



**University of Windsor**  
Faculty of Nursing

**Master's Student Handbook  
(MN and MScN)**

**2023-2024**

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## Welcome

*The University of Windsor sits on the traditional territory of the Three Fires Confederacy of First Nations, which included the Ojibwa, the Odawa, and the Potawatomi. We respect the long-standing relationships with First Nations people in this place in the 100-mile Windsor-Essex peninsula and the straits – les detroits – of Detroit. We gratefully acknowledge that all of us (students, faculty, staff) are privileged to gather on these traditional, ancestral, unceded territories.*



### **Our Commitment to Truth and Reconciliation**

*The Faculty of Nursing recognizes that land acknowledgments are a step towards reconciliation but that more work is required in light of the past and ongoing harms inflicted through colonization of Indigenous people and lands. As a faculty, we are in the process of learning about Indigenous practices and pedagogies and unlearning colonial practices. In working towards reconciliation, we commit to enacting the recommendations of the Truth and Reconciliation Commission and upholding the UN Declaration on the Rights of Indigenous People. We aspire to achieve health equity for all Indigenous people living on Turtle Island.*

September 2023

Dear Graduate Students,

I would like to extend a warm welcome as you join the University of Windsor and the Faculty of Nursing. Graduate education offers you opportunities to challenge your thinking and understanding in collaboration with new colleagues. In the next few years, enjoy and cherish your journey that will inspire and shape your relationships, careers, and contributions within complex systems.

The University of Windsor master's programs in Nursing prepares you for advanced roles while building your professional career with diverse possibilities that have potential for local, national, and global impact. This 2023 national nursing week theme was "Our Nurses. Our Future." We celebrated the critical roles that nurses, nurse educators, and nursing students play in Canada's health care system. Let this recognition extend beyond nurses' week to the everyday and across borders. Embrace the differences you will make with a UWindsor, Faculty of Nursing PhD. The possibilities are endless.

Congratulations on your acceptance into your program of study. I sincerely wish you every success as you achieve your graduate in nursing. Thank you for choosing to study at the University of Windsor. I look forward to meeting you virtually or in person.

Sincerely,

Dean Debbie

Debbie Sheppard-LeMoine RN, PhD  
Dean, Professor



September 2023

Welcome MN and MScN Students!

I am pleased that you have chosen the University of Windsor for the next step in your nursing career. The Faculty of Nursing offers several masters graduate programs and a PhD degree. Our graduate programs are approved by the Ontario Council on Graduate Studies. They are designed to programs nurses as scholars who positively influence nursing practice, health care systems, and the health of persons, families, communities, and populations.

The Faculty of Nursing is here to support you as you acquire new knowledge and skills, both formally within courses and informally as you make meaningful connections with your faculty and peers. We strongly encourage you to take advantage of the research presentations, career development sessions, and funding opportunities that are available through the Faculty of Nursing and the University.

As Associate Dean of Graduate Programs and Research in the Faculty of Nursing, my role is to support the Nursing graduate programs and foster student and faculty research. Please connect with me if you have academic concerns or just wish to chat. I can also assist you to find sources of funding for scholarship activities (e.g., presentations, conference travel, research projects). We have numerous resources to support you to learn these skills and apply them to your future career.

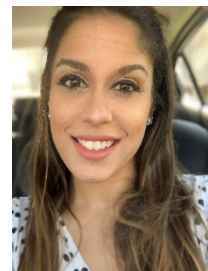
This handbook provides an overview of the master's program structures, schedules, services, and supports offered by Nursing, the Faculty of Graduate Studies, and the University. Also outlined are faculty advisor (i.e., what you can expect from your faculty advisor) and the expectations of graduate students (i.e., what we expect from you).

Please do not hesitate to contact us with any questions - we are here to support you.

**Kathy Pfaff, PhD, RN** (she/her)  
Associate Dean, Graduate Programs and Research  
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# Program and Research Priorities

## Program Update

Healthcare systems and the roles and responsibilities of registered nurses (RNs) who work within these systems are rapidly evolving. Working in direct and indirect roles, master's prepared RNs contribute their professional knowledge and scholarship to enhance and improve healthcare locally, provincially, nationally and internationally. The design and delivery of master's nursing programs must adapt to meet the current and future competencies required of RNs in current and future direct and indirect advanced nursing roles in this system (Canadian Association of Schools of Nursing [CASN], 2015).

