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# College of Law, University of Saskatchewan Graduate Student Handbook

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## 1. Message to Students from the Associate Dean and Graduate Director

Welcome to the graduate programs at the College of Law, University of Saskatchewan. We are pleased to have you join our program as you further your academic studies in law. Our small program offers a friendly and collegial atmosphere in which faculty are able to provide graduate students with the attention and guidance necessary to achieve success. Graduate students are also regularly involved in the academic and social activities of the College. Our aim is to provide students with a comfortable and stimulating environment for learning, with facilities and support that will allow them to be successful in their studies.

This handbook is intended to provide you with information about our programs and the services available to you and unless otherwise or specifically noted, the provisions of the handbook apply to both LLM and Special Case PhD students. If you need additional information, please feel free to contact me, our Graduate Coordinator, or your supervisor.

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# 2. Administration of the LLM/Special Case PhD Program

The Associate Dean, Research and Graduate Studies, of the College of Law acts as Director of Graduate Studies (Graduate Director, also referred to as the Graduate Chair) and is responsible for administering the Law graduate programs, with the assistance of the Graduate Coordinator and the Graduate Studies Committee. Generally, the Graduate Director is responsible for most individual student matters, including approval of programs of study, assignment of supervisors, scheduling of thesis defence, and allocation of funding. Within the program that is approved, the student deals primarily with her or his supervisor and advisory committee, but may still bring questions and concerns to the Graduate Director and Graduate Studies Committee. The Graduate Director will attempt to help graduate students with any problems they may encounter in the course of their studies.

As a graduate student, your program is jointly administered by the College of Graduate and Postdoctoral Studies (CGPS) and the College of Law. Useful information can be found at the CGPS website at: https://cgps.usask.ca/ and at CGPS's Graduate Hub https://cgps.usask.ca/onboarding/.

# 3. Requirements for the Award of the Graduate Degrees in Law

### 3.1 Master of Laws (LLM) Program

The College of Law offers a thesis-based program of study leading to a Master of Laws (LLM) degree under the College of Graduate and Postdoctoral Studies (CGPS). While the CGPS allows a maximum of four years to complete the degree, it is a full-time program which is expected to take only 12-16 months (3-4 academic terms) to complete. There is a 12-month residency requirement meaning you must be available to attend classes and presentations (not that you physically have to reside on campus).

Students are required to take at least 9 credit units of graduate level coursework, including Law 828.3 (Jurisprudence), and successfully complete and defend a thesis.

In addition, in the FIRST term of study, all students registering in the CGPS must register in and complete the online course, **GPS 960.0: Introduction to Ethics and Integrity**.

They must also maintain continuous enrolment by registering for Law 990 (seminar) and Law 994 (thesis) in every academic term until the thesis is successfully defended. The Law 990 seminar meetings are scheduled throughout the term and students will be advised of these times in advance. Attendance at these meetings is mandatory for all students during the first twelve months of their program and strongly encouraged for all students.

All students must undertake original research leading to a thesis of publishable quality. The thesis is written under the supervision of a designated faculty member and an appointed advisory committee. An oral examination before an examining committee that includes an external or arm's length examiner is required. Further information concerning the thesis and defense can be found in Section 5 of this handbook.

Graduate students are responsible for ensuring that all these requirements are met for the successful completion of their degrees.

### 3.2 Sequence to Completion of LLM Program

The following is the normal sequence for how students proceed in completing the degree requirements.

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| September (Term 1): Course work begins; student meets with supervisor to: | ● Complete the Student-Supervisor agreement (available at: https://cgps.usask.ca/documents/2020-rev-under-review_ssa_jun26.pdf )<br>● Review thesis proposal<br>● Discuss advisory committee membership; and,<br>● Plan literature review. |
| By early December (Term 1): | ● Literature review completed;<br>● Thesis proposal revised and developed as needed; and, |

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| | ● Thesis proposal submitted to advisory committee. |
| By mid-January (Term 2): | ● Thesis proposal, including provisional outline, preliminary bibliography, and research plan, approved by advisory committee;<br>● First progress meeting with advisory committee;<br>● Initial 990 presentation scheduled. |
| February – April (Term 2): | ● Initial Law 990 presentation completed. |
| April (Term 2): | ● Course work completed;<br>● Partial draft of thesis submitted to supervisor (and advisory committee, at supervisor's discretion) |
| April/May (Term 3): | ● Second progress meeting with advisory committee. |
| May – September (Term 3/4): | ● Submission of completed draft thesis to supervisor and committee (by May for Fall convocation) |
| August – September Term 3/4): | ● Third progress meeting with advisory committee. |
| June – October (Term 3/4): | ● Feedback from committee and revisions to thesis;<br>● Appointment of external/arm's length examiner |

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| August – December (Term 3/4): | ● Final Law 990 seminar presented (usually scheduled the same day as the oral defense);<br>● Oral defence. |
| October or following June: | ● Convocation. |

The deadline to submit your Application to Graduate will be the end of August (for Fall Convocation) or the end of March (for Spring Convocation), and all degree requirements, including the defence, must be completed before those deadlines. A more detailed timeline for defence and convocation dates is provided in Appendix A.

It is up to you and your supervisor to plan the work and schedule for completion of your thesis, but in order to meet the above timelines you should make substantial progress on the thesis within the first two terms, rather than waiting until your coursework is completed.

LLM students are normally eligible for scholarships, other funding, and employment as teaching assistants for only the first 12-16 months, during which time they are expected to complete all degree requirements. Students should be aware that if they take up or return to full-time employment before completing the degree, it can be very difficult to finish on time. Therefore, you are strongly advised to complete your thesis within the recommended timelines and ensure that you can commit to working on the degree full time until all degree requirements are satisfied.

### 3.3 Requirements for the Award of the Special Case PhD Degree

As of September 2026, the requirements for the admission and awarding of the Special Case PhD in Law are case-by-case and outlined on an individual basis. Each Special Case PhD includes a program of study that applies to the student. As a result, most of the provisions on programs of study in this handbook apply to the LLM program. Please inquire with law.gradstudies@usask.ca

### 3.4 Progress reports

Meetings to assess the student's progress should be held once per term and a progress report must be filed with the CGPS at least once a year. Progress meetings should be attended by the student, supervisor, and advisory committee. Reports of unsatisfactory progress will be referred to the CGPS Associate Dean for further action.

### 3.5 Leaves of absence

Students may request a Leave of Absence for up to 12 months (normally in 4-month blocks). Such a leave may be granted for medical, maternity/parenting or compassionate reasons. Student requests must be in writing, indicate the reason for the leave, and include supporting documentation and a letter of support from the supervisor and Graduate Director. If you think you may need to take a leave of absence from the program, please discuss this with your supervisor and the Graduate Director as soon as possible.

