opportunities to work in a variety of materials and also houses a gallery space for critical evaluations of student work. The shop is open weekdays from 9am to 4:15pm and students are required to work with a buddy when using the power tools and welding equipment. The metal shop offers a dynamic working environment and provides complimentary facilities to the wood shop that is situated across the corridor.

Painting Studios. The painting studios (223 and 224) come fully equipped with easels, tables, rolling carts and chemical storage. These large spaces with white exhibition walls and upright storage racks are often bustling with diverse student painters who are able custom build their painting supports in the CCS Wood Shop. Students taking Visual Arts courses have 24-hour access to these studios to work on class projects throughout the year.

Printmaking Studio. The printmaking studio (CCS 127) is very versatile. We teach a variety of print media – everything from etching to stone lithography, relief printing (linocut, woodcut, letter press and monotype printing) and a unique form of highly detailed screen printing. Traditional printmaking methods are emphasized but we also work with the most up-to-date photographic applications. Because of the specific equipment needs of most printmaking media the 24-hour, seven days a week access makes the printmaking studio a vibrant and active place to work.

Sculpture Studio. This 1300 sq ft studio houses several tables, benches and shelving for an ample amount of workspace and storage. CCS 123 is used by students in their 3-Dimensional Art Practices

class, where 3-D sculptures are created using a variety of materials such as plaster, wood, metal, paper or found objects.

Performance Studio. CCS 144 is the home studio for Theatre courses, and is available 24/7 outside of scheduled class times. It is a large open space with a sprung dance floor and is equipped with a digital projector and sound system. The University Theatre (ADM 026) is a 200-seat theatre complete with state-of-the-art digital lighting and sound equipment. Students registered in Theatre courses have 24/7 access to the theatre outside of scheduled class times for class projects.

Wood Shop. The Wood Shop (CCS 124) is fully equipped with all of your standard woodworking tools and machinery. After completing the mandatory safety training (VISA 090), Creative Studies students have access to all of the equipment – from traditional tools such as hand planes and carving gouges to larger equipment like table saws, mitre saws, band saws and a thickness planer. The shop is open weekdays from 9am to 4:15pm and students are required to work with a buddy when using the power tools. With plenty of work benches and space, our shop is often full of energetic art-makers building anything from canvas stretchers to installation sculptures.

UBC Studios Okanagan. Dedicated to supporting the enhancement of education, research, campus experience, community engagement and world impact, [UBC Studios Okanagan](#) provides professional media production services, training, consultation and technical expertise.

IT Services. [IT Services](#) offers technology solutions, tools, support, and other resources to enhance your productivity and experience at UBC Okanagan.

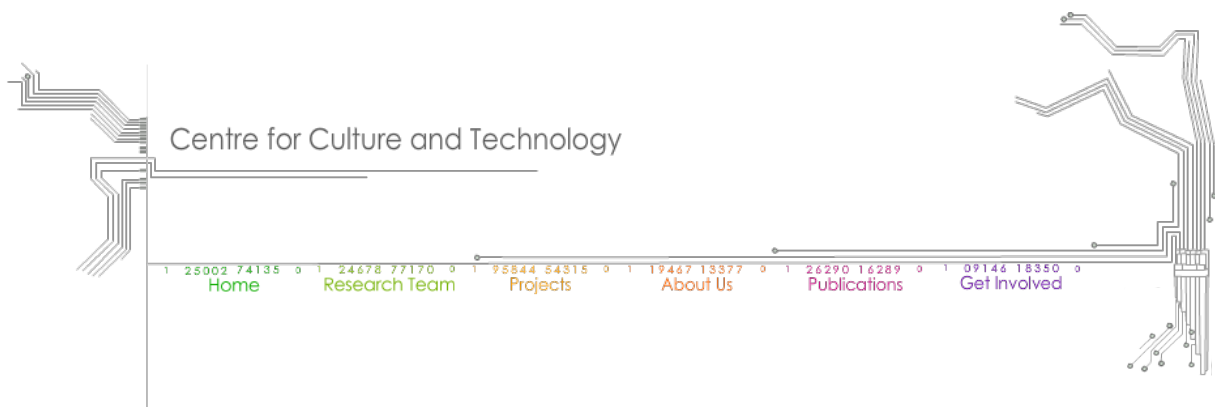
Library. The [library](#) offers research support for students, has 2-day document delivery from UBCV, global interlibrary loan services, an extensive collection of digital books and journals, databases, and more, including [technology loan services](#) (laptops, chargers, etc).

