

An aerial photograph of a city, likely San Francisco, with a prominent white sailboat in the foreground on the water. The city's buildings and streets are visible in the background, and the water is a deep blue-grey color. The image is framed by a white border.

Graduate Orientation

2024



Graduate students



M.Sc.







- | Faculty and Staff Members

Graduate Affairs Committee

- | Phuong Thao Dang (Graduate Coordinator)
- | Prof. Wenqing He, Prof. Shu Li, Prof. Lars Stentoft, Prof. Ricardas Zitikis, Prof. Jiandong Ren

Facilities



Facilities

Office Access and etiquette



Make your office/desk a pleasant and productive place:

- | Offices are shared, please show respect to everyone
- | Office hours are to be arranged in Room WSC preferably. If WSC is not available, you may book WSC or WSC by contacting Thao.
- | See [Policy](#) for online etiquette.



- | WSC is locked at night and on weekends but your university card will unlock the building doors and you will have a key to access your office.
- | The Computer lab(WSC) can be accessed with a code.
- | Please report any concerns to Phuong Thao Dang by e-mail (pdang @uwo.ca).
- | Contact Aron Downes (adownes @uwo.ca) if you need any IT support.



- | There is wireless internet (eudoram) in all university buildings. It is accessible with your UWO ID and password.
- | There is an computer lab (WSC).
 - | There are two printers/scanners in the lab. Food or drinks are not allowed in the lab.
- | Computing Cluster
 - | Please use it for large-scale simulations instead of tying up the computers in the labs. Contact Dr. Hao Yu for more information.



- | Please read the "Code of behavior for use of computing resources and corporate data" (**Policy .**).
- | All computer resources must be used in an effective, ethical and lawful manner.
- | All users agree to use the computing resources for authorized academic, administrative and/or incidental noncommercial personal use.



- | Read your UWO e-mail daily – this is the official channel of communication from the Department, SGPS and University. Please use your UWO email to correspond with your professors/administrative staffs.
- | Check your mail slot in the lounge area daily (if on campus)
- | For course work, check [OWL Brightspace](#) site

- | Talk to:
 - | your supervisor;
 - | your instructors;
 - | your peers



- | "Own your Future", an initiative by SGPS to prepare graduate students for their career. See <https://grad.uwo.ca/careerdevelopment/index.html> for other development opportunities.
- | **External funding**



Academic matters

M.Sc. students



| All course requirements should be completed in Terms A (Fall) and B (Winter).

| Failure of a mandatory course (i.e., a grade below C) or a term

perform- (t) average below 70% will result in a G F . Tf- . - . c





PhD Comprehensive Exam

- | The format of CE is three questions from five topics: probability, inference, regression, financial modeling (FM field) and actuarial sciences (AS field). Students shall decide the topics together with supervisor upon approval by the GAC.
- | At the discretion of the GAC, parts of the comp exam might be exempted based on performance in the corresponding courses. For example, if you obtain a C+ in Probability (SS 310), then that the Probability part of the CE is waived for you.
- | The outcome of the comprehensive exam may be Pass/ Conditional Pass (Second Attempt) / Fail and is evaluated by the Graduate Affairs Committee (GAC).



- | Many graduate students in the department are funded or partially funded through Scholarships, Teaching Assistantship and Research Assistantship.
- | Funding is contingent on performance in your research and in your courses: a **75% average (per term)** is required to maintain funding, and **no failure on any course**.
- | MSc project-based going into a fourth term, thesis-based into third year or PhD students beyond four years are not funded.



TA Duties and Assignments



- | A teaching assistantship is employment
- | Be responsible
- | Your TA employment gives you work experience which can be mentioned on your CV
- | important information regarding TA are available at [Western SGPS Website](#)
- | If any issues or concerns arise, talk to the course instructor, or Graduate Program Coordinator or the Graduate Chair



The following events are helpful as preparation for working at Western, New TAs are required to attend:

- | TA Day – <https://teaching.uwo.ca/programs/allprograms/ta-day.html>.
Wednesday, September 1st.

You are recommended to attend

- | Teaching Assistant Training Program (TATP)
<https://teaching.uwo.ca/programs/allprograms/tatp.html>.

TA Duties and Assignments

General Duties and Assignments



- | Course Support
 - | Course preparation
 - | Conducting Labs/Tutorials
 - | Marking
 - | Office hours
 - |



TA Duties and Assignments

Marking



- | If you need further information on the solution of a given assignment or exam question, contact the course instructor
- | Marking should be completed within the specified time frame
- | Work should average 10 hours weekly
- | Use coloured ink; report grades as "A / B", not just "A"
- | If anything strikes you as irregular, inform the course instructor
- | The instructor ought to let you how and where to record the grades
- | Ask the instructor how they would like the assignments returned - maintaining privacy is important

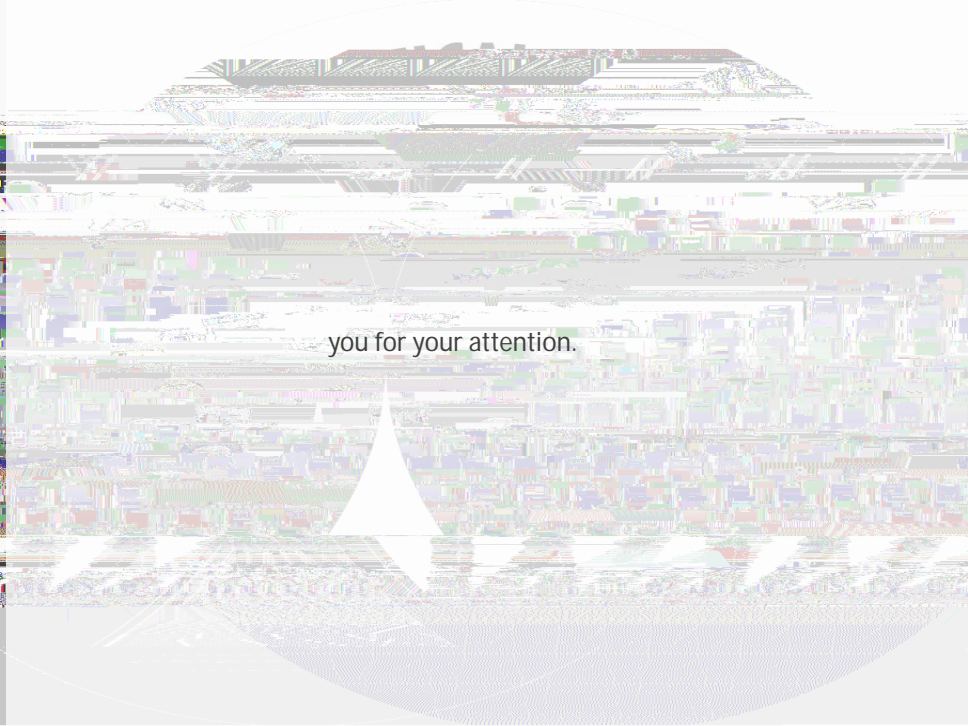
Contract and Performance Evaluations

Contract, Evaluations and Awards



- | Your TA contract will be given to you at the beginning of the term. You should contact your duty specific supervisor via e-mail to let them know you have received your contract
- | The specific details of your duties will be provided in writing near the beginning of the term
- | Ensure that you understand what they entail and carry out your duties to the best of your abilities. You are always welcomed to ask questions.
- | Your performance as a TA will be monitored by your duty specific supervisor
- | A Faculty of Science TA Award is awarded yearly to each department
- | **GTA collective agreement**



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