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SFU.CA/GRADUATE-STUDIES

MEMORANDUM

ATTENTION Senate
FROM Mary O'Brien,
Chair of Senate Graduate Studies
Committee (SGSC)
RE: Graduate General Regulation 1.7 Program Requirements

DATE August 21, 2025



For Approval:

At its meeting on July 8, 2025, SGSC reviewed and approved the revision Graduate General Regulation 1.7 Program Requirements. This gives rise to the following motion, effective Summer 2026:

Motion:

That Senate approve the revisions to Graduate General Regulation 1.7 Program Requirements effective Summer 2026.



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MEMORANDUM

ATTENTION Mary O'Brien, Chair of Senate DATE 4 April 2025
Graduate Studies Committee (SGSC)
FROM Pamela Stern, Graduate Studies
Associate Dean, Curriculum
and Policy
RE: Graduate General Regulation Change:
1.7 Program Requirement

Motion:

That SGSC approve the amendments to GGR 1.7 Program Requirements

Summary and Rationale:

The proposed changes to GGR 1.7 are an outcome of comprehensive review of Graduate General Regulations by 2 working groups – one concerned specifically with theses and the other looking at more general issues of clarity and purpose.

The majority of the proposed changes are purely editorial to improve clarity; however, the following is a change of substance:

- 1) 1.7.2 – the combination 1.7.2a & 1.7.2b into a single category (1.7.2a) – both are externally examined and both are “harvested by” Library and Archives Canada. Other capstones may be archived at our Library (currently in Summit), but do not go LAC.

Recommendations:

That SGSC approve these changes and additions to GGR 1.7.

1.7 Program Requirements

The minimum university requirements **for graduate credentials** are outlined in GGRs 1.7.1-1.7.6-1.7.7. A graduate program committee may require additional graduate or undergraduate work, either on an individual basis or, with Senate ratification, for all students in the program. One half of the minimum course work required for a credential must be completed at this university.

See [1.7.7](#) for regulations concerning courses completed at other institutions.
[...]

1.7.2 Minimum Program Requirements for the Master's Degree

Master's students must complete a minimum ~~requirement~~ of 30 graduate units, in one of the following ways:

a) Successfully complete a minimum of 12 units of graduate course work plus a thesis **(18 units)** ~~that is examined as per 1.9.1.~~ **or a minimum of 20 units of course work plus a research project (10 units). Both are examined publicly as per 1.9.1. Academic programs may require additional units of course work.**

~~b) Successfully complete a minimum of 20 units of graduate course work plus a project that is examined as per 1.9.1.~~

~~c) b) Successfully complete a minimum of 24 units of graduate course work plus two extended essays, or a project, that are examined by two readers.~~ **a capstone (e.g. project, examination, portfolio, or extended essay(s)) that is examined internally as per 1.9.1. Academic programs may require additional units of course work.**

~~d) c) Successfully complete a minimum of 30 units of graduate course work. A capstone (e.g. project, examination, portfolio, extended essay) is not required but may be added to the program.~~ **Academic programs may include additional written or other components or examinations as part of the program requirements.**

~~Not all of these options are available for every program.~~

Theses, research projects, or other written program requirements are normally completed in English or French. SFU is inclusive of language diversity. Theses, research projects, or other written components can be provided in other languages if the supervisory committee:

a) deems that writing the thesis in a language other than English or French is related to and provides a demonstration of student's subject area expertise and

b) has the proficiency to supervise in that chosen language and anticipates being able to find an external examiner who also has the necessary proficiency in the oral and written language.

1.7.3 Minimum Program Requirements for the Doctoral Degree

There are no university course requirements for the doctoral degree. **The course requirements for the doctoral degree are set by the academic unit offering the program, subject to approval by the senate graduate studies committee.** ~~However, a~~ A student's supervisory committee, ~~or graduate program committee or the faculty graduate studies committee,~~ may require a student to complete ~~specified~~ **specific or additional** courses or units as part of the degree program. All doctoral programs require a ~~doctoral~~ thesis based on substantial original research.

1.7.4 Minimum Program Requirements for the Cotutelle Degree

Admission to Cotutelle Degree has been suspended effective Fall 2024.

A cotutelle is a single doctoral degree awarded jointly by two institutions. Each cotutelle has an individualized agreement between the student, supervisors, and both institutions.

Cotutelle students must complete at least half of their course work requirements at this university. Cotutelle students have a minimum residency requirement of four terms of full-time enrollment at Simon Fraser University.

[...]

1.7.7a Transfer Credit

Transfer credit refers to course credits earned at another university while the student is enrolled in a graduate degree or credential at Simon Fraser University. This includes credit for courses taken through the Western Deans Agreement. For graduate courses taken prior to enrollment in a graduate program see [GGR 1.7.7b Advance Credit](#) or [1.7.7c Laddering Credit](#).

A student may apply to receive transfer credit towards the requirements at Simon Fraser University if they are planning to take courses at another institution.

To receive transfer credit, the following conditions apply:

- a) Application shall be made at least one month before the course/courses start and shall be reviewed by the graduate program committee and be sent to the dean of Faculty of Graduate Studies for final approval.
- b) The student shall maintain enrollment, ~~not on leave,~~ at Simon Fraser University while completing the course(s) at another university under these provisions.

c) The **student achieves a minimum grade required is a of B, as transfer credits cannot count toward meeting degree requirement unless a grade of B or higher is achieved.** although the **The** grade achieved will not be included in the calculation of the cumulative grade point average.

[...]

1.7.7c Laddering Credit

A student may have completed courses as part of a previous credential that are eligible to be applied to their current credential. Two types of approved ladderred pathways are recognized: internal ladderred pathways and approved external ladderred credit pathways.

INTERNAL LADDERED PATHWAYS:

An internal ladderred pathway allows for students who have completed an approved SFU graduate certificate or diploma to progress into a subsequent diploma or master's program and carry forward the credits from their previously completed credential. As the courses and their unit-values are already reflected on the transcript, no additional credit is awarded; however, students receive recognition for each completed credential including a separate parchment. Please refer to the list of current recognized ladderred pathways at SFU.

In the case of unrecognized ladderred pathways, individual students who have completed an SFU certificate or diploma may apply to have those credits recognized as ladderred. Approval must be provided by the dean and vice-provost of graduate studies **the Faculty of Graduate Studies.**

EXTERNAL LADDERING CREDIT:

A student may be eligible to receive credit for courses completed as part of a credential at an institution outside SFU under the following conditions:

- a) A partnership agreement, transfer pathway, or memorandum of understanding has been formally established and approved by the appropriate SFU approval body.
- b) The courses must have been completed within three years of starting the Simon Fraser University graduate credential.
- c) The minimum grade required must be equivalent to a B, although the grade achieved will not be included in the calculation of the cumulative grade point average. Cases where the grading basis is pass/fail or equivalent will be considered but must be approved in advance as part of the partnership agreement, transfer pathway or memorandum of understanding by the appropriate office(s).

d) Application for laddering credit must be approved by the graduate program committee and the dean and vice-provost of ~~graduate studies~~ the **Faculty of Graduate Studies**, before admission.

**A list of approved ladder pathways can be found at
<https://www.sfu.ca/gradstudies/apply/programs/pathways.html>**

~~RECOGNIZED LADDERED PATHWAYS AT SFU:-~~

- ~~• GDBA to MBA programs~~
- ~~• graduate diploma in education (GDE) to MEd EP~~
- ~~• Mitacs Skills Training to i2I (graduate certificate in science and technology commercialization) three-year pilot~~