To address these needs, the Faculty of Nursing undertook a major redesign of our master's programs. The revised program outcomes and courses were approved by the University of Windsor Senate this past spring. Although the newly program will not fully launch until Fall, 2024, several new and revised courses are being introduced.

We will ensure a smooth pathway for all students in the current program sequence. Successful students will graduate from the program they entered.

If you have questions, please ask us!

## Research

This is an exciting time for the Faculty of Nursing as we will soon begin a process of collectively re-defining the mission, vision, and pillars that drive our research and graduate programs.

Currently, our Faculty of Nursing research focuses on "Health Outcomes" and "Health Services" as two primary pillars and strategic priorities. These two research priorities are well served by a mix of enthusiastic, established, and rising faculty scholars with expertise in qualitative and quantitative research approaches and methods.

1. **Health Outcomes Research:** This research priority encompasses research and scholarly activities that directly relates to the holistic psycho-social, spiritual, and physical health outcomes of individuals, families, and communities. The main objective of this research pillar is to inform direct nursing care. It also includes quality improvement and quality assurance focused projects. Collective research expertise under this priority includes, but is not limited to, primary care & disease prevention, patient safety, gerontology and vulnerable populations, oncology and chronic disease, and infection control.
2. **Health Services Research:** This research priority comprises research and scholarly activities that relate to the processes and regulations of health care delivery, health systems, and program evaluation. The focus of this priority is research and scholarly activities that improve health care delivery and inform policy makers about the impact of health systems initiatives. Specific projects on

this priority are often informed by need assessment of local and regional partners. Such projects include, but are not limited to, research on cross-border nursing, NP outreach programs, emergency department use, shelter health, mobile medical health, and other program evaluation projects.

*Stay tuned for our strategic planning updates!*

## Master's Programs

The Faculty of Nursing currently offers the following master's programs:

1. Master of Nursing Program (MN) – course-based
2. Master of Science in Nursing Program (MScN) – thesis based
3. Master of Nursing Nurse Practitioner (MN/NP) Program
4. Nurse Practitioner (NP) Graduate Diploma Primary Health Care Program
5. Master of Nursing Program (for those who have completed a Nurse Practitioner certificate)

The content in this handbook includes information regarding the MN and MScN programs (1 and 2 above). Faculty of Nursing course descriptions for the courses listed in this section are available on-line at: <https://www.uwindsor.ca/secretariat/282/undergraduate-and-graduate-calendars>

### Master of Nursing (MN) Program

The MN program is a course-based degree program. Students complete **10 courses**. Students select between two specialization/field options.

#### 1. Advanced Clinical Practice Nursing Field

In the Advanced Clinical Nursing field, students explore the human experience of health, well-being, illness and healing within the context of individuals, families, groups and communities. Selected concepts such as health promotion, illness prevention, stress appraisal, and coping resources will be examined through critical appraisal of the literature in nursing and related disciplines. Students will have the opportunity to develop evidence-based knowledge and skills required to manage the complex health needs of Canada's multicultural population through health promotion and illness prevention or adaptation to illness and injury.

#### 2. Nursing Leadership Field

In the Nursing Leadership field students will explore concepts of contemporary nursing leadership in management, research and education. Students will critically appraise and synthesize a variety of educational, environmental, and political issues that influence the Canadian health care system. Students will have the opportunity to develop skills necessary to impact policy and decision-making relevant to the profession of nursing, in particular, and the health care system in general.

### Degree Requirements

Core Courses	Elective Courses
NURS-8810 Theoretical Foundations in Nursing NURS-8830 Research Methods in Nursing NURS-8820 Advanced Statistics NURS-8910 Advanced Professional Nursing Practicum	<b>Four additional graduate level courses</b> Two must be nursing courses. Two courses can be from another faculty/department or nursing. Students can use the courses in the other field to fulfill this requirement.
<b>Nursing Leadership Field</b>	NURS-8880 Theoretical Foundations of Leadership NURS-8890 Innovations in Nursing Leadership
	<b>OR</b>
<b>Advanced Practice Field</b>	NURS-8850 Health of Individuals, Families and Groups NURS-8860 Community and Population Health



**All MN students (regardless of field) will take:**

**Four core courses:**

- NURS-8810 - Theoretical Foundations in Nursing (normally Fall semester)
- NURS-8830 - Research Methods in Nursing (normally Fall semester and Summer semester)
- NURS-8820 - Advanced Statistics (normally Winter semester)
- NURS-8910 – Advanced Professional Nursing Practicum (normally Winter semester)

Note that NURS-8910 is a full-time course. Students who are part-time will automatically become full-time for the semester in which they take this course.

