



Centre for Criminology
& Sociolegal Studies
University of Toronto

GRADUATE HANDBOOK

2013-14

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THE GRADUATE PROGRAM

The primary aim of the graduate program at the Centre for Criminology and Sociolegal Studies is to provide students with opportunities for advanced multi-disciplinary study and supervised research experience in the areas of crime, the administration of criminal justice, and social studies of law and regulation.

The program familiarizes students with existing bodies of criminological and sociolegal research, and develops critical, analytical and methodological skills. *It is **not** a training program in forensic science, nor in professional legal studies.* Rather, it is designed to educate students for careers in teaching or research, as well as jobs in which the ability to evaluate criminological or sociolegal research critically is necessary or desirable.

The graduate program is identified with two fields: criminology and sociolegal studies. The criminology field includes the study of patterns in crime, criminal behaviour, and the administration of criminal justice. Subject areas include, for example, theories of crime and order, politics and crime, the psychology of criminal behaviour, policing, the criminal process, sentencing, penology, youth crime and justice, and criminal justice history. The sociolegal studies field includes the study of how various types of law (e.g., criminal, civil, administrative, regulatory), as well as different mechanisms of social regulation, are used to prevent manage and sanction harmful conduct and effect security. Subject areas include, for example, theoretical perspectives on law and society; regulation, law, crime, and the economy; and, risk, regulation, and security.

This handbook describes the graduate program and explains the admission procedures and requirements for the M.A. and Ph.D. degrees and the Junior Fellows program. Additional information concerning the Centre for Criminology and Sociolegal Studies is available and updated periodically on our website. For the most current information consult www.criminology.utoronto.ca.

APPLICATION PROCEDURE

Applications to the Centre for Criminology and Sociolegal Studies must be submitted to the School of Graduate Studies (SGS) through the **online admissions application**, which is housed on a secure server at the University of Toronto. The Centre will consider your application complete only after you have entered your biographical and academic information in the online application, paid the application fee and submitted all supporting documents by the document deadline (see below Deadlines).

Once you access the SGS online admissions application and enter your contact information, an applicant identification number and a password will be emailed to you. You can leave and return to your application at any point until you move to the payment stage. At that point you can return to check on the status of your application, including whether your supporting documents have been received.

Payment of your application fee must be made and received by the School of Graduate Studies by February 1, 2014. **If payment is not received by February 1, 2014, your application will not be considered.** You may pay online by VISA or Mastercard. This payment method is secure as the transaction is handled by Mirapay, a third party authorized by VISA and Mastercard. Mirapay provides the School of Graduate Studies with payment confirmation only. SGS and the University of Toronto will not have access to your credit card information. Please note that the process requires that pop up blockers on your web browser be disabled.

Currently the application fee is \$110.00 Canadian. **The fee to file an application is non-refundable.**

Please note: the application fee must be submitted online with the application. If you are unable to pay online, you may print an invoice from the online application and mail it with a certified cheque to

the School of Graduate Studies, made payable to the University of Toronto. Please do not send your application fee to the Centre for Criminology and Sociolegal Studies.

How to Apply

1. Log in to the online application: <http://apply.sgs.utoronto.ca>
2. Complete the on-line application (biographical and education information).
3. Pay application fee.
4. Enter information for two referees in on-line application. Letters of reference must be submitted online. These must be academic references from professors or special lecturers; not from teaching assistants. If your referee/s encounter's a problem with the online submission, please have your referee complete the reference form and mail it to the Centre for Criminology and Sociolegal Studies, Graduate Office, in a sealed envelope with a signature over the seal. The letter should be sent directly from the referee. Please note that we do not accept letters of reference that are sent by fax or by email.
5. Upload or scan copies of all post-secondary education through the on-line application (including exchanges and transfer credits). **The admissions committee will make its decision about your application based on your scanned transcript/s.**
6. Submit through the online application a statement of interest (maximum 500 words). Your statement of interest should outline your interests in graduate criminological studies and the reasons why you believe this program is appropriate for you. It is your opportunity to explain to the admission committee any special factors that should be taken into account in the decision.
7. Mail to the Centre for Criminology and Sociolegal Studies a completed copy of your application summary with your **signature** at the bottom of the page.

Mailing Address:

Centre for Criminology and Sociolegal Studies, University of Toronto, Canadiana Gallery Building, 2nd floor, 14 Queen's Park Crescent West, Toronto, Ontario M5S 3K9

NO INFORMATION SHOULD BE MAILED TO THE SCHOOL OF GRADUATE STUDIES UNLESS YOU ARE UNABLE TO PAY THE APPLICATION FEE ONLINE.

Ph.D. Applicants should note the following:

- Your statement of interest should include an indication of your intended area(s) of doctoral research. In addition to academic letters of recommendation, you are required to send a sample of written work (e.g., chapter from a master's thesis; published paper; research paper).
- No special form is required to apply for a thesis supervisor, however you should note which faculty member you anticipate to be your prospective supervisor. It is advisable to contact prospective supervisors well in advance of submitting an application. Faculty profiles are listed on the Centre's website www.criminology.utoronto.ca
- The Centre for Criminology and Sociolegal Studies assumes that the vast majority of Ph.D. students will be supervised by a faculty member with their principal appointment in the Centre. For more information, see the section below on admission requirements.

DEADLINES

Complete all parts of the online application by *Wednesday, February 1, 2014*.
(biography, education, program of study, reference contact, and application payment)

Please note that your application will not be considered if you do not meet the above deadline.

Transcripts, reference letters, statement of interest and application summary must be received by *Wednesday, February 15, 2014*.

Applicants who wish to be considered for university fellowships must ensure that all admission materials are received by **February 1**. **Ph.D.** students may be accepted for admission in January. This admission option (entry in January) is not available to M.A. students. Ph.D. applications for admission in January must reach the Centre for Criminology and Sociolegal Studies by: **October 1** from Canada and the U.S. and by **September 1** from other countries.

The applicant is responsible for assembling and ensuring all required material is received by the Centre for Criminology and Sociolegal Studies by the above deadlines. We advise applicants to check the online application system frequently, to verify that the documents have been received.

Applications with missing documentation (transcripts, statement of interest, academic references) will not be considered.

ADMISSION REQUIREMENTS

Applicants whose first language is not English, applying to either the M.A. or the Ph.D. programs, must take a Test of English as a Foreign Language (TOEFL) with both a verbal and a written component. With the Internet-based TOEFL test, an overall score of 93 and a score of 22 on the Writing are the **minimum standard**.

Official copies of these scores must be submitted directly to the University before a formal offer of admission can be made. Detailed information on the TOEFL is located on the following website:

www.toeflgoanywhere.org

Admission to the Master's Program:

Candidates for admission to the M.A. Program must have a four-year university Bachelor's degree normally in the social sciences or humanities. (A four-year bachelor degree is regarded as normally consisting of 20 full courses). Applicants with social science and humanities degrees **must have at least a B+ standing**. Applicants who are law school graduate and have already completed a J.D. degree or its equivalent must **have at least a B standing**. For further information on gaining admission to the program, please check our website www.criminology.utoronto.ca under FAQs.

Since many more people apply than we can accommodate, meeting the *minimum* requirements does not guarantee admission.

Graduate courses in criminology are designed with the expectation that students have a sound understanding of social science methodologies, are capable of writing research and analytical papers, and are conversant with criminological theories.

Students are permitted to complete the M.A. program on a part-time or full-time basis. **Full- and part-time M.A. students' begin in September**. There is no January admission for M.A. students. In all cases students are required to complete the program within the time limits set for the M.A. degree under the general regulations of the School of Graduate Studies.

Admission to the Doctoral Program:

Candidates for admission to the Ph.D. Program normally have an M.A. degree in Criminology or an equivalent Master's degree. Applicants must have **at minimum** an A- standing (or equivalent) in their M.A. degree program. Students from M.A. programs other than the Centre for Criminology and Sociolegal Studies' M.A. *may* be required to take additional courses as part of their doctoral program.

Only a very small number of students are accepted into the doctoral program in any year. Admission to the Ph.D. program is dependent on excellent performance at the M.A. level. In addition, **each student accepted into the doctoral program must have a presumptive Ph.D. dissertation supervisor.** In applying, therefore, it is important to indicate which member or members of the faculty would be appropriate supervisors for your doctoral research interests. Communicating with faculty members prior to submitting an application is strongly advised. All presumptive supervisors and committee members must be full members of the graduate faculty.

