Student Handbook

Master of Arts in Theatre (M.A.)
(Theatre Theory and Dramaturgy)

Department of Theatre
Graduate Studies
2018-2019
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INTRODUCTION

This two-year (with MA thesis) program permits students to develop and perfect their interpretative, critical and scholarly skills, as well as spark the intellectual curiosity required for doctoral studies.

This handbook contains current information pertinent to the MA in theatre. It does not replace the information from the Graduate and Postdoctoral Studies office. It is intended to guide students and faculty through the administrative procedures specific to the Department of Theatre.

CONTACT INFORMATION

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<td><strong>Paul Auclair</strong></td>
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<td><strong>Rachel Fontaine-Azzi</strong></td>
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<td><strong>Secretariat - Graduate Studies</strong></td>
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</table>
### Others – University of Ottawa

| University of Ottawa Graduate Students Association | 601, Cumberland St. | 613-562-5742 | [http://gsaed.ca/fr/](http://gsaed.ca/fr/) |
| **Annabelle Mineault** | Specialist Scholarships | Graduate Studies, Hagen Hall, room 212 | 613-562-5800 ext. 1263 | etudesup.bourses@uottawa.ca |
| **Daniel Melanson** | Scholarship Agent | Graduate Studies, Hagen Hall, room 211 | 613-562-5800 ext. 1239 | etudesup.bourses@uottawa.ca |
| **Johanne Forgues** | Graduate Studies Admissions Officer | Graduate Studies, Hagen Hall, room 213 | 613-562-5800 ext. 1231 | fespadm@uottawa.ca |

### PROFESSORS – DEPARTMENT OF THEATRE

#### Regular professors

**Joël Beddows**

Associate Professor, authorized to supervise theses

Email: jbeddows@uottawa.ca

Fields of interest: Directing, dramaturgy, play development, theatrical aesthetics, Franco-Ontarian theatre, Québécois theatre

**Louise Frappier**

Associate Professor, authorized to supervise theses

Office: SMN 216
Telephone: 613-562-5800, ext. 1261
Email: lfrappi2@uottawa.ca

Fields of interest: History of theatrical genres (especially tragedy), early modern French theatre, urban ceremonies (royal entries), nineteenth-century Québécois theatre
Peter Kuling

Assistant Professor

Office: SMN 126
Telephone: 613-562-5800, ext. 1894
Email: pjk@uottawa.ca

Fields of interest: Performance, acting and directing, multidisciplinary and interdisciplinary experimentation, media studies, digital humanities, audiovisual, visual, audio and written communications, film studies, video and new media, communication studies, cultural studies, sexuality, archives

Yana Meerzon

Professor, authorized to supervise theses

Office: SMN 304-B
Telephone: 613-562-5800, ext. 2243
Email: ymeerzon@uottawa.ca

Fields of interest: Dramaturgy and analysis of scenic representation, cultural and interdisciplinary studies, theatre criticism

Daniel Mroz

Associate Professor, authorized to supervise theses

Office: SMN 211
Telephone: 613-562-5800, ext. 1259
Email: dmroz@uottawa.ca

Fields of interest: Multiple approaches of creation, choreography, performance and theatrical productions, traditional Chinese martial arts and physical culture – wushu and qigong, sound production, exploration and processing, theatre anthropology

Kevin Orr

Associate Professor

Office: SMN 210
Telephone: 613-562-5800, ext. 1258
Email:  korr@uottawa.ca

Fields of interest:  Actor and director training, acting and directing

Anne-Marie Ouellet

Assistant Professor

Office:  SMN 306
Telephone:  613-562-5800, ext. 1267
Email:  aouelle3@uottawa.ca

Fields of interest:  Arts, literature and society, directing, acting

Kathryn Prince

Associate Professor, authorized to supervise theses

Email:  kprince@uottawa.ca

Fields of interest:  Shakespeare, early modern drama, theatrical space

Sylvain Schryburt

Associate Professor, authorized to supervise theses

Office:  SMN 208
Telephone:  613-562-5800, ext. 5762
Email:  sschryburt@uottawa.ca

Fields of interest:  History of directing, Québécois theatre, theatre archives

Adjunct professors

David Dean

Authorized to supervise theses
Email:  david_dean@carleton.ca
Fields of interest: Public history, performance studies
Alain Doom

Authorized to supervise theses
Email: adoom@laurentian.ca
Fields of interest: Directing, dramaturgy, acting, literary criticism

Tibor Egervari

Authorized to supervise theses
Email: egervari@uottawa.ca
Fields of interest: Directing, theatre history and its social context, early modern contact and exploration, performance studies

Karen Fricker

Authorized to supervise theses
Email: kfricker@brocku.ca
Fields of interest: Contemporary theatre and globalization, contemporary Québec theatre, popular performances of nation and cultural identities, Irish theatre, theatre criticism

Alvina Ruprecht

Authorized to supervise theses
Email: alvinaruprecht@hotmail.com
Fields of interest: Theatre in the francophonie, theatre anthropology, postcolonial and intercultural theory, theatre criticism

Cross-appointed professor

Irene Makaryk

Authorized to supervise theses
Office: ARTS 304
Telephone: 613-562-5800, ext. 1143
Email: makaryk@uottawa.ca

Fields of interest: Modernist studies, Russian literature, history of major eras, great civilisations or geographical corpuses, cultural memory, performance and theatrical productions, arts, literature and society, Canadian studies, arts and literary policies, dramaturgy, literary or artistic work dissemination or receptive contexts
ACADEMIC INFORMATION

Programs offered

**Master of Arts in Theatre (MA) (Theatre Theory and Dramaturgy)**

The Department of Theatre offers a two-year program leading to the degree of Master of Arts (MA) in Theatre (Theatre Theory and Dramaturgy).