**Four elective courses:**

- 2 graduate level nursing electives (normally Fall, Winter and/or Inter/Summer session)
- 2 graduate level electives from any faculty, including nursing (based on course offerings)

**Two courses from field of practice:**

***Advanced Clinical Practice Field:***

- NURS-8850 – Health of Individuals, Families and Groups (normally Winter semester)
- NURS-8860 – Community and Population Health (normally Fall semester)

**OR**

***Nursing Leadership Field:***

- NURS-8880 – Theoretical Foundations of Leadership (normally Winter semester)
- NURS-8890 – Innovations in Nursing Leadership (normally Fall semester)

**Please note** that full-time students must be registered in every term i.e., fall, winter, spring/summer. Full-time students must complete the program within three consecutive calendar years after the student's first registration. Full-time students will pay full-time fees even if taking only one course in a semester.

Samples of full-time and part-time MN schedules are provided in **Appendix A.**

## **Master of Science in Nursing (MScN)**

The MScN is a thesis-based degree program and has two specialization/field options.

### **1. Advanced Clinical Practice Nursing Field**

In the Advanced Clinical Nursing field, students explore the human experience of health, well-being, illness and healing within the context of individuals, families, groups and communities. Selected concepts such as health promotion, illness prevention, stress appraisal, and coping resources will be examined through critical appraisal of the literature in nursing and related disciplines. Students will have the opportunity to develop evidence-based knowledge and skills required to manage the complex health needs of Canada's multicultural population through health promotion and illness prevention or adaptation to illness and injury.

### **2. Nursing Leadership Field**

In the Nursing Leadership field students will explore concepts of contemporary nursing leadership in management, research, and education. Students will critically appraise and synthesize a variety of educational, environmental, and political issues that influence the Canadian health care system. Students will have the opportunity to develop skills necessary to impact policy and decision-making relevant to the profession of nursing, in particular, and the health care system in general.

## Degree Requirements

Core Courses	Thesis Courses
NURS-8810 Theoretical Foundations in Nursing NURS-8830 Research Methods in Nursing NURS-8820 Advanced Statistics NURS-8910 Advanced Professional Nursing Practicum	NURS-8970 Thesis * (Must have a supervisor prior to registering in the thesis course).
<b>Nursing Leadership Field</b>	NURS-8880 Theoretical Foundations of Leadership NURS-8890 Innovations in Nursing Leadership
<b>OR</b>	
<b>Advanced Practice Field</b>	NURS-8850 Health of Individuals, Families and Groups NURS-8860 Community and Population Health

**All MScN students (regardless of field) will take:**

**Four core nursing courses:**

- NURS-8810 - Theoretical Foundations in Nursing (normally Fall semester)
- NURS-8830 - Research Methods in Nursing (normally Fall semester and Summer semester)
- NURS-8820 - Advanced Statistics (normally Winter semester)
- NURS-8910 – Advanced Professional Nursing Practicum (normally Winter semester)

**\*Note** that NURS-8910 is a full-time course. Students who are part-time will automatically become full-time for the semester in which they take this course.

**Two courses from field of practice:**

Advanced Clinical Practice Field:

- NURS-8850 – Health of Individuals, Families and Groups (normally Winter semester)
- NURS-8860 – Community and Population Health (normally Fall semester)

**OR**

Nursing Leadership Field:

- NURS-8880 – Theoretical Foundations of Leadership (normally Winter semester)
- NURS-8890 – Innovations in Nursing Leadership (normally Fall semester)

**Thesis course:**

- NURS-8970 - Thesis
- See Graduate Student Brightspace course site for Thesis Resource Guide

**Please note** that full time students must be registered in every term i.e., fall, winter, spring/summer. Full-time students must complete the program within three consecutive calendar years after the student's first registration. Full-time students will pay full-time fees even if taking only one course in a semester. Students must register for the Thesis (NURS-8970) when they begin working with their advisor and using university resources.