The Centre for Criminology and Sociolegal Studies assumes that the vast majority of Ph.D. students will be supervised by a faculty member with their principal appointment in the Centre. Applicants who wish to be supervised by a cross-appointed faculty member must include with their applications a statement explaining why they wish to pursue the Ph.D. in Criminology, rather than in the discipline or department where their preferred supervisor is principally appointed. This might explain why the student wishes to pursue the Ph.D. in an interdisciplinary Centre, or why the other department is inappropriate for the applicant's range of interests. These applicants should also consult with their potential supervisor about the likely composition of their dissertation committee, since all committees must include Centre faculty.

Prospective students with inquiries regarding M.A. and Ph.D. admissions should contact:

Jessica Chlebowski
Graduate Administrator
Electronic mail: crim.grad@utoronto.ca
Tel: (416) 978-7124, Ext. 225 - Fax: (416) 978-4195

Should a prospective Ph.D. student require advice on which faculty member to speak with regarding their proposed research, they should contact:

Professor Scot Wortley
Graduate Coordinator
Electronic mail: scot.wortley@utoronto.ca

ADMISSION PROCEDURES

To be eligible for consideration for the M.A. program, applicants should have received or expect to receive at least an overall B+ average in each of the last two years of a four-year undergraduate degree specializing in Criminology or related social science discipline. Applicants to the Ph.D. program should have attained at least an A- average in their final year of study.

There are three faculty members on the admissions committee. The committee is chosen to represent a diversity of approaches to criminology and sociolegal studies and also for their capacity to form objective judgements. Each of them reads each eligible application file independently and records his or her judgement. The members of the committee then meet and discuss each applicant in order to reach a consensus judgement about that person's suitability for our program. The Centre then issues formal letters of acceptance or rejection by mid-March.

All applicants are judged on the same academic criteria, using information available at the time the committee meets. No appeals on substantive grounds will be entertained. Applicants who have not

been recommended for admission may complete a fresh application with additional evidence (after paying a new application fee in the next admission cycle to the School of Graduate Studies).

Since admission decisions are made by a committee of graduate faculty, and because the committee takes into account all aspects of an applicant's file, candidates cannot be 'pre-screened' nor told of the relative likelihood that they will gain admission to the program.

Meeting the minimum requirements does not guarantee acceptance. Please check our website www.criminology.utoronto.ca under FAQs for further information on gaining admission to our programs.

PLEASE NOTE: The Centre does not require GRE scores or other aptitude or proficiency tests.

DEGREE REQUIREMENTS

A. Master of Arts

Students can meet their degree requirements in one of two ways:

Course Option

Students must take CRI 2010H (Methodological Issues in Criminology). In addition, students must take seven other half courses, for a total of eight half courses. Full-time students must complete the requirements under this option within eight months (**September to May**).

Students who have had previous comparable methods training, including the material canvassed in methodological issues, can apply for exemption from the methods requirement. Students who feel they may be exempt should discuss this with the Graduate Coordinator. Courses may include a reading course (CRI 3350HF or CRI 3351HS). This course must be approved by the instructor and the Graduate Coordinator.

Research Paper Option

In addition to the required course listed above (research methods) students must take five other half courses and complete a Research Paper (which counts as the equivalent of two half courses). **The Research Paper must be supervised by a member of the graduate faculty at the Centre for Criminology and Sociolegal Studies (whether core or cross-appointed) and this arrangement must be formalised by the end of the first term of study.** Full-time students must complete the requirements under this option within twelve months (**September to September**).

The Research Paper Option requires the approval of the Graduate Coordinator. Approval is normally given if the student has arranged supervision with a member of the Criminology and Sociolegal Studies Graduate Faculty. If the research involves human subjects, it must be reviewed and approved by the University Ethics Review Committee before fieldwork is initiated. For additional information on conducting research that involves human subjects, please see the Ethics Office in Research and International Relations website at <http://www.research.utoronto.ca/ethics/>

Students may, with the approval of the Graduate Coordinator, take up to three half-courses from other graduate departments within the University in lieu of a non-required course (see page 24 of this Handbook). Finally, attendance in the Centre's seminar series is expected of all graduate students.

B. Doctor of Philosophy

Candidates for the Ph.D. degree are normally expected to be in full time residence for the period of their program. **The Ph.D. cannot be pursued on a Part-Time basis.** Students must complete four half-courses beyond those taken at the M.A. level. Students from programs other than the Centre for Criminology and Sociolegal Studies' M.A. may be required to take additional courses. All Ph.D. students must complete the required **research methods course**.

Students who have had previous methods training, can apply for exemption from the methods requirement. Students who feel they may be exempt should discuss this with the Graduate Coordinator. Courses may include a reading course (CRI 3350HF or CRI 3351HS). This course must be approved by the instructor and the Graduate Coordinator.

Students may, with the approval of the Graduate Coordinator, take up to three half-courses from another graduate department within the University in lieu of a non-required course (see page 24 of this Handbook).

COMPREHENSIVE EXAM

The comprehensive examination is designed to evaluate Ph.D. students' competence in criminological and/or sociolegal studies. All Ph.D. students *must* complete *one* comprehensive exam. This exam *must* take the form of a major review paper. Students are required to read widely on a particular topic and identify and evaluate major theoretical debates and methodological issues. Students should provide an original, critical analysis of the literature and discuss possibilities for future work in their topic area. Students are encouraged to consult the following journals for examples of high quality review papers: 1) ***Crime and Justice: An Annual Review of Research***; 2) ***Annual Review of Law and Social Sciences***; 3) ***Annual Review of Sociology***; and 4) ***Psychological Review***. All of these journals are available through the University of Toronto library system. Most can be found in the Centre's Library. Examples of important review articles that have appeared in leading academic journals are also available from the graduate coordinator. These articles can serve as a template for the types of review essays required to meet the comprehensive requirement.

Application

This policy applies to students entering the Ph.D. program after September 2004. It also applies to students already enrolled, who have yet to complete their comprehensive exams. Please note: students who have already completed one comprehensive exam have the option to complete their second exam according to the previous exam procedures; alternatively, they may conduct their second exam according to the new procedures.

The Exam Committee

The comprehensive exam committee must consist of a supervisor and at least one other faculty member from the Centre for Criminology and Sociolegal Studies. Cross-appointed faculty are acceptable. A student's comprehensive exam supervisor does not have to be the same as their thesis supervisor.

Topic Selection and Reading Lists

Students are free to decide on the area that they want to study for their comprehensive exam. However, the final topic must be approved by both their faculty supervisor and the graduate coordinator. After deciding on a topic, the student, in consultation with their exam committee, must construct a detailed reading list upon which their review paper will be based. The final reading list must be approved by the student's exam committee and the graduate coordinator. Some students may decide to investigate a topic that is directly related to their doctoral research plans. It should be stressed, however, that this is not a requirement. Indeed, other students may select a topic that is totally unrelated to their thesis in order to broaden their intellectual horizons.

Paper Length

The final comprehensive review paper should be approximately 12,000 words – not including references.

Evaluation

Comprehensive exams will be evaluated on a “CR” or “NCR” basis. Letter or percentage grades will not be applied. All Ph.D. students must pass the comprehensive exam in order to proceed with the program and earn their doctorate. Students who fail their comprehensive exam will be recommended to the School of Graduate Studies for program termination.

Language Requirement

Candidates must have an adequate knowledge of a language other than English if the supervisor and the

Graduate Coordinator determines that such knowledge is essential for satisfactory completion of research for the thesis.

Thesis

Students must prepare an original thesis that contributes to knowledge in criminology. The thesis is a sustained piece of research written up in an integrated series of chapters. The thesis will normally be supervised by a member of the Graduate Faculty in Criminology and Sociolegal Studies with two other members of the Graduate Faculty serving on the thesis committee. It is possible to have a non-criminology member of the Graduate Faculty on a Ph.D. thesis committee.

Deadlines

Ph.D. students should start working on their comprehensive exam immediately after completing their required course work (eight to nine months after starting the program). Students should complete the comprehensive exam by mid-December of their second year of study (approximately 16 months after program commencement). Students who have not passed their comprehensive exam by the end of their second year of study may be recommended to SGS for termination of the program.