This program, which consists of courses and a thesis, gives students the opportunity to develop and perfect their analytical, critical and scholarly skills, as well as enrich the intellectual curiosity required for doctoral studies.

By expanding the MA students’ academic scope with respect to the epistemological and interdisciplinary specificities of theatre as an art form and as a discipline of study, the program prepares graduates to follow doctoral programs offered in Canada and abroad.

In addition, upon completion of this program, MA graduates may choose to work as literary advisors, dramaturges in theatrical practice, or as teachers in community colleges or CÉGEPs.

The Department of Theatre recognizes the pedagogical, academic and practical benefits of interaction between theatre practitioners and theoreticians, both in the classroom and in the rehearsal hall. The existence of two graduate programs: **MA in Theatre (Theory and Dramaturgy)** and **MFA in Theatre (Directing)** creates a unique learning environment within the only graduate program in theatre in Canada’s capital.

MA students have the opportunity to interact with the graduate candidates enrolled in the **Master of Fine Arts (MFA)**. Students in the two programs share seminars: **Dramaturgy** and **Theory of Performance** and can collaborate on a number of academic and practical projects.

The Graduate program in Theatre promotes various forms of exchange between the professional theatre, the faculty and students.

The MA program encourages the analysis of the Western world’s principal theatrical traditions from various discursive perspectives. Students are expected to increase their knowledge and understanding of Canada’s two principal theatrical traditions, as well as develop scholarly discourse in regards to each.

The research interests of our faculty include:

- Theory and practice of dramaturgy (production dramaturgy, new play development, dramatical and theatrical adaptation, edition and annotation of plays)
- Theory of performance (theory and practice of theatre criticism, text based, and devised performance, collective creation and site-specific theatre)
- Theatre archives
- Theory and practice of translation for theatre
- Theatre and drama in English Canada
- Theatre and drama in Quebec
- Theatre and drama in French in Ontario (Franco-Ontarian theatre)
- Theatre and drama of the Americas
- Theatre and drama of “Francophonie”
- European drama and theatre, among others:
  - Medieval drama and performance
  - English Renaissance
  - French classical theatre
  - Spanish golden age and theatre of today
  - Russian theatre

In order to ensure high quality instruction of our students, we keep admission standards high and our student to teacher ratio low. The Department follows the University of Ottawa’s regulations on bilingualism which allow students to submit their written work (seminar essays, final exams and MA thesis) in the official language of their preference.

1. The Department of Theatre admits cohorts in the Fall; in special cases, students may be admitted for the Winter session;
2. Students follow the sequence of courses in the language of their preference;
3. Elective courses may be chosen in the language of the student’s preference;
4. Elective courses must be chosen in consultation with the student’s thesis supervisor and be approved by the Director of Graduate Studies.

Due to the demanding nature of this degree, the MA in Theatre Theory and Dramaturgy can only be undertaken as a full-time course of study.

Generous bursaries and teaching assistantships are provided for students with appropriate academic achievements.

**Program requirements**

The M.A. in theatre includes a thesis and is focused on the fields of theatre theory and dramaturgy. The objective of this program is to bridge theoretical and practical approaches to the study of theatre by encouraging dialogue and understanding between practitioners and theoreticians. The program enables students to broaden their academic scope with regard to the epistemological and interdisciplinary specificities of theatre as an art form and as a discipline of study; it encourages the analysis of the Western world’s principal theatrical traditions from various discursive perspectives; it fosters a greater understanding of Canada’s two principal theatrical traditions and helps develop scholarly discourse in regards to each.

It is offered full-time and extended over two years. It can be pursued in English and in French.

See “General Regulations” at the following address:
http://www.uottawa.ca/graduate-studies/students/general-regulations
ROLES AND RESPONSIBILITIES

Supervisor’s responsibilities

Meet with the incoming student before the end of September to:
- Review the content of the Graduate Handbook for Students and Supervisors
- Discuss the project (or possible projects) on which the student will work
- Inform the student of all ethical requirements for conducting research at the University of Ottawa
- Go over possible funding opportunities (internal and external scholarships)

Agree on a timeline for successful program completion by:
- Establishing a schedule of meetings (usually once a month)
- Meeting at the beginning of each semester to establish a work plan based on objectives and tasks
- Meeting at the end of each semester in order to review and evaluate the work done

Monitor a student’s progress by:
- Giving feedback on written work within a reasonable timeframe – 2 weeks for a short document and 3 weeks for a thesis section (i.e., a chapter)
- Providing support when preparing the Research Ethics Board application forms
- Providing support during the scholarship application process (letters of reference, review draft of the proposal, review of the application form, etc.)

Absence:
- A supervisor will inform the student of any prolonged absence and provide supervisory alternatives/options during such absences

Encourage other research experiences:
- Wherever possible, provide students with opportunities to develop their research through scholarly presentations and publications
- Provide support and guidance if a student is writing an article

Student responsibilities

Agree on a timeline for successful program completion by:
- Meeting the deadlines set for each semester as agreed during supervisor-student meetings
- Preparing for meetings and sending a list of topics you want to discuss at least two days prior to the meeting
- Consulting with the supervisor prior to accepting additional work (courses, research/teaching assistantships, part-time jobs internal or external to the University)
Absence:
- In the event of an absence exceeding one month, consult with the supervisor to determine if a formal leave of absence will be required (see Graduate and Postdoctoral Studies office’s regulations)
- Supervisor must approve and sign the form, then submit to the Director of Graduate Studies

Thesis work:
- A student is responsible for establishing the research questions and developing a framework for his/her research
- A student is expected to make regular and constant progress in his/her thesis throughout each semester
- Failure to complete thesis work in a timely fashion may result in an “unsatisfactory” rating, which may affect the eligibility to continue in the degree program

