

Requirements for the M.Ed. Degree

In the Department of Sociology & Equity Studies in Education, the M.Ed. degree may be pursued under either Option II (eight half courses and a major research paper [MRP]), Option IV (10 half courses), or, more rarely and subject to the SESE Admissions Committee approval, Option III (six half courses and a thesis). At least half of the courses in the MEd degree must be taken in the Department of Sociology in Education.

M.Ed. Option II (Eight courses and a Major Research Paper)

The following are the main steps in getting started on your Major Research Paper:

1. Obtain a supervisor. Students are responsible for finding a faculty member, typically in the department, willing to work with them on this research project. Often this person will be someone from whom the student has taken a course and the Major Research Paper will be an extension of a class paper. The supervisor is not necessarily your faculty advisor. Normally, your assigned advisor will assist you in deciding on which faculty member to approach for supervision.
2. When you and your supervisor have agreed on a topic, fill in the Major Research Paper Supervision Approval form and give it to the Departmental Graduate Student Liaison Officer (currently Kristine Pearson, room 12-222).
3. If your study involves the collection of data on human subjects, there must be a serious consideration of ethical issues and an ethical review should be submitted to, first of all, Kristine Pearson for submission to the Departmental Ethical Review Coordinator. After departmental approval has been signed, your ethical review will be placed in your student mail folder for pickup. The student is responsible for making the appropriate number of copies for the UT Ethical Review Board and for delivering them to the Board. (Ethical Review forms, instructions and addresses are available at:

<http://www.research.utoronto.ca/for-researchers-administrators/ethics/human/application-forms/>

There are typically several stages involved in the preparation of a Major Research Paper. These include:

1. One starts with a research problem or issue.
2. The problem or issue, including a statement of its significance, should then be placed in the context of a relevant body of theory or literature.
3. The next step is to obtain data that will enable the research question to be examined and evaluated. These data can range from the results of your own research to library research.
4. The next step is to use or develop appropriate methods to analyze the data.
5. The results of your analysis should then be reported and discussed.
6. The paper concludes with an examination of the theoretical and/or policy implications of your analysis.
7. The paper may build on a previous class paper by extending it.

It is the aim of the Major Research Paper to acquaint students with the practice of research or scholarship in an area of their choosing. Such acquaintance will normally entail familiarity with some portion of the relevant academic literature, which the student will be expected to treat critically or analytically. The method to be employed in the Major Research Paper may range from a philosophical approach to that of an empirical study.

To sum up, the formal terms of reference and requirements for an Major Research Paper are as follows:

1. The student electing to do a major research paper shall, after the completion of a minimum of four courses, but no later than the completion of the candidate's sixth degree course, locate a faculty member to supervise the completion/evaluation of the major research paper. When a supervisor agrees to supervise the Major Research Paper, the Major Research Paper Supervisory Form must be signed by the supervisor, and the form submitted to the Department Chair or Graduate Studies Liaison. The form can be found at (http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_MRP_Comp_Exam.pdf)

2. Normally, one faculty member will supervise the Major Research Paper and that faculty member will be a member of this department.
3. Evaluation of the adequacy of the paper for degree completion shall be on a pass/fail basis.
4. A pass requires the positive evaluation, and signature, of the Major Research Paper supervisor.
5. In the case that a candidate's major paper is not recommended for acceptance, the candidate may, in the following term, resubmit a revised or different major paper for evaluation.
6. At the discretion of the department Chair, a candidate may resubmit the same or a different paper a third time. This shall be deemed to be the candidate's final opportunity to complete this requirement.
7. The candidate shall be free to change his/her Major Research Paper supervisor.
8. Time limits for the completion of the major paper shall conform to those normally set by OISE Graduate Studies/SGS for completion of the M.Ed. degree.
9. A record of the candidate's Major Research Paper title and supervisor will be kept by the department. It is the candidate's responsibility to inform the department of changes in writing.
10. The Major Research Paper supervisor is responsible for filing, by the end of the term in which a major paper is submitted, to the departmental Chair, the Major Research Paper completion form, with a checkmark beside the M.Ed. Research Project/Paper Requirement section. The form can be found at:
http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_MRP_Comp_Exam.pdf
11. The departmental Liaison Officer will be responsible for keeping departmental records, and for transmitting to OISE/UT's Graduate Studies Office the results of all official evaluations of Major Research Papers.
12. The department will normally allow the candidate to take as a part of the candidate's normal course load one half course, under the direction of the Major Research Paper supervisor, whose purpose is to facilitate production of the major paper. This may be done as an Independent Reading & Research course (http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_ReqIndReadRsch.pdf)
14. Any appeals to the above process shall be initiated to the department Chair, or in cases of conflict of interest on the Chair's part, to the Assistant Director, Academic, OISE.

