University of Windsor

Faculty of Nursing

Master's Student Handbook

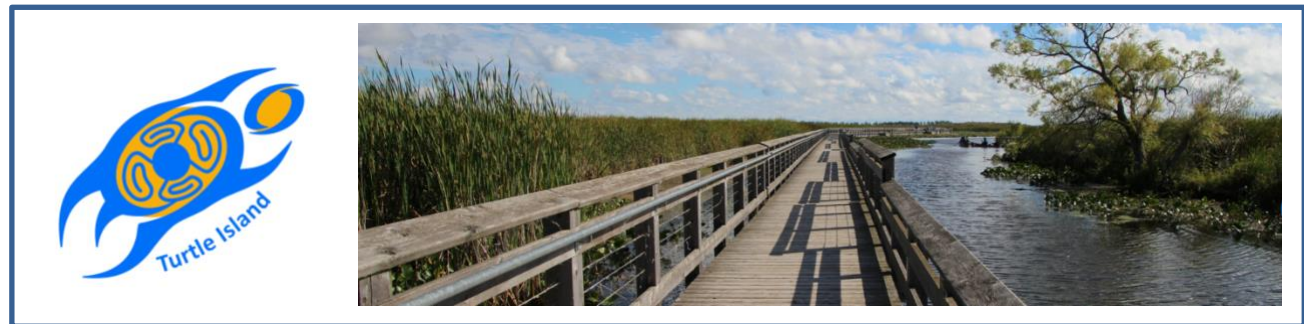# 2024-2025

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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.

"I like to imagine that when Skywoman scattered her handful of seeds across Turtle Island, she was sowing sustenance for the body and also for the mind, emotion and spirit; she was leaving us teachers. The plants can tell us her story; we need to learn to listen."

(From Braiding Sweetgrass, Kimmerer, 2013, p. 10)

September 2024

Dear Graduate Students,

I would like to extend a warm welcome as you join the Faculty of Nursing at the University of Windsor. 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 prepare you for advanced roles while building your professional career with diverse possibilities that have potential for local, national, and global impact. This 2024 Canadian Nurses Association National Nursing Week theme was "Changing Lives. Shaping Tomorrow." We celebrated the roles in which nurses change patient lives through their compassion, expertise and advocacy work. We looked at how we as nurses shape tomorrow through our contributions to healthcare innovations, as well as the education and mentorship of the next generation of learners and new graduate nurses. 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 MScN. 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 2024

Welcome Master's 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 develop 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, ideas for how to engage graduate students in their academic journey, research, 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 advising resources 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
Faculty of Nursing, University of Windsor
Rm. 301, Toldo Health Education Centre
519-253-3000 Ext. 4977
kpfaff@uwindsor.ca

Suneeta Singh
Graduate Secretary
Room 336
Toldo Health Education Centre
519-253-3000 Ex. 2260
ssingh@uwindsor.ca

Fran Meloche
Student Success Coordinator
Toldo Health Education Centre
Room 201B
519-253-3000 x 2274
nursesuccess@uwindsor.ca

Working Hours: Mon- Fri 8:30-4:30
*Remote work each Tuesday
(virtual appointments only unless otherwise arranged)

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 in spring 2023, and are launching this Fall, 2024.

We are excited about the revised curriculum – thank you to the incoming cohort for choosing us. For students in progress, we commit to ensuring a smooth pathway for you to complete your studies. Successful students will graduate from the program they entered.

If you have questions, please ask us!

Research and Scholarship

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

Our researchers include a mix of enthusiastic, established, and rising faculty scholars who have vibrant research programs. Our researchers bring their expertise in qualitative and quantitative research and mixed methods into the classroom and into their supervision of students who complete a thesis, as well as others who are interested in joining a research project.

Please visit our website to see the range of research and scholarship that is taking place in the Faculty of Nursing at UWindsor by visiting https://www.uwindsor.ca/nursing/344/faculty

Stay tuned for our strategic planning updates!

