



Dear Students,

The School of Nursing's request to add an oral defence requirement to all MSN Theses (NURS 599) has been approved by the Faculty of Graduate & Postdoctoral Studies Curriculum Committee, effective immediately, to be implemented at the School's discretion. Notice of this requirement will be incorporated into the Academic Calendar at the next scheduled update.

The Graduate Programs Committee at the School of Nursing has determined that the MSN Oral Defence for NURS 599 will be **optional for all students who have a NURS 599 thesis proposal approved and documented by December 15, 2017**. All other students, regardless of year of entry into the MSN Program, will be required to complete an MSN Oral Defence for NURS 599 to meet program requirements.

**To document committee approval of the thesis proposal:** students must complete the following two steps:

1. Formally request thesis proposal approval on the [Student Tracking System \(STS\)](#):
  - Log on to STS with their Campus Wide Login (CWL)
  - Click on "Milestones" on the right hand side menu
  - Select the "Request Thesis Proposal Approval" button.
  - This will trigger the supervisor to approve this request (via automated email from STS).

*Please note that this STS option is available only to students who have finalized and documented their supervisory committee. To finalize supervisory committee please follow instructions [here](#).*

2. Send an email to [academic.support@nursing.ubc.ca](mailto:academic.support@nursing.ubc.ca) with the following information in an APA formatted Abstract: purpose of the study, research question(s), and brief summary of proposed methods (250 words maximum).

Students who meet the proposal approval requirement by December 15, 2017 will be notified via email that the MSN Oral Thesis Defence is optional for them.

To learn more about the MSN Oral Defense for NURS 599 please visit:

- [NURS 599 Thesis Guidelines](#)
- [NURS 599 Oral Thesis Defense Procedure Guidelines](#)

Questions regarding how to document proposal approval should be addressed to [academic.support@nursing.ubc.ca](mailto:academic.support@nursing.ubc.ca).

Questions regarding implementation of this program requirement should be directed to Dr. Susan Dahinten (MSN Program Coordinator, x2-7437, [susan.dahinten@ubc.ca](mailto:susan.dahinten@ubc.ca)) or Dr. Alison Phinney (Associate Director, Graduate Programs, x2-7484, [alison.phinney@ubc.ca](mailto:alison.phinney@ubc.ca)).

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