# 4. Graduate Courses/Seminars and Research

### 4.1 *Coursework*

LLM students are required to take Law 828.3, the graduate Jurisprudence seminar, in addition to two other graduate courses (3 credit units each, for a total of 9 credit units). Jurisprudence is only offered in the first term. The other two courses can be taken in the first or second term of the student's first year.

Information about courses available in the College of Law and course timetables are available on the College website (https://law.usask.ca/students/jd-students/current-students.php). Your supervisor and the Graduate Director can advise as to which courses may be suitable. A number of upper year courses and seminars in the College have been approved to be taken by graduate students (as a "hybrid": graduate-level courses offered in conjunction with a JD course or seminar). If you would like to take a course that has not yet been approved, it is usually possible to arrange provided sufficient notice is given (early August for the fall semester and early December for the winter semester). Where graduate students take a course from the College of Law upper year offerings, they will be expected to work at a more advanced level and complete additional readings and assignments, compared to JD students.

One course may take the form of an Individual Directed Research (IDR) project, supervised by your thesis supervisor or another faculty member.

The paper written for your IDR or other courses may be used as the basis for part of the thesis, with the permission of your supervisor and advisory committee.

One course may be taken outside the College of Law with approval of your supervisor and the Graduate Director. Students should discuss course options with their supervisor as soon as possible.

All work by graduate students, including work completed in a hybrid course (graduate-level course offered in conjunction with a JD course or seminar) will be

assigned a percentage grade (not letter grade), following the CGPS Literal Descriptors (attached in Appendix B).

Deadlines for completion of papers or other required work for graduate courses are set by the course instructor, and late penalties will apply to work submitted after those deadlines. The instructor may grant an extension to a student if sufficient grounds exist (e.g. illness, family emergency), up to the last day of the term. Any extension beyond that date requires the approval of the Graduate Director.

Any course/seminar registered in a particular term must be completed in that term, except if properly dropped (see below).

Students who wish to withdraw from any course should contact their supervisor and the Graduate Director to discuss alternative courses in the College. Withdrawal from a course must also occur within the time frame provided by the university https://students.usask.ca/academics/deadlines.php#Registrationandwithdrawaldeadlines.

Non-compliance with the above procedure for course withdrawal is termed “unofficial withdrawal”. Candidates in this category are neither entitled to refund of fees nor exemption in the event that fees have not been paid. For the purpose of refunds of fees, the date of withdrawal will be the date the authorization is processed. An incomplete failure (INF) will appear on the academic record of a student who has not officially withdrawn from a course, and the student will not receive credit for the course.

All coursework must be successfully completed within the first two terms in order for the student to be considered as making satisfactory progress and continue in the program.

### 4.2 *Grade Level Requirements*

LLM students must receive a course grade of at least 60% in each course required of the degree and maintain an average of at least 70% to continue in the LLM program, unless acceptance into the program has been made subject to maintaining a higher grade level. Students on scholarship must maintain a GPA of at least 75% (or higher, as provided in the letter of offer) to qualify for renewal of the scholarship.

If, in the opinion of the advisory committee and the Graduate Director, a student is not making reasonable progress in *any* aspect of the program (course grades and timing, lack of contact with advisory committee, advancement of thesis research and writing), a recommendation may be made to the Dean of CGPS that the student be required to discontinue (RTD) as a candidate for the degree.

### 4.3 *Law 990 (Seminar)*

The College of Law's graduate seminar (Law 990 Seminar) is a central part of the LLM program. The colloquia provide professional training for student presenters and are at the same time one of the best ways of developing a sense of community among students and faculty. It will also be used as a forum for discussion of research methodology and other issues relevant to the program.

Similar to Law 994, you must register through PAWS in Law 990 in every term of your program.

Attendance and presentation of research at the graduate colloquia comprise part of the requirement for Law 990, therefore students are required to attend all Law 990 research seminars. Each graduate student in the College must do a presentation of their initial thesis proposal. This initial presentation is done within the first year in the LLM program and may be an outline of the student's proposed research, a chapter from the thesis, or an aspect of the subject under research. The purpose is to give the student some experience in preparing and delivering a presentation to an audience of faculty and other graduate students, and to get some initial feedback on their research from a larger group.

All graduate students of the College must also present their thesis research in this seminar. This presentation is usually held shortly before or on the same day as the LLM thesis defence. Once the Law 990 presentation has been done, it is marked as a 'credit' on the Graduate Studies online system and PAWS. Supervisors will normally assist in the preparation for the seminar.

The thesis supervisor, advisory committee and the Graduate Director will arrange for a suitable time when the presentation can take place.

### 4.4 *Law 994 (LLM Thesis/Research)*

Each student must conduct research based on a thesis proposal approved by the student's advisory committee. The thesis is discussed in more detail below.

Similar to the Law 990, you must register on PAWS in Law 994 every term in your graduate program including spring/summer term.

### 4.5 *Introduction to Ethics and Integrity (GSR 960)*

This is a required course for all first year graduate students at the University of Saskatchewan. The purpose of this course is to discuss ethical issues that graduate students may face during their time at the University. All students will complete modules dealing with integrity and scholarship, graduate student-supervisor relationships, conflict

of interest, conflict resolution and intellectual property and credit. Register for this through your PAWS account in your first term of study.

### 4.6 Ethics and Integrity in Human Research (GSR 961)

This course introduces students to the ethics of research with human participants and is only required for students doing research with human participants (e.g. interviews, surveys). If you are not sure whether this applies to you, please ask your supervisor for advice. Register for this through your PAWS account.

# 5. Thesis

The LLM program stresses the preparation of a thesis as an integral component of a student's education. The thesis demonstrates the skills of research, analysis, and communication central to advanced study in the discipline of Law. The calendar of the College of Graduate and Postdoctoral Studies states that the thesis must "*demonstrate ability on the part of the candidate to do independent study and investigation*" and "*be written in good literary style*". The College of Law has approved the current edition of the Canadian Open Access Legal Citation Guide as a citation style manual. It is freely available online at: COAL-RJAL Editorial Group, Canadian Open Access Legal Citation Guide, Canadian Legal Information Institute, 2024 CanLIIDocs 830, <https://canlii.ca/t/7nc6q>. With your supervisor and advisory committee's permission, an alternative recognized style guide, e.g., McGill guide (*Canadian Guide to Uniform Legal Citation*) or OSCOLA, can be used for the thesis.

The recommended length for the LLM thesis is approximately 80-100 pages (1-1/2 spacing, 1 inch margins, 12 point font), including footnotes but not including the bibliography or list of works cited. There is no formal minimum or maximum length for an LLM thesis; students and their supervisors should determine the length of the thesis based on what is required to provide a thorough, well-researched scholarly analysis of the topic that can be completed within the timelines provided for the program.

### 5.1 *Supervision*

Research for the thesis and its preparation are supervised by a faculty member of the College of Law who has been appointed by the Graduate Director.