Thesis progress report:
- A student is expected to submit a research progress report: https://www.uottawa.ca/etudes-superieures/sites/www.uottawa.ca.etudes-superieures/files/esup5189_e.pdf some time between the end of the second semester and the beginning of the fourth semester of enrolment

For research team:
- Obtain the supervisor’s and co-authors’ approval prior to the submission of any scientific paper related to the thesis program
- Share all intellectual property rights with the supervisor
- Always recognize the supervisor’s contribution to scholarly output
- Ensure that all raw data gathered to complete the thesis be delivered to the supervisor at the completion of the project
- Turn over to the supervisor all rights to the research data in the event the student temporarily suspends his/her studies for more than 12 consecutive months

Procedure for an appeal:
- For a grade review, see Regulation 10.3 at the following address: http://www.uottawa.ca/administration-and-governance/103-revision-grades-and-appeal

Procedure for changing supervisor:
- Contact the Director of Graduate Studies
- If your supervisor is the Director of Graduate Studies, contact the Chair of the Department of Theatre

Thesis advisory committee role and responsibilities

Selection of the committee:
- Composed of a thesis supervisor and at least two examiners
- The thesis supervisor in consultation with the Director of Graduate Studies selects the committee members before the end of the second semester (i.e. April)
- Thesis advisory committee members must be members of the Graduate and Postdoctoral Studies office.
- When an examiner is a professor or a researcher from another institution his/her dossier must be submitted and approved by the Graduate and Postdoctoral Studies office; the thesis supervisor is responsible for ensuring that all required documents are completed and submitted:
  - External examiner’s updated resume using the OCGS format
  - A support letter from a regular full-time professor of the Department of Theatre
  - The “List of examiners for the evaluation of the thesis” form
  - A confirmation from the Chair of the Department of Theatre that the Department will pay all expenses

Tasks of the committee members:

**Thesis proposal:**
- Receive the thesis proposal and provide a written evaluation on the quality of the document within three weeks
- Attend the oral defence of the thesis proposal and based on the written proposal and the oral examination
  - Approve the research plan of the student (with or without modifications)
  - Ask for revisions to the document before a final approval
  - Complete the form for THE6990 Thesis Preparation

**Fall meeting:**
- Meet with the student in the Fall (i.e., October or November) of the second year to review the Annual Progress Report and make sure that the thesis is progressing appropriately
- Complete the thesis advisory committee report and appraisal

**Thesis evaluation:**
- Receive the thesis and provide a written evaluation on the quality of the document within one month
- Attend the oral defence of the thesis and based on the written document and the oral examination provide one of four verdicts:
  - Thesis is accepted
  - Thesis is accepted with minor revision
  - Thesis requires major revision
  - Thesis fails to meet the standards required for the degree

**Registration**

**Important links**
- Course enrolment support: [https://www.uottawa.ca/course-enrolment/enrolment-support](https://www.uottawa.ca/course-enrolment/enrolment-support)
- Specific registration questions addressed to: Academic Assistant
Student status

Full-time student:
- A student’s primary occupation must be course work, research, the writing of a major research paper or a thesis

Part-time student:
- A student who does not meet the requirements of the full-time status

Special student:
- A student who wishes to register for graduate courses without intending to complete a graduate degree and without being subject to the requirements of a particular graduate program
- Special students may enroll in graduate courses provided they obtain the approval of the academic unit concerned and the Graduate and Postdoctoral Studies office
- They should write to the Director of Graduate Studies indicating the course(s) in which they wish to register and submit an updated transcript
- They must comply with regulations pertaining to the courses for which they register, such as attendance requirements, assignments, examinations and passing grades
- Special students will be enrolled on a part-time basis only
- Special students who later apply for admission to a graduate degree program may request and, if the request is approved, receive credits for a maximum of two graduate three-credit courses, taken at the University of Ottawa or elsewhere, provided they meet the Graduate and Postdoctoral Studies office admission requirements

Auditor:
- For students wishing to attend courses without completing assignments or writing examinations
- Auditor status must be indicated at the time of registration
- Auditors must meet with the Academic Assistant at the time of registering to complete the “Course Attendance Form” and “Registration Form”
- Changes from auditor to credit status, or vice versa, are not accepted after the closing date for course changes of the session concerned
- Auditors are subject to the attendance requirements set for the course
- Student’s official transcript will show the notation “AUD”
Normal sequence for completion

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<th>Oligatory courses</th>
<th>First year Fall session</th>
<th>First year Winter session</th>
<th>First year Summer session</th>
<th>Second year Fall session</th>
<th>Second year Winter session</th>
<th>Second year Summer session</th>
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<td>THE5130 Dramaturgy</td>
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<td>Electives</td>
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<td>Elective Seminar/course</td>
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<td>Thesis proposal</td>
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<td>THE6990 Thesis proposal</td>
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* MA thesis continued once topic is approved.

TEACHING AND RESEARCH ASSISTANTSHIPS, PART-TIME TEACHING: POLICIES, PROCEDURES

Although priority is given to University of Ottawa admission scholarship holders, some academic units may nevertheless award assistantships to other full-time students based on the availability of funds.