COMPLETION TIME OF THE DOCTORAL PROGRAM

It is expected that all students will complete their doctoral program within four years. A presumptive schedule for completion is as follows:

- YEAR 1:** Complete all course requirements and organize comprehensive exam (select exam topic and supervisor, set examination committee, construct reading list, begin reading for review paper).
- YEAR 2:** Complete comprehensive exam. Decide on doctoral dissertation committee. Develop and defend thesis proposal. Submit research plans for ethical review (if needed).
- YEAR 3:** Dissertation research and writing.
- YEAR 4:** Research and writing. Defend thesis.

All doctoral students must complete, in April of each year, a progress report and plan for the remainder of their doctoral program. After committees are formed, these reports are reviewed to determine if students are maintaining satisfactory academic progress.

GOOD ACADEMIC STANDING AND SATISFACTORY ACADEMIC PROGRESS

According to the School of Graduate Studies Policies and Guidelines, good academic standing and satisfactory academic progress is based on the following criteria:

To be in good academic standing, a student registered in a degree program in the School of Graduate Studies must:

- (i) comply with the General Regulations of the School as well as with the Degree Regulations and program requirements governing that degree program; and
- (ii) make satisfactory progress toward the completion of the degree.

All degree candidates are admitted under the General Regulations of the School, described in Section 1 of the *Calendar*. The Degree Regulations for the various doctoral and master's degrees offered by the School are specified in Section 2 of the *Calendar* and in Section 8 of the *Calendar*, under the entry of the graduate unit offering the graduate program leading to the relevant degree. The specific requirements for the various graduate programs offered in the School are described in Section 8, under the entry of the graduate unit offering the program. Failure to maintain good academic standing may result in various sanctions, including ineligibility for fellowships, lowest priority for bursaries and assistantships, and even termination. The School may terminate the registration and candidacy of a student:

- (i) who fails to comply with the General Regulations of the School, the relevant Degree Regulations, or the specific degree requirements of the graduate unit in which the student is registered or
- (ii) who fails to maintain satisfactory progress in the degree program in which the student is registered, as measured either by the general standards of the School or by the specific ones of the graduate unit.

Full-Time Studies

Students registered, as full-time students in the School of Graduate Studies must be engaged in their studies on a full-time basis, as required by government regulations for full-time graduate studies. (See "Full-time Studies", above.) A full-time student may be absent from the University for an extended period or may participate in a program offered by another university if and only if the student has received written permission from the graduate unit in which he or she is registered. A graduate student who, in a given session, is absent from the University without receiving prior approval may lose good academic standing. In exceptional cases, a graduate unit may recommend to the School the termination of the student's registration and candidacy.

Timely Completion of Graduate Program Requirements

Each graduate unit establishes specific requirements for degree programs, in addition to those of the School, as well as standards of satisfactory performance and progress. These requirements and standards are described in the appropriate entry of Section 8 of the *Calendar* and in material published separately by graduate units. Continued candidacy in a degree program requires satisfactory progress toward the completion of that program. A student's progress in a degree program will be considered satisfactory only if the student satisfies and completes the various requirements for that degree in a manner consistent with the graduate unit's time line for completion of the degree. A graduate unit may recommend to the School the termination of the registration and candidacy of a student who fails to maintain satisfactory progress toward the completion of the degree for which the student is a candidate.

Satisfactory Completion of Graduate Courses

Satisfactory performance in a degree program requires the completion of every course taken for graduate credit with a grade of at least a B-; some graduate units may require a minimum grade above

a B- for some or all courses. If a student fails to complete a graduate course in a satisfactory manner (i.e., receives a grade report of 'FZ' or 'NCR' in a course, receives a grade report below the minimum acceptable by the graduate unit, or receives a non-grade report of 'INC'), then the graduate unit in which the student is registered may recommend to the School the termination of registration and candidacy of that student. If the student is permitted to continue, he or she must repeat the relevant course, or an alternative course recommended by the graduate unit and approved by the School, and obtain a satisfactory grade. (The report for the course that was not completed in a satisfactory manner as well as the report for the repeated or alternative course will appear on the student's academic record.)

Supervision and Satisfactory Progress in a Ph.D. Program

A candidate for the Ph.D. degree is expected, with the assistance of the graduate unit, to select a supervisor and, with the assistance of the supervisor and graduate unit, to constitute a supervisory committee, consisting of the supervisor and at least two other members of the graduate faculty, as early as practicable in the student's program but, in any case, no later than the time specified by the time frame established by the graduate unit. The student's choice of supervisor and supervisory committee is subject to the approval of the graduate unit in which the student is registered. A student who encounters difficulties setting up a supervisory committee should consult the chair/director or the graduate coordinator of the graduate unit in advance of the relevant deadline. A student who fails to constitute a supervisory committee by the required time may lose good academic standing.

A candidate is expected to meet with this committee at least once a year, and more often if the committee so requires. At each meeting, the supervisory committee will assess the student's progress in the program and provide advice on future work. If in each of two consecutive meetings, a student's supervisory committee reports that the student's progress is unsatisfactory, the graduate unit may recommend to the School the termination of registration and candidacy of that student. A student who encounters difficulties arranging a meeting of this committee should consult the chair/director or the graduate coordinator of the graduate unit in advance of the relevant deadline for doing so. A student who, through the student's own neglect, fails to meet with the supervisory committee in a given year will be considered to have received an unsatisfactory progress report from the committee.

Time Limit for Completion of Program Requirements in a Ph.D. Program

A candidate for the Ph.D. degree enrolled in a full-time program (as opposed to a flexible-time program) will be denied further registration in the program and will have his or her candidacy terminated at the end of the third year of registration in the case of someone admitted on the basis of a master's degree, or at the end of the fourth year of registration otherwise, if, by that time, either:

- a.** the candidate has not completed all requirements for the degree exclusive of thesis research — including course requirements, language requirements, qualifying departmental examinations—or
- b.** the candidate does not have an approved thesis topic, supervisor, or supervisory committee. (Note: Some graduate units require candidates to register in courses that run continuously throughout the program, e.g., ongoing research seminar courses. The foregoing time limit does not apply to such courses.) In exceptional circumstances, such a candidate may be permitted to register in the program for two further sessions at the discretion of the graduate unit concerned. Continuation beyond two sessions will require the approval of both the graduate unit and the SGS Admissions and Program Committee.

CHECKLISTS FOR DOCTORAL STUDENTS AND THEIR SUPERVISORS

Division II (Social Sciences) of the School of Graduate Studies has developed “checklists” for graduate students and their supervisors to help guide the supervisor-student relationship. These are reproduced below. As of 2012 SGS has compiled graduate supervision guidelines available at:

<http://www.sgs.utoronto.ca/adminsupport/gradadmin/supervision.htm>

Checklist for Supervisors

1. Are your research interests compatible? Are you going to be available for the period of the dissertation? If not, what arrangements have you made? Do you maintain regular contact with your student? Are you accessible and responsive to the student’s needs? Are you providing guidance, assessing and supplying constructive responses to material submitted by the student? Do you provide feedback on written submissions within a reasonable time frame?
2. Are you aware of the requirements of the Ph.D. program: course load, comprehensive examinations, thesis proposal, Ph.D. thesis document? Have you developed a suitable timetable with the student for the completion of all the requirements of the Ph.D. program?
3. Have you outlined to the student your expectations of the student at each stage of the Ph.D. program? Have you assisted the student in the selection of a research topic, which could feasibly be completed within the timetable of the Ph.D. program?
4. Do you keep records of students' progress and of meetings? Do you meet annually with the other members of the supervisory committee to assess the progress of the student? Do you submit an annual report on the student’s progress to the Chair/Graduate Coordinator for inclusion in the student’s file?
5. Do you understand that feedback on draft chapters (or parts of chapters) should be provided within an agreed upon time, normally two weeks?
6. Do you arrange for supervision of the student during sabbaticals or periods of leave from the university? Do you provide forwarding addresses in order for the student to maintain contact?
7. Do you assist the student with applications for research scholarships? Do you encourage your student to present at conferences and to publish material in appropriate refereed academic journals? Have you introduced your student to members of the academic community involved in similar research areas both within and outside the University?