A change in supervisor may be made only after consultation and on the basis of strong reasons which either the student or other members of the advisory committee will provide. A request for a change in supervisor should normally be sent to the Graduate Director, accompanied by the reasons, in writing, for the proposed change.

The Law Graduate Committee under the leadership of the Graduate Director will provide a student with another supervisor if the assigned supervisor becomes unavailable, for example as a result of outside engagement on behalf of the College or University, resignation, or retirement.

### 5.2 *Advisory Committee*

An advisory committee (consisting of one or two faculty members in addition to the supervisor) is appointed to assist the student and supervisor. The advisory committee is responsible for periodic review of the candidate's progress toward the degree and must meet with the candidate at least once each term. Minutes should be kept of these meetings, with copies of the minutes provided to the Graduate Coordinator and to the student. The committee should also meet candidates at any time problems arise and should take prompt, appropriate action subsequent to such a meeting.

### 5.3 *Thesis Topic and Proposal*

Candidates for the LLM are admitted and their supervisors assigned based on the research proposal provided in their application for admission. It is not uncommon for slight adjustments to be made to the direction and scope of the thesis topic as research progresses, and a student's supervisor and advisory committee can provide advice on these. Any significant change to the thesis topic or proposal should be discussed with the supervisor and Graduate Director, and will require their approval.

LLM students must submit a full thesis proposal to their supervisors and to their advisory committees according to the timelines set out above. The thesis proposal should include a narrative description of the topic, direction and scope of the thesis, including the central research question(s) and provisional thesis or argument, as well as a provisional outline of the structure of the thesis. During their first term of registration, students must complete a review of the existing literature (including the leading or most relevant primary and secondary sources) on their thesis topic. The form in which this literature review is completed (e.g. a chapter or other text, or an annotated bibliography) can be determined by the students and their supervisors. The supervisor and advisory committee will provide comments and suggestions on the thesis proposal and literature review. The thesis proposal should be revised in light of these comments prior to the student's initial Law 990 presentation.

Students whose research involves gathering information from human participants (e.g., interviews or surveys) must submit an Application for Ethics Approval to the University Behavioural Research Ethics Board (or apply for an exemption, if appropriate), and approval (or exemption) must be given before any recruitment of participants or data collection can begin. Please consult your supervisor for advice on this process.

### 5.4 *Preparation of Thesis*

Graduate students are expected to be familiar with the regulations regarding the preparation, submission, and examination of LLM theses. Guidelines for the preparation of a thesis can be found at: https://cgps.usask.ca/onboarding/grad-toolkit/roadmaps/thesis-roadmap/drafting.php.

### 5.5 *Completion of Thesis*

Thesis preparation involves a significant commitment through the stages of preparing a research proposal, completing a literature review, developing methodology, carrying out research, and developing and revising a coherent, well-argued manuscript. Throughout this process the student will retain contact with the supervisor as well as the advisory committee. Every thesis must go to oral defence. When, in the opinion of the student and the supervisor, the work is virtually complete and ready for defence, the supervisor will then submit a draft of the thesis to the advisory committee.

### 5.6 *Permission to Submit Thesis for Examination*

It is expected that the student will follow the advice of the supervisor and the advisory committee in establishing when the thesis is ready for examination. The advisory committee will be allowed a reasonable interval to reply as to whether the thesis is examinable (generally a minimum of two weeks). When the advisory committee agrees that this is the case, the college will so advise the CGPS in writing. At this point an arm's length examiner is nominated and is sent a copy of the thesis. It is the student's responsibility to prepare and assemble all materials in the thesis, and to provide the final thesis to the advisory committee, Graduate Director and Graduate Coordinator.

In exceptional circumstances the student may request that the Dean of CGPS arrange for an examination of the thesis. The rules for such an examination are determined by the Dean in consultation with the academic unit and the student.

### 5.7 *Scheduling the Examination*

The thesis defence will be scheduled only after the College of Law has advised the CGPS that the thesis is ready for defence and has recommended at least one person to serve as the arm's length examiner for an LLM defence. The defence will be scheduled at a time when all examiners are known to be available.

As soon as the student's advisory committee determines the student's thesis is ready for defence, a memo will be sent by the Graduate Director to the CGPS. The CGPS must be notified a minimum of three weeks prior to the desired oral defence date. Upon receipt of the aforementioned memo, a convocation check is then carried out by the

CGPS to verify that all program requirements have been met, including current registration, before approval of the arm's length examiner is given.

*For minimum time required to plan the defence of a thesis, please refer to Appendix A.*

It is the academic unit's responsibility to ensure the student file contains all necessary documentation and that the academic requirements for the degree have been met. It is the student's responsibility to ensure all requirements of the Program of Studies have been completed, registration is current, outstanding fees are paid, and University deadlines are respected in view of any particular convocation.

### 5.8 *The Examining Committee*

The adequacy of the thesis is decided by an examining committee consisting of the supervisor, other members of the advisory committee, and the arm's length examiner. LLM examinations are chaired by the Graduate Director or their delegate. The thesis supervisor may not under any circumstances serve as Chair of the oral examination. If the Graduate Director is the supervisor or a member of the advisory committee of the candidate then another Faculty member will be appointed to chair the oral examination.

### 5.9 *The arm's length Examiner*

The arm's length examiner represents, and is appointed by, the Dean of the CGPS, and provides the Dean with a written report following the conclusion of the examination. The examiner must not have been associated with the preparation of the thesis in any way. Conflict of interest must be avoided in recommending the names of potential examiners. For example, it is inappropriate to name as arm's length examiners persons with whom either the student or the supervisor has a close personal or research relationship. Where the student's thesis contains chapters or sections which have been previously published, it is inappropriate to propose as arm's length examiner any person who has previously reviewed the material or worked in an editorial capacity with it.

### 5.10 *Format of Thesis Defences*

The examination usually begins with a brief (5-10 minute) introduction by the candidate, who summarizes the major themes and findings of the thesis. The candidate's presentation is followed by questions from the examining committee, beginning with the arm's length examiner. The candidate is expected to defend the work and to answer general questions in a clear, direct, and knowledgeable fashion. In general, examination questions are limited to work done by the candidate for the thesis and knowledge of matters related to it. The arm's length examiner and other members of the examining committee shall be given a second opportunity to ask questions. Both the chair and the supervisor may ask questions.

It is the responsibility of the student who may have any disability that could interfere with their conduct or ability to respond to questioning at an oral defence to reveal the extenuating circumstances in sufficient time prior to the defence to allow the examining committee and the CGPS to take measures to mitigate the situation at the oral exam. The student must inform their supervisor or the Graduate Director, who in turn must inform the CGPS of any potential issues.