Students who are employed as teaching assistants, research assistants, markers, proctors, lab monitors, and demonstrators are represented by CUPE (Canadian Union of Public Employees, Local 2626) and are governed by the regulations set out in their Collective Agreement. Full details at: [http://hrdocrh.uottawa.ca/info/en-ca/_cupe/policies.html](http://hrdocrh.uottawa.ca/info/en-ca/_cupe/policies.html)

The Centre for University Teaching offers a wide range of services, including seminars, workshops, publications, a library of relevant instructional resources, as well as individual and group consultation on teaching and curriculum design. See: [https://tlss.uottawa.ca/site/en/](https://tlss.uottawa.ca/site/en/)

The 10-hour rule

- Full-time graduate students should not work more than 10 hours per week (both inside and outside the University)
- This applies to paid work that is not related to the thesis
- No students will be permitted to work beyond the 10-hour limit without the express written permission from the Graduate and Postdoctoral Studies office

Student association

Students are automatically members of the Graduate Students’ Association (GSAED), which is composed of the graduate associations of the various academic units at the University of Ottawa.
Among the benefits of membership in the GSAED are access to health and dental insurance plans, a free International Student Identity Card, and conference travel grants. Complete details about the GSAED’s services and benefits may be found at: http://gsaed.ca/

Policy on extra-curricular artistic activities

Students wishing to be involved in any artistic project outside of their specific program of study must request the permission of the graduate studies committee in a timely fashion. Decisions are rendered based on the student’s standing in the program, the degree of commitment the project demands and the relationship of the project to the student’s own research.

Varia

A wealth of information on graduate studies in general can be found on the websites of CAGS (Canadian Association for Graduate Studies): http://www.cags.ca/index.php and CGS (Council of Graduate Schools) in the United States: http://cgsnet.org/

Research Progress Report

- By the end of October of the 2nd year (during the 4th semester), and once a year thereafter, every student must complete the « Annual Research Progress Report » https://www.uottawa.ca/etudes-superieures/sites/www.uottawa.ca.etudes-superieures/files/esup5189_e.pdf
- The report must be reviewed and completed by the supervisor
- The completed form must be submitted to and signed by the Director of Graduate Studies who will submit it to the Graduate and Postdoctoral Studies office
- If the annual research progress report is not completed, registration for the following semester will not be permitted by the Graduate and Postdoctoral Studies office
- The Department of Theatre strongly recommends that the Research progress report be completed by the thesis advisory committee during a meeting organized in the fourth session

Duration of the program

An MA candidate must complete all degree requirements within four years of the date of initial registration in the master’s program, unless a different time limit has been specified for a particular program.

Extensions:

a) Extension due to exceptional circumstances:

Requests for an extension of time limits for program completion must be submitted to the Head, graduate registration and academic performance at the Graduate and Postdoctoral Studies office through the academic unit, together with a detailed report on the student’s progress and the recommendation of the supervisor and the director of graduate studies, at least one month before
the student’s time limit. Extensions are given only in exceptional circumstances (for instance, serious illness with a medical certificate confirmed by the University Health Services*). They will normally not exceed one year and are granted only to students whose progress has been otherwise fully satisfactory. In the case of programs with major research paper or thesis, students must provide proof that the major part of the work is done. The relevant form, downloadable from the Graduate and Postdoctoral Studies office’s website, must be completed: https://sante.uottawa.ca/sites/health.uottawa.ca/files/demande_prolongation.pdf

* The student must have a form signed by his physician and sent directly to the University Health Services. The form can be obtained from the academic unit or from the Graduate and Postdoctoral Studies office.

b) Extension due to pregnancy, birth or adoption:

An extension of one year will be granted for every pregnancy, birth, or adoption occurring during the student’s program. Either parent can make the request. However, the total duration of the extension is one year for each birth or adoption, both parents combined. A birth or adoption certificate must be provided. The relevant form, downloadable from the Graduate and Postdoctoral Studies office’s website, must be completed.

**Out of program courses and additional courses**

In any given session, graduate students may, while enrolled in a program, register for a maximum of two courses (six credits) not required for their program, provided they have the approval of their academic unit and the Graduate and Postdoctoral Studies office. These courses are identified as «out-of-program» at registration and cannot subsequently be credited towards the program. Additional fees apply.

**Payment of fees**

Tuition and incidental fees are subject to annual adjustment by the Board of Governors of the University. Fees rate and regulations are posted on the web at the following address: http://www.uottawa.ca/university-fees/

*Promissory notes*: Full-time graduate students holding assistantships at the University of Ottawa may get their tuition fees and other University of Ottawa expenses completely or partially deducted from their salaries, interest-free. Students are encouraged not to wait for an invoice from the University to make this financial arrangement, but rather to complete a promissory note available at the Awards Office (HGN 104) 24 hours after registration, and to bring all current, duly completed contracts with them.

**Grading system**

All courses are graded according to the alpha-numeric scale unless the course description in the graduate calendar explicitly indicates otherwise. Consult the following website: https://www.uottawa.ca/administration-and-governance/academic-regulation-10-grading-system
A grade lower than C+ is considered a failure at the graduate level.

Comprehensive examinations, theses, research papers, practical, and field work are usually graded Satisfactory (S) or Not Satisfactory (NS).

Policy on academic fraud (Regulation I-14)

Consult the following website:
https://www.uottawa.ca/administration-and-governance/academic-regulation-14-other-important-information

Research ethics

On research ethics and intellectual property, see:
https://research.uottawa.ca/ethics/sites/research.uottawa.ca.ethics/files/ethics_office_-internal_guidelines.pdf

Appeal procedure (Regulation II-5)

General regulations of the University, including examinations, grading, and appeals:
https://www.uottawa.ca/administration-and-governance/academic-regulation-II-5-examinations-and-grading-for-graduate-studies

Student rights and appeals: The GSAED assists graduate students with appeals. See: http://gsaed.ca/

Student Appeal Centre: http://sfuo.ca/rights/ The Student Appeal Centre (SAC) is a service provided free of charge to all students at the University of Ottawa. The SAC offers help and support to students who wish to appeal decisions made by the administration of the University of Ottawa.