Our Redesigned Master's Programs

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

- Master of Science in Nursing (MScN) - thesis based
- Master of Science in Nursing Program (MScN) – course-based
- Master of Science in Nursing Primary Health Care Nurse Practitioner (MScN-PHC-NP) Program
- Nurse Practitioner (NP) Graduate Diploma Primary Health Care Program

The content in this handbook includes information regarding 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

All MScN students (thesis and course-based) will take six core courses:

- NURS 8400 – The Scholarship of Nursing Knowledge and Practice
- NURS 8410 – Evidence Utilization
- NURS 8420 – Health Research Methods
- NURS 8430 – Leadership Innovations in Advanced Nursing Practice
- NURS 8450 – Promoting Health Equity among Diverse Groups
- NURS 8460 – Teaching and Learning: Theory and Practice

Thesis-Based MScN Program

Students registered in the thesis-based MScN program will complete **6 courses**, plus a thesis.

Degree Requirements

- NURS 8400 – The Scholarship of Nursing Knowledge and Practice
- NURS 8410 – Evidence Utilization
- NURS 8420 – Health Research Methods
- NURS 8430 – Leadership Innovations in Advanced Nursing Practice
- NURS 8450 – Promoting Health Equity among Diverse Groups
- NURS 8460 – Teaching and Learning: Theory and Practice
- NURS 8970 - Thesis (*note must have a supervisor prior to registering in the thesis course)

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.

See Graduate Student Brightspace course site for **Thesis Resource Guide**

Samples of full-time and part-time thesis-based MScN schedules are provided in **Appendix A.**

Course-Based MScN Program

Students in the course-based MScN program will complete **10 courses, including a Practicum.**

Degree Requirements

Core Theory Courses	Additional Graduate Level Course
NURS 8400 – The Scholarship of Nursing Knowledge and Practice	
NURS 8410 – Evidence Utilization	Two additional graduate level
NURS 8420 – Health Research Methods	courses*
NURS 8430 – Leadership Innovations in Advanced Nursing Practice	
NURS 8440 – Improvement Science	*May be Nursing courses or
NURS 8450 – Promoting Health Equity among Diverse Groups	courses from another
NURS 8460 – Teaching and Learning: Theory and Practice	faculty/department.
Practicum	
NURS 8470 – Integrated Practicum in Nursing Scholarship	

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 course-based MScN schedules are provided in **Appendix A.**

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
kpfaff@uwindsor.ca

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

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

Faculty of Graduate Studies

Room 306 Chrysler Hall Tower
gradst@uwindsor.ca

Dr Patti Weir, Dean
(519) 253-3000 ext. 2107

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

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
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

UWinsite Student

The UWinsite is accessible at: https://www.uwindsor.ca/registrar/uwinsite-student
Certain graduate student requests are approved through UWinsite 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
- 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

Computer/Technology Requirements for Online Learning
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
Faculty of Education Building
(519) 253-3000 ext. 3915
Instagram - @uwindsorgss

UWindsor Graduate Nursing Society

President: Emily Bohdal - festae@uwindsor.ca
MScN Rep: Joanne Ta - ta11@uwindsor.ca
MN Rep: Julia Zioutis - zioutisj@uwindsor.ca

Find us on:
Facebook – @UwindsorGraduateNursingSociety
Instagram - @uwingraduatenursing

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

Suzanne Brown, Clinical Therapist, Graduate Studies
Room 293, CAW Student Centre
(519) 253-3000 ext. 4616
email scc@uwindsor.ca

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.

Advising and Reporting

Thesis-Based Students

Thesis-based master's students will have a Faculty Advisor assigned in the fall of their first year. The Faculty Advisor may transition to become your thesis supervisor or support you in finding an appropriate supervisor. You and your Faculty Advisor may wish to include the Associate Dean in discussions related to supervisor selection/change, if this is needed or helpful.

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 your 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 progress 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 report provides a continuous summary of your progress in the program. The form may be downloaded through the following link:
https://www.uwindsor.ca/nursing/345/resources-current-students

The annual report (at a minimum) must be submitted to the Associate Dean's Office by May 30 of each year by email to Suneeta Singh (ssingh@uwindsor.ca).