At the conclusion of the examination, the examining committee will meet without the candidate present to discuss the thesis and oral defence in order for the examining committee to attempt to achieve a consensus as to whether the thesis as submitted and the candidate's oral defence of it meet the requirements for the degree. The decision of the examining committee will be one of the five recommendations outlined in CGPS's Policy 8.5, Oral Examination of the Master's Thesis and Dissertation/Thesis Oral Examination Recommendations.

Where the Examining Committee's decision is not unanimous, the majority view shall prevail provided the arm's length examiner shares the majority view. If those voting in favor of the majority opinion do not include the arm's length, the examination shall be adjourned and the person chairing the examination shall so inform the Dean of CGPS. The Dean then shall investigate the circumstances and decide upon an appropriate course of action.

### 5.11 *Thesis Revisions*

It is common for the examining committee to require at the time of the examination that revisions be made to the thesis. The examining committee will establish procedures and name the person(s) responsible for ensuring that the revisions are carried out completely. Candidates are expected to make the revisions promptly. Failure to do so could jeopardize successful completion of the degree.

### 5.12 *Copyright*

The author of a thesis or project claims copyright on the title page. As a condition for the award of a degree, the student is required to give permission to the University Library to make the thesis available for inspection and to the supervisor of the research and to the academic unit in which the research was done to copy and to circulate the thesis for scholarly purposes only, and to make use of material and ideas included in the thesis in the preparation of papers for publication. Where circumstances warrant, theses may be withheld from circulation for up to 12 months.

During the process of uploading your thesis to the ETD site (see section 5.13) you will be asked to verify that you grant permission to the University to use the thesis in accordance with full respect of students' copyright.

### 5.13 *Mandatory Electronic Thesis or Dissertation (ETD)*

Students must submit all Masters theses to the ETD site https://etd.usask.ca/. Please see the information on the CGPS Grad Hub website regarding formatting and submission of ETD:
https://cgps.usask.ca/onboarding/grad-toolkit/roadmaps/thesis-roadmap/drafting.php
and
https://cgps.usask.ca/onboarding/grad-toolkit/roadmaps/thesis-roadmap/defending.php.

# 6. Academic Integrity

This section applies to all graduate students including LLM and PhD student. Students should ensure that the thesis is the result of their own independent research, analysis and thought and all sources used are properly attributed. Plagiarism is a serious academic offence and punishable as detailed in Appendix F. Ignorance or misunderstanding of the rules is not acceptable as a defence, so please read this appendix carefully and do not hesitate to ask your supervisor or course instructor if you have any questions as to what is required.

The University has adopted Principles and Guidelines on Generative AI (GenAI) as well as guidance on GenAI and academic integrity and AI Guidance for graduate students. The College of Law has adopted an Ethical AI Usage Policy for USASK Law Students (August 31, 2026). This policy applies to graduate students at the College of Law. Graduate students should familiarize themselves with these sources and discuss them with their supervisors if they wish to use any GenAI tools. If any AI tools are permitted, students must save copies of their original work before the use of permitted AI tools, as well as copies of all prompts, history and other instruction given to the AI tools. Essentially, if asked, students must be able to provide clear distinction between their original work and any permitted AI use.

The development of research and writing skills and students' ability to engage in independent, original analysis are important objectives of the LLM program. Therefore**, for the avoidance of doubt**, **the use of text generated by GenAI in the thesis or thesis proposal is not permitted**.

As with all research tools, students should be aware that results from GenAI tools may not be reliable, and that they remain responsible for the quality, accuracy, and completeness of their work.

NEW September 2026:  Use of GenAI Artificial Intelligence tools must be acknowledged in the thesis. Section 4.6.3 of the CGPS Policies and Procedures Manual requires that: “A GenAI declaration must be included in the preface section [of a thesis/dissertation] regardless of whether GenAI was used or not. Methodological details regarding the use and purpose of GenAI must be included in the appropriate sections of the thesis or dissertation. Search histories, prompts used, and other details may be provided in appendices if appropriate.” Section 4.6.5 of the CGPS Policies and Procedures Manual includes requirements on “declaration of use of generative artificial intelligence (GenAI) technologies”.

In all cases, relevant USask regulations on academic integrity, as well as any restrictions imposed by your supervisor or course instructor must be respected. Students should also be aware of current guidance and restrictions from the legal profession, academic journals, and others that may be relevant to their work.

# 7. Graduate Scholarships and Funding

Scholarships and assistantships are available for full-time qualified students. A database which contains descriptions of CGPS awards and awards administered by other Colleges and Departments on campus can be found at https://students.usask.ca/money/awards/graduate-awards.php.

The College of Law makes available a scholarship fund for outstanding applicants. It also administers a few grants to assist LLM students with tuition and travel expenses. Information on these grants can be obtained from the Graduate Director of the College of Law (also see Appendix E).

# 8. The Law Library and Research Tools

The Law library is stocked with relevant legal and related materials and information for teaching, research and scholarship. The library currently houses some 160,000 volumes including microform and audio-visual items. The collection consists primarily of legal sources from Canada, Britain, the Commonwealth, and the United States; however, materials from other jurisdictions around the world are also represented.

Comprehensive collections have been developed in the areas of criminal law and criminology, administrative law, constitutional law, consumer protection, co-operative law, forensic psychiatry, critical legal studies, alternative dispute resolution, civil liberties and feminist legal theory. The Law Library now holds a leading position in the fields of Aboriginal law and international human rights.

An electronic information service tool called U-SEARCH provides easy access to the catalogue, other library collections on campus and around the province, journal indexes,

electronic journals and CD-ROMs, as well as access to the Internet and the World Wide Web (www).

The Law Library also subscribes to the major legal information retrieval systems such as LEXIS-NEXIS and WESTLAW. The ultimate goal is to provide faculty and students with most of the information they require through computers in their offices and homes or in the computer lab.

Highly trained and knowledgeable staff are available to help students and faculty with their research needs and requirements. Students are also encouraged to use the facilities of the other campus libraries or the University library's' inter-library loan service. The inter-library loan service can be accessed through the U-SEARCH internet library facility by clicking on the "Library Service" menu. This will further display the "inter-library loan service" menu and upon clicking on it, detailed steps on how to retrieve materials through this medium will be displayed. Follow these simple instructions/steps in completing the inter-library loan request form. The library staff later retrieves the information provided for processing and ordering of the material. Usually, the library staff notifies students, either through e-mail or by ordinary mail, as soon as their requested material is received. Further information on this can be obtained from any of the library staff.

To borrow books from any of the on campus libraries, including the Law Library, a current U of S identity card must be used. Upon obtaining the student ID card, students are advised to activate it at the Law Library with the help of the library staff.

# 9. Computer Services and Printers

Students have the use of a printer in the graduate student offices. You can obtain paper to use for printing from Room 280 (or 230). Each student is entitled to six packages of paper during the course of their degree.

Most students use their own computers, but the College has a few computers available for students to use in the graduate student offices.

