Accreditation with the Faculty of Graduate Studies and Research

Update: July 1, 2015
Owner: Dean’s Office, Faculty of Science
Contact: Dean’s Office, Faculty of Science

Procedure for New Faculty
1. When a faculty member is appointed to a Tenure-Track position the accreditation level “C” is indicated on the Academic Appointment Form and the FGSR Request for Accreditation form is completed.
2. When a faculty member is appointed to a Term position the accreditation level “B” is indicated on the Academic Appointment Form and the FGSR Request for Accreditation form is completed.

Procedure for Reclassification for University of Regina Faculty Members
1. The faculty member will submit a request to the Department Head. The request must include the following:
   a) Memo requesting the reclassification with rationale
   b) CV
2. The Department Head will submit the recommendation package to the Dean of Science. The recommendation must include the following:
   a) Memo recommending the reclassification
   b) CV
   c) FGSR Request for Accreditation Form
3. The Dean’s Office will submit the recommendation package to the Dean of Graduate Studies and Research.

Procedure for Individuals External to the University of Regina
1. The Department Head will submit the recommendation package to the Dean of Science. The recommendation must include the following:
   a) Memo recommending the accreditation
   b) CV
   c) FGSR Request for Accreditation Form
2. The Dean’s Office will submit the recommendation package to the Dean of Graduate Studies and Research.

Terms of Reference
- Supervision of graduate students, or instruction of graduate courses, is restricted to persons who are accredited as members of the Faculty of Graduate Studies and Research (FGSR) by the Dean of FGSR.
- Accreditation is available to faculty members of the academic units of the University of Regina and members of other institutions who can provide students with expert direction and background through their research and knowledge of the field.
- The accreditation level on the Academic Appointment Form is a recommendation only. The Dean of Graduate Studies and Research has final approval.
Accreditation categories are listed below and more details are on the FGSR website.

- Category A: Graduate Course Instructor
- Category B: Master’s Co-Supervisor / Master’s Committee Member
- Category C: Master’s Supervisor / PhD Committee Member / PhD Co-Supervisor
- Category D: PhD Supervisor

**Related Information**