Course-Based Students

All course-based students will receive advising through the Student Success Office. You may contact Ms. Fran Meloche for advising needs by emailing nursesuccess@uwindsor.ca.

Students are responsible for downloading, partially completing, and either bringing the Faculty of Nursing Master's Program Advising and Progress Report Form to advising sessions. This is a "living" document. The report provides a continuous summary of your progress in the program.

Please date all new entries. The form may be downloaded through the following link: https://www.uwindsor.ca/nursing/345/resources-current-students
The annual report (at a minimum) must be submitted to the Associate Dean's Office by May 30 of each year by email to Suneeta Singh (ssingh@uwindsor.ca).

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 Office of the Associate Dean (ssingh@uwindsor.ca) or the NP Graduate Coordinator (for NP students – morrells@uwindsor.ca) by May 30 of each year. The supervisor/advisor may determine more frequent reporting.

LAST NAME:　　　　　　　　　**FIRST NAME:**　　　　　　　　　**ID NUMBER:**

Program: ☐NP Diploma　　☐PHC-NP　　☐MN　　☐MScN - Thesis　　☐ MScN Course Based

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 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 5 and 6, 2024) 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

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](#))

Use of Generative Artificial Intelligence (AI)

Generative AI is technology that creates human-like content – including text, images, video and computer code – by identifying pattens in large quantities of training data, and then creates original material that has similar characteristics. Examples include: ChatGPT, Google Gemini, Claude, and Jenni, which can generate text, Github Co- pilot, which can generate coding and programming, and DALL-E and Midjourney, which can generate images. (Pasick, 2023.

Senate Bylaw 55 requires that instructors include on their course syllabus "information or restrictions regarding the use of generative artificial intelligence (AI) in the course." The default for not including the information in the course syllabus is that use of generative AI is permitted in the course (Senate: May 10, 2024).

Your course instructors will decide whether generative AI is permitted in their classes. If permitted, they will define the permitted uses, and information about use will be included in all course outlines. There may be different permitted uses across various courses in the MScN program, so please carefully make note of what is permitted in each course and contact your instructor if you have questions about interpretation of the statements in course outlines. Failure to abide by course-specific generative AI policies will be considered academic misconduct and may be subject to discipline under [Bylaw 31: Academic Integrity](#)

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

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

Master's Program Schedules (entering Fall 2024)

Sample: Thesis-Based MScN Schedule (Full-Time Only)

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 supervisor and using university resources. In the sample schedule below, this would be the summer semester of year one.

Year	Semester	Core Courses	Thesis Milestones
One	Fall	NURS-8400. The Scholarship of Nursing Knowledge and Practice	Advisor assigned
		NURS-8410. Evidence Utilization	Explore area of interest
	Winter	NURS-8420. Health Research Methods	Supervisor confirmed
		NURS-8430. Leadership Innovations in Advanced Nursing Practice	Explore research questions Literature review (independent)
	Summer	NURS-8450. Promoting Health Equity Among Diverse Groups	Develop proposal Draft ethics
		NURS 8970 Thesis	
Two	Fall	NURS-8460. Teaching and Learning: Theory and Practice	Defend proposal Data collection and analysis
		NURS 8970 Thesis	
	Winter	NURS 8970 Thesis	Analysis and write results
	Summer	NURS 8970 Thesis	Write discussion and defend thesis

Sample: Course-Based MScN Schedule (Full-Time)

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.

Year	Semester	Core Courses
One	Fall	NURS-8400. The Scholarship of Nursing Knowledge and Practice
		NURS-8410. Evidence Utilization
	Winter	NURS-8420. Health Research Methods
		NURS-8430. Leadership Innovations in Advanced Nursing Practice
	Summer	NURS-8440. Improvement Science
		NURS-8450. Promoting Health Equity Among Diverse Groups
Two	Fall	NURS-8460. Teaching and Learning: Theory and Practice
		Graduate level course (NURS-8XXX or another faculty)
	Winter	NURS-8470. Integrated Practicum in Nursing Scholarship
		Graduate level course (NURS-8XXX or another faculty)

Sample: Course-Based MScN Schedule (Part-Time)

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. The maximum time to complete the program is five years.