# 10. Tuition and Fees

Information on tuition and fee amounts for graduate students can be found at: https://students.usask.ca/money/tuition-fees/graduate-tuition.php

There are separate payment deadlines for each term. Specific dates can be found at https://students.usask.ca/money/tuition-fees/pay.php#Duedates . Students are responsible for paying their tuition and other applicable fees unless it is specifically provided otherwise in the admission offer letter or subsequent letters. Additional fees or

penalties may apply to late payment of tuition. Failure to make payment by the stated deadline will result in the withholding of future services by the university and in some cases may result in the termination of student status.

# 11. Employment during the Graduate Program

The LLM and PhD degrees are **full time programs**. Therefore, it is strongly recommended that students not work more than 20 hours per week until they have finished all of the program requirements, including their thesis. The program requires one year in full-time residence, and our experience has been that students who resume employment before completing the degree requirements have difficulty completing the degree. Moreover, students who work more than 20 hours per week will cease to be eligible for funding from the College (see the funding policy in Appendix E).

There are very few on-campus jobs available. Students are therefore advised not to rely on securing such jobs as a means of funding their graduate program. International students should also check the terms of their study permits regarding what employment is permitted.

# 12. University Contact with Students

Under the University of Saskatchewan Electronic Mail Policy, the College of Law and CGPS will send all electronic communication to your official University of Saskatchewan email address (NSID@usask.ca).

If you prefer, email messages sent to your official University of Saskatchewan email address may be forwarded to another account that you read regularly. Set this up in your PAWS profile. You can also create an alias that makes it easier for people to contact you – firstname.lastname@usask.ca as an example.

*Please note it is your responsibility to create a forwarding email address as noted above, and to check for PAWS announcements and review your messages on a regular basis.

Students must ensure that they keep their address and contact information current in PAWS.

The University and College of Law is not responsible for delayed or misdirected mailings as a result of either the student's failure to report a change of address/name or the actions of external delivery agent.

# Appendix A: Timelines for Thesis Defence and Convocation

Students should plan well ahead of time, together with their supervisors, when they intend to defend their theses and complete the program. The following is a rough guide to what students should plan as a countdown to their desired date of graduation. The deadlines and minimum time requirements for the later stages are strict. Students must be aware of these requirements, and complete their thesis draft and revisions well enough ahead of time to allow faculty members and staff to assist them in meeting their desired deadlines.

The deadline to complete all degree requirements is in early September for Fall Convocation or early April for Spring Convocation. By these dates, all requirements, including any revisions to the thesis that are required after the defence, must be completed and approved. Working back from those deadlines, the recommended *minimum* timelines to complete the final stages of the degree are as follows:

- Submission of complete draft of thesis to supervisor: at least 4 months in advance
- Feedback from supervisor and revisions: at least 3-4 months in advance (supervisor will require a minimum of 2 weeks to provide feedback)
- Submission of complete draft of thesis to advisory committee: at least 3 months in advance
- Feedback from committee and revisions: at least 2-3 months in advance (committee will require a minimum of 2 weeks to provide feedback)
- Appointment of arm's length examiner and defence memo to CGPS: at least 2 months in advance (defence memo to schedule defence to be provided to CGPS at least 3 weeks before defence date)
- Defence: recommended at least one month in advance
- Revisions: to be completed within approximately 2 weeks of defence (for minor revisions); must be reviewed and approved by the supervisor (and/or examining committee, as appropriate) before the deadline
- Application to graduate: by end of August (for Fall Convocation) or end of March (for Spring Convocation)

- Submission of thesis to ETD: thesis must be submitted and approved before deadline

These suggested dates reflect the minimum times needed in order for committees to provide feedback, and for students to incorporate their comments. Sufficient time must be allowed for this to occur and for the committee and supervisor to decide the thesis is ready to go to defence, before an arm's length examiner can be appointed. Please plan ahead and consider that at certain times of year it will be necessary to leave more time due to committee members or arm's length examiners not being available (e.g., during exam periods or summer holidays). Also be aware that more time may be needed at any stage depending on the revisions required by your supervisor, advisory committee, or examining committee.

A minimum of three weeks' notice must be provided to the CGPS to schedule a thesis defence, with the arm's length examiner receiving the thesis a minimum of two weeks in advance of the defence date. This is an absolute minimum and usually more time will be needed (at least 4-6 weeks) to allow the arm's length examiner an adequate opportunity to read and assess the thesis in preparation for the defence. Defences that are close to mid-August or mid-March allow very little time for making changes that may be required by an arm's length examiner before the deadline to apply to graduate. Therefore holding a defence at these times does not always allow a student to meet the deadline and receipt of the degree may be delayed until the following Convocation.

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# Appendix B: Relationship Between Literal Descriptor and Percentage Score

| Percentage | Literal Descriptor | Description |
|---|---|---|
| 90-100 | Exceptional | A superior performance with consistent strong evidence of:<br>- a comprehensive, incisive grasp of subject matter;<br>- an ability to make insightful critical evaluation of information;<br>- an exceptional capacity for original, creative and/or logical thinking;<br>- an exceptional ability to organize, to analyze, to synthesize, to integrate ideas, and to express thoughts fluently;<br>- an exceptional ability to analyze and solve difficult problems related to subject matter |
| 80-89 | Very Good to Excellent | A very good to excellent performance with strong evidence of:<br>- a comprehensive grasp of subject matter;<br>- an ability to make sound critical evaluation of information;<br>- a very good to excellent capacity for original, creative and/or logical thinking;<br>- a very good to excellent ability to organize, to analyze, to synthesize, to integrate ideas, and to express thoughts fluently;<br>- a very good to excellent ability to analyze and solve difficult problems related to subject matter |

| | | |
|---|---|---|
| 70-79 | Satisfactory to Good | A satisfactory to good performance with evidence of:<br><br>- a substantial knowledge of subject matter;<br><br>- a satisfactory to good understanding of the relevant issues and satisfactory to good familiarity with the relevant literature and technology;<br><br>- a satisfactory to good capacity for logical thinking;<br><br>- some capacity for original and creative thinking<br><br>- a satisfactory to good ability to organize, to analyze, and to examine the subject matter in a critical and constructive manner;<br><br>- a satisfactory to good ability to analyze and solve moderately difficult problems related to the subject matter |
| 60-69 | Poor | A generally weak performance, but with some evidence of:<br><br>- a basic grasp of the subject matter;<br><br>- some understanding of the basic issues;<br><br>- some familiarity with the relevant literature & techniques;<br><br>- some ability to develop solutions to moderately difficult problems related to the subject matter;<br><br>- some ability to examine the material in a critical & analytical manner |
| <60 | FAILURE | An unacceptable performance |

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# Appendix C: General Information

1. Graduate Student Orientation - USask

Contact the GSA office @ 966-8471 or see https://gsa.usask.ca/ for information.