Checklist for Students

1. Have you selected a research area, which is compatible with the personnel resources of the department? Is your supervisor the most competent person to supervise your research? Is your supervisory committee composed of graduate faculty who are active in your field of research?
2. Do you fully understand the requirements of the Ph.D. program with regard to course load, comprehensive examination, thesis proposal, and thesis document? Are you aware of the expectations of your department/supervisory committee at each of these stages? Have you established a detailed timetable, one that is compatible with normal completion time of a Ph.D. degree? Are you meeting these deadlines?
3. Have you clearly defined your research topic? Are you aware of the possible limitations to your research? Can the research be completed within the timetable of the Ph.D. degree? Will your research make an original contribution to knowledge?
4. Are you maintaining regular contact with your supervisor and members of your supervisory committee? Are they aware of the progress you have made or difficulties you have encountered in your research? Do you submit an annual report on your progress to your committee for inclusion in the departmental files? Does this report list any deviations from your original timetable or research area?
5. Do you make and observe clearly stated arrangements for the submission and return of your own work?
6. Do you submit written drafts of your work at regular intervals for comment by the committee on your work?
7. If you are working towards a deadline, are you allowing sufficient time for your supervisor to read all parts of the thesis in the final form? The responsibility for proofreading the final clean copy is yours, and this reading, too, may take some time.
8. Are you responsive to the demands of your supervisor and supervisory committee?
9. Does your supervisor know how to reach you (mail, telephone, other) when you have to be off-campus for any significant period of time? Do you respond promptly to all communications received?
10. Are you making a concerted effort to present your research at conferences and publish material in appropriate refereed academic journals? Are you familiar with the research of leading scholars and aware of current developments in your field of research?

COMBINED AND COLLABORATIVE PROGRAMS

A. Combined J.D./M.A. Degree in Criminology

Candidates may undertake a combined Juris Doctor/Master of Arts in Criminology Degree program. This program began in the 1998-99 academic year and is administered by **both** the Faculty of Law and the Centre for Criminology and Sociolegal Studies. The program is designed for law students who also want to pursue social science graduate work.

Admission Requirements to Combined Program: Students must first take the full first-year law program. This is followed by two combined years. Over these final two years students must:

- Take 45 credits in the Faculty of Law
- Satisfy the compulsory requirements of the upper years of the J.D., including the moot, an extended paper, and a perspective course
- Take six half-courses at the Centre for Criminology and Sociolegal Studies. One of these half-courses must be **the required** research methods course (CRI2010H). The remaining courses must be CRI courses and may include the Research Paper option (CRI3360Y).

Students must complete a minimum of two half-courses in Criminology and Sociolegal Studies in each of the second and third years of the program, and may take a maximum of four half-courses a year. The number of law school credits taken each year will be adjusted accordingly, with the only requirement being that 45 be completed over the two years.

Applicants who wish to apply to the Combined J.D./M.A. degree in Criminology should contact the Admissions Office, Faculty of Law, University of Toronto at: (416) 978-3716; Fax: (416) 978-7899. For further details please access the website <http://www.law.utoronto.ca/>

As with other combined programs, students must gain independent admission to both programs. They will only be considered admitted to the combined program once they have gained such independent admission. Students may be admitted to the M.A. program before they enter the J.D. program, or while they are in the first year of the program.

B. Graduate Collaborative Program in Women and Gender Studies

Candidates may undertake the Collaborative Graduate Program in Women's Studies at the University of Toronto. This program is designed to foster research through formal study of the interdisciplinary field of gender studies and to help graduate students and faculty collaborate in graduate research. Applicants who wish to be admitted to the collaborative program in Women's Studies and need further information on the program, should contact:

Graduate Coordinator: Professor Jesook Song

Women and Gender Studies Institute
Room 2036, New College
40 Willcocks Street
University of Toronto
Toronto, Ontario M5S 1C6

Phone: (416) 978-5176
E-mail: wgsi.gradcoordinator@utoronto.ca

Website:
<http://www.wgsi.utoronto.ca/graduate/collaborative-program>

Graduate Administrator: Marian Reed

Phone: (416) 978-3668
E-mail: grad.womenstudies@utoronto.ca

C. Graduate Collaborative Program of Addiction Studies (CoPAS).

Candidates may undertake the Graduate Collaborative Program of Addiction Studies in the School of Graduate Studies. The purpose of the program is to promote and integrate research and training related to the development, prevention, criminalization and treatment of addictive behaviours including the use and misuse of psychoactive substances, gambling and other addictions. The program of the University of Toronto is sponsored by the Centre for Addiction and Mental Health, the Canadian Centre on Substance Abuse, and the Ontario Tobacco Research Unit.

The Centre for Criminology and Sociolegal Studies is a collaborating department in the **CoPAS** program and students accepted into the M.A. and Ph.D. program are eligible to apply.

Applicants who wish to be considered for the **CoPAS** program and need further information should contact:

CoPAS Representative: Scot Wortley

Centre for Criminology and Sociolegal Studies

E-mail: scot.wortley@utoronto.ca

Phone: (416) 978-7124, Ext. 228

Further information on the **CoPAS** program can be accessed at

<http://www.dlsph.utoronto.ca/page/collaborative-program-addiction-studies>.

DEGREE AND OTHER REGULATIONS

In all cases the School of Graduate Studies' Rules and Regulations govern the program. This document re-states some of the rules found in the School of Graduate Studies Calendar and also describes the Centre for Criminology and Sociolegal Studies' own regulations.

To be recommended for the *M.A. degree* in criminology a student must satisfactorily complete the degree requirements noted earlier, *obtaining at minimum an overall average grade of B* for the courses taken.

To be recommended for the *Ph.D. degree* in criminology, a student must satisfactorily complete the degree requirements noted earlier, *obtaining at minimum an overall average grade of B+* for the courses taken.

The *grading system* for graduate students is described in the School of Graduate Studies Calendar. It should be noted that a mark in the "B" range is considered to indicate good performance. Most students should expect to receive a mix of marks in the "A" and "B" range.

All students should acquaint themselves with the current version of the University of Toronto's rules and regulations regarding plagiarism and other academic offences. Further information on academic writing resources can be found at <http://www.utoronto.ca/writing/> Graduate students are expected to be computer literate in the use of word processors. They are expected to use electronic mail regularly. Students should also read carefully (a) the University of Toronto Code of Behaviour on Academic Matters and (b) the Student Code of Conduct regarding sexual harassment and other matters.

Failure in any course, or failure to maintain good academic standing *requires a formal review* of a student's total program, and may result in a recommendation that a student's registration be terminated.

All Fall term assignments are due no later than *January 6, 2014*. Winter term assignments are due no later than *April 25, 2014*.

Instructors may set deadlines earlier than these dates. Instructors may *impose penalties for late assignments* if these penalties are made known to the student at the beginning of term. Failure to complete coursework on time results in a grade of INC (incomplete).

Instructors are expected to submit all grades to the Graduate Coordinator *by the deadline* for the final assignment in the class. All course marks must be approved by the graduate faculty. No marks can be considered to be “final” until they have been approved by the graduate faculty.

Students wishing an *extension* of time beyond the deadlines noted above must apply to the Coordinator of Graduate Studies for a formal extension by completing a **Course Appeal Extension form**. A decision will be made by the Coordinator of Graduate Studies in consultation with the instructor.

In *communicating with those outside of the Centre for Criminology and Sociolegal Studies*, graduate students and Junior Fellows should, if they wish to associate themselves with the Centre, identify their status in an unambiguous manner. They should not be seen as “representing” the institution unless they have been authorized to do this by the Director. If there are questions about describing one’s association with the Centre, this should be discussed with the Director.

Research Paper and Thesis Preparation

M.A. Students

For M.A. students who select the Research Option, the Research Paper must be 8,000-12,000 words in length, printed and double-spaced. Please consult the Assistant to the Graduate Coordinator for details. Students must submit the final copy of their research paper to their supervisor no later than **August 23, 2014**.

One copy must be submitted at the same time to the Graduate Coordinator, who will forward it to a second faculty member for evaluation. The assignment of the “second reader” will be determined by the Graduate Coordinator in consultation with the Research Paper supervisor. The second reader will provide written comments and will recommend a grade for the research paper. However, responsibility for assigning a final grade rests with the supervisor, who will submit it to the Graduate Coordinator.

Ph.D. Students

Ph.D. students must submit their thesis in a finished form, conforming to the specifications set out in the School of Graduate Studies in the "*Guidelines for the Preparation of Theses for Microfilming and Binding*". This information is posted on the School of Graduate Studies web site: www.sgs.utoronto.ca.