Year	Semester	Core Courses
One	Fall	NURS-8400. Scholarship of Nursing Knowledge and Practice
	Winter	NURS-8410. Evidence Utilization
	Summer	NURS-8440. Improvement Science
Two	Fall	NURS-8420. Health Research Methods
	Winter	NURS-8430. Leadership Innovations in Advanced Nursing Practice
	Summer	NURS-8450. Promoting Health Equity Among Diverse Groups
Three	Fall	NURS-8460. Teaching and Learning: Theory and Practice
	Winter	NURS-8470. Integrated Practicum in Nursing Scholarship
	Summer	Graduate level course (NURS-8XXX or another faculty)
Four	Fall	Graduate level course (NURS-8XXX or another faculty)

Appendix B

Previous Program Master's Program Schedules (entered pre-Fall 2024, with revisions)

Sample: Full-time MScN (thesis-based) 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 supervisor and using university resources.

Students will complete four graduate level electives. 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.

	Fall	Winter	Spring/Summer
Year 1 2023-2024	NURS-8810 Theoretical Foundations of Nursing NURS-8830 Research Methods in Nursing	NURS-8820 Advanced Statistics NURS-8880 Theoretical Foundations of Leadership **OR** NURS-8850 Health of Individuals, Families	NURS-8970 Thesis Graduate Level Elective
Year 2 2024-2025	NURS-8970 Thesis Graduate Level Elective (NURS 8460 Teaching and Learning: Theory and Practice)	NURS-8910 - Professional Nursing Practicum NURS-8970 Thesis Graduate Level Elective	NURS-8970 Thesis Graduate Level Elective
Year 3	**Convocation October 2025 Session**		

Sample: Part-time MScN (thesis-based) Student Course Schedule

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. Part-time students complete the program within three and a half years and do not exceed the five consecutive year time limit.

Students will complete four graduate level electives. 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.

	Fall	Winter	Spring/Summer
Year 1 2023-2024	NURS-8810 Theoretical Foundations of Nursing	NURS-8820 Advanced Statistics COMPLETED	Graduate Level Elective
Year 2 2024-2025	Graduate Level Elective (NURS 8460 Teaching and Learning: Theory and Practice) OR Other approved course substitution	NURS-8420 Health Research Methods	Graduate Level Elective
Year 3 2025-2026	Graduate Level Elective	NURS-8470 Integrated Practicum in Nursing Scholarship	NURS-8970 Thesis
2026-2027	NURS-8970 Thesis	NURS-8970 Thesis	NURS-8970 Thesis
	Convocation October 2027 Session		

Sample: Full-time MN Revised 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 **OR** NURS-8850 Health of Individuals, Families and Groups	Two graduate level courses (Nursing or another faculty)
Year 2	Course substitution (NURS 8460 Teaching and Learning: Theory and Practice) Graduate Level Elective	NURS-8910 Advanced Professional Nursing Practicum Graduate Level Elective	**June Convocation** **OR** Take remaining Graduate level elective(s) and Convocation would take place at October Session.

COMPLETED

Sample: Part-time MN Revised 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 COMPLETED	NURS-8830 Research Methods in Nursing
Year 2	Graduate Level Elective: (NURS 8460 Teaching and Learning: Theory and Practice)	Course substitution for NURS-8880: NURS-8430 Leadership Innovations in Advanced Nursing Practice OR Graduate Level Elective	Course substitution for NURS-8850: NURS-8450 Promoting Health Equity Among Diverse Groups OR Graduate Level Elective
Year 3	NURS 8460 Teaching and Learning: Theory and Practice	NURS-8470 Integrated Practicum in Nursing Scholarship	Graduate Level Elective
Year 4	Graduate Level Elective	**Convocation June Session**	