There are limited spaces available for studying in The Commons, with details [here](#). Only graduate students can book Graduate Study Rooms on Floor 3 of The Commons building.

[Librarians](#) are available to work directly with graduate students. Any questions about ordering books or accessing research materials through the library can be directed to these librarians or to the AskAway chat service mentioned above. You can also access great research and writing resources through the [Centre for Scholarly Communication](#).

Research Creation Spaces

Centre for Culture and Technology. Located in the Faculty of Creative and Critical Studies at the University of British Columbia Okanagan, the [CCT](#) is an interdisciplinary institute that engages multiple forms of art, media and information technologies as vehicles for the exploration and expression of community, culture, and identity. A key role of the Centre is to advance research/creation processes and theoretical discourse in the dynamic field of culture and technology in order to address rapid changes in technologies themselves as well as their reflection of, and influence on, our cultures and communities. Through this focus, the Centre fosters innovation in computer-based multimedia technology and its associated art-making practices by building bridges between technology, community and culture.



AMP Lab. The [AMP Lab](#) at UBC Okanagan houses projects that engage in the work of the humanities—adding value to cultural artifacts through interpretation and analysis—in a digital context. Broadly, all AMP Lab projects investigate the relationship of digital and non-digital media to cultural heritage, whether through digitization, remediation, preservation, or circulation. The stakes are high: we pursue questions about what both scholars and the general public can know about digitized cultural history. The primary research project in the AMP Lab is the UBCO branch of the SSHRC-funded SpokenWeb Partnership Grant, on which UBCO is a Partner Institution.



Commons Building. There are study spaces specifically for graduate students in the new Commons building. For more information on graduate student spaces, [click here](#).

The Graduate Commons (COM 310C) includes two grad student meeting rooms (COM 310A and COM 310C). Book through the [Library Study Room booking system](#)



COM 310A and COM 310C are only available to graduate students, who must [request access](#) before they can use the space.

Questions about these or other library spaces:

- Online at: libquestions.ok@ubc.ca

ART 188. A study space available to all students during regular building hours.

ART 380. This is an office space designated for FCCS graduate student use. Except for senior students, who have assigned work stations, desks are available on a first-come, first-served basis. Incoming FCCS students can access this room by SALTO.

ASC 460 – Graduate Collegium. Access to the Collegium is available to graduate students by [request](#).

Photo credit: Haley Allen

Funding

Jump to [Timeline Flowchart](#)

College of Graduate Studies Awards List. The College of Graduate Studies maintains a [Tuition, Awards, and Finance](#) page on their website, with information about a variety of funding opportunities. In particular, you may wish to browse their [Award Opportunities](#) listing for CGS and many other awards.

FCCS Graduate Research Award. The [FCCS Graduate Research Award](#) supports graduate students in FCCS to attend conferences to present original research/ creation, to complete research activities for the student's thesis, or to prepare research/ creative work for publication or exhibition. Students request to access the fund at any point in their studies by contacting the [Program Assistant](#). This fund can only be accessed once during the program and funds must be spent and expensed by 31 March, 2026.

Okanagan Graduate Research Scholarship. This funding does not require an application. Eligible students who have made satisfactory progress in their program will be automatically considered. Eligible students are those who have been in the program for 24 months or less and have submitted a complete satisfactory [Annual Progress Report](#) by the deadline.