Withdrawal

Students wishing to withdraw from courses or from a program must inform their academic unit and the Graduate and Postdoctoral Studies office in writing prior to the closing dates. For courses that begin and end on dates other than those indicated in the sessional dates, please consult the academic unit concerned or the Graduate and Postdoctoral Studies office concerning the last day for withdrawal. Courses dropped after the closing dates, as well as courses dropped without proper notice, appear on the student’s record with the notation “INC” (incomplete) or “ABS” (absent), which is equivalent to a failing grade.

Office space and mailboxes

The Department of Theatre provides each student with a « mail-envelope » for mail. This envelope is kept in the graduate students’ mailbox at the Secretariat.
MA students are provided with office space on floor 1.5 at the Department of Theatre.

**COURSE DESCRIPTION**

**MA Thesis option A (12 credits)**

*MA monograph thesis or articles*

The MA monograph thesis is the most popular thesis form. It resembles a non-fiction book in that it deals in depth with a specific topic.

In a monograph thesis, a student presents a proposition, or «thesis», and the research findings to support it. The student draws on existing research, which he or she may accept or reject. The thesis usually follows a simple overall format – it begins with an introduction, followed by a main body or several sections, and ends with a conclusion.

Besides the traditional monograph, a significant number of theses, especially in the sciences, consist of a series of articles or, very rarely, a single article.

An individual academic unit decides which format is suitable for its discipline, so before you embark on your thesis, check with your academic unit to find out the acceptable format.

The same quality and ethical standards apply to both thesis formats. The minimum requirements for a thesis that consists of a series of articles or one article are as follows:

- A general introduction, which outlines the thesis topic, and how the articles that comprise the main body of the text will address the topic
- A general discussion and conclusion, which integrates the material addressed in the various articles and provides a global summary and analysis, and
- A statement of Contributions of Collaborators and/or Co-Authors, which clearly distinguishes the contributions of the student from those of all other collaborators or co-authors, and identifies in detail all other contributions. To misrepresent the contributions of collaborators to joint work would constitute academic fraud, and it would be subject to the sanctions prescribed by the University

Your academic unit may have additional requirements, so be sure to find out what is accepted in your particular academic unit before preparing your thesis.

**Note:** Some theses may be a combination of a monograph thesis and a series of articles. For more information on theses, please consult the guide “Preparing a Thesis or a Research paper” at: [https://www.uottawa.ca/graduate-studies/students/theses/new-thesis-regulation-2016](https://www.uottawa.ca/graduate-studies/students/theses/new-thesis-regulation-2016)
MA Thesis option B (12 credits)

MA Thesis with creative project

Written component

The written study must present a clear research question, a thesis statement, a description of methodology, a clear theoretical framework and a detailed analysis of the results achieved. It must demonstrate knowledge of the historical antecedents and synthesize the aesthetic theories underpinning the creative project. Of the 12 credits of the thesis, the written component accounts for approximately 75%, or 9 credits and must be 12,500 words or approximately 50 pages in length. The written component of the thesis must meet the standards specified by the Graduate and Postdoctoral Studies office.

Practical component

The practical component must be devised in response to the research question. Depending on the exact nature of the student’s inquiry, the practical component may involve studio work, writing, design work, etc. Of the 12 credits of the thesis, the practical component accounts for approximately 25%, or 3 credits. Practical work must be archived for reference in the written study and a synthesis of all the work done in the practical component is to be presented at the time of defense (see below).

The nature of the practical component of the thesis is specific to each student and will be determined by the student’s supervisor in collaboration with the graduate studies committee. Possible practical components can be situated on the spectrum ranging from the application of an artistic approach in which a student is already competent in a research-specific context to the development of specific practical tests involving areas of theatre practice that are new to the student.

Practical components are evaluated based on their usefulness as tools with respect to the student’s research question. The aesthetic, artistic value of the practical component is thus important insofar as a well-made practical component permits the most detailed research possible.

Administrative details

All aspects of the practical component must be approved by both the student’s supervisor and the graduate studies committee. This includes the number of hours of work predicted, the number of student collaborators, the time-period of the work, the proposed location of the work, proposed expenses, etc. The exact details of the practical component must be communicated at the student’s thesis proposal defence (THE6990) at the end of his or her first year of study.

The graduate studies committee will determine the space, material and financial support that will be given to the candidate’s project. In particular the use of fellow students in the practical component must be authorized by the graduate studies committee. Participating students are limited to a maximum 10 hours of rehearsals per week during the regular academic year
(September to the end of April). Space is at a premium at the Department of Theatre during the school year and candidates are advised that the period from May to September is far less in demand.

The results of the practical component must be documented and made available to the examining board. A DVD or a set of photographs or an equivalent recording of the practical component of the project must be given to the examining board together with the written component at the time of thesis submission.

**Thesis defence**

The *thesis with creative project* concludes with a defence presentation. These presentations will take place in the presence of the thesis examining board, the graduate studies committee, the student’s supervisor, and if possible an invited audience of peers (students and other professors). *Thesis with creative project* defence presentations may take place in the rooms 303, 311, Léonard Beaulne Studio or rehearsal rooms in the new space LabO.

The thesis defence/presentations can have different formats including:

- A formal lecture-presentation
- A short performance accompanied by a theoretical exposé
- A design presentation accompanied by a theoretical exposé
- A format approved by the thesis supervisor

The examining board will evaluate the thesis and the thesis defence based on both the written component and the creative project.

**Standards:**

The master’s thesis should reveal that the candidate is able to work in a scholarly manner and is acquainted with the principal works published on the subject of the thesis. Insofar as it is possible, the thesis should be an original contribution.