Samples of full-time and part-time MScN schedules are provided in **Appendix B**.

## Guidelines for Master's Theses

### Thesis Format:

A thesis is organized by chapters around a central problem. There are typically separate chapters for the introduction, review of the literature, methodology, results/findings, and discussion/conclusions. A reference list for the entire thesis follows the discussion/conclusions chapter.

Students are encouraged to consult the FGS formatting specifications (a copy may be downloaded from <http://www.uwindsor.ca/graduate-studies/385/format-requirements>). These guidelines provide information about type-setting (e.g., font size, page numbering), as well as the content and sequencing of required material (e.g., title page, table of content, list of tables, use of copyrighted material, and coauthored material etc.).

In general, all theses in the Faculty of Nursing will be prepared in APA style (most current edition). Some of the APA guidelines are not appropriate for the preparation of dissertations (see FGS guidelines at <http://www.uwindsor.ca/graduate-studies/385/format-requirements>). Policies related to the content and format of the thesis set by FGS override those described in the APA manual.

### Tips and Support

Please refer to the Thesis Resource Guide posted on the Graduate Program Brightspace site. The guide is a comprehensive resource for students undertaking a thesis.

## Resources and Supports for Graduate Students

### Faculty of Nursing

Toldo Health Education Centre  
University of Windsor  
(519) 253-3000 ext. 2258  
Fax: (519) 973-7084  
<http://www.uwindsor.ca/nursing/>

Dr. Kathy Pfaff  
Associate Professor & Associate Dean, Graduate Programs and Research  
Room 314  
(519) 253-3000 ext. 4977  
[kpff@uwindsor.ca](mailto:kpff@uwindsor.ca)

Dr. Sherry Morrell  
Assistant Professor & Graduate Coordinator, Nurse Practitioner Program  
Room 303  
(519) 253-3000 ext. 2278  
[morrells@uwindsor.ca](mailto:morrells@uwindsor.ca)

Ms. Suneeta Singh  
Graduate Secretary  
Room 336  
(519) 253-3000 ext. 2260  
[ssingh@uwindsor.ca](mailto:ssingh@uwindsor.ca)

### Faculty of Graduate Studies

Room 306 Chrysler Hall Tower  
[gradst@uwindsor.ca](mailto:gradst@uwindsor.ca)

Dr. Debbie Kane, Acting Dean  
(519) 253-3000 ext. 2107

Ms. Marie Hawkins, Director of Graduate Academic Services  
(519) 253-3000 ext. 2112

Ms. Christine Maitre, Secretary to the Dean  
(519) 253-3000 ext. 2107

## Academic Resources for Graduate Students

The links below provides access to information about graduate courses, research, and general help, as well as resources for GAs/TAs.

<https://www.uwindsor.ca/graduate-studies/>

<https://www.uwindsor.ca/graduate-studies/1486/resources-graduate-students>

### Frequently Asked Questions

An online resource containing frequently asked questions and responses is available at:

<http://www.uwindsor.ca/graduate-studies/363/current-students-faq>

We recommend that you check this resource first when you have questions, as this resource is updated frequently. You may find that you have questions linked to the following topics, and more:

- Registration
- Leave of Absence from your program of study
- Grade Appeals
- Graduate Assistantship (GA) Applications
- Requesting to take courses outside those offered in the Faculty of Nursing

[Ask.uwindsor.ca](#) – Search “knowledge articles” for information on common questions.

### Important Academic Dates

The link below provides information about important academic calendar dates, including but not limited to those concerning course registration, course voluntary course withdrawal, tuition refunds, and dissertation defense.

<http://www.uwindsor.ca/graduate-studies/356/important-dates>

### Leddy Library

Services for Graduate Students

<http://leddy.uwindsor.ca/services-graduate-students>

Writing Support Desk

<http://www.uwindsor.ca/success/writingsupportdesk>

Nursing Librarian

Mr. Adam Mulcaster, Nursing Librarian, Information Services

Email: [Adam.Mulcaster@uwindsor.ca](mailto:Adam.Mulcaster@uwindsor.ca)

Office: Room 1107B Leddy Library; Telephone:(519) 253-3000 Ext. 3205.