APPEALS

Appeal procedures concerning grades are conducted according to the School of Graduate Studies Guidelines. Please consult the SGS Calendar under Graduate Grading Procedures, on page 44 for details or the website: <http://www.sgs.utoronto.ca/calendar.htm>

For further information concerning academic requirements and programs, contact:

Professor Scot Wortley
Graduate Coordinator
Email: scot.wortley@utoronto.ca

or

Jessica Chlebowski
Graduate Administrator
Email: crim.grad@utoronto.ca
Tel: (416) 978-7124, Ext. 225 – Fax: (416) 978-4195

COURSES OF INSTRUCTION (2013-14)

Required Course

CRI 2010H Methodological Issues in Criminology

Optional Courses

CRI 1020H Law and Society: Theoretical Perspectives [**not offered 2013-14**]
CRI 2020H Applied Statistics in Criminology [**not offered 2013-14**]
CRI 3010H Crime, Criminalization and Victimization [**not offered 2013-14**]
CRI 3120H Politics and Crime
CRI 3130H Policing
CRI 3140H Special Topics in Criminology
CRI 3150H Crime, Law and the State in Early Modern England 1650-1850 [**not offered 2013-14**]
CRI 3160H Criminal Justice History [**not offered 2013-14**]
CRI 3220H Organised Crime and Corruption[**not offered 2013-14**]
CRI 3240H Penology
CRI 3256H Law, Space & Regulation [**not offered 2013-14**]
CRI 3270H The Psychology of Criminal Behaviour [**not offered 2013-14**]
CRI 3310H Special Topics in Criminology
CRI 3320H The Criminal Process [**not offered 2013-14**]
CRI 3330H Contemporary Issues in Safety and Security [**not offered 2013-14**]
CRI 3340H Special Topics in Criminology
CRI 3350HF Directed Research in Criminology
CRI 3351HS Directed Research in Criminology
CRI 3355H Sentencing
CRI 3356H Youth Crime and Youth Justice [**not offered 2013-14**]
CRI 3357H Risk, Uncertainty and Criminal Justice [**not offered 2013-14**]
CRI 3360Y^o Research Paper

Note:

- With the exception of the Research Paper for M.A. students, all courses are half courses.
- **Due to space limitations, graduate students enrolled at the Centre will be given priority in graduate course enrolment; students in other programs must receive written permission from the instructor before enrolling in any of the Centre's graduate courses.**

COURSE OUTLINES

[Not offered 2013-14] LAW AND SOCIETY: THEORETICAL PERSPECTIVES - CRI 1020H

This seminar surveys core readings in socio-legal studies, including classical sociological approaches to law and legal institutions, as well as more contemporary approaches to studying the relationship between law and society. A central focus of this research is the divide between the "law on the books" and the "law in action," but rather than focusing on specific empirical effects, much of this seminar will focus on the production of law, the ubiquitous place of law and its relationship to other social institutions, and the often competing processes through which law comes to "know." Readings tentatively include the production and evolution of law, legal decision-making, the constitutive ways in which law shapes everyday life, law and globalization, law as a professional project, and legal knowledge as the product of (often competing) claims to authority and expertise.

[Not offered 2013-14] THEORIES OF CRIME AND SOCIAL ORDER - CRI 1050H

Professor M. Valverde

This course does not cover theories of criminal behaviour. Instead of focusing on lawbreaking, it focuses on the fundamental question of how law and order are defined and maintained, canvassing a number of key, mainly classical, theories of state sovereignty and citizen security.

METHODOLOGICAL ISSUES IN CRIMINOLOGY - CRI 2010H

Professor R. Gartner

There are over 100 academic journals that publish, in English, reports of criminological research. The "quality" of this research varies enormously even though most, if not all, of these journals advertise that the research that they publish has been "peer reviewed." Learning how to evaluate criminological research is important so that one can determine what 'weight' should be given to a piece of research in understanding a criminological phenomenon. For example, imagine that one were to hear that after the police sent a special squad into a neighbourhood, the crime rate went down. Alternatively, what if one were to hear that a restorative justice program for youths reduced their offending. What questions would – or should – you ask in order to evaluate these assertions? To a large extent, the course will focus on methods used in quantitative analyses for two reasons: often the methodological issues are more salient in this research, and second because specialized skills are sometimes needed to read and evaluate such research.

Although the course should introduce you to many of the methods that are used in criminological research, the course will not spend much time teaching you how to analyze your own data. The 'understanding statistics' and 'analyzing data' section at the end of the course is designed to demonstrate to you how various decisions are routinely made when looking at data so that you will understand the various types of choices that need to be made.

[Not offered 2013-14] APPLIED STATISTICS IN CRIMINOLOGY - CRI 2020H

This course covers descriptive and inferential statistics relevant to work in the areas of Criminology and Industrial Relations. The topics include multiple regression, part and partial correlation, non-parametric tests, and generally tests appropriate for survey research, quasi-experimental field research, and work with organizational or governmental data sets.

[Not offered 2013-14] CRIME, CRIMINALIZATION & VICTIMIZATION- CRI 3010H

By drawing on the insights of ethnographic neighbourhood studies, this seminar will survey questions around crime, criminalization, and victimization in the international context. We will critically discuss how the definition of crime and the question of who is a criminal and who is a victim are socially

constructed in various societies. The seminar will also survey the dimensions and nature of the social and political themes that are related to crime. We will discuss critical and contemporary approaches (e.g., among others, cultural criminology, social exclusion, etc.) as well as mainstream and traditional explanations (e.g., among others, rational choice, social disorganization, etc.) that may help us understand why individuals or groups of people break the law. Finally, the seminar will provide an opportunity to gain some background about the theorists who have shaped our thinking about crime and the historic context in which their ideas have evolved.

Please note that we will be reading several ethnographic studies (i.e., books) for this course, thus, you have to be willing to dedicate some time to reading.

POLITICS AND CRIME CONTROL POLICIES - CRI 3120H

Professor P.H. Solomon

This seminar explores (1) the making and development of criminal justice and penal policies in the U.S.A., Canada, Western Europe and the U.S.S.R./Russia, (2) the way authorities in those countries have defined and managed political deviance, including in the post 9/11 context, and (3) the intrusion of politics into the administration of justice -- especially in non-democratic settings such as the USSR and post-Soviet Russia. Attention will also be paid to the prospects for reforming criminal justice in Canada and to the contribution criminologists might make to this process.

SPECIAL TOPICS IN CRIMINOLOGY: WRONGFUL CONVICTIONS - CRI 3140H

Professor M. Comisky

In this seminar, students will explore how miscarriages of justice occur and what steps can be taken to prevent wrongful convictions, beginning with an overview of the law in this area and the role played by the key players in the criminal justice system from the investigating officers, prosecutors, expert witnesses, trial judge and jury. The primary focus will be on Canada, but the seminar will also include materials from several other jurisdictions including the United States, the United Kingdom and Australia. Weekly topics of discussion will include tunnel vision; suppressions of exculpatory evidence; eyewitness testimony; jailhouse informants; review of the law on miscarriages of justice in Canada; DNA evidence and exonerations; forensic pathology and the Charles Smith scandal in Ontario; jury instructions; and proposals for correcting errors, improving forensic science, and creating proper avenues for redress.

CRIME, LAW AND THE STATE IN EARLY MODERN ENGLAND, 1650-1850 - CRI 3150H

[Not offered 2013-14]

Professor J.M. Beattie

An examination of the literature dealing with the nature of crime in past societies and with changes in criminal law, procedure and punishment. The concentration will be on the social history of crime and punishment in England, 1650-1850. The course will be organized around the reading and discussion of historians' attempts to identify, analyze and explain changes in crime and punishment, though some primary sources will also be included. We will aim at a continuing discussion of the nature and limitations of historical sources and of other general problems in the historical study of crime.

[Not offered 2013-14] CRIMINAL JUSTICE HISTORY - CRI 3160H

Professor J. Phillips

This course surveys the principal aspects of the history of crime, criminal justice, and punishment in Britain and Canada, from the mid-eighteenth to the late nineteenth century. The organization is largely thematic, concentrating on such topics as, among others: the nature of the trial process; the origins and evolution of policing; the operation and ideology of penal practices; the interaction between the criminal law and gender (the prosecution of rape and infanticide charges, for example); and race, ethnicity and

criminal justice. The course traces general institutional history and the socio-political history of crime and punishment.

