

GUIDELINES ON TIME FOR REVIEW AND ASSESSMENT OF QUALIFYING PAPERS, THESES AND DISSERTATIONS

Environmental Sciences-New Brunswick

Faculty and students in the Graduate Program of Environmental Sciences are committed to maintaining a culture of mutual respect and open communication. An important part of such culture is the timely review and assessment of students' written work such as MS theses and essays, qualifying documents, research proposals, and dissertations, as well as other documents that may not be part of the official requirements of the program, but are important for the students' professional development, such as draft manuscripts and conference presentations.

The following recommendations are stated to guide the process of evaluation by the Faculty of work done by graduate students as part of their degree program and are based on well-established practices within the Graduate Program of Environmental Sciences:

1. Students are expected to keep Faculty who are involved in assessing their written work informed of any forthcoming submission. Such submission should take place a minimum of two weeks before an examination or deadline.
2. Faculty are expected to return their evaluation to the students within two weeks of a scheduled submission. Such period could be extended to four weeks during periods characterized by intense academic commitments or research activities. If possible, further delays related to extraordinary circumstances should be avoided by finding substitute Faculty to perform the evaluation. In any case, Faculty should inform students about the timing of their response.