Graduate study carrels are offered for full-time graduate students. If interested, please reserve a space by contacting the Information Desk: <https://leddy.uwindsor.ca/find-space/information-desk-circulation>

### Awards and Scholarships

Please review the awards and scholarships. Some require applications; others are awarded. <http://www.uwindsor.ca/graduate-studies/456/scholarships-and-awards>

<http://www.uwindsor.ca/nursing/342/graduate-student-awards>

## Other Resources for Graduate Students

### UWinside Student

The UWinside is accessible at: <https://www.uwindsor.ca/registrar/uwinside-student>  
Certain graduate student requests are approved through UWinside Student as Service Requests that are initiated by the graduate student.

Students who wish to request the following need to submit a Service Request to obtain approval:

- apply for a leave of absence
- apply for a course substitution
- submit a thesis/dissertation committee form
- request an PhD external examiner
- apply for a time limit extension

### Instructions for students:

Visit the Faculty of Graduate Studies website at <http://www.uwindsor.ca/graduate-studies/>

1. Click Current Students
2. On the left-side of the page, click Student Forms
3. Select the appropriate form
4. Complete and save the form
5. The completed form gets submitted as a Service Request

### Information and Computer Technology Supports

Computer Help Desk (ITS)  
(519) 253-3000 ext. 4440

Information Technology Services Help and Support available at:

<https://uwindsor.teamdynamix.com/TDClient/1975/Portal/Requests/ServiceCatalog>

Computer/Technology Requirements for Online Learning

[http://ask.uwindsor.ca/app/answers/detail/a\\_id/688/kw/internet](http://ask.uwindsor.ca/app/answers/detail/a_id/688/kw/internet)

Computer/Technology Requirements for Online Learning

[http://ask.uwindsor.ca/app/answers/detail/a\\_id/688/kw/internet](http://ask.uwindsor.ca/app/answers/detail/a_id/688/kw/internet)

### Software Distribution

IT Services uses the [Software Depot](#) for Software Distribution. By logging into the Software Depot with your UWin ID and password, all software that is available to you can be ordered. After ordering the desired software, there are multiple options for delivery, including downloads, when appropriate, pick up at the Operations Desk in the University Computer Centre, free delivery on campus via inter-campus mail, or mailed off campus for a nominal fee.

### Graduate Student Society

[www.uwindsorgss.ca](http://www.uwindsorgss.ca)

Faculty of Education Building

(519) 253-3000 ext. 3915

Instagram - @uwindsorgss

## **Student Health Services**

CAW Centre  
(519) 253-3000 ext. 7002

## **Psychological and Mental Health Services**

The Student Counselling Centre staff offer personal counselling to currently registered students in the form of crisis intervention, brief therapy, groups, case management, and workshops. Appointments can be made through the Student Counselling Center 519-253-3000 ext. 4616 for the Clinical Therapist for the Faculty of Nursing. Further information can be found at: <http://www.uwindsor.ca/studentcounselling/>

Laura Little, Nursing Clinical Therapist  
Room 201A  
(519) 253-3000 ext. 4388

[Wellness Outreach Office](#) - Here you can find everything you need to live well on campus and access the resources available to you to support you in maintaining your wellbeing, mental health and balance during your university career and to set you up for success in life.

# Faculty Advisors and Reporting

## Faculty Advisor

All master's students will have a faculty academic advisor assigned in the fall of their first year.

The faculty advisor will:

- Guide the student with course selection and plan for degree completion.
- Counsel the student on changes to the course plan.
- Provide the student with an appraisal of progress.
- Engage in preliminary discussions with the student about a thesis topic.

The Faculty Advisor may transition to become the student's thesis supervisor or support the student in finding an appropriate supervisor. The student will include the Associate Dean and Faculty Advisor (if appropriate) in discussions related to supervisor selection/change.

## Thesis Supervisor

All MScN students will have a thesis supervisor identified as soon as possible in the first year of study, preferably before the beginning of the Summer academic semester.

The supervisor will:

- Guide the student on plan for degree completion.
- Counsel the student on changes to the course plan.
- Provide the student with appraisal of progress.
- Guide the student in all phases of the thesis process.