PENOLOGY - CRI 3240H

Professor S. Wortley

This course examines contemporary issues in criminal punishment. The history of criminal punishment and early developments in correctional philosophy are first considered. Special attention is given to theories of punishment and analysis that links the development of corrections to wider systems of social control in Western societies. Modern penal systems are then examined from both sociological and legal viewpoints. Topics to be covered include: 1) Corrections in the international context; 2) Deterrence and the politics of punishment; 3) The rehabilitation debate; 4) Prison subcultures; 5) Women and children in prison; 6) Racism in corrections; 7) Alternatives to incarceration; and 8) The privatization of correction. In addition to class seminars and readings, students will be exposed to issues in criminal punishment by visiting a number of penitentiaries in the Kingston area.

[Not offered 2013-14] LAW, SPACE AND REGULATION – CRI 3256H

Professor M. Valverde

An introduction to interdisciplinary studies of law and space, this course covers a broad range of topics, from work on empire and colonialism by legal historians and aboriginal scholars to studies of national spaces, urban spaces, and bodily spaces. Some background in either legal studies or cultural geography is desirable. Open to students in law, geography, anthropology, women/gender studies, and sociology, though permission of the instructor is required.

[Not offered 2013-14] THE PSYCHOLOGY OF CRIMINAL BEHAVIOUR - CRI 3270H

This course is an overview of recent scientific findings in the psychological study of individual antisocial behaviour, aggression, and violence. We will study different scientific literatures, including behavioral genetics, neurophysiology, development, and social learning. Together, we will attempt to integrate these literatures in a sensible theoretical manner. We will also discuss recent empirical and conceptual developments in the assessment, treatment, and management of criminal behaviour.

SPECIAL TOPICS IN CRIMINOLOGY: RESEARCH SKILLS – CRI 3310H

M. Gasanov

This course is an applied statistics course focusing on data analysis. Rather than focusing on the mathematical logic of statistics, the course is designed to help students apply statistical techniques to actual data, using SPSS. Students will learn about preparing a dataset for analysis (including reading, saving, cleaning, labeling, creating, and checking new variables); descriptive statistics and tabular and graphical methods for displaying data; inferential statistics; and an introduction to multiple linear regression analysis. The course will focus on how to select the appropriate statistical technique; properly execute the technique, ensuring the assumptions are met; interpret results; and write-up findings in a clear and concise manner. Prior statistical knowledge is not assumed. In addition to assignments, each student will undertake a project involving data analysis and interpretation of criminological or socio-legal data. This course will prepare students for professional roles in conducting quantitative research and evaluation studies.

[Not offered 2013-14] THE CRIMINAL PROCESS - CRI 3320H

Professor K. Roach

The question of what is a crime and who is a criminal is a matter of social construction and social choice. This course examines that construction through considering the processes involved. We will

study the key players and events in the definition of a crime; the selection of a suspect, and the choices made by the police, counsel, the judiciary and the wider community at each stage of a criminal prosecution. The first half of the course introduces the substantive and procedural means by which criminality is constructed, including the basic principles of criminal law and procedure and the rules of evidence. The goal is to prepare students to read criminal law cases and statutes accurately and critically and introduce students to legal research methods and instruments. In the second half of the seminar, we will examine the phenomenon of wrongful convictions, and the relationships that certain equality seeking groups have in and with the criminal process. These groups include women, young people, visible minorities, aboriginal people and crime victims.

SPECIAL TOPICS IN CRIMINOLOGY: INTERNATIONAL CRIMINAL LAW - CRI 3340H

An advanced seminar focusing on the legal and conceptual framework for responding to mass violence. The course will provide an overview of the history of contemporary international criminal law, focusing on the development of categories including war crimes, crimes against humanity, and genocide. We will examine the history and efficacy of trials after WWII, the United Nations tribunals for the former Yugoslavia and Rwanda, the International Criminal Court, hybrid (international/domestic) courts, community justice efforts, and quasi-judicial bodies such as truth commissions. The course will also cover emerging issues related to sexual violence in armed conflict, universal jurisdiction and the responsibility to protect. In particular, we will look at critiques of international criminal prosecutions and their impact on the communities they are supposed to help.

DIRECTED RESEARCH IN CRIMINOLOGY - CRI 3350HF

Staff

Under the direction and supervision of one or more members of the Graduate Faculty, a course of specially directed readings and research in an area of criminology that is not adequately covered by other graduate courses available within the University, can be undertaken. This course will not be available to any student for credit without the approval of the Graduate Coordinator. Before such approval will be granted, a program of study, together with an indication of the written assignments, which students will be required to complete, and the criteria for evaluation of students, must be submitted for approval. **With approval of the Graduate Coordinator, students may take up to two Directed Reading or Research courses taught by different faculty members during their program.**

DIRECTED RESEARCH IN CRIMINOLOGY - CRI 3351HS

Staff

Under the direction and supervision of one or more members of the Graduate Faculty, a course of specially directed readings and research in an area of criminology that is not adequately covered by other graduate courses available within the University, can be undertaken. This course will not be available to any student for credit without the approval of the Graduate Coordinator. Before such approval will be granted, a program of study, together with an indication of the written assignments, which students will be required to complete, and the criteria for evaluation of students, must be submitted for approval. **With approval of the Graduate Coordinator, students may take up to two Directed Reading or Research courses taught by different faculty members.**

SENTENCING – CRI 3355H

Hon. Justice D. Cole

This course examines various aspects of the Canadian sentencing system. While this course is primarily legal in its orientation, the aim is to augment the discussion of sentencing issues with philosophical and criminological literature.

The course commences with a consideration of the philosophical dimensions of sentencing and an examination of certain empirical issues, such as problems in assessing the efficacy of deterrence theory and of penal measures, and the difficulties involved in substitution of penalties. Thereafter, considerable emphasis is placed on legislative and judicial approaches to the sentencing function and procedural aspects of the Canadian sentencing system. Other topics for consideration include: victim participation, mandatory sentences, restorative justice, young offenders, plea-bargaining and an examination of the gap between the sentence imposed and the constraints on those who administer it.

[Not offered 2013-14] YOUTH CRIME AND YOUTH JUSTICE – CRI 3356H

Professor A.N. Doob

In the past 25 years, Canada has had three quite different laws governing the manner in which society responds to youths who offend. This course will examine the manner in which Canada responds to youth crime in the context of three separate but inter-related broad topics: (1) the nature of youth crime, (2) the policy choices that Canada and other countries have made in developing frameworks for responding to youth crime, and (3) the administration of youth justice systems.

[Not offered 2013-14] RISK, UNCERTAINTY AND CRIMINAL JUSTICE – CRI 3357H

This course examines theories of risk and uncertainty, and empirically based studies of how risk and uncertainty are addressed in crime prevention strategies, the criminal justice system, and regulatory institutions. There is a particular focus on how emerging crime risk and security concerns are transforming criminal law, and fostering new surveillance and private security infrastructures beyond the law. Traditional principles, standards and practices of criminal law are being eroded or eliminated altogether, and many crime control practices escape law entirely.

RESEARCH PAPER - CRI 3360Y

Staff

The Research Paper option for M.A. students is the equivalent to two half courses. It is not a thesis but it does involve original research and/or analysis. Students pursuing this option must find a suitable supervisor by October, submit a formal paper proposal in December, and submit a final paper of 8,000 to 12,000 words by the end of August in order to meet the 12-month deadline. Research papers are evaluated by the supervisor and one other faculty member. Students pursuing a part-time degree must submit a proposal by the beginning of their second year in September.

NOTE:

- Criminology students may take up to three half courses in other graduate departments, with permission from the Graduate Coordinator. Students are encouraged to seek information from other graduate programs about courses of potential relevance to their studies. **Please contact the departments for details on all other related courses.**

REGISTRATION AND ENROLMENT

- Registration information will be mailed by the School of Graduate Studies to all new and continuing students in July.
- Before enrolling in courses, students must meet with the Graduate Coordinator to discuss their program of study. *Meetings are scheduled in the first week of September.*
- Students register for courses after the first week of classes to allow them to select wisely from the full range of courses offered.