**Registration of the topic/MA: THE6990 Thesis proposal and thesis proposal defence instructions**

a) The topic of the thesis is determined in consultation with the student’s research supervisor, who must be a member of the Graduate and Postdoctoral Studies office. For master’s students the topic must be determined by the end of the second session and, for doctoral students, by the end of the third session of studies.

b) When the thesis topic has been approved by the academic unit concerned, the academic unit submits it to the Graduate and Postdoctoral Studies office for registration, using the form for that purpose. The form will bear the signatures of the student’s supervisor, of the director of graduate studies or chair of the academic unit, and of the student. In the case of a supervisory committee, the form will be signed by the chair of the committee.

c) The Graduate and Postdoctoral Studies office will confirm that the thesis topic has been registered.
d) After the topic is registered, each student must maintain registration until completion of all the requirements for the degree, in accordance with regulations published elsewhere in the calendar.

MA: THE6990 Thesis proposal and thesis proposal defence instructions

- In January of your 1st year, you must register into THE6990
- Use the winter semester of your 1st year to prepare your thesis proposal in consultation with your thesis supervisor
- At the end of the winter semester, you must submit a 3-page maximum version of your thesis proposal. The thesis defence will take place in April. You must send your thesis proposal to the graduate committee before April 1st at: ymeerzon@uottawa.ca. Your thesis supervisor as well as the members of the graduate committee will attend your thesis defence
- A student whose proposal is not accepted may submit and present a second proposal in the following session. Failure to obtain approval on the second attempt leads to a grade of “not satisfactory” for the proposal and results in compulsory withdrawal from the program. The course is evaluated on an S (Satisfactory) / NS (Non-satisfactory) basis. A description for the course THE6990 is available at: https://arts.uottawa.ca/theatre/en/programs/masters-theatre/additional-information/curriculum

Thesis proposal - M.A. in Theatre - Template

Name of candidate and research director
Title
1. Introduction (Context)
2. Description of project
3. Description of the problem and contribution to the field of theatre studies
4. Epistemology (general theoretical framework to be considered)
5. Methodology (particular framework of theatre studies to be used in this research and thesis)
   5.1 Research plan
       5.1.1. Basic concepts – description and definition
6. Time-table of the thesis progress
   6.1 Preliminary number and layout of the thesis document (draft of a table of contents)
7. Other statements

Oral defence of THE6990 Thesis proposal

- The graduate committee meets with every MA student in his/her 1st year and his/her supervisor for a 30 minute individual discussion of the student’s thesis proposal
- The student presents a 10-minute summary of his/her proposed research topic followed by a 15-minute question period. Your thesis proposal should include the following information:
  - Subject of the project (1 page)
  - Why it is relevant to theatre studies (1/2 page)
  - What theoretical approach and methodology you will be using (1 page)
  - How you are going to get the job done between now and summer (1/2 page)
  - Works cited (not a full bibliography) (1 additional page)
  - The text is double spaced
Based on the student’s presentation and the following discussion, the committee, together with the student’s supervisor, makes a decision whether the student passed or failed THE6990; and whether the proposed research topic is feasible.

The student, his/her supervisor and the director of graduate studies sign a Registration of the thesis topic and appointment of supervisor form.

Writing of the thesis:
See the following website: https://www.uottawa.ca/graduate-studies/students/theses/writing

Submission of the thesis:
See the following website: https://www.uottawa.ca/graduate-studies/students/theses/submission-evaluation

Evaluation of the thesis:
See the following website: https://www.uottawa.ca/graduate-studies/students/theses/submission-evaluation

Defense of the thesis:
See the following website: https://www.uottawa.ca/graduate-studies/students/theses/oral-defence

Master’s and PhD thesis prizes:
See the following website: https://www.uottawa.ca/graduate-studies/students/master-phd-thesis-prizes

Thesis supervision:
See the following website: https://www.uottawa.ca/graduate-studies/students/theses/supervision

GRADUATE COURSES AND POLICIES GOVERNING COURSES

THE5110 METHODOLOGY (3 cr.)
Advanced academic research and writing skills: commonly used in theatre studies – archival research, collection of pertinent data, forms of empirical research, conceptual research, etc. – practical exercises leading to the students’ successful writing of academic papers, conference presentations, and an MA thesis paper.

THE5120 EPISTEMOLOGY OF THEATRE STUDIES (3 cr.)
Philosophical and sociological theories generated by a range of disciplines – from literature to political science – as applied to theatre studies, as well as theories generated within the field of theatrical studies as such. Review of the theoretical writings available to the contemporary scholar, and articulation of a theoretical framework for the students’ own research. Students will also be required to situate their own research within the broader context of today’s epistemologies.

THE5130 DRAMATURGY (3 cr.)
The dramatic text as a point of departure for a theatrical performance. The art of dramaturgy considered as the analysis of the poetics of dramatic text as well as the study of its structural specificities and norms. Major elements of, and theories related to, new play development, both
in a historical perspective as well as a conceptual one. Acquisition of the skills necessary for pursuing a career as a dramaturge or a literary adviser in a professional theatre.

THE5140 THEORY OF PERFORMANCE (3 cr.)
Examination of a range of performance forms that define contemporary practice including performance art, fine art, film, site-specific theatre and cyber-spectacle. Exercises in academic and professional writing for the theatre. Major elements of performance studied both in historical and conceptual perspectives.

THE6990 THESIS PROPOSAL
Students must enroll in THE6990 no later than the 2nd session of registration in the program and complete it by the end of the third session. They read works, both dramaturgical and theoretical, directly related to their thesis topic, and prepare their thesis proposal under the guidance of their thesis adviser. The proposal must be defended before the graduate studies committee and the student’s supervisor. A student whose proposal is not accepted may submit and present a second proposal in the following session. Failure to obtain approval on the second attempt leads to a grade of “not satisfactory” for the proposal and results in compulsory withdrawal from the program. The course is evaluated on an S (Satisfactory) / NS (Non satisfactory) basis.