The annual report (at a minimum) must be submitted to the Associate Dean by May 30 of each year. The report provides a continuous summary of your progress in the program. The frequency of reporting will be determined by the supervisor/advisor.

Students are responsible for downloading, partially completing, and either bringing the Faculty of Nursing Master's Program Advising and Progress Report Form to each faculty advisor or supervisor meeting or sending it by e-mail to the Faculty Advisor or Supervisor in advance of an online meeting. This is a "living" document. Please date all new entries. The form may be downloaded through the following link: <https://www.uwindsor.ca/nursing/345/resources-current-students>





**FACULTY OF NURSING  
MASTER'S PROGRAM ADVISING AND PROGRESS REPORT**

This annual report is a continuous record of your progress in the master's program. It must be updated annually report (at minimum) and submitted to the Associate Dean or NP Graduate Coordinator (for NP students) by May 30 of each year. The supervisor/advisor may determine more frequent reporting.

**LAST NAME:**

**FIRST NAME:**

**ID NUMBER:**

**Program:**  NP Diploma  NP/MN  MN Leadership  MN Advanced Practice  MScN Leadership  MScN Advanced Practice

**Year of Entry into Program:**

**PART I: PROGRAM PLAN (to be completed by faculty advisor in collaboration with student)**

**Plan for completion of coursework:**

Course number or name	Term (e.g., Fall 2023; Winter 2024)	Course number or name	Term (e.g., Fall 2023; Winter 2024)

Note: If elective unknown, just write *elective* and term you plan to take it. Include courses both completed and yet *to be completed*.

**Anticipated graduation date (month/year):**

**Graduate students are expected to be actively engaged in scholarly activities.**

Identify your **scholarly activities and accomplishments** (e.g., scholarships, research stipends, GA, publications, conference presentations, poster presentations, classes taught, attendance at thesis defences, attendance at U of W continuing education events such as Dr. Sheila Cameron Research Forums, Lunch & Learns, and IHI Open School events) for the last year:

Expand box to add information annually.

**THESIS STREAM: This section to be completed by students in the thesis stream.**

Title of thesis:

Summarize your *projected and/or current plan* for completion of your thesis. Include: timelines and graduation date:

Thesis	Projected Date (month/year)	Updates to Plan
Chapter 1		
Chapter 2		
Chapter 3 and defence of proposal		
Ethics approval (REB)		
Chapter 4		
Chapter 5; thesis defence; final thesis approval		
Graduation		

**PART II: PROGRESS ASSESSMENT (to be completed by faculty advisor in collaboration with student)**

Copy and paste box below for each advising session.



After discussion with student, comment on whether you are both satisfied with the progress made.

PROGRAM PROGRESS: Initial the appropriate box.

V G = Very Good S = Satisfactory M = Marginal U = Unsatisfactory

**VG S M U**

Advisor's initials

Signature of Advisor (if applicable):

(Date)

Student's signature:

(Date)

Date of meeting:

## Expectations of Graduate Students

### Graduate Student Professionalism Expectations

Students of the Faculty of Nursing are expected to adhere to all College of Nurses of Ontario practice standards, with emphasis on the revised CNO Code of Conduct (2023), in all interactions with peers, community partners, faculty, and staff. Failure of any nursing student to conform to the principles of these documents may result in dismissal from any of the Faculty of Nursing programs at the University of Windsor.

Orientation will be held in person over two days (September 6 and 7, 2023) and your attendance and participation are required. You are responsible for arranging your own accommodations if you are travelling and plan to stay overnight.

To complement your professional development, a variety of scholarly activities are held each year. Dates, times, and links to attend other scholarly activities will be posted on Brightspace.

Only your UWindsor email address may be used when corresponding with faculty and staff.