- Students must complete fees forms and pay the first installment of the prescribed fees prior to registration. Any student who registers after the last day of registration is required to *pay a late registration fee*.
- The definition of full-time status in the graduate program means that the student is required to *register annually* on a full-time basis until all the degree requirements have been completed.

OFFICIAL CORRESPONDENCE

University Policy on Official Correspondence with Students is as follows:

The University and its divisions may use the postal mail system and/or electronic message services (e.g., electronic mail and other computer-based on-line correspondence systems) as mechanisms for delivering official correspondence to students.

Official correspondence may include, but is not limited to, matters related to students' participation in their academic programs, important information concerning University and program scheduling, fees information, and other matters concerning the administration and governance of the University.

Postal Addresses and Electronic Mail Accounts

Students are responsible for maintaining and advising the University, on the University's student information system (currently ROSI), of a current and valid postal address as well as the address for a University-issued electronic mail account that meets a standard of service set by the Vice-President and Provost.¹

Failure to do so may result in a student missing important information and will not be considered an acceptable rationale for failing to receive official correspondence from the University.

University rights and responsibilities regarding official correspondence

The University provides centrally-supported technical services and the infrastructure to make electronic mail and/or on-line communications systems available to students. University correspondence delivered by electronic mail is subject to the same public information, privacy and records retention requirements and policies as are other university correspondence and student records. The University's expectations concerning use of information and communication technology are articulated in the guidelines on Appropriate Use of Information and Communication Technology (available on the web site of the Office of the Vice-President and Provost: <http://www.provost.utoronto.ca/English/Appropriate-Use-of-Information-and-Communication-Technology.html>.)

Students' rights and responsibilities regarding retrieval of official correspondence

Students are expected to monitor and retrieve their mail, including electronic messaging account[s] issued to them by the University, on a frequent and consistent basis. Students have the responsibility to recognize that certain communications may be time-critical. Students have the right to forward their University-issued electronic mail account to another electronic mail service provider address but remain responsible for ensuring that all University electronic message communication sent to the official University-issued account is received and read.

FEES

Fees are set on an annual basis. For general information on the fees structure, please refer to the School of Graduate Studies calendar or website at www.fees.utoronto.ca

HOUSING

For detailed information on student housing, please check the University of Toronto website at <http://www.housing.utoronto.ca/>

STUDENT SERVICES

A number of resources for student support and student counseling at the University can be accessed on the website <https://www.studentlife.utoronto.ca/>

FINANCIAL ASSISTANCE

Ontario Graduate Scholarships

The Government of the Province of Ontario offers a number of graduate scholarships (for either two or three consecutive terms) to students who intend to enroll in graduate studies at an Ontario university. This year the awards are worth \$15,000 for 3 terms (the academic session plus summer). These awards are intended primarily for Ontario residents. Applicants must have a high level of academic achievement, with first class standing in most courses. The University of Toronto is responsible for the awarding of the Ontario Graduate Scholarships held at U of T. A centralized on-line application form is available to students via the School of Graduate Studies website; however, graduate units will set their own individual application deadlines. The application deadline for the Centre for Criminology and Sociolegal Studies is March 1, 2014.

Please note: Students must submit an OGS application to each institution for which they are seeking admission. OGS awards are no longer transferrable from one university to another.

Please see the SGS website for further information on OGS awards: www.sgs.utoronto.ca

University of Toronto Fellowships

As part of the University's Guaranteed Funding Package, Ph.D. students who do not have a major external award and are in Years 1 through 5 receive a University of Toronto Fellowship of \$15,000.00, plus tuition and incidental fees. **No separate Fellowships application is required.**

Connaught Scholarships

The Centre for Criminology and Sociolegal Studies recommends **outstanding** international Ph.D. applicants to the School of Graduate Studies each year to compete with applicants from other departments for the Connaught Scholarships. Competition is conducted across the entire School of Graduate Studies, and applications for admission to the graduate program must be submitted before **1 February** for the term beginning the following September. This year the value of each award is \$35,000 plus the award covers the difference between domestic and international fees.

Social Sciences and Humanities Research Council (SSHRC) Doctoral Fellowship

This year the value of each award is \$20,000 for three terms (the academic year plus summer). These fellowships are open only to Canadian citizens and permanent residents. Application forms are available from **across Canada**. **Students must have an undergraduate degree with at least an A-average in order to be considered for this scholarship. All applicants must submit an application through the university from which they graduated. For detailed information on the CGS award please see the website www.sshrc.ca**

Other Financial Support Programs

Students are referred to the details of fellowships, scholarships, loans, bursaries and other forms of financial assistance found on the School of Graduate Studies website at www.sgs.utoronto.ca under financial support.

Students from Commonwealth countries are encouraged to apply for awards under the **Commonwealth Scholarship and Fellowship Program** through their own universities. For additional information, please check the website at <http://www.csfp-online.org/>

Teaching Assistantships

A limited number of teaching assistantships are available through the undergraduate program in criminology. Interested M.A. and Ph.D. students should apply directly to:

Tanya Pitel
Woodsworth College
University of Toronto
119 St. George Street Room 235
Toronto, Ontario M5S 1A9
t.pitel@utoronto.ca

Research Assistantships

Research assistantships from the faculty's research funds are available on an ad hoc basis at the Centre for Criminology and Sociolegal Studies.

FUNDING THROUGH THE CENTRE FOR CRIMINOLOGY AND SOCIOLEGAL STUDIES

The H.S. Thurston Fellowship in Policing and Organized Crime

This fellowship, created by Philip Anisman in memory of his friend, Herb Thurston, will be awarded at the discretion of the Graduate Awards and Admissions Committee to a student in the graduate program who:

1. has prior experience as a police officer and intends to pursue studies relating to an aspect of policing, police administration or law enforcement, or
2. has an outstanding academic record and intends to pursue studies and research on the detection, prosecution or prevention of organized crime or a subject that is directly related to organized crime and law enforcement, including securities fraud, money laundering and local, national and international cooperation among police forces.

John Beattie Research Fund

The John Beattie Research Fund was established in 2000 through a generous donation by Professor Jim Phillips to support the research of faculty and students of the Centre for Criminology and Sociolegal Studies.

This research fund is awarded to support the direct cost of research undertaken by people who fall into one of three groups at the Centre: doctoral students, other University of Toronto doctoral students who are junior fellows at the Centre, and core faculty members.

The distribution of the funds is guided by the objective of providing support for research in those cases in which other sources of financial assistance are unavailable. Thus, student applicants must demonstrate that their dissertation supervisors do not currently have available funds for this purpose. In the case of junior fellows who are registered in other departments in the university, all possible efforts must be undertaken initially to obtain funds from their "home departments."

The guidelines are as follows:

- Any research expenses (e.g., travel and subsistence expenses to collect data related to doctoral work, the costs of purchasing research materials, research assistance in the case that it is

necessary for the collection of data) are considered acceptable expenses. Generally speaking, research expenses that would be eligible under a SSHRC grant would qualify in all likelihood.

- “Core” faculty are eligible to apply but will generally be accorded lower priority than graduate students. Among graduate students, preference will be given to Centre of Criminology doctoral students.
- The distribution of funds is guided by the objective of providing support for research in those cases in which other sources of financial assistance are not available. Thus, student applicants must demonstrate that their dissertation supervisors do not currently have available funds for this purpose. In the case of junior fellows who are registered in other departments in the university, all possible efforts must be undertaken initially to obtain funds from their “home departments.” Faculty applicants will normally have to exhaust other possible funding sources (e.g., SSHRC or general research grants from the SGS) before applying. It is not within the spirit of the fund as interpreted by the committee that faculty apply for research funds simply to provide graduate student support. However, this understanding is not meant to preclude, in any way, the hiring of graduate students from these funds.
- This is not an endowed fund. Competitions will be held as long as funds continue to be available.
- The John Beattie Research Fund should be acknowledged in a dissertation and in any publications derived from the research.

The John Edwards Award

Inaugurated in 1976-77, the John Edwards Award, in the amount of \$200, will be awarded by the Centre for Criminology and Sociolegal Studies on an annual basis to the graduating M.A. student with the most outstanding *overall* performance. This award is determined in September for the previous academic year.

