



# UNIVERSITY OF TORONTO

Toronto, Canada M5S 3G4

DEPARTMENT OF COMPUTER SCIENCE

## FOR COMPLETION OF THE M.SC. DEGREE

### PLEASE RETURN TO THE DCS GRADUATE OFFICE:

- COMPLETED "MSC INFORMATION FOR CONVOCATION SHEET" TO THE GRADUATE OFFICE, BA4242 (attached)

### FOR THOSE STUDENTS COMPLETING AN MSC *research project*:

PLEASE ASK YOUR SUPERVISOR AND SECOND READER TO SUBMIT THE FOLLOWING TO THE DCS GRADUATE OFFICE:

- COMPLETED & signed "EVALUATION OF MSC RESEARCH PAPER" forms

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### IMPORTANT NOTES:

- (1)ENSURE THAT YOUR **FULL NAME**, AS YOU WISH IT TO APPEAR ON YOUR TRANSCRIPT AND DIPLOMA, IS CORRECT ON rosi. IF YOU WANT TO MAKE A CHANGE TO YOUR NAME, PLEASE GO TO SGS, 63 ST. GEORGE STREET (FRONT COUNTER) AND FILL OUT A "NAME CHANGE FORM" AND PROVIDE LEGAL DOCUMENTATION.
- (2)ENSURE THAT YOUR **MAILING ADDRESS** ON ROSI IS UP TO DATE AS THE SYSTEM WILL NOT DEFAULT TO THE PERMANENT ADDRESS.
- (3) YOU WILL RECEIVE A GRADUATION LETTER ADVISING YOU TO VISIT: [www.utoronto.ca/convocation](http://www.utoronto.ca/convocation) FOR GRADUATION DETAILS. PLEASE NOTE THAT THE DEADLINE DATE FOR PICKING UP "GUEST TICKETS" IS VERY STRICT.
- (4) INFORM THE GRAD OFFICE THE DATE YOU ARE FINISHED WITH YOUR DESK SPACE:
  - Pratt/Sanford Fleming**: leave desk key in top drawer and hand in office key
  - Bahen Centre**: we will deactivate your access card

# **M.Sc. Information for Convocation/Transition to PhD**

\* Please submit this form to the DCS Graduate Office, BA4242 \*

**Convocation Date** (circle one only): **November** / **March** (in absentia) / **June**

Students completing in January can choose between March or June Convocation

**PLEASE PRINT:**

✓

|                                                        |                                                                                                                             |  |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|--|
| FULL NAME:                                             | <input type="text"/>                                                                                                        |  |
| STUDENT NUMBER:                                        | <input type="text"/>                                                                                                        |  |
| EMAIL ADDRESS:                                         | <input type="text"/>                                                                                                        |  |
| 1 <sup>st</sup> Reader (supervisor):                   | <input type="text"/>                                                                                                        |  |
| 2 <sup>nd</sup> Reader:                                | <input type="text"/>                                                                                                        |  |
| <b>research project</b> Title:                         | <input type="text"/>                                                                                                        |  |
| TRANSITION to PhD (CIRCLE ONE):                        | YES <input type="checkbox"/> NO <input type="checkbox"/>                                                                    |  |
| PhD Supervisor's Name:<br>(READ IMPORTANT NOTES BELOW) | <input type="text"/>                                                                                                        |  |
| PhD Start Date (circle one):                           | SEPTEMBER <input type="checkbox"/> JANUARY <input type="checkbox"/> MAY <input type="checkbox"/> YEAR: <input type="text"/> |  |
| <b>12-Digit</b> Applicant #:                           | <input type="text"/>                                                                                                        |  |

**Signature:**

**Date:**

## **IMPORTANT NOTES – PLEASE READ:**

- MAKE SURE YOUR FULL NAME AND MAILING ADDRESS ARE CORRECT/UPDATED ON ROSI.
- IF TRANSITIONING TO THE PHD PROGRAM, PLEASE SUBMIT THE FOLLOWING ADDITIONAL DOCUMENTS:  
1) REFERENCE LETTER 1 (FROM YOUR SUPERVISOR)  
2) REFERENCE LETTER 2 (FROM YOUR SECOND READER)
- IF YOU ARE CHANGING SUPERVISORS IN YOUR PHD PROGRAM. PLEASE COMPLETE THE  
"COMPOSITION OF PHD SUPERVISORY COMMITTEE FORM" AND SUBMIT IT TO THE GRADUATE  
OFFICE IMMEDIATELY
- INFORM GRADUATE OFFICE THE DATE YOU ARE FINISHED WITH YOUR DESK SPACE:
- FOR LISTING OF DEADLINE DATES FOR EACH CONVOCATION, PLS REFER TO THE DCS HANDBOOK.  
BA OFFICES: WE WILL DEACTIVATE YOUR ACCESS CARD  
SF/PT OFFICES: LEAVE DESK KEY IN TOP DRAWER AND HAND IN OFFICE KEY

## EVALUATION OF M.SC. RESEARCH PAPER

This will also serve as a confidential report for a student who wants to continue on to the Ph.D. program.