### Graduate Student Academic Integrity Expectations

Definition of Plagiarism: “the act of copying, reproducing or paraphrasing portions of someone else's published or unpublished material (from any source, including the internet), without proper acknowledgement. Plagiarism applies to all intellectual endeavours: creation and presentation of music, drawings, designs, dance, photography and other artistic and technical works. In the case of oral presentations, the use of material that is not one's own, without proper acknowledgment or attribution, constitutes plagiarism and, hence, academic dishonesty. (Students have the responsibility to learn and use the conventions of documentation as accepted in their area of study.)”( [Student Code of Conduct](#) )

The University of Windsor Faculty of Nursing highly values student demonstration of intellectual honesty that is integral to academic integrity (Senate Bylaw 31 Academic Integrity, n.d.; Graduate Studies Policy on Plagiarism ([GSSP], n.d.). Academic integrity links to the Faculty of Nursing Mission and Vision (through emphasis on scholarship) and embodies faculty values (professionalism and respect). All students enrolled in all University of Windsor Faculty of Nursing graduate programs are expected to review and adhere to [Bylaw 31: Academic Integrity](#), the [Graduate Studies Policy on Plagiarism](#) and [Senate Policy on Authorship](#). Academic integrity learning resources are available through the [Office of Academic Integrity](#) .

Further, “It is not permissible for an essay or other paper to be submitted twice. It is expected that a thesis, essay, paper or report has not been, and is not concurrently being, submitted to any other Faculty or University for credit toward any degree, or to this University for any other course” (GSPP, para 5, n.d.).

#### Use of Plagiarism-Detection Software

The University believes in the right of all students to be part of a university community where academic integrity is expected, maintained, enforced, and safeguarded; it expects that all

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students will be evaluated and graded on their own individual work; it recognizes that students often use the ideas of others as expressed in written, published, or unpublished work in the preparation of essays, assignments, reports, theses, and publications. However, it expects that both the data and ideas obtained from any and all published or unpublished material will be properly acknowledged, and sources disclosed. Failure to follow this practice constitutes plagiarism. This is important because anyone demonstrating dishonesty, cheating, or plagiarism in relation to any aspect of courses offered in the Faculty of Nursing graduate programs will receive a failing grade. The University, through the availability of plagiarism- detection software, desires to encourage responsible student behaviour, prevent plagiarism, improve student learning, and ensure greater accountability ([Senate Policy on Plagiarism Detection Software, Appendix A](#))

#### References

[Bylaw 31: Academic Integrity](#)

[Graduate Studies Policy on Plagiarism](#)

[Senate Policy on Authorship](#)

[Senate Policy on Plagiarism Detection Software, Appendix A](#)

[Student Code of Conduct](#)

### **Instructional and Evaluation Methods**

During your graduate studies you can expect to engage in a variety of different instructional and evaluation methods to meet the learning outcomes of courses in which you are registered. Some examples of diverse instructional methods include but are not limited to individual work, work in pairs and/or teams, synchronous and/or asynchronous online class work, face-to-face class work, work outside of class, in-class work, readings assigned in advance of class, student presentations, student seminar facilitation, and boot camps held outside of regular class hours.

These instructional methods often include activities requiring active class participation. Some examples of diverse evaluation methods include but are not limited to instructor graded written assignments (paper, annotated bibliography, professional quality assurance report), take home assignments, in-class tests, take home exams, graded presentations, and graded seminar facilitation. Some evaluation methods also include a peer evaluation component.

The outlined instructional methods are likely significantly different than those you have experienced in your previous university education. You are responsible for your own learning. Specifically, graduate students in the Faculty of Nursing are expected to thoroughly prepare in advance of classes and actively participate during classes.

Workload for graduate courses typically 2 to 3 hours per credit hour for both online and in person classes. This equates to 6 to 9 hours per week for a 3-credit course that you can expect to devote to advance class preparation and course assignments. Refer to:

[http://ask.uwindsor.ca/app/answers/detail/a\\_id/628](http://ask.uwindsor.ca/app/answers/detail/a_id/628).

### **Other Graduate Student Coursework Expectations**

- Course class attendance is the expectation. Out of respect for your professor and classmates, please notify your professor in advance if there is a class that you are unable to attend.
- Course assignments may be submitted to a plagiarism detection software program (e.g., Turnitin).
- No supplemental examination or assignments will be offered.
- Faculty of Nursing policy prevails for assignments submitted past deadline without approval (5 percent deduction per day).
- The minimum grade for successful completion of all graduate courses is 70%. Please see
- Bylaw 55: Graduate Academic Evaluation Procedures located at: [Senate Bylaw 55](#)

Please participate in course evaluations during the final two weeks of class in accordance with [Senate policy](#).