JUNIOR FELLOWS AT THE CENTRE FOR CRIMINOLOGY AND SOCIOLEGAL STUDIES

A number of graduate students from other University departments, whose academic work and research is linked to criminology, are affiliated with the Centre as Junior Fellows. To date Junior Fellows have come from Anthropology, Education, History, Law, Philosophy, Political Science, Psychology, Social Work, and Sociology.

Junior Fellowships are awarded to students whose academic performance, demonstrated interest in criminology, and desire to participate actively in the life of the Centre, allow them to benefit from an association with the Centre and to contribute to it. Junior Fellows may be given office space at the Centre (if it is available), as well as access to other Centre facilities.

Students enrolled in doctoral programs at other universities may apply to be appointed as *Visiting Junior Fellows* if their research interests or work with faculty members make it sensible for an affiliation to be created.

Those interested in applying to be a Junior Fellow, or a Visiting Junior Fellow, must send a curriculum vitae, as well as a letter detailing their research interests and how they would benefit from being affiliated with the Centre, to Jessica Chlebowski, Graduate Program Administrator, at crim.grad@utoronto.ca. Appointment is normally for a one-year period and may be renewed. All requests for renewal must be submitted in writing on an annual basis to the Graduate Coordinator.

INSTRUCTORS IN THE GRADUATE PROGRAM

DIRECTOR: Professor K. Hannah-Moffat

GRADUATE COORDINATOR: Professor S. Wortley

Core Faculty

Professor S. Bucerius, B.A., M.A., Ph.D. (Frankfurt), Assistant Professor

Professor A.N. Doob, A.B. (Harvard), Ph.D. (Stanford), Professor (Emeritus)

Professor R.I. Gartner, B.A. (California), M.S., Ph.D. (Wisconsin), Professor

Professor M. Light, J.D., Ph.D. (Yale), Assistant Professor

Professor M. Valverde, B.A. (Brock), M.A., Ph.D. (York), Professor

Professor N.S. Wortley, B.A., M.A., Ph.D., (Toronto), Associate Professor

Cross-Appointed and Adjunct Faculty

Professor J.M. Beattie, B.A. (San Francisco), M.A. (U.C. Berkeley), Ph.D. (Cambridge) F.R.S.C., University Professor of History (Emeritus)

Professor L. Chen, B.A. (Beijing Foreign Studies), M.A. (SUNY Buffalo), J.D. (Illinois), M.A., Ph.D. (Columbia), Assistant Professor of History and Sociolegal Studies

Hon. Justice D. Cole, B.A., LL.B. (York), Adjunct Professor of Law

Professor M. Condon, B.A. (Dublin), M.A., LL.M., S.J.D. (Toronto), Special Lecturer, University of Toronto, Professor of Law, Osgoode Hall, York University

Professor M. Dubber, A.B. (Harvard), J.D. (Stanford), Professor of Law

Professor P. Erickson, B.A. (York), M.A. (Toronto), Ph.D. (Glasgow), Adjunct Professor of Sociology

Professor M.L. Friedland, O.C., Q.C., B.Comm, LL.B. (Toronto), Ph.D. (Cambridge), University Professor of Law and Criminology (Emeritus)

Professor K. Hannah-Moffat, B.A. (Waterloo), M.A., Ph.D. (Toronto), Associate Professor of Sociology

Professor C. Kruttschnitt, B.A. (University of California, Berkeley), M.A., M.Phil, Ph.D. (Yale), Professor of Sociology

Professor R. Levi, B.C.L., LL.B. (McGill), LL.M., S.J.D. (Toronto), Associate Professor of Global Affairs & Sociology

Professor A. Macklin, B.Sc. (Alberta), LL.B. (Toronto), LL.M. (Yale), Professor of Law

Professor P. Maurutto, B.Sc. (Toronto), M.A., Ph.D. (York), Associate Professor of Sociology

Professor Michele Peterson-Badali, B.A. (York), M.A., Ph.D. (Toronto), C. Psych., Associate Professor of Human Development & Applied Psychology,

Professor J. Phillips, M.A. (Edinburgh), LL.B., Ph.D. (Dalhousie), Professor of Law

Professor K. Roach, B.A., LL.B. (Toronto), LL.M. (Yale), Professor of Law

Professor T. Skilling, B.A.H. (Queen's), M.A.Sc. (Waterloo), Ph.D. (Queen's), C. Psych., Special Lecturer, Assistant Professor of Psychiatry

Professor P.H. Solomon, Jr., B.A. (Harvard), M.A., Ph.D. (Columbia), Professor of Political Science (Emeritus)

Professor J. Tanner, B.Sc. (London), Post Graduate Cert. in Education (Leicester), M.A., Ph.D. (Alberta), Professor of Sociology

CRIMINOLOGY INFORMATION SERVICE

The Centre maintains its own library and information service which provides a pivotal resource for the research and teaching functions of the Centre and which also supports criminal justice research communities worldwide.

The Criminology Information Service houses the leading Canadian research collection of criminological material consisting of more than 25,000 books, journals, government reports, statistics, and other documents, are available in person or on the Web. For a full range of services see www.criminology.utoronto.ca/library/. The collection covers a wide range of subject areas, including public and private policing; violence; deviance and social control; young offenders; criminology; and criminal law.

ACADEMIC CALENDAR 2013-2014

2013

F	Aug	30	Last date for payment of tuition to meet registration deadline
M	Sep	2	Labour Day
T	Sep	3	SGS Orientation
W	Sep	4	Criminology Orientation Day
W-F	Sep	4-6	Interviews with Graduate Coordinator
M	Sep	9	Classes begin
F	Sep	13	Registration for Sept. session ends; after this date, a late registration fee will be assessed
F	Sep	13	Coursework must be completed and grades submitted for summer session courses
M	Sep	16	Final date to submit Ph.D. theses to SGS to avoid fee charges for 2013-14
W	Sep	18	Departmental deadline for students to register for full-year and September session courses.
W	Sep	25	Summer session grades available for viewing by students on the Student Web Service.
F	Oct	4	Departmental deadline for submission of degree recommendations for Fall Convocation.
F	Oct	4	Final date for submission of final Ph.D. thesis to SGS for Fall Convocation.
F	Oct	4	Final date for receipt of degree recommendations for Fall Convocation.
M	Oct	14	Thanksgiving
M	Oct	22	Departmental deadline to drop September session full or half courses without academic penalty
M	Oct	28	Confirmation of Research Paper with Supervisor
M	Oct	28	Final date to drop September session full or half courses without academic penalty.
W	Nov	27	Research Paper Proposals due
F	Dec	6	Last Day of Fall Term courses (instructors may set earlier deadlines for first term course work – see deadline in January 2013)*
M	Dec	23	Winter break begins

2014

M	Jan	6	*Course work must be completed and submitted to instructors for first term Criminology courses (instructors may set earlier deadlines)
M	Jan	6	Classes begin
F	Jan	10	Fall term grades due at SGS.
W	Jan	15	Final date to submit doctoral theses without fee payment for Winter session
W	Jan	15	September Session grades available for viewing by students on the student web service
TH	Jan	16	Departmental deadline for students to register for January session courses.
S	Feb	1	Applications due for admission to graduate program in Criminology
M-F	Feb	17-21	Reading Week - No Classes
M	Feb	24	Final date to drop full-year courses or January session courses without academic penalty. Final date to withdraw from a program with academic penalty.
	Mar		March graduation in absentia: See website www.utoronto.ca/convocation
F	Apr	4	Last day of classes
TH	Apr	17	Departmental deadline for submission of degree recommendations to SGS for June Convocation
TH	Apr	17	Final date for submission of final Ph.D. thesis to SGS for students whose degrees are to be conferred at the June Convocation
F	Apr	18	Good Friday
F	Apr	25	Course work must be completed and submitted to instructors for second term Criminology courses (instructors may set earlier deadlines)
TH	May	8	Final date for registration for May-June or May-August session courses.
F	May	9	Winter term grades and full-year course grades due at SGS
W	May	14	January Session grades available for viewing by students on the Student Web Service
M	May	19	Victoria Day
	June	TBA	Spring Convocation: See website: www.utoronto.ca/convocation
M	July	1	Canada Day Holiday
F	Aug	22	Final date for submission of Research Paper

- Further dates are listed in the 2013-2014 SGS Calendar

PLEASE NOTE THE MAJORITY OF THESE ARE DEPARTMENT DEADLINES THAT MUST BE SET TO MEET SGS DEADLINES