Graduate Teaching Assistantship. Graduate Teaching Assistantships (GTA) are paid employment/learning opportunities for graduate students. Incoming students are automatically considered for GTA positions, while continuing students must apply in order to be considered for placement. Under the supervision of the faculty member teaching a course, students selected for GTA positions support the learning of undergraduate students, get paid, and get teaching experience to add to their CVs. Click [here](#) for more information on GTA opportunities and other paid student employment.

Bamfield Marine Science Centre Bursary. In normal years (sans the spectre of COVID) Dr. Greg Garrard offers an environmental literature course **In Pursuit of the Whale** through the [Bamfield Marine Sciences Centre](#). The Centre was established in 1972 as a field lab for those studying marine biology. But for literature students, leaving the hallowed halls of learning for the coastal environs of Bamfield is a unique proposition. Students who enrol in Dr. Garrard's course have access to [funding](#).

Thesis Development

Thesis Requirements

Independent Research Paper. The Independent Research Paper (IRP) is a 9-credit academic paper of publishable length, between 7,500-10,000 words, based on independent research conducted by the student.

Thesis. The thesis is a 12-credit independent research project that advances current knowledge in the student's chosen field and within the larger discipline of literary and cultural studies. The thesis will be between 15,000 and 20,000 words based on independent research conducted by the student. It must be accompanied by a bibliography, use MLA style citation, and be presented properly formatted. Students will defend their thesis in an oral exam.

Thesis Submission Process

It is crucial that everyone on the Supervisory Committee feels the thesis is ready to defend. Pressure to meet [graduation deadlines](#) must not determine the readiness of a thesis. When a student has finished the thesis work and is prepared to go forward to the defense, a series of forms must be completed and submitted to the Program Coordinator and the College of Graduate Studies. In conjunction with the Graduate Program Assistant, the supervisor completes and submits these forms.

The following is the process for submission of the thesis for defense (not applicable for IRP):

1. The Supervisory Committee is consulted and reviews the work. This part of the process may vary depending on the supervisor. Often the committee is involved throughout the process and in consultation will advise the supervisor of their willingness to let the thesis go to defence, although the supervisor is the one who makes the call.
2. Student and supervisor agree the thesis is ready for defense.
3. Once the thesis is ready, the supervisor completes the [Notice of Master's Thesis Oral Examination](#) form and submits BOTH this form and a copy of the thesis to Graduate Program Assistant who files copies and submits to the College of Graduate Studies to initiate the defense. The form is used to set the date and time of defense, and to identify the members of the Examining Committee. In addition to the Supervisory Committee, the Examining Committee includes a Neutral Chair and a University Examiner. It is the supervisor's responsibility to form the Examining Committee and to ensure the University Examiner has 4-6 weeks lead time to review the thesis prior to the exam.

It is recommended that students attend at least two 'Master's Thesis Oral Examinations' to help them prepare for their own.

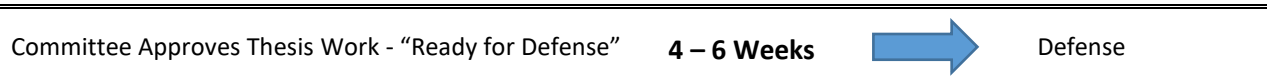
*****Special note for IRP/Coursework students:** your thesis will not be published online via cIRcle *except in exceptional cases* to the Graduate Research/Non-Thesis Collection. Any student wishing to seek this option must obtain permission of their supervisor and program coordinator. For more info, visit <https://circle.ubc.ca/submissions/submit-content/graduate-research-non-thesis/>

Thesis Defense Scheduling Timeline

In November of the second year of studies, the student submits the Research Proposal outlining a plan to complete the thesis work. The timeline will vary from student to student. To see when you would need to defend in order to graduate on a certain date, see the [Master's Thesis Scheduling Timelines for Graduation](#). There's more here gradstudies.ok.ubc.ca/academics/program-completion-and-graduation/. See quick link to [Timeline to Defense Graphic - Master's Thesis](#)

Here's an example of how you might plan your timeline, depending on how your work progresses. Everyone works at a different pace. Use the below as a general guide and adjust the dates as needed. To help you plan, pick a defense date and work backwards with your supervisor to figure out your timeline. You'll need to work closely with your supervisor at regular intervals throughout the summer, to ensure your work is progressing as needed for your timeline.

Let's say you plan to finish your thesis work in August of your second year. Your committee can take up to two weeks to review your work and provide you with feedback. Then, *once your committee finally approves the work* as ready for defense, it takes between four and six weeks until defense. It is normally recommended to avoid scheduling defenses in the last half of August or any time in December.



Example: Defend October 30. Plan to present your thesis to your supervisory committee six weeks prior, in early September.

September 20. Your committee has viewed your paper, and they agree that you're ready to defend. Hooray! Now your supervisor needs to form your Examining Committee and talk to [Graduate Program Assistant](#) to get the scheduling paperwork in motion for a late October defense.

August 25 – September 7. Thesis work submitted to your committee. Your paper won't necessarily be 100% finished at this point, and that's OK, but the committee still has to approve it as "ready for defense."

Throughout summer. Meet with your supervisor regularly to review your progress.

May 1 of Year 2. You're preparing your second Annual Progress Report and revisiting the timeline you had planned out the previous November in your Research Proposal. You may need to revise your timeline depending on how your work has progressed. You'll want to meet with your committee soon.

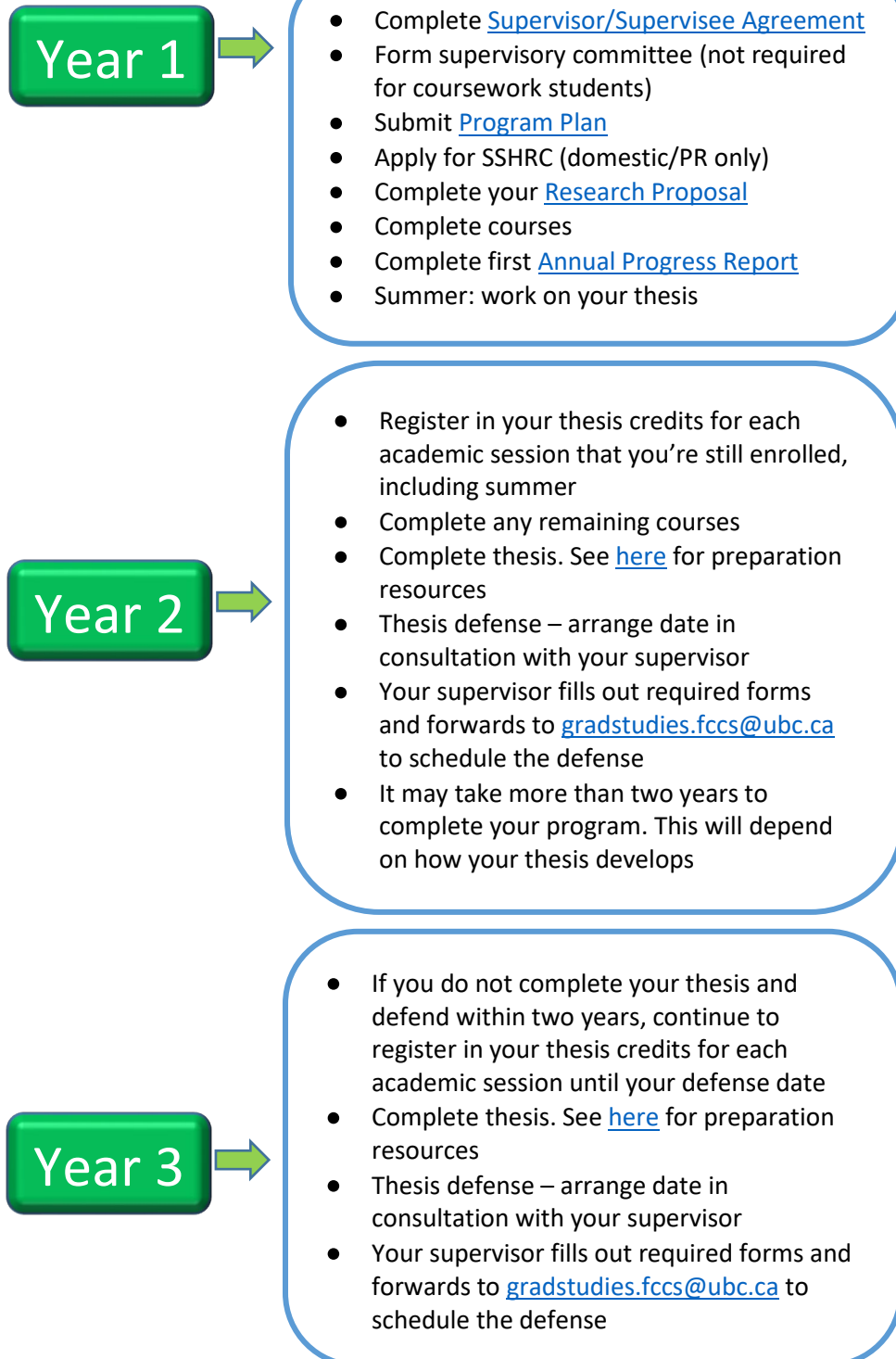
Post-Defense Submission

Once a student has passed the Master's Thesis Oral Examination and their paper has undergone any revisions and has been approved by the supervisor and the College of Graduate Studies, students should upload their written thesis to cIRcle. Please see this [link](#).

Appendix A

Timeline Flowchart

Jump to [Timeline – Dates and Documents](#) section



DEADLINES

Supervisor/Supervisee Agreement

Deadline: Term 1 Year 1

Program Plan

Deadline: Nov 01 Year 1

Research Proposal

Deadline: Mar 01 Year 1

Annual Progress Report

Deadline: May 01 annually

See [Timeline Table](#) for detailed steps for required and optional documents

AWARDS

Check the College of Graduate Studies [website](#) for funding opportunities, including current year deadline and application instructions for SSHRC

Review the guidelines and apply for the [FCCS Graduate Research Award](#). Applications are accepted throughout the year

PAID EMPLOYMENT

Apply for [Graduate Teaching Assistantships](#) (GTA)

Deadline: April 30 annually

See [Funding](#) section for more

Timeline Table

Jump to [Timeline – Dates and Documents](#) section

Deadline	Task	Steps
Year One		• Complete Supervisor-Supervisee Agreement • Form supervisory committee • Submit Program Plan • Apply for SSHRC (domestic/permanent residents only) • Complete courses • Submit Research Proposal • Complete first Annual Progress Report • Register in your thesis credits for summer – work on thesis
16-Sept	Last day to self-register or withdraw with no W from courses for Term 1 for 2024. Check the Academic Calendar for current year dates	1. To register for courses after this date, check the College of Graduate Studies forms database for the Registration/Audit form 2. For FCCS courses, submit to gradstudies.fccs@ubc.ca; for IGS courses, submit to igs.themes@ubc.ca 3. Receive an email from the College of Graduate Studies when course add has been processed
01-Nov	Program Plan Due- REQUIRED	1. For FIRST YEAR students only 2. Find the form on the FCCS website 3. Use this form to confirm your plan for courses and to build your supervisory committee (no committee required for coursework students) 4. In consultation with your supervisor, fill out form and return to gradstudies.fccs@ubc.ca signed by your supervisor 5. Grad Program Assistant gathers remaining approvals 6. Receive a confirmation email that the form is approved
01-Nov	Directed Studies Applications due for Winter Term 2	1. Note, applications are FACULTY responsibility, although graduate students are encouraged to contribute to reading lists and course outlines 2. Graduate Program Assistant emails FCCS faculty prior to the deadline with instructions. To find out more about pursuing a directed studies course, please contact an instructor
01-Dec	SSHRC Masters Applications Due	1. Find information in the College of Graduate Studies awards database 2. Apply directly to SSHRC website

Deadline	Task	Steps
01-Mar	Thesis Proposal Due- REQUIRED (guidelines are indicated on the form)	1. Also known as a Research Proposal or Research Production Plan 2. Download Research Production Plan form from FCCS website 3. Collect signatures from committee, including your own (except theme coordinator, and send to Graduate Program Assistant 4. Jodi will collect the final approval and submit to the College on your behalf)
01-Mar	Directed Studies Applications due for Winter Term 2	1. Note, applications are FACULTY responsibility, although graduate students are encouraged to contribute to reading lists and course outlines 2. Graduate Program Assistant emails FCCS faculty prior to the deadline with instructions. To find out more about pursuing a directed studies course, please contact an instructor
30-Apr	GTA Applications Due	1. Fill out application and submit online 2. Direct any questions to jodi.lord@ubc.ca 3. If you are successful you will receive a confirmation email in the summer 4. To accept, follow the steps outlined in your confirmation email 5. Note, after Year 1 you MUST apply to be considered
01-May	Annual Progress Report Due- REQUIRED	1. Download form from College of Graduate Studies forms database 2. Choose Report A (thesis) or B (non-thesis) 3. Fill out form in consultation with your supervisor
01-Jul	Directed Studies Applications due for Winter Term 2	1. Note, applications are FACULTY responsibility, although graduate students are encouraged to contribute to reading lists and course outlines 2. Graduate Program Assistant emails FCCS prior to the deadline with instructions. To find out more about pursuing a directed studies course, please contact an instructor
Year Two		• Register in your thesis credits for current academic session • Work on your thesis • Apply for the Graduate Dean's Thesis Fellowship • Some students finish their program in March or April of Year 2; if that's you: thesis defense. If you're not done by the end of year 2:
Year Three		• Apply for the Graduate Dean's Thesis Fellowship • Register in your thesis credits for summer • Continue working on your thesis • Plan your defense in consultation with your supervisor • Thesis defense

Deadline	Task	Steps
Ongoing	College of Graduate Studies Awards	1. Go to College of Graduate Studies Awards database 2. Browse awards and follow listed procedures
Ongoing	FCCS Graduate Student Research Award	1. Discuss with your supervisor how best to spend the award. 2. Have supervisor request a dedicated research account to be set up in their name using an RPIF. 3. Complete Grant Information Form (GIF). 4. Email documents, along with supervisor's approval, to Graduate Program Assistant.

Timeline List

Jump to [Timeline – Dates and Documents](#) section

Dates to Put in Your Calendar!

January

- Pay tuition for winter term and always ensure you're registered in ENGL 599 (thesis stream) or ENGL 590 (independent research paper). Make sure you are registered in ENGL 501

February

- Thesis Proposal due March 1 (required for students in Year 1 only, see under March)
- Normally, you get last term's TA student evaluations.

March

- **Mar 1 – [Thesis Proposal](#) due – REQUIRED.** The guidelines are clearly stated on the form. Meet with your supervisor to fill in your Thesis Proposal, also known as a Research Proposal or Research Production Plan, the official document that approves your thesis proposal. You'll need to work on this together, come up with timelines, prepare a sample of your work. You'll also need signatures of all the committee (committee not applicable to IRP students) so this can take time to prepare (submit to gradstudies.fccs@ubc.ca)
- Mar 1 is deadline for registering in Bamfield Marine Science Research centre [course](#)
- Mar 1 – deadline to apply for [Directed Studies](#) for upcoming summer term (May – Aug)
- **Set up your first committee meeting** – meet your committee as a group; provide update on your year; ensure everyone approves of any changes to your program; provide a plan for the next six months (e.g. over the summer) including any directed studies; research plans

April

- Start working on your [Annual Progress Report](#) – **REQUIRED** (due May 1). Fill the form (Report A for thesis, Report B for IRP-Independent Research Paper) with supervisor—this is an important document that provides an official update for each year you are in the program. This can be time-consuming at this time of year (due internally May 1)
- Apr 15 – Graduate Dean's Thesis Fellowship award – for final year of program. [Apply!](#)
- Apr 30 – deadline to apply for [Graduate Teaching Assistantships](#) for the coming year
- Look for on campus work as [Research Assistants](#)
- Register or volunteer for on campus conferences – great experience
- Woodhaven Eco Culture Centre student residence applications usually due end of April

May

- **May 1 – Annual Progress Report due – REQUIRED**
- Pay summer tuition and always ensure you're registered in ENGL 599 (thesis) or ENGL 590 (IRP)
- SSHRC award notification

June

- Register in fall classes – if you have any issues, don't panic! Email gradstudies.fccs@ubc.ca for help
- Normally you get your Term 2 GTA student evaluations.
- Woodhaven Eco Culture Centre Artist in Residence applications usually due around now
- Usually you are notified of any internal UBC graduate awards around now or throughout the summer June-August (OGRS awards)

July

- Bamfield Summer Course
Get organized ahead of time as your supervisor has to fill out forms
- Jul 1 – deadline to apply for [Directed Studies](#) for upcoming winter term (Sept - Dec)

August

- TAs receive contract for work in upcoming year (or in July—usually depends on undergraduate registration which is why it can be late)
- If you have a SSHRC award, consider applying for the Canada Graduate Scholarships – [Michael Smith Foreign Study Supplements](#) for research and study abroad—usually a September deadline:

September

- Pay fall tuition and always ensure you're registered in ENGL 599 (thesis) or ENGL 590 (IRP)
- Grad Orientation—great to meet incoming students and your professors
- Make any needed changes to your committee- there are forms of course!
- Meet with Supervisor and set up meeting schedule for next few months as you begin to really work on your thesis
- 16 Sep – last day to self-register or drop a course for Term 1 courses without a W on your academic record. To register for courses after this date, download and fill out the [Registration/Audit](#) form and submit to [Graduate Program Assistant](#). See other important dates in [Academic Calendar](#)

October

- First years: meet with your supervisor to fill in your [program plan](#) - **REQUIRED**
Use this document to plan coursework for the duration of your program and to form your supervisory committee. ****Note, students in the coursework (IRP) stream DO NOT need to form committees, so ignore that part of the form*

November

- **Nov 1 – Program Plan due – REQUIRED for First Year students only**
- Nov 1 – deadline to apply for [Directed Studies](#) for upcoming winter term (Jan – Apr)

December

- Dec 1 – SSHRC applications due – Apply directly to SSHRC [website](#)
- Dec 15 – Graduate Dean's Thesis Fellowship award – for final year of program. [Apply!](#)

The following term after the above—the last six to eight months of your degree—will be focused on completing your thesis. You will need to meet with your committee sometime between November and April of this second year. Every student still registered in the program as of May 1 must submit an Annual Progress Report. There are several important deadlines and need for timeline planning for your thesis defense; consult with your supervisor.

LASTLY: plan to attend two or three graduate thesis defenses this spring, summer and fall!

Appendix B – Discover Kelowna

Restaurants

Information on restaurants on campus, as well as off-campus [dining](#) where you can use your student Flex pass to purchase tasty eats.

Events

UBCO [events list](#)

FCCS [events and workshops](#).

Galleries

[Galleries and community connections](#)

Wineries and Skiing

Find a variety of [activities](#) in Kelowna and area.

FCCS Flow Chart