## Appendix A

### Sample: Full-time MN Student Course Schedule

Full time students must be registered in every term i.e., fall, winter, spring/summer. The four additional graduate level courses can be taken any time throughout the two years. Graduate level courses vary each semester. Full-time students must complete the program within three consecutive calendar years after the student's first registration. Full-time students will pay full-time fees even if taking only one course in a semester.

Fall	Winter	Spring/Summer	
Year 1	NURS-8810 Theoretical Foundations of Nursing  NURS-8830 Research Methods in Nursing	NURS-8820 Advanced Statistics  NURS-8880 Theoretical Foundations of Leadership  <b>OR</b>  NURS-8850 Health of Individuals, Families and Groups	Two graduate level courses (Nursing or another faculty)
Year 2	NURS-8890 Innovations in Nursing Leadership  <b>OR</b>  NURS-8860 Community and Population Health  Graduate Level Elective	NURS-8910 Advanced Professional Nursing Practicum   Graduate Level Elective	<b>Convocation June Session</b>  <b>OR</b>  Take remaining Graduate level elective(s) and Convocation would take place at October Session.

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## Sample: Part-time MN Student Course Schedule

Part-time students can take only one course per semester. Part-time students are allowed one semester off per year without penalty. If a part-time student does not register for a course for two consecutive semesters without having completed a Leave of Absence (LOA), they must reapply and pay the application fee. It is recommended that part-time students complete the program within three and a half years and do not exceed the five consecutive year time limit.

	Fall	Winter	Spring/Summer
Year 1	NURS-8810 Theoretical Foundations of Nursing	NURS-8820 Advanced Statistics	NURS-8830 Research Methods in Nursing
Year 2	Graduate Level Elective	NURS-8880 Theoretical Foundations of Leadership  <b>OR</b> NURS-8850 Health of Individuals, Families and Groups	Graduate Level Elective
Year 3	NURS-8890 Innovations in Nursing Leadership  <b>OR</b> NURS-8860 Community and Population Health	NURS-8910 Advanced Professional Nursing Practicum (All students are required to be full-time when taking NURS-8910)	Graduate Level Elective
Year 4	Graduate Level Elective	<b>Convocation June Session</b>	

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## Appendix B

### Sample: Full-time MScN Student Course Schedule

Full time students must be registered in every term i.e., fall, winter, spring/summer. Full-time students must complete the program within three consecutive calendar years after the student's first registration. Full-time students will pay full-time fees even if taking only one course in a semester. Students must register for the Thesis (NURS-8970) when they begin working with their advisor and using university resources.

	Fall	Winter	Spring/Summer
Year 1	NURS-8810 Theoretical Foundations of Nursing  NURS-8830 Research Methods in Nursing	NURS-8820 Advanced Statistics  NURS-8880 Theoretical Foundations of Leadership  <b>OR</b>  NURS-8850 Health of Individuals, Families and Groups	NURS-8970 Thesis
Year 2	NURS-8890 Innovations in Nursing Leadership  <b>OR</b>  NURS-8860 Community and Population Health  NURS-8970 Thesis	NURS-8910 Advanced Professional Nursing Practicum  NURS-8970 Thesis	NURS-8970 Thesis
Year 3	<b>Convocation October Session</b>		

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### Sample: Part-time MScN Student Course Schedule

Part-time students can take only one course per semester. Part-time students are allowed one semester off per year without penalty. If a part-time student does not register for a course for two consecutive semesters without having completed a Leave of Absence (LOA), they must reapply and pay the application fee.

It is recommended that part-time students complete the program within three and a half years and do not exceed the five consecutive year time limit. Students must register for the Thesis (NURS-8970) when they begin working with their advisor and using university resources.

	Fall	Winter	Spring/Summer
Year 1	NURS-8810 Theoretical Foundations of Nursing	NURS-8820 Advanced Statistics	
Year 2	NURS-8830 Research Methods in Nursing	NURS-8880 Theoretical Foundations of Leadership  <b>OR</b> NURS-8850 Health of Individuals, Families and Groups	
Year 3	NURS-8890 Innovations in Nursing Leadership  <b>OR</b> NURS-8860 Community and Population Health	NURS-8910 Advanced Professional Nursing Practicum (All students are required to be full-time when taking NURS-8910)	NURS-8970 Thesis
Year 4	NURS-8970 Thesis	NURS-8970 Thesis	<b>Convocation June Session</b>

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