2. Update Address

It is your responsibility to ensure that your address is current and updated on your PAWS account and with the Graduate Coordinator in the College of Law if a move is in your future. Log into PAWS using your NSID and password. Access the address tab on the same line as your email, calendar, etc., line. (upper right of screen next to search area).

3. Paper & Toner

You are entitled to 6 packages of printer paper during your graduate program. You can request them as you require it during your program. Toner for your office printer will be provided as needed. Please see the Graduate Coordinator for these items.

4. Lockers

Graduate students can obtain a locker with the purchase of a $25 Law Students Association (LSA) membership. Please contact the Law Students' Association.

5. Mailboxes

The Graduate Student mailbox is a tray on the service desk in the Academic Support office (Room 230). Please check there regularly if expecting a delivery/mail.

6. Photocopying

Photocopiers are available for your use in the Law Library. College photocopiers/scanners are only for use by graduate students if you are teaching a class.

7. Office Space and Keys

Students have a mandatory one-year residency in which office space, computer, etc. will be provided. Students are allowed office space for a maximum of 16 months, providing there is room available.

In the office, one phone is available (local calls only). Voice messaging and fax are not available. The College does not offer faxing services.

Keys will normally be distributed by the end of August and must be surrendered at end of residency, or when requested.

8. Faculty/Staff/Graduate Student Lounge

The College considers graduate students as colleagues and thus students are welcome to use the faculty/staff/student lounge on the 2nd floor and the facilities within.

9. Confirmation of Enrollment Letters

Confirmation of Enrollment letters can be obtained by students through their PAWS account. Any specialized letters must be requested with a minimum of 3 business days advance notice via law.gradstudies@usask.ca

10. College of Law Events

College of Law graduate students are invited to and encouraged to participate in all of the college's activities. Information about such events is usually sent to students by email or provided on notices posted at the college.

11. Student Learning Services, Writing Help and Editing

Student Learning Services provides assistance with study skills and writing. For more information on writing help for graduate students, see: Graduate learning support and Graduate Writing – University Library. Please note they do not provide editing or proofreading services. If students would like this type of assistance, they can hire an editor privately, but must follow the Guidelines for Ethical Editing of Graduate Student Texts (see the link at: https://editors.ca/hire-an-editor/ethical-guidelines/). Students are required to pay for editing expenses themselves.

12. Other Services

The University has a range of other support services for students, which are available to registered graduate students. For example, if students have a learning or other disability, they are encouraged to contact Access and Equity Services: Access and Equity Services | University of Saskatchewan.

Students requiring physical or mental health supports are encouraged to contact Student Wellness at: Student Wellness Centre | University of Saskatchewan.

Although graduate studies can be a wonderful experience, many students find graduate studies to be more difficult and stressful than they expected, and feelings of anxiety, frustration, and isolation are quite normal, especially while you are working on the thesis. All students are encouraged to seek the support of services mentioned above,

fellow student colleagues, supervisors and committee members, the Graduate Director, and members of the Graduate Students' Association, as well as family and friends.

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# Appendix D: Helpful Websites

- **Registration Information:**

Registration - Policies and Procedures Manual - CGPS | University of Saskatchewan

https://students.usask.ca/academics/classes.php

- **Registration and Withdrawal Deadlines:**

https://students.usask.ca/academics/classes.php#Registrationdeadlines

- **Convocation Information:**

http://students.usask.ca/academics/graduation.php

- **U of S Academic Calendar:**

Events - Academic Calendar - Catalogue | University of Saskatchewan

- **College of Graduate and Postdoctoral Studies:**

College of Graduate and Postdoctoral Studies

- **Grad Studies Policy and Procedure Manual:**

Table of Contents - Policies and Procedures Manual - CGPS | University of Saskatchewan

- **Graduate Students' Association:**

Graduate Students' Association

- **International Student and Study Abroad Centre**

International Student and Study Abroad Centre | University of Saskatchewan

- **Student- Supervisor Agreement**

Student-Supervisor Agreement

**Tuition & Fees information:**

Graduate tuition and fees - Students | University of Saskatchewan

- **College of Law course schedules:**

Current students - College of Law | University of Saskatchewan

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# Appendix E: College of Law Graduate Student Funding Policy

Graduate Student Funding Policy
Special Case PhD Program and Thesis-Based LLM Program in the College of Law

**Policy Effective**: May 2013, revised March 31, 2023 and April 30, 2026
**Approved By:** College of Law Graduate Studies Committee
**Office of Accountability:** College of Law

**Purpose:** The overarching objective of financial assistance is to support graduate students in completing their graduate programs in an efficient and timely manner and to attract students to programs.

1. Minimum Stipends and Funding Conditions

The minimum stipend for special case PhD students who maintain good standing and who are enrolled full time in a PhD program is $ 25,000 annually, for 4 years.
In appropriate cases the Associate Dean, Research and Graduate Studies may attach a condition to the payment of scholarship funds to a PhD student requiring agreement in writing to carry out a reasonable number of hours of academic activity under supervision with respect to teaching, research or community service.

The minimum master's (LLM) stipend for students who maintain good standing and who are enrolled full time in a master's program is $20,000 for 12 months with the possibility of extension up to 4 additional months if making satisfactory progress as confirmed by the Supervisor and approved by the Associate Dean, Research and Graduate Studies.
In appropriate cases the Associate Dean, Research and Graduate Studies may attach a condition to the payment of scholarship funds to a student enrolled in the LLM program requiring agreement in writing to carry out a reasonable number of hours of academic activity under supervision with respect to teaching, research or community service.
Additional funding beyond a total of 16 months may be awarded in exceptional circumstances if the funds are available and as reviewed and approved by the College

of Law Graduate Studies Committee but shall not exceed 24 months. If the student goes on an approved leave of absence during the first two years, this time period does not count towards the 2 year maximum, but payments will cease during the period of the leave.

If College of Law graduate scholarship recipients receive additional funding from a third party (from #2 below) the College of Law may, at its discretion, reduce their College of Law graduate scholarship stipend by the corresponding amount.

2. All the following **do** count toward meeting the student's minimum guaranteed funding amount:
   - Stipend/scholarship payment from supervisor's research grant.
   - Income earned through unrelated paid employment external to the university that exceeds 20 weekly hours.
   - Scholarships provided through the College of Law or the College of Graduate and Postdoctoral Studies (CGPS).
   - Student Assistant (SA)/ Research Assistant(RA)/Teaching Assistant (TA) payments falling within the PSAC collective employment agreement *assigned through the College of Law.*
   - External and/or internal scholarships such as the various Tri-Agency programs and the CGPS funded scholarships such as the Dean's Scholarship or the Teacher Scholar Doctoral Fellowship(TSDF).