**STUDENT'S NAME:**

**STUDENT #:**

**M.SC. RESEARCH PAPER TITLE:**

**I HAVE READ THE APPLICANT'S M.SC. RESEARCH PAPER:** YES ☐ NO ☐

**IF YOU ARE THE 1<sup>ST</sup> OR 2<sup>ND</sup> READER OF THIS STUDENT'S M.SC. RESEARCH PAPER,  
PLEASE ANSWER THE FOLLOWING:**

I CONSIDER THAT THE RESEARCH PAPER MEETS THE STANDARD FOR THE M.SC. DEGREE: YES ☐ NO ☐

**COMPLETE ONLY IF STUDENT WANTS TO CONTINUE TO THE PHD PROGRAM:**

**IF YOU ARE ACTING AS A REFEREE FOR THE PH.D. PROGRAM, PLEASE ANSWER THE FOLLOWING:**

I CONSIDER THAT THE STUDENT MEETS THE STANDARD REQUIRED FOR ADMISSION TO THE PH.D.: YES ☐ NO ☐

**WILL YOU BE ACTING AS THIS STUDENT'S SUPERVISOR IN THE PH.D. PROGRAM?** YES ☐ NO ☐

**PLEASE CHECK THE FOLLOWING FOR THE ABOVE APPLICANT.** ADDITIONAL RELEVANT COMMENTS MAY BE ADDED ON A SEPARATE SHEET.

|                                        | OUTSTANDING              |                          |                          | ABOVE<br>AVERAGE         | AVERAGE                  | BELOW<br>AVERAGE         | UNABLE<br>TO JUDGE       |
|----------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
|                                        | Top 3%                   | Next 5%                  | Next 5%                  |                          |                          |                          |                          |
| Analytical Ability                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Knowledge of Proposed Area of Research | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Current Research Skill                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Research Potential                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ability to Work Independently          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Research Judgement                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Research Originality                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Writing Ability                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Speaking Ability                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Writing Ability in English             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Speaking Ability in English            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Teaching Ability in English            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Motivation                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emotional Stability                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

I BASE MY ASSESSMENT ABOVE BY COMPARING THE APPLICANT TO OTHER STUDENTS AT THE SAME LEVEL AT THE UNIVERSITY OF TORONTO.

**NAME (PLEASE PRINT):**

**DATE:**  **SIGNATURE:**

PLEASE ENCLOSE YOUR EVALUATION IN A SEALED ENVELOPE; SEAL & SIGN THE ENVELOPE ON THE BACK, AND FORWARD IT TO THE M.SC. STUDENT, OR DIRECTLY TO THE GRADUATE OFFICE (BA 4242).

## EVALUATION OF M.SC. RESEARCH PAPER

This will also serve as a confidential report for a student who wants to continue on to the Ph.D. program.

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**STUDENT #:**

**M.SC. RESEARCH PAPER TITLE:**

**I HAVE READ THE APPLICANT'S M.SC. RESEARCH PAPER:** YES ☐ NO ☐

**IF YOU ARE THE 1<sup>ST</sup> OR 2<sup>ND</sup> READER OF THIS STUDENT'S M.SC. RESEARCH PAPER,  
PLEASE ANSWER THE FOLLOWING:**

I CONSIDER THAT THE RESEARCH PAPER MEETS THE STANDARD FOR THE M.SC. DEGREE: YES ☐ NO ☐

**COMPLETE ONLY IF STUDENT WANTS TO CONTINUE TO THE PHD PROGRAM:**

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**WILL YOU BE ACTING AS THIS STUDENT'S SUPERVISOR IN THE PH.D. PROGRAM?** YES ☐ NO ☐

**PLEASE CHECK THE FOLLOWING FOR THE ABOVE APPLICANT.** ADDITIONAL RELEVANT COMMENTS MAY BE ADDED ON A SEPARATE SHEET.

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| Research Potential                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Ability to Work Independently          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Research Judgement                     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Research Originality                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Writing Ability                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Speaking Ability                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Writing Ability in English             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Speaking Ability in English            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Teaching Ability in English            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Motivation                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Emotional Stability                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

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