

KEY MILESTONES & TIMELINE FOR THE MASTER'S PAPER (MP)

Students interested in pursuing the research option will typically start working on their Master's Paper (MP) during the Winter term after completing the required courses (EF8901, EF8902, EF8903, EF8904).

All forms and guidelines can be found in the following links:

https://www.torontomu.ca/economics/graduate/current_students/

https://www.torontomu.ca/content/dam/graduate/current-students/policies/Thesis_MRP_Dissertation_Guidelines.pdf

1. FIND A SUPERVISOR/MP TOPIC - February/early March

- 1.1. Contact potential supervisors to discuss your interest in doing an MP.
- 1.2. Students should do some background reading and collect data (if required).

2. MP PROPOSAL - Last week of March

- 2.1. Submit a proposal that consists of a one- to two-page description of the proposed work and a suggested bibliography.
- 2.2. The proposal form and supporting documentation should be forwarded to the Graduate Program Administrator once you have obtained your supervisor's signature.
- 2.3. After submitting the proposal, you should immediately begin the process of researching and writing the first draft of your MP.

3. FIRST DRAFT OF MP - Last week of May

- 3.1. Submit the first draft of the MP to your supervisor.
- 3.2. You can choose to use the template available on the Graduate Economics website. If you do not use the template, please ensure you use the editorial style of the Canadian Journal of Economics.
- 3.3. After submitting the first draft, your supervisor will need time to review your paper and provide feedback.

4. SECOND DRAFT OF MP - Beginning of July

4.1. Submit the second draft of the MP, addressing any feedback from the first draft; this second draft should be close to the final paper.

4.2 This is a strict deadline as the supervisor will send this draft to the second reader who will also need time to assess the MP. The supervisor and second reader will decide whether you have passed the MP. If the draft is not submitted by this time, the second reader may not read the MP and you may receive a grade of “fail” on the master’s paper.

5. FINAL DRAFT - Mid-August (or earlier)

5.1. Submit the final draft of the MP, addressing any feedback provided by your supervisor and the second reader. Your supervisor will review to confirm that the required revisions have been made.

6. CONFIRMATION & FINAL DRAFT - September 1st (or earlier)

6.1. To confirm eligibility to graduate in the Fall convocation, the Graduate Program Administrator must manually audit every academic record. This requires sufficient time, and you must complete the following steps **before 4:00 pm on September 1st**:

- Submit the FINAL and COMPLETE version of your MP to the Graduate Program Administrator in .pdf format. You must ensure you have followed the Yeates School of Graduate Studies format guidelines. Papers not formatted correctly will NOT be considered complete. Your paper should be emailed to ief@torontomu.ca.
- Ensure your MP supervisor submits the “Faculty Supervisor Verification” form to the Graduate Program Administrator, to confirm your submission is the final corrected version of your paper. Confirmation is only required from your primary supervisor. Your supervisor can also send verification via email, to ief@torontomu.ca