3. Income from the following sources **do not** count toward the students' guaranteed funding amount:
   - Income earned through unrelated paid employment external to the university and less than 20 weekly hours.
   - Student Loans (domestic or international).
   - Funds provided by Indigenous communities to their members.
   - SA/RA/TA payments falling within the PSAC collective employment agreement not explicitly tied to an accepted scholarship as service.
   - Income earned as sessional instructor [unless part of TSDF].

*4.* The Associate Dean, Research and Graduate Studies will communicate funding in place for the upcoming year [September to August] to the student and supervisor in writing by June 1 of that year. If the funding includes employment obligations, those obligations will also be communicated. *This timing may be adjusted for students who start their programs in January.* The combination of funds may change during the year should the student receive a new scholarship or take on additional academic employment.

5. Decisions regarding 75th Anniversary Recruitment Scholarships
   - Awarded based on the recommendation for admission to the program by the Graduate Studies Committee of the College of Law.
   - Supervisors may provide an additional stipend that exceeds the minimum at their discretion but must notify the College of Law Associate Dean Research and Graduate Studies.

- Funding is not guaranteed during program extensions.

6. Students are strongly encouraged to apply for all awards and scholarships for which they are eligible. Base funding is defined as the amount of funding that the student is guaranteed by the program prior to receiving the award. Students are required to inform the Associate Dean, Research and Graduate Studies when they receive a new scholarship and will not be required to accept an external award that does not financially benefit the student. Success in external and internal scholarship competitions may affect the students funding in the following way:

Over $15,000 (cumulative awards)
If a College of Law Graduate scholarship recipient receives a “major award” (defined as any award of $15,000 or more) then the College of Law Graduate scholarship may at the discretion of the College of Law Graduate Studies Committee, be forfeited in whole or in part, and all payments will cease. In the event of such forfeiture, the Associate Dean, Research and Graduate Studies (CoL Associate Dean R&G) can award a “top-up” amount (to supplement the third party funded “major award”) up to the maximum total amount permitted by CGPS (if any).

- Exclusions – successful tri-council funding received entering the program or while registered. The Graduate Studies Committee will consider these on a case-by-case basis and may top-up the award with a Graduate Scholarship so as not to disadvantage the student by accepting the funding.

7. All students are responsible for paying tuition and fees on a per term basis. If a College of Law tuition bursary is awarded and applied, the student remains responsible for the tuition balance and no new tuition bursaries in subsequent terms will be applied until the student has a ‘good standing’ student account ($0 balance/no holds).

8. Funding will continue during thesis revisions until the electronic thesis/dissertation (ETD) is accepted. If the student’s ETD is approved and only one full month remains in the term they are registered and defend, scholarships payments will resume for the last month (if it falls within the time frame guaranteed to the student). If the student successfully uploads their thesis with more than one month remaining in the term, scholarship payments will cease for the remainder of that academic term.

9. To be eligible to receive financial support, a student must be registered full time and active in program, maintain satisfactory progress in the program and meet the expectations laid out between the student and supervisor in the Student-Supervisor Agreement. Decisions to discontinue funding based on poor academic performance and progress in research will be made in consultation with the supervisory committee and the Associate Dean, Research and Graduate Studies and may align with institution of a required to discontinue recommendation.

10. Possible exceptions to the minimum funding guarantees:
    a. Students fully funded through foreign agencies or institutions.
        i. Students who are fully funded by an external agency (such as the scholarship agency of a foreign government) must disclose amount/timing and provide documentation to the Associate Dean, Research and Graduate Studies.
        ii. Where the amount is equal to or greater than the minimum doctoral funding amount at the time of admission, the student may be admitted without additional funding.
    b. Students who choose to decline funding terms due to full-time outside employment or other commitments that preclude meeting the terms of the funding, *subject to approval by the Dean CGPS for students that fall under the guaranteed minimum funding policy for PhD students*.

        i. Students who decline the guaranteed funding prior to or during their program remain eligible for scholarships and awards where they later meet the criteria.

11. Where funds are required to be paid by the supervisor(s).
If the supervisor cannot continue stipend/scholarship support after the guaranteed time frame, this must be discussed with the Associate Dean, Research and Graduate Studies and the student before any action is taken to stop payments. The remainder of the scholarship will not be forfeited but a change in the source will be applied (student should not experience a disruption if within guaranteed funding period).

Notes:

1. The purpose of funding thesis-based students is to provide financial support to individuals pursuing full-time graduate studies in the absence of significant professional work [e.g. primary school educator, practicing registered nurse, professional accountant].

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# Appendix F: Academic Integrity

Graduate students are subject to both the University's Responsible Conduct of Research Policy (http://policies.usask.ca/policies/research-and-scholarly-activities/responsible-conduct-of-research-policy.php) and the Regulations on Student Academic Misconduct (https://governance.usask.ca/documents/2022-regulations-on-student-academic-miscon

duct.pdf). All graduate students must familiarize themselves with these documents and ask their supervisors or course instructors about any matters that are unclear.

Breaches of the Responsible Conduct of Research Policy include fabrication or falsification of research data, inadequate acknowledgement of others' contributions, and plagiarism. Any violation of this Policy is deemed to be academic misconduct under the Regulations on Student Academic Misconduct. Plagiarism is defined in the Regulations as: "the presentation of the work or idea of another in such a way as to give others the impression that it is the work or idea of the presenter," and includes both "verbatim use of … written material without adequate attribution" and "paraphrasing of … written material of other persons without adequate attribution." The Regulations state that:

> Adequate attribution is required. What is essential is that another person has no doubt which words or research results are the student's and which are drawn from other sources. Full explicit acknowledgement of the source of the material is required.

The onus is on students to ensure that they know and follow the Policy and Regulations. Please review them, and ask your supervisor, advisory committee members, course instructor, and/or the Graduate Director if you have any doubts or questions as to what is or is not appropriate conduct.

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# Appendix G: Oral Examination Procedures

**College of Law, University of Saskatchewan – Procedures for Oral Examination for the Master of Laws**
approved May 12, 2026 by the College of Law's Faculty Council

**Role of the Examining Committee and Arm's Length Examiner for Master of Laws (LLM) Thesis Oral Examination**

1. The Examining Committee is comprised of the Arm's Length Examiner, Chair, Supervisor(s), and Advisory Committee members.

2. Subject only to the Policies and Procedures of the College of Graduate and Postdoctoral Studies, only members of the Examining Committee may be present at the Oral Examination

3. The Arm's Length Examiner is appointed by the Graduate Chair, Dean or Dean's Designate, of the College of Law and is present at the examination by invitation of the College of Law. In accepting the invitation to serve, the Arm's Length Examiner is also indicating that they have not been involved with the research project or the preparation of the thesis.

4. The Arm's Length Examiner will inform the Graduate Chair at least three days in advance of the scheduled oral examination if the written thesis is not of sufficient quality to justify that the oral examination should take place as scheduled. If the Arm's Length Examiner is of the opinion that the written thesis is of sufficient quality, no notification to the Graduate Chair is required.

5. If the thesis is recommended for a potential thesis award under clause 9(d), the Examiner is required to submit a report evaluating the oral defence of the LLM after it is completed. This report should be completed within two weeks of the oral examination and should comment on whether the Candidate has demonstrated to possess specialized knowledge of the subject matter of their thesis. In the evaluation of the defence, the Arm's Length Examiner is invited to comment on any matter which deserves recognition, or which warrants the attention of the Dean of the College of Graduate and Postdoctoral Studies.

6. The Graduate Chair or Dean's designate will Chair the Examining Committee and is a non-voting member of the committee. The Supervisor(s) and other member(s) of the advisory committee may not serve as chair of the oral examination. The Chair of the Examining Committee will chair the oral examination in accordance with the procedures set out in this document, with a goal of ensuring that the LLM candidate has a fair opportunity to demonstrate they possess specialized knowledge of the subject matter of their thesis.

7. Except for the Chair of the Examining Committee, the members of the Examining Committee will have read the written thesis in advance of the oral examination and be prepared to pose questions to the LLM candidate during the oral examination.

8. The purpose of the oral examination is to permit the Examining Committee to be satisfied that the LLM Candidate has met the standards of the University of Saskatchewan for the award of an LLM degree. During the oral examination, the Examining Committee will pose questions to the LLM Candidate with goal of determining whether the student has met this standard.

Extensive questioning is not necessary if the Examining Committee is satisfied that the Candidate has met this standard.

9. The process of the oral examination is as follows:

    a. At the commencement of the oral examination, the Chair will review the process to be followed for the oral examination and answer any outstanding procedural questions posed by the LLM candidate or members of the Examining Committee.
    b. The Chair will invite the LLM Candidate to make a brief 10 to 20-minute oral presentation, highlighting any components, learnings, contributions, or insights that the LLM Candidate discovered or experienced as part of their LLM research, writing and learning process.
    c. The Examining Committee will examine the LLM Candidate through a minimum of two rounds of questions. The Arm's Length Examiner will be given the first opportunity to pose questions in each round of questions. Advisory committee members will be provided the second opportunity to pose questions. The Supervisor(s) will be provided the opportunity to conclude each round of questions. If any member of the Examining Committee feels that the LLM Candidate would benefit from additional questions to help the LLM candidate demonstrate their knowledge of the subject matter of the thesis, they will be given an appropriate opportunity to ask additional questions.
    d. At the conclusion of the minimum two rounds of questions, the members of the Examining Committee will convene in the absence of the Candidate to make a recommendation as to the acceptability of the written thesis and acceptability of the oral defence. The Examining Committee will make one of the five recommendations set out in CGPS Policy 8.6 Recommendation Matrix – Appendix A. If the Examining committee cannot reach a consensus on the acceptability of the written thesis and the oral defence, a vote must be taken. A simple majority in favour of "Pass" or "Fail" will serve as the Committee's decision, except in cases where the Arm's Length Examiner does not share the majority view (regardless of whether it is a passing or a failing vote.) If the Arm's Length Examiner does not share the majority view, the examination will be adjourned by the Chair and Graduate Chair and the Associate Dean of the College of Graduate and Postdoctoral Studies will review the situation and establish appropriate procedures to resolve the matter. Abstentions by the voting members of the Examining Committee are not permitted and will be interpreted as negative votes.
    e. Should revisions to the thesis be required, the Chair must ensure that the Examining Committee states clearly, in the presence of one another and the Candidate while assembled at the oral examination, the recommendation being made by the committee, what additional work, if any, is to be completed and whether the Supervisor, or any other members of the Examining Committee will review the work again before the thesis can be accepted.

10. When satisfied with a positive report of the Examining Committee, the Dean of the College of Graduate and Postdoctoral Studies will recommend the Candidate to the Faculty of the College of Graduate and Postdoctoral Studies for the award of the Master of Laws degree.

Appendix A

University of Saskatchewan - Procedures for Oral Examination/Defence

**Dissertation/Thesis Oral Examination Recommendations**

| | | |
|---|---|---|
| **DISSERTATION/THESIS ACCEPTABLE** | **Recommendation 1**<br><br>• Dissertation/Thesis acceptable, with or without minor revisions<br>• Oral defence acceptable<br><br>All members of the examining committee sign the certification pages EXCEPT THE SUPERVISOR, who will sign only after ensuring the necessary revisions have been made.<br><br>***As a general guide, if the committee does not feel that dissertation/thesis revisions can be completed within a two-week time frame by a student working full-time on the dissertation/thesis, it should consider Recommendation 2.*** | **ORAL DEFENCE ACCEPTABLE** |
| **DISSERTATION/THESIS REQUIRES RE-SUBMISSION** | **Recommendation 2**<br><br>• Underlying research adjudged to be sound, but dissertation/thesis in need of recasting, addition of illustrative material or limited additional data<br>• Oral defence acceptable<br><br>Recommendation 2 is often used in a situation where different members of the committee take on specific responsibilities for ensuring that a particular part of the dissertation/thesis is revised as required. In these circumstances, the normal practice is for those with such responsibilities not to sign the approval page until the revisions have been made, while other members not so involved may sign immediately after the examination. Otherwise, none of the committee members sign approval pages until the revisions have been returned for the committee's final approval (no additional oral defence).<br><br>***As a general guide, if the committee does not feel that the dissertation/thesis revisions can be completed within a six-week time frame by a student working largely full-time on the dissertation/thesis, it should consider Recommendation 4.*** | |
| **DISSERTATION/THESIS ACCEPTABLE** | **Recommendation 3**<br><br>• Dissertation/Thesis acceptable<br>• Oral defence unacceptable<br>• Only available to students taking the oral exam for the first time.<br><br>*Second attempt at oral defence should be completed within three months of the date of the initial examination.* | **ORAL DEFENCE UNACCEPTABLE** |
| **DISSERTATION/THESIS UNACCEPTABLE** | **Recommendation 4**<br><br>• Dissertation/Thesis does not meet minimum standards, but committee believes that further research and/or revision may bring it to an acceptable standard or oral defence is unacceptable but the committee agrees that the student has the potential, with additional preparation, to be able to successfully defend work.<br>• Only available to students taking the oral exam for the first time.<br><br>*Re-submission of dissertation/thesis and second attempt of oral defence no sooner than six months and no later than twelve months after the original defence.* | **ORAL EXAMINATION RE-TAKE** |
| | **Recommendation 5**<br><br>• Dissertation/Thesis does not meet minimum standards and committee considers that no reasonable amount of additional research or revision is likely to bring it to an acceptable standard or oral defence of dissertation/thesis is completely unacceptable and committee agrees that the student does not have potential to be able to successfully defend the work.<br><br>*Committee recommends student be required to discontinue from the College of Graduate and Postdoctoral Studies.* | **CLEAR FAIL** |

*Form version May 2022*