THE6999 THÈSE DE MAÎTRISE / MASTER’S THESIS (12 cr.)
The thesis can take one of two forms:
- The traditional form involves research work supported by a review of the literature, critical analysis and synthesis (25,000 words)
- The second form includes two parts: a creative project and an analysis of the creative process for that project. The project must be based on a research question. The analytical document must demonstrate knowledge of the historical antecedents and synthesize the aesthetic theories underpinning the creative project (12,500 words)
In both cases, the thesis must meet the standards specified by the graduate and postdoctoral studies office. For details, consult section G of the general regulations of graduate and postdoctoral studies and the guidelines to prepare a thesis or research paper (https://www.uottawa.ca/graduate-studies/students/tools) Prerequisite: THE6990.

THE5997 DIRECTED READINGS IN THEATRE (3 cr.)
Intensive readings on a specific theatre topic, approved by the graduate studies committee, leading to a substantial essay or project.
# SERVICE REQUESTS

- Service requests are electronic forms submitted by graduate students to the Graduate and Postdoctoral Studies office, their supervisors or faculty.
- The following table displays the 19 different types of service requests, their purposes, when they are submitted and what form needs to be added as an attachment as part of the process.

<table>
<thead>
<tr>
<th>Service request types</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Add a new supervisor *</td>
</tr>
<tr>
<td>Purpose: Add a new supervisor to oversee the thesis and research</td>
</tr>
<tr>
<td>When to submit:</td>
</tr>
<tr>
<td>- MA: at the end of the second semester</td>
</tr>
<tr>
<td>- PhD: at the end of the third semester</td>
</tr>
<tr>
<td>Form to attach: N/A</td>
</tr>
<tr>
<td>Important: This service request should be the first that the student completes. It is important to select the primary checkbox when adding the primary supervisor in order for him or her to receive future service requests, and to complete the Reg. supervisor confirmation service request after completing the request.</td>
</tr>
<tr>
<td>* This service request must be submitted through the Candidate center. See the Candidate center application and tutorial on the uoZone application tab.</td>
</tr>
<tr>
<td>2. Reg. supervisor confirmation</td>
</tr>
<tr>
<td>Purpose: Confirm the supervisor who will oversee the thesis and research.</td>
</tr>
<tr>
<td>When to submit:</td>
</tr>
<tr>
<td>- After the Add a new supervisor service request.</td>
</tr>
<tr>
<td>Form to attach: N/A</td>
</tr>
<tr>
<td>Important: This service request must be completed after the Add a new supervisor service request in order for the supervisor to confirm.</td>
</tr>
<tr>
<td>3. Modify or delete a supervisor</td>
</tr>
<tr>
<td>Purpose: Remove a supervisor or modify information for an existing one.</td>
</tr>
<tr>
<td>When to submit: N/A</td>
</tr>
<tr>
<td>Form to attach: N/A</td>
</tr>
<tr>
<td>Service request types</td>
</tr>
<tr>
<td>-----------------------</td>
</tr>
<tr>
<td>Important: Use the comment box of the service request to specify what modification you would like to make.</td>
</tr>
</tbody>
</table>

### 4. Progress report

**Purpose:** Update progress on the thesis/research

**When to submit:** Once a year or as required by milestone

Form to attach: Annual research progress report:  

### 5. Plan of study

**Purpose:** Submit if required by your department or faculty

**When to submit:** As required by milestone

Form to attach: N/A

### 6. Milestones and objectives

**Purpose:** Monitor progress in between progress reports

**When to submit:** As required by your thesis supervisor

Form to attach: N/A

Important: Use the comment box of the service request to specify the objective you are completing.

### 7. Exception 10-hour rule

**Purpose:** Request approval to work outside of the University for more than 10 hours a week.

**When to submit:** As required

Form to attach: Request for an Exception to the 10-hour rule:  
https://www.uottawa.ca/graduate-studies/sites/www.uottawa.ca.graduate-studies/files/10h_e.pdf

### 8. Add thesis title *

**Purpose:** Add thesis title/research topic
<table>
<thead>
<tr>
<th>Service request types</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>When to submit:</strong></td>
</tr>
<tr>
<td>- MA: At the end of the second trimester</td>
</tr>
<tr>
<td>- PhD: At the end of the third trimester</td>
</tr>
<tr>
<td>Form to attach: N/A</td>
</tr>
<tr>
<td><em>This service request must be submitted through the Candidate Center (See the Candidate Center application and tutorial on the uoZone application tab).</em></td>
</tr>
</tbody>
</table>

**9. Modify a thesis title**

**Purpose:** Change thesis title/subject

**When to submit:** As required

**Form to attach:** N/A

*This service request must be submitted through the Candidate Center (See the Candidate Center application and tutorial on the uoZone application tab).*

**10. List of thesis examiners**

**Purpose:** Submit list of examiners for thesis evaluation and defence

**When to submit:** One month prior to submitting thesis

**Form to attach:** List of examiners for the evaluation of the thesis
https://www.uottawa.ca/graduate-studies/sites/www.uottawa.ca.graduate-studies/files/formattestationversionfinalemembredujury.pdf