M.Ed. Option IV (10 half courses)

This Option allows students to enroll in a wide selection of graduate courses. Five of the 10 half courses must be SESE courses. When the student enrolls in the last course of the degree, the student will file an application to graduate (http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_ReqCraduation.pdf) with the OISE Registrar's Office

M.Ed. Option III (Six courses and a Thesis)

The following are the formal terms of reference and requirements for Option III:

1. The committee will consist of two faculty members drawn from the department and from others in the Graduate School of the University of Toronto.
2. At least one member of the review committee must be a member of this department.
3. The committee supervisor will normally be a member of this department.
4. Both Committee members must sign the OISE Thesis Supervision Approval form (http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_ThesisCttee.pdf). The form must be submitted to the Departmental Chair or Graduate Liaison. After the Chair has signed approval to the form, the form will be delivered to the OISE Registrar's Office.
4. Evaluation of the adequacy of the thesis for degree completion shall be on a pass/fail basis.
6. A pass requires the positive evaluation, and signature, of both members of the committee on the Recommendation for Master's Degree form (http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_DegreeRecomm.pdf).
7. The candidate shall be free to change members of the committee until four weeks prior to the time at which the paper is to be submitted for evaluation.
8. The department will normally allow the candidate to take as a part of the candidate's normal course load one half course as an Independent Reading & Research course, under the direction of a member of the candidate's committee, whose purpose is to facilitate production of the thesis. (http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_ReqIndReadRsch.pdf)

9. Any appeals to the above process shall be initiated to the department Chair, or in cases of conflict of interest on the Chair's part, to the Assistant Director, Academic, OISE/UT.
10. Record keeping, deadlines, and procedures for completion of the M.Ed. thesis shall generally conform to the department's procedures for M.A. theses.
These procedures, outlined in "OISE Guidelines for Theses & Doctoral Final Oral Exams" (http://www.ro.oise.utoronto.ca/OISE_Theses_Guide.pdf)
11. In the case of a recommendation not to accept the thesis, a candidate will either be allowed to resubmit the thesis
1/ in the following semester, or
2/ alternatively, the candidate may instead opt to transfer back into either the M.Ed. Option II or Option IV, by submitting a transfer request form to the SESE Admissions Committee Chair. The transfer request form can be found at (http://www.oise.utoronto.ca/ro/UserFiles/File/Graduate%20Registration/GradReg_ReqDgrPrmTr.pdf).

Transfer Options

Students are admitted to the department on the basis of one of the three options as detailed above. These admissions are based on projected faculty supervision workload limits. Students are expected to complete their program in the option for which they are admitted. While we appreciate that there may be cases when students feel that another program would suit them better than the one they initially applied for and were admitted to, the Department would caution students to think carefully before making a request to transfer. Specific admission and completion requirements apply to each degree/program/department (in other words, you may not be eligible for the program you wish to enter); the degree/program that you want to transfer into may not have the capacity to accept additional students; and you may have proceeded too far in your present program to justify a transfer to another. In light of these considerations, the process of reviewing a transfer request is similar to the review of a new application, and you should be aware that such requests are not automatically granted.

Requests to transfer must be fully documented. They must be supported by a clear statement as to why the transfer is appropriate, and by all supporting documents outlined below. The review involves an assessment of your original application to the program/department, as well as any new material submitted to support the transfer request. The Department's Admissions Committee reviews all transfer requests and makes a recommendation, first to the Department Chair (whose support is required in all cases), and then to the OISE Registrar's Office, Graduate Studies.

Transfers into Option II or III entail significant additional supervision workload and are treated on a case by case basis. (The normal prerequisite for Option III is a four year undergraduate degree with specialization in sociology or equivalent.) Requirements for successful transfer into Option II or III require the following:

- a) successful completion of a full term of studies or the equivalent (completion of at least 3 half courses), for part-time students;
- b) submission of a detailed statement setting out the rationale for seeking the transfer. The statement should address the programmatic, academic and/or professional reasons for seeking the transfer; also, the submission of a sample of writing, as well as a reference letter from a SESE faculty supporting the transfer request indicating that s/he would be willing to supervise that thesis is required;
- c) approval by the SESE Admission Committee and Department Chair.