

Rehabilitation Sciences Institute

500 University Ave., Toronto, Ontario M5G 1V7 Telephone (416) 978-0300 Facsimile (416) 946-8762

Please note: It is the responsibility of the Student to ensure form is completed.

Request for Individual Reading and Research Course 2000H

Name of Student:	Department:
Student Number:	Degree:
Name of Thesis Supervisor(s):	
Name of Reading Course Instructor/Supervisor:	

To be Completed by Student and Instructor:

<i>Topic of Reading Course:</i>		
Objectives of Course		
Start Date: September <input type="checkbox"/> January <input type="checkbox"/> May <input type="checkbox"/>	Length of Course: [note: course is a half course] 1 Term <input type="checkbox"/> 2 Terms <input type="checkbox"/>	Frequency of Meeting: [minimum 26 hours in total] Weekly <input type="checkbox"/> # of Hours ____ (13 weeks)
Alternative meeting schedule [if applicable]:		
Method of Evaluation of the Course: [note that feedback is required at the half-way point] Major Research Paper [a minimum of 6000 words text, excluding footnotes and references] Yes <input type="checkbox"/> No <input type="checkbox"/> If No -- Please give Alternative Evaluation:		
Evaluation Components [eg. paper, seminar, draft, other]	Percentage weight given to component(s):	Due Date:

Reading List: [provide the key references]

To be Completed by the Student:

Why do you wish to undertake this individual reading and research course?

How does this course fit into your overall research plan?

Student' s Signature:	Date:
Student' s Thesis Supervisor' s Signature:	Date:
Reading Course Supervisor' s Signature:	Date:

For Office Use Only:	Approved	YES	NO
Signature of the Director of the Reading Course Instructor:	Date:		
Course Coordinators Signature:	Date:		

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Individual Reading and Research Course REH 2000H

Minimum Standards and Policy

1. Minimum Evaluative Requirements

Preference is that a topic area is held as a course if more than 3 students are interested in it. It will be held every 2 years.

A major research paper of at least 6,000 words in length (excluding footnotes and references) is required. An additional copy of the paper must be submitted to the course coordinator for **marking. An average of both marks will be submitted. The course coordinator will select an alternate marker of the paper is not within their area of expertise. If the marks are more than 10% discrepancy than a third marker will be provided to reach a consensus among the 2 markers.** An alternative form of evaluation can be negotiated between the student and instructor, however, any variation must be approved by the REH 2000H course coordinator.

2. Minimum Requirements for Meeting with the Reading and Research Course Instructor/Supervisor

The student and instructor will meet (in person) at least every week for a minimum of 2 hours. Any REH 2000H course undertaken must involve a minimum 26 hours of meeting time between student and instructor. If the student and instructor agree, the meeting frequency and total hours spent in those meetings can be negotiated and an alternate meeting schedule submitted, subject to the approval of the REH 2000H Course Coordinator.

3. Course Faculty

In order to be a faculty for REH2000H, the faculty must hold an appointment in the Rehabilitation Sciences Institute and/or the School of Graduate Studies. The course faculty must seek and obtain approval from the Coordinator of REH 2000H Individual Reading and research Course (Dr. D. Brooks) **and the graduate coordinator.** The Director of the Rehabilitation Sciences Institute must sign the Request form to indicate that the course will be offered.

4. Timeline for Course Completion

The timeline for the course must coincide with the regular class schedule start dates. Each term is 13 weeks in length. An individual reading and research course may be undertaken over one or two terms (depending on the frequency of meetings). All course work must be submitted in ample time for the instructor to grade the material and submit the final course grade in conjunction with the standard course deadlines. Any extension of time given to the student to complete course work beyond the end date of the course must be approved by both the instructor and REH 2000H Course Coordinator.

5. Responsibility of the Student

It is the responsibility of the student to ensure that the REH 2000H request form is complete and submitted to the REH 2000H course coordinator. Once approval is given, **it is the student's responsibility to ensure they are properly enrolled in REH 2000H, to provide a copy of the final paper to the course coordinator for marking, and to develop a time line with the course coordinator and the reading course supervisor.**