**11. Submission of thesis for evaluation**

**Purpose:** Submit the thesis for evaluation

**When to submit:** When thesis is ready to be submitted

**Form to submit:** N/A

**12. Decision to proceed to defence**

**Purpose:** Confirms decision to proceed to defence

**When to submit:** Within five days of receipt of the evaluation report
<table>
<thead>
<tr>
<th>Service request types</th>
</tr>
</thead>
<tbody>
<tr>
<td>Form to attach: N/A</td>
</tr>
<tr>
<td>13. Decision not to proceed to defence</td>
</tr>
<tr>
<td>Purpose: Confirms decision to not proceed to defence</td>
</tr>
<tr>
<td>When to submit: Within five days of receipt of the evaluation report</td>
</tr>
<tr>
<td>Form to attach: N/A</td>
</tr>
<tr>
<td>14. Approval final version of thesis</td>
</tr>
<tr>
<td>Purpose: Confirm the corrections to the thesis have been made and that the thesis is ready to be submitted to the library</td>
</tr>
<tr>
<td>When to submit: After thesis defence, by the deadlines prescribed in the regulation.</td>
</tr>
<tr>
<td>Form to attach: N/A</td>
</tr>
<tr>
<td>15. Submission of contract TTBE</td>
</tr>
<tr>
<td>Purpose: When the thesis is considered confidential</td>
</tr>
<tr>
<td>When to submit: At the same time as submission of thesis for evaluation</td>
</tr>
<tr>
<td>Form to attach: Consult: <a href="https://research.uottawa.ca/">https://research.uottawa.ca/</a></td>
</tr>
<tr>
<td>16. Leave of absence</td>
</tr>
<tr>
<td>Purpose: Request a leave of absence (LOA) from the program</td>
</tr>
<tr>
<td>When to submit: As required</td>
</tr>
<tr>
<td>Form to attach: Leave of absence request <a href="https://www.uottawa.ca/graduate-studies/sites/www.uottawa.ca.graduate-studies/files/esup5222_e.pdf">https://www.uottawa.ca/graduate-studies/sites/www.uottawa.ca.graduate-studies/files/esup5222_e.pdf</a></td>
</tr>
<tr>
<td>17. Deferred mark</td>
</tr>
<tr>
<td>Purpose: To obtain an extension for submission of a final grade</td>
</tr>
<tr>
<td>When to submit: As required</td>
</tr>
<tr>
<td>Form to attach: Request for a deferred mark</td>
</tr>
</tbody>
</table>
Service request types

<table>
<thead>
<tr>
<th>18. Extension of the time limit</th>
<th>19. Modification or cancellation of registration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purpose: Extend the time limit to complete the program</td>
<td>Purpose: Change the academic program/plan, change the classification (part-time/full-time) or withdraw from the program</td>
</tr>
<tr>
<td>When to submit: At least one month before the student’s time limit</td>
<td>When to submit: As required</td>
</tr>
<tr>
<td>Form to attach: Request for extension of the time limit to complete the requirements of a graduate degree:</td>
<td>Form to attach: Modification/cancellation of registration (graduate studies):</td>
</tr>
</tbody>
</table>

THESIS REQUIREMENTS

Thesis proposal

Graduate writing kit

The thesis proposal should normally:
- Present the subject and goal of the thesis
- Introduce the theoretical framework and/or methodology
- Include a bibliography

Length of the thesis proposal excluding references should be 10-15 pages

The student is responsible for submitting a copy of the thesis proposal to each examiner including the supervisor:
- The examiners are given three weeks to read and evaluate the proposal
- The supervisor will schedule the oral presentation when all examiners find the document adequate
Oral defence:
- Consists of the student and members of the thesis advisory committee
- May be open to the public at the discretion of the thesis supervisor
- Usually lasts 30-45 minutes
- A student has the option of doing a 5 to 10 minute presentation

Evaluation:
- Based on the written proposal and the oral examination
- Grade given will be S/NS (Satisfactory or Non satisfactory)
- Evaluating the student’s knowledge of his/her subject matter, including methodology and work of other researchers
- Thesis advisory committee approves the research plan of the student (with or without modifications)
- Thesis advisory committee may ask to review the document before a final approval

Ethics approval:
- Students whose research project requires ethics approval must prepare an ethics application and submit it for approval by the Research Ethics Board: [https://research.uottawa.ca/ethics/reb](https://research.uottawa.ca/ethics/reb)
- A copy of the signed « Report on Thesis Proposal » form (available from the Academic Assistant) is compulsory and must be submitted to the Research Ethics Board with the ethics application

RESOURCES

Academic resources

University of Ottawa intellectual property rights
[https://research.uottawa.ca/iss/resources-researchers/tech-cap-dev-comm/intellectual-property](https://research.uottawa.ca/iss/resources-researchers/tech-cap-dev-comm/intellectual-property)

Plagiarism

Research ethics at the University of Ottawa
[https://www.uottawa.ca/graduate-studies/students/theses/toolbox/ethics-booklet](https://www.uottawa.ca/graduate-studies/students/theses/toolbox/ethics-booklet)

Student Academic Success Service (SASS)
SASS is a free network of services and programs designed to give you the tools and information to help you thrive and find your path to academic success. [https://sass.uottawa.ca/en](https://sass.uottawa.ca/en)

Electronic thesis submission
Submit final version of the thesis electronically on line: [https://www.uottawa.ca/graduate-studies/students/theses/electronic-submission-final-version](https://www.uottawa.ca/graduate-studies/students/theses/electronic-submission-final-version)
Financial support and scholarships

See the list of scholarships available at:
https://www.uottawa.ca/graduate-studies/students.awards

Student services

For the complete range of student services available, including associations, athletics, clubs, parking, health, housing, bookstore, see: https://eip.uottawa.ca/en/Student-services

Housing

On-campus housing is reserved mostly for undergraduate students.
See: https://www.uottawa.ca/housing/

International students

The International Office provides useful information concerning renewal of permits and visas, the University Health Insurance Plan (U-HIP), financial aid, and other details. See: https://international.uottawa.ca/en

Transportation

Full-time students are eligible to receive discounts on public transportation with proof of identification.
See: https://www.uottawa.ca/parking/alternative-transportation/public-transportation

Health services

See: https://www.uottawa.ca/health/

Library

See: https://biblio.uottawa.ca/en

COMPLETED THESES

To see the list of completed theses by MA students at the Department of Theatre: