

**Operational Guidelines for Determining “Good Standing”
PhD Program in Management at the Rotman School of Management
University of Toronto**

The PhD program in Management at the Rotman School of Management (hereafter “the PhD program”) awards all admitted students with a fairly generous stipend. One condition to receiving such an award is to maintain satisfactory progress, which is referred to as “good standing” in this document. An operational definition of “good standing” provided in this document will be applied to determine whether a PhD student is (1) making satisfactory academic progress and (2) eligible to receive the financial award. Three aspects are considered in these decisions: (1) academic progress, (2) at-University of Toronto residency, and (3) activities to earn extra income. The decision on “good standing” will be based on the student’s annual progress reports and supporting documents. Administratively, “good standing” will be determined by the PhD Program Office with the advice from the student’s thesis supervisor/academic advisor and the Area PhD Program Coordinator.

(1) Satisfactory academic progress

All Years

- Be in good standing according to the School of Graduate Studies
- Actively participate in the Area’s research workshops/seminars

Years 1-2

- Fulfill all course requirements as specified by the Area and the School of Graduate Studies
- Obtain B- or above in all courses. For the financial award purpose, an A- average is expected
- Pass the qualifier and/or comprehensive exam as specified by the Area
- Fulfill the research paper requirement as specified by the Area

Years 3-5

- Convene at least 1 meeting per year of the dissertation committee as specified by the School of Graduate Studies
- Make satisfactory progress on thesis work

(2) At-University of Toronto residency

All students supported by a financial award must not spend an extended period of time away from the University of Toronto unless the thesis research calls for such an absence. For any extended absence (more than one month), students must obtain prior consent from the thesis supervisor and the Area PhD Program Coordinator. The student must also secure approval from the PhD Program Office before departure. (Please note that the University of Toronto requires all PhD students to fulfill the two-year residency requirement regardless of whether a student is supported financially by the PhD program.)

(3) Activities to earn extra income

The current level of stipend is awarded with the understanding that students are engaged in full-time study/research. Students involved in any income-earning activities beyond the work required by the PhD program must disclose those activities in their annual progress report. With the advice of the student's thesis supervisor/academic adviser and the Area PhD Program Coordinator, the PhD program office will determine, on a case-by-case basis, whether the extra income earning activities are excessive. As a general rule, students should not take on such activities unless they are closely related and beneficial to the student's PhD studies. For students who have not yet passed their comprehensive exams, activities other than serving in the capacity of Research Assistant are definitely discouraged. Students should seek the opinion of their academic advisor and the Area PhD Program Coordinator before committing to such activities.