Graduate Studies Handbook 2012-2013

Department for the Study of Religion University of Toronto

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SGS ACADEMIC CALENDAR 2012-13

<u>2012</u>

Μ	August 6	Civic Holiday (University Closed)
М	August 13	Registration for September session begins
F	August 31	Last date for payment of tuition fees to meet registration deadline
М	September 3	Labour Day
М	September 10	Most formal graduate courses and seminars begin in the week of September 10
F	September 14	Registration for September session ends; after this date, a late registration fee will be assessed
F	September 14	Coursework must be completed and grades submitted for summer session courses and extended courses ⁽¹⁾
М	September 17	Final date to submit Ph.D. theses to SGS to avoid fee charges for 2012-13
М	September 24	Final date to add full-year and September session courses
W	September 26	Summer Session grades available for viewing by students on the Student Web Service
F	October 5	Final date for receipt of degree recommendations and submission of any required theses for master's degrees for Fall Convocation
F	October 5	Final date to submit final Ph.D. thesis for Fall Convocation
М	October 8	Thanksgiving Day
М	October 29	Final date to drop September session full or half courses without academic penalty ⁽²⁾
	November	Fall Convocation Information and Dates are posted at: <u>www.convocation.utoronto.ca</u> ,
М	December 24	Winter break begins and University is closed Monday December 24 to Friday January 4 inclusive.

<u>2013</u>

М	January 7	Most formal graduate courses and seminars begin in the week of January 7	
F	January 11	Final date for registration of students beginning program in January session; after this date, a late registration fee will be assessed	
F	January 11	Coursework must be completed and grades submitted for September session courses ⁽¹⁾	
М	January 14	Deadline for MA and PhD admission applications	
Т	January 15	Final date to submit Ph.D. theses without fee payment for January session	
W	January 16	September Session grades available for viewing by students on the Student Web Service	
Μ	January 21	Final date to add January session courses	
F	January 25	Final date for receipt of degree recommendations and submission of any required theses for March or June graduation for master's students without fees being charged for the January session	
F	January 25	Final date for all students to request that their degrees be conferred <i>in absentia</i> in March	
F	January 25	September dual registrants must be recommended for the master's degree by this date to maintain their Ph.D. registration	
Μ	February 18	Family Day (University Closed)	
М	February 25	Final date to drop full-year or January session courses without academic penalty ⁽²⁾	
	March	March Graduation <i>In absentia</i> Information is posted at: <u>www.convocation.utoronto.ca</u> , choose March <i>in absentia</i>	
F	March 29	Good Friday (University closed)	
F	April 19	For students obtaining degrees at June Convocation, course work must be completed and grades submitted for full-year and January session courses	

2013

F	April 19	Final date for receipt of degree recommendations and submission of any required theses for master's degrees for June Convocation	
F	April 19	Final date for submission of final Ph.D. thesis for students whose degrees are to be conferred at the June Convocation	
	May	For first day of summer classes, consult graduate unit concerned.	
F	May 3	Final date for registration for May session	
F	May 10	Final date to enrol in May-June or May-August session courses	
F	May 10	Course work must be completed and grades submitted for full-year and January session courses (except for extended courses) ⁽¹⁾	
W	May 15	January Session grades available for viewing by students on the Student Web Service	
М	May 20	Victoria Day (University closed)	
F	May 31	Final date to drop May/June F section courses without academic penalty ⁽²⁾	
	June	Spring Convocation Information and Dates are posted at: <u>www.convocation.utoronto.ca</u> , choose Spring	
F	June 21	Final date to drop May-August session Y section courses without academic penalty ⁽²⁾	
F	June 28	Final date for registration for July-August courses	
М	July 1	Canada Day Holiday	
F	July 19	Final date to drop July-August S section courses without academic penalty ⁽²⁾	
F	July 19	Coursework must be completed and grades submitted for May/June F Section Courses ⁽¹⁾	
W	July 24	Grades for May/June F Section Courses available for viewing by students on the Student Web Service	

- ⁽¹⁾ Graduate units may establish earlier deadlines for completion of course work and may prescribe penalties for late completion of work and for failure to complete work, provided that these penalties are announced at the time the instructor makes known to the class the methods by which student performance shall be evaluated.
- ⁽²⁾ Please note that the last date to cancel a course or registration with no academic penalty is not the same as the last date to be eligible for a refund.

INTRODUCTION

The Graduate Department for the Study of Religion at the University of Toronto is a unique institution for the pursuit of graduate studies. A multidisciplinary organization, the Department combines the resources of an extensive network of cross-appointed affiliations with faculty colleagues whose primary research and teaching interests address religious phenomena, and who are drawn from a variety of departments and programs in the humanities, social sciences, and law. The Department thus consolidates the vast curricular and faculty resources for the study of religion that are distributed across disciplines throughout the university, making it the largest and most comprehensive graduate program in this field within Canada, and one of the largest and most diverse such programs internationally. Current faculty membership in the Department includes some 81 professors, ranging from scholars trained in a variety of specializations within religious studies, to sociologists and anthropologists of religion, historians, philosophers, psychologists of religion, and legal scholars. Sustained by such a broad representation of disciplinary and area expertise, the Department is able to facilitate graduate learning and research in a manner that conjoins scholarly depth with scholarly breadth, and encourages the creative possibilities that attend the critical, mutually-informing encounter of diverse theoretical perspectives and methodological approaches.

Since its inception in 1976, the Department has awarded more than 110 doctoral degrees and some 180 master's degrees. The Department belongs to the Division of Humanities within the School of Graduate Studies, which governs and administers graduate programs in some seventy-five departments, centres, and institutes within the University of Toronto.

The Department is situated in the downtown area of the city of Toronto, within a metropolitan region that includes one of the most culturally and religiously diverse populations in North America. Our faculty and graduate students also teach at the campuses of the University of Toronto at Mississauga (UTM) and the University of Toronto at Scarborough (UTSC). The greater Toronto area offers ready contact with the communities and institutions of a large number of the religious traditions in the world.

The University of Toronto, with a population of some 74,000 students and a teaching staff of roughly 2,000 faculty, is the largest and most comprehensive institution of higher education in Canada. In international rankings of academic excellence and research performance, U of T consistently places among the top universities in the world.

An Invitation

We invite all students and faculty interested in the study of religion to visit the Department as well as to participate in our lecture and colloquia events, at the University of Toronto downtown campus. We also invite you to consult our website for information about the Department and the University, as well as for access to helpful links: <u>http://www.religion.utoronto.ca/</u>. For questions about the Department, or about the admissions process in particular, please contact the Department: by telephone: (416) 978-3057; or by email: religion.grad@utoronto.ca

Purpose

The purpose of the Department is essentially twofold: (i) to provide for graduate training and experience in the study of religion, and (ii) to facilitate research and publication in this important field of inquiry. The Department conceives of the study of religion in comprehensive terms, and so encourages a wide and critical conversation among scholars with diverse perspectives and approaches to the investigation of religious phenomena and traditions. The Department seeks to promote the view that the academic study of religion should be *interdisciplinary* in its theoretical and methodological approaches and *integrative* in its critical focus on the multi-faceted centrality of religion in the human experience. We believe that such a program of inquiry provides an indispensable intellectual basis for exploring and comprehending the traditions that have shaped the processes of world history, and for tracking the social trends that are currently underway in global as well as local contexts.

The Department considers its distinguishing mark and unique strength to derive from its ability to provide individualized programs of graduate study that are integratively interdisciplinary, and that make use of the rich and diverse curricular, library, and faculty resources that are available here at the University of Toronto for the study of religion. Our programs are characterized by breadth, flexibility, and focus, and they are supported by an advising system that is immediate, intensive, and comprehensive.

The Department's master's program aims to serve students with a wide variety of purposes. While many of our master's graduates continue on to pursue doctoral studies, others have followed different options, such as careers in teaching, public affairs, and publishing.

The Department's doctoral program, like other advanced programs in religious studies, exists primarily to prepare students for academic careers in universities and colleges.

Degrees

The Department offers programs leading to the degrees of *Master of Arts* and *Doctor of Philosophy* in the Study of Religion. The Department also participates in several graduate level collaborative programs: South Asian Studies, Bioethics, Editing Medieval Texts, Book History and Print Culture, Ethnic Immigration and Pluralism Studies, Women and Gender Studies, Jewish Studies, Women's Health, Sexual Diversity Studies and Environmental Studies, and Diaspora and Transnational Studies.

The Study of Religion

All students of the Department are engaged in the common project of the study of religion, as construed in terms of the Department's commitment to an integrative and interdisciplinary approach to the subject. The Department has recently developed nine fields of study that indicate clusters of strength in faculty resources—students do not enrol in these fields, and the fields do not determine the structure of a student's curriculum or committee. All students will likely fit within at least two—if not more—of the nine fields. The fields are listed below.

Both programs of graduate study—master's and doctoral—are constructed individually to fit and support the specific topics of interest identified by each student at the point of admission. This procedure strives to maximize the achievement of breadth and flexibility in interdisciplinary training, and of achieving the requisite focus regarding research specialization.

The Department's academic task in studying religious phenomena as expressions of the changing and diverse social-historical conditions of human existence is distinct from the study of theology as pursued from within a faithbased commitment to any particular religious tradition. In the University of Toronto, this distinction is upheld institutionally by the separate functioning of the Department for the Study of Religion and the Toronto School of Theology.

Fields

The following nine fields help to organize the many aspects of the study of religion at the Department for the Study of Religion. Both faculty and students may find themselves in multiple fields—fields are not meant to constrain research topics, but to foster overlapping communities of research interest. For more information on fields, please see

http://www.religion.utoronto.ca/programs/fields/

List of fields

- 1. Buddhist Studies
- 2. Christianity
- 3. Hinduism and South Asian Religions
- 4. Islam
- 5. Judaism
- 6. Religion and Medicine
- 7. Religion, Culture, Politics
- 8. Religion, Ethics, and Modern Thought
- 9. Religions of Mediterranean Antiquity

Research Resources

The University of Toronto library system consists of some thirty libraries containing over nine million volumes, served by a fully online catalogue. It is consistently ranked among the top five research library systems in North America. The University's collections of books, journals, and other materials for the study of religion are unsurpassed in Canada. These resources are found chiefly in Robarts Research Library, located on St. George Street near the Department; but significant collections—often specialized—can also be found in various institutes and in the libraries of the many colleges that are attached to the University and the Toronto School of Theology. Particularly valuable to students of religion are the libraries of Trinity, St. Michael's, Victoria and Emmanuel, Wycliffe, Knox, and Regis colleges, along with the South Asian Library, the East Asian Library, and the internationally renowned Pontifical Institute of Medieval Studies.

<u>http://www.library.utoronto.ca</u>

The Department houses a small collection of standard reference works as well as current and back issues of *Studies in Religion/Sciences religieuses*, along with variety of association bulletins and newsletters. The Department also provides computers for student use, including access to the University's online library catalogue, the Internet, and email.

Students of the Department may use the computing facilities provided by Computing in the Humanities and Social Sciences (CHASS), which is located on the 14th floor of Robarts Library. It maintains two computing laboratories which provide access to various computer applications, including word-processing, the Internet, email, and electronic publishing. CHASS also offers tutorials and hands-on computer training sessions. Most of their services are offered free of charge. \square http://www.chass.utoronto.ca/

Research and Publication at the Department

The Department facilitates research and publication primarily through the encouragement it provides for the work of faculty members and students of the Department. The research interests and projects of the faculty members are reflected in the recent publications listed in the Department Faculty Profiles provided in this Handbook.

The Department attracts visiting scholars, post-doctoral fellows, and research readers who come to the University to pursue programs of research. These visitors contribute to the intellectual life of the Department by taking part in graduate seminars, colloquia, and other events. The Department also periodically sponsors conferences and special lecture series, often in association with a college or other departments and centres in the University.

Religion in the Public Sphere

This collaborative endeavour brings together faculty, graduate, and undergraduate students from across the university who are engaged in the study of the relation of religion to public affairs. One aspect of RPS features a yearly competition for RPS fellows which will allow faculty and graduate students (in alternate years) to establish working groups and design workshops. For more information, please visit: <u>http://rps.chass.utoronto.ca/</u>

Community Life in the Department

The Department functions as a community of professors and students engaged in the study of religion, together with the supporting members of the administrative staff. As much as possible, the Department seeks to foster the understanding that professors and students are senior and junior members of the community of scholars working together in common academic pursuits. By statute, the professors and Department officers represent the University of Toronto in the operation of the academic program and in the assessment of the achievements of graduate students in fulfilment of the requirements for the degrees of M.A. and Ph.D.

The Chair of the Undergraduate Department for the Study of Religion also serves as the Chair of the Graduate Department. The Chair is responsible for the overall operation of the Department, and is accountable to the Dean of the School of Graduate Studies. The Graduate Director of the Department serves as the coordinator for the graduate program and the Associate Chair of the Department directs the undergraduate academic program. The Chair, the Graduate Director, and the Associate Chair meet regularly as the joint executive committee of the Department. The Graduate Administrator assists the Graduate Director and runs the day-to-day academic operations of the Department. The Departmental Officer serves as the primary administrative, business, and human resources officer of the Department. The Departmental Secretary assists both the Chair and the Associate Chair. The By-laws of the Department define the governance structure. A copy is available at the Department.

The following structures include both the Undergraduate and Graduate programmes in their affairs: Advisory Committee on policy, appointments, and other general matters; Committee on Promotions and Appeals; Committee on Academic Development. The Department has the following additional structures: the Department General Assembly; Committee on Curriculum and Graduate Study; Committee on Graduate Admissions and Fellowships; the Department Advisory Committee; and the Advisory Board of the Religion in the Public Sphere Initiative. All Department students are members of the Department General Assembly, and student representatives serve on the Department Advisory Committees, the Committee on Curriculum and Graduate Study, and the RPS Advisory Board.

During 2008-9, the Department moved to its current location on the second and third floors of the Jackman Humanities Building, a newly renovated space at 170 St. George Street that houses other key humanities departments, English and Philosophy, as well as the Jackman Humanities Institute.

Community life in the Department tends to be focused on the second and third floors of the Jackman Humanties Building; the Large and Small Seminar Rooms, where public lectures, public meetings, classes and social events are held, and the Lounge where students have use of basic kitchen facilities. There are rooms with carrels for students, mailboxes and a photocopier also on the third floor. The Department maintains a job placement board as well as a board for announcements of events and a board with student photos and their area of research.

The Department sponsors a colloquium that meets at least monthly to hear papers and hold discussions about the work of professors, visiting scholars, invited lecturers, and graduate students. All members are encouraged to propose papers. Each Ph.D. student must present a paper in the colloquium when at the dissertation writing stage, and this participation will be noted on their transcript. The Department expects graduate students to attend the colloquium as an important part of their scholarly formation.

All new doctoral students are members of **RLG 1000Y**, a Method and Theory seminar whose membership is restricted to first-year Ph.D. students of the Department. The seminar, which meets weekly throughout the academic year, is focused on fundamental questions of interpretation, explanation, and analysis in the study of religious phenomena. It serves as a primary way for students to engage in discussion about the study of religion in relation to their own academic interests as well as to develop a community of discourse among peers.

All new M.A. students enrol in the **M.A. Method and Theory Group** seminar (RLG1200H) which functions as a method and theory seminar designed to orient M.A. students to the research process at the graduate level.

All graduate students of the Department are members of the *Student Association of the Department*, a self-governing organization that provides academic, social, and counselling services. The Student Association provides an essential linking mechanism for students to engage intellectually and socially outside of the more formal arrangements of the graduate program. In recent years, students have sponsored an annual Spring Symposium, published an annual volume of papers, and organized roundtable discussions. The Student Association is also instrumental in assisting Department students in regards to conference activities, providing guidance on the preparation of papers, and in the organizing of sessions for learned society meetings in Canada and the United States. Helpful advice on academic publishing articles, reviews—is also made available. In addition to its intellectual role, the Student Association serves as an advocacy organization on behalf of student concerns and individual student interests. The Association also organizes social events, pub nights, and sporting events.

The Student Association executive includes the President, Vice-President, Secretary, Treasurer, Social Co-ordinator, Academic Co-ordinator, Graduate Student Union (GSU) Representative, Canadian Union of Public Employees (CUPE) Local 3902 Representative (Shop Steward), M.A. Representative and Members-at-Large. All students are also members of the Graduate Students Union (GSU) of the University of Toronto.

A Word to Students about Professional Opportunities

In addition to fostering a learning environment for academic research, the Department also strives to provide students with opportunities to secure teaching experiences that will enhance their prospects for securing academic positions. The Department tries to meet this need by means of Teaching Assistantships and, in a few cases, Course Instructorships. Department doctoral students are eligible to apply for enrollment in THE5000H, Teaching in Higher Education, a course devoted to helping graduate students acquire teaching know-how, taught by accomplished teachers in the University. Research or work-study positions are also occasionally available, wherein students will work closely with a professor on a research project.

The Department assists graduates in finding suitable initial positions, notably by holding workshops and giving advice on the job search, posting advertisements of position openings, maintaining a file of publications which advertise positions in the subjects covered by the Department, and writing letters of recommendation. The University operates a Career Centre in the Koffler Student Centre, which runs workshops, offers career advice, provides an academic dossier service and posts job notices.

COLLABORATIVE PROGRAMS

The Department participates in a number of collaborative programs at both the M.A. and Ph.D. levels. The purpose of these programs is to facilitate the creation of multi- and interdisciplinary programs of graduate study that creatively cut across the formal boundaries defined for departments and centres. Descriptions of these programs are found in the SGS Calendar. Further information is available at the Department and from the offices of each program. The Department is currently associated with the following collaborative programs:

Bioethics, Joint Centre for Bioethics, 88 College Street. ■ 416-978-0871 • fax 416-978-1911. © <u>carmen.alfred@utoronto.ca</u> ■ <u>www.jointcentreforbioethics.ca/education/cpb.shtml</u> Book History and Print Culture, Massey College, 4 Devonshire Place. ☎ 416- 946-3560 • fax 416-978-1759 ∞ book.history@utoronto.ca ■ http://bookhistory.fis.utoronto.ca/

Diaspora and Transnational Studies, Centre for Diaspora and Transnational Studies, Rm 230, Jackman Humanities Building. ☎ 416-946-8464 • fax 416-978-7045 ☞ cdts@utoronto.ca <u>www.utoronto.ca/cdts/graduate.html</u>.

Editing Medieval Texts, Centre for Medieval Studies, 125 Queen's Park, 3rd Fl.
416-978-4884 • fax 416-978-8294.
<u>medieval.studies@utoronto.ca</u>
<u>www.chass.utoronto.ca/medieval/programs/collaborative.html</u>

Environmental Studies, Earth Sciences Centre, 33 Willcocks St., Rm 1021. 416-978-3475 • fax 416-978-3884 *pavel.pripa@utoronto.ca* <u>http://www.environment.utoronto.ca/Graduate/Programs/EnvironmentalStud</u> <u>iesCollaborativeProgram.aspx</u>

Ethnic, Immigration, and Pluralism Studies, Department of Sociology, 725
Spadina Avenue.
416-978-4783 • fax 416-978-3963.
ethnic.studies@utoronto.ca
www.utoronto.ca/ethnicstudies

Knowledge Media Design, Faculty of Information, Robarts Library, Main Floor, 130 St. George St., Rms 1153 & 1155

 ² 416-978-5634• fax 416-978-5634

 ³ program@kmdi.utoronto.ca
 <u>http://www.kmdi.utoronto.ca/graduate-study/collaborative-program-application</u>

Sexual Diversity Studies, The Bonham Centre for Sexual Diversity Studies, 15 King's College Circle Rm. 251.

☎ 416-978-6276 • fax 416-971-2027
 ∞ sexual.diversity@utoronto.ca
 www.uc.utoronto.ca/content/view/237/1316/

South Asian Studies, Centre for South Asian Studies, 1 Devonshire Place, Room S268. Telephone: 416-978-4294 • fax 416-946-8915. South.asian@utoronto.ca www.utoronto.ca/csas

Women and Gender Studies, New College, 40 Willcocks St., Rm. 2036.
☎ 416-978-3668 • fax 416-946-5561
☞ grad.womenstudies@utoronto.ca
<u>www.wgsi.utoronto.ca/graduate/collaborative-program</u>

Women's Health, Women's College Research Institute, 790 Bay St., 7th Flr. ☎ 416-351-3732, Ext. 2331 • fax 416-351-3746 <<u>lisa.hall@wchospital.ca</u> <u>www.crwh.org</u>

Two communities: Students who wish to enter one of these collaborative programs must meet the admission requirements and the program requirements of both the Department and the collaborative program. Students participate in two communities: they have the Department as their home department while at the same time they join in the activities of the collaborative program. Upon successful completion of all requirements, students receive their degree in both Religion and the collaborative subject.

In some cases, courses may be counted both for Religion credit and for collaborative program credit, with permission of the Director of Graduate Studies. Decisions about the fulfilment of the requirements are made by the Graduate Director at the Department and by the Director of each collaborative program.

THE MASTER OF ARTS PROGRAM

Admission to the M.A. Program

Admission to the master's program is governed by the Department's ability to match the possible subject interests of applicants with the Department's resources for graduate supervision.

At the master's level, applicants for admission are asked to present a statement of an intended subject for graduate study. Admission is offered only to those with appropriate academic preparation and whose subject interests can be matched with the faculty resources of the Department.

Please note that admission into the M.A. program does not entail automatic subsequent admission into the Ph.D. stream; applications for the Ph.D. program are evaluated independently each spring.

Students who are thinking of applying for graduate study in the Department are advised to consider thoroughly the research topics and teaching interests of Department faculty members when formulating their statements of intended study. Consultation of the academic profiles of the Department's faculty—on the website and published in the Graduate Handbook—is therefore strongly recommended. It may also prove useful to review the list of completed doctoral theses that Department faculty have supervised, which is available on our website. Prospective students are also invited to make direct contact, by email or telephone, with professors whose research interests appear to correspond or overlap with the intended area of inquiry.

The Department strives to admit the most qualified students, while at the same time securing a manageable distribution of students around a range of topics and areas of specialization. In the past few years, the Department has had incoming classes of between 8-18 new master's students. The effects of these policies may mean that some highly qualified applicants are not offered admission. Students needing to undertake prerequisite undergraduate work are directed to apply for special student status via the Admissions and Awards office, 172 St. George St. **2** 416 978-2190. **3** admissions.help@utoronto.ca

Admission Eligibility, M.A. Program

To be eligible for admission to the M.A. program, applicants must normally have an appropriate undergraduate degree, with specialization in Religion or in cognate subjects, with courses broadly equivalent in number and distribution to the University of Toronto's Specialist program in Religion. Applicants must also have suitable language preparation and an average of at least A- in the final year, i.e. the courses that constitute the final quarter of a four-year program. In practice, the students admitted tend to have cumulative GPAs in the A- to A range.

Toronto's B.A. Specialist program in Religion includes the equivalent of ten full-year courses (10 Y), distributed broadly as follows:

1Y - World Religions, or equivalent breadth in the religions of the world 2Y& 3Y - study in at least two religious traditions;

4Y, 5Y, & 6Y - courses using a variety of methods to study religion: e.g., history, sociology of religion, anthropology of religion, psychology of religion, literary criticism, philosophy of religion

7Y to 10Y - at least four advanced courses in religion.

The Department interprets equivalency very broadly, and considers courses taken in departments other than the Study of Religion as potentially appropriate, so long as the course content or the student's work in the course included substantial study of religion.

Students will need to have language preparation that enables them to meet the language requirements of the M.A. program. Students who are contemplating graduate study in this Department are advised to secure in advance the languages requisite for their areas of scholarly interest.

Students without sufficient breadth or quantity of course work in religion, or without appropriate language preparation, will be asked to take additional work, before admission to the M.A. program.

Application Procedures: M.A. Program

Application information, including a link to the online application, is available on our website at <u>http://www.religion.utoronto.ca/programs/graduate-</u><u>study/the-master-of-arts-program/</u>. The Department uses a self-administered application process which includes an online application form and a paper application. Applicants are required to complete the online application form, make their application payment, arrange for 3 reference letters, and then are asked to submit a hard copy of the materials listed below, to the Department.

Applicants must send all of the following materials to the Department:

- 1. A paper copy of the application form, *once you have submitted it online*.
- 2. Certified transcripts of all previous post-secondary study, submitted in sealed envelopes from the originating institution. If an institution will not give transcripts to the student, the applicant should ask the institution to send the transcripts directly to the Department.
- 3. A statement (two pages maximum) of proposed study. For M.A. applicants, this should be a succinct statement of an intended topic or area of graduate study, a summary of preparatory training in appropriate theories, methods, and languages, and an indication of why the Department for the Study of Religion is a suitable place for the intended area of study.
- 4. A brief academic CV, with details of education, awards, and other information of academic interest.
- 5. A sample of written work of under 20 pages.

English Facility Requirement

If your primary language is not English and you graduated from a non-Canadian university where the language of instruction and examination was not English, then you must demonstrate your facility in English using one of the following methods. This requirement should be met at the time you submit your application.

- 1. Test of English as a Foreign Language (TOEFL)
- 2. Michigan English Language Assessment Battery (MELAB)
- 3. International English Language Testing System (IELTS)
- 4. The Certificate of Proficiency in English (COPE)
- 5. UofT School of Continuing Studies Academic Preparation Course

For further details please visit

http://www.gradschool.utoronto.ca/Admission_Requirements/englishproficiency-requirement.htm

Please note that it is the student's responsibility to ensure that all materials arrive by the application deadline.

Application Deadline, M.A. Program

The Department admits applicants only in September. The deadline for the receipt of completed applications for the 2013-2014 year is **Monday January 14, 2013**. This is the due date for all applicants. Applications must be postmarked by midnight on that day.

The Advising Process, M.A. Program

The Department's advising process starts to work as soon as a potential student makes contact with the Department. It works intensively through admission and first enrolment, and continues until a student completes the program.

The potential student's initial contacts with the Department are usually with the Graduate Administrator. Opening conversations and emails focus on whether the student is prepared for the Department's program and whether supervision can be provided for the intended subject of study. During the application process the conversation continues, usually expanding to involve the Graduate Director and also professors whose research interests are similar to those of the applicant.

Following acceptance of the offer of admission, students will be contacted by the Graduate Director—usually by email or telephone—to begin discussions about their programs. Incoming students will be provisionally assigned an Academic Advisor, chosen on the basis of supervisory expertise in the student's stated area of scholarly interest. Before the start of the academic term, the student, the Academic Advisor, and the Graduate Director will meet to work out the student's individualized program of study.

Degree Requirements, M.A. Program

The Calendar of the School of Graduate Studies contains the regulations governing graduate study and degrees. The section on the Study of Religion

gives the regulations applicable specifically to graduate study and degrees in the Department for the Study of Religion. This Graduate Handbook elaborates on the information published in the Calendar.

The M.A. program has three components: courses, languages, and a major research paper. In consultation with the student and his or her assigned Academic Advisor, the Graduate Director approves the courses to be taken, and the language or languages needed to fulfil the language requirement.

- 1. **Courses:** The regular M.A. program requires FOUR full-year graduate courses, or the equivalent combination of half-year courses. Included in this total are the MA Method and Theory Group (RLG 1200H) and the Major Research Paper (RLG2000Y).
- Major Research Paper: M.A. students must produce a Major Research Paper, which is credited under the designation of RLG 2000Y. The Major Research Paper is written under the supervision of the Academic Advisor, and is usually completed in the summer. The MRP is based on primary research and is usually between 50 – 70 pages in length.
- 3. Languages: Before completing the M.A. degree, students are required to give evidence of reading knowledge of at least one language, in addition to English, selected from languages of modern scholarship and/or necessary source languages. To satisfy the language requirements, students must pass a language requirement examination conducted by the Department. Language courses are not accepted as equivalent.

The M.A. program may be taken part-time, provided the student enrols and completes all the requirements for the degree within five years for the regular program, or six years in the case of an extended program requiring additional courses or language study.

Registration and Enrollment, M.A. Program

Registration materials are sent by mail during the summer from the School of Graduate Studies to all new and returning students. Students register by paying their fees.

New M.A. students: Incoming M.A. students will meet with the Graduate Director and their assigned Academic Advisor before the first enrollment, to discuss the details of their programs and to complete their enrollment form.

Returning students: Returning M.A. students taking course work and language study should meet with the Graduate Administrator during the enrollment period if they have questions about their program.

T-Cards: New students must obtain a T-card, which serves as a student identification and library card. T-cards are issued at Robarts Library upon presentation of appropriate identification and documentation. For information, consult the library website at: www.utoronto.ca/tcard/

Course timetable: During the summer, the Department publishes a timetable of all graduate courses to be offered in the coming academic year by faculty members of the Department (including most cross-listings with cognate departments). The list will also include courses that have received approval too late to be published in the SGS Calendar. The timetable is posted on the Department's web site. Directed Reading courses meet according to the arrangements made with the professor in charge.

Other courses: Students are eligible to take any course offered in the School of Graduate Studies for which they have prerequisite knowledge, on condition that the instructors and departments offering the courses grant permission. Students are also eligible to take a course offered in the Toronto School of Theology (TST), provided it is an Advanced Degree course (5000 level only), and is taught by a TST faculty member who is also a member of the Graduate Faculty of SGS. For purposes of SGS registration, such a course is assigned the Department designation RLG 4000/4001 (Directed Reading: TST Seminar).

Funding, M.A. Program

Unfortunately, there are only a few limited options available for funding at the master's level; these are rare and none can come with any guarantee or assurance in the terms of admission.

Depending on the fluctuating enrollment figures for undergraduate courses, *Teaching Assistantships* may, on occasion, become available for some M.A. students. Master's students are also encouraged to apply for fellowships and scholarships awarded by sources external to the university. Applications for these awards may be made during the year prior to entering graduate school.

The Social Science and Humanities Research Council (SSHRC) awards *Canada Graduate Scholarships*, intended specifically for M.A. students. In 2012-13 this award's value is about \$17,500. Note also that *Ontario Graduate Scholarships(OGS)* are awarded to master's students as well as doctoral students and have a value of \$15,000. More information can be found on the SSHRC and OGS websites.

- <u>www.sshrc.ca</u>
- <u>https://osap.gov.on.ca/OSAPPortal/en/A-</u> ZListofAid/PRD1346626.html

Students who meet the eligibility requirements may apply for *Work-Study* positions offered by the Department or by individual professors. <u>http://www.careers.utoronto.ca/jobsearch/workstudy.aspx</u>

Those who meet the relevant requirements may apply for *student loans* through the Ontario Student Assistance Program (OSAP) or the equivalent agencies and institutions in their home jurisdiction.

Master's Tuition Fee Bursary

These bursaries are available to full-time master's students who must go beyond their initial registration period in order to complete a small amount of remaining work. Applications are available at <u>www.sgs.utoronto.ca/informationfor/students/money/support/assistance.htm</u>

THE DOCTORAL PROGRAM

Admission to the Ph.D. Program

At the doctoral level, programs of study are thesis-driven from the point of admission onward. Students are asked when seeking admission, and again at the time of first enrollment, to indicate a possible thesis subject. Extraordinary care is taken to offer admission only to applicants of the highest academic achievement, and whose possible thesis subjects can be matched with the expertise of at least three professors, who will be available for supervisory guidance. Students thinking of applying for admission to the Department are advised to consider thoroughly the research topics and teaching interests of Department faculty members when formulating their statements of intended study. Consultation of the academic profiles of the Department's faculty—as annually updated and published on the DSR website and in the Graduate Handbook—is therefore strongly recommended. It may also prove instructive to review the list of completed doctoral theses that Department faculty have supervised, available on our website. Prospective students are also encouraged to make direct contact, by email or telephone, with professors whose research interests appear to correspond or overlap with the intended area of inquiry.

The Department strives to admit the most qualified students, while at the same time securing a manageable distribution of students around a range of topics and areas of specialization. The current policy provides for the admission of between eight to twelve new doctoral students each year. The effects of these policies may mean that some highly qualified applicants are not offered admission.

Students primarily interested in theological study and formation for are referred to the Toronto School of Theology, 47 Queens Park Crescent East, Toronto, Ontario, M5S 2C3; ☎ 416-978-4039 📃 www.utoronto.ca/tst

Admission Eligibility, Ph.D. Program

To be eligible for admission to the doctoral program, applicants must normally have an M.A. in the academic study of Religion (at least 4Y equivalent), preceded by an appropriate B.A. degree with specialization in Religion or in cognate subjects, with courses broadly equivalent in number and distribution to the University of Toronto's Specialist program in Religion (10Y equivalent; see above on admission to the M.A.). They must also have suitable language preparation and an average of at least A- in their M.A. courses, with no individual grade falling below B. In practice, students admitted tend to have A averages. In interpreting equivalency in an applicant's previous course work, the Department considers the aggregate of the applicant's study at both the undergraduate and graduate level.

The Department considers the M.Div. degree to be a professional degree in Theology, and not equivalent to an M.A. in Religion.

Students will need to have language preparation that enables them to meet the language requirements of the doctoral program within the normal expectations of time. In practice this usually means that the students admitted must have already achieved competence in at least one language of modern scholarship and at least one source language where applicable. Students who would like to pursue doctoral studies in Religion in this Department are advised to provide well in advance for appropriate language study in their B.A. and M.A. programs.

Application Procedures, Ph.D. Program

Application information, including a link to the online application, is available on our website at <u>http://www.religion.utoronto.ca/programs/graduate-</u><u>study/the-doctoral-program/</u>. The Department uses a self-administered application process which includes an online application form and a paper application. Applicants are required to complete the online application form, make their application payment, arrange for 3 reference letters, and then are asked to submit a hard copy of the materials listed below, to the Department.

Applicants must send all of the following materials to the Department:

- 1. A paper copy of the application form, printed out once you have submitted it online.
- 2. Certified transcripts of all previous post-secondary study, submitted in sealed envelopes. If an institution will not give transcripts to the student, the applicant should ask the institution to send the transcripts directly to the Department.
- 3. A statement (three pages maximum) of proposed study: This must include a statement indicating a possible thesis subject and knowledge of languages, a brief summary of theoretical and methodological training and interests, and an indication of potential committee members, as well as an indication of why the Department is a suitable place for graduate study in the intended area.
- 4. A brief academic CV, with details of education, awards, and other information of academic interest.
- 5. All doctoral applicants are also requested to submit a brief writing sample of between 20-40 pages.

Students currently enrolled in the M.A. program of the Department who wish to apply for admission to the Ph.D. program must apply like all other students but are not required to submit transcripts.

Students in graduate programs in other universities who wish to study in the Department may apply through the Ontario Visiting Graduate Student program. Such applications must be accompanied by a supporting letter from the graduate department in the University in which the student is enrolled.

Please note that it is the student's responsibility to assemble all application materials and ensure that they arrive at the Department by the applications deadline.

English Facility Requirement

If your primary language is not English and you graduated from a non-Canadian university where the language of instruction and examination was not English, then you must demonstrate your facility in English using one of the following methods. This requirement should be met at the time you submit your application.

- 1. Test of English as a Foreign Language (TOEFL)
- 2. Michigan English Language Assessment Battery (MELAB)
- 3. International English Language Testing System (IELTS)
- 4. The Certificate of Proficiency in English (COPE)
- 5. UofT School of Continuing Studies Academic Preparation Course

For further details please visit

http://www.gradschool.utoronto.ca/Admission_Requirements/englishproficiency-requirement.htm

Application Deadline, Ph.D. Program

The Department admits applicants only in September. The deadline for the receipt of completed applications for the 2013-2014 year is **Monday January 14**, **2013**. This is the due date for all applicants. Applications must be postmarked by midnight on that day.

The Advising Process, Ph.D. Program

The Department's advising process starts as soon as a potential student makes contact with the Department. It works intensively through admission and first enrollment, and continues until a student completes the program.

Admissions Advising: The potential student's first contacts with the Department are usually with the Graduate Administrator. Initial conversations and emails focus on whether the student is prepared for the Department's program and whether the Department can supervise the intended subject of study. During the application process the conversation continues, usually expanding to involve the Graduate Director and also possibly professors whose research interests are similar to those of the applicant.

Following acceptance of the offer of admission, the student will be contacted by the Graduate Director—by email or telephone—to begin focussed discussion about the student's program, largely with the aim of establishing a provisional list of suitable faculty members for the student's Advisory Committee.

Doctoral Advisory Committees: At the start of doctoral studies an Advisory Committee will be established for each incoming student. This committee is usually composed of two or three professors whose interests reflect the student's prospective areas of scholarly research. The members of Advisory Committees are proposed by the Graduate Director with invited input from the student. In general, the Department encourages situations where at least one member of the Advisory committee will hold a primary appointment in the Department of Religion. One member of the Advisory Committee will eventually assume principal advising responsibilities. During a two week period in late August or early September, before the first enrollment in the doctoral program, each student meets at the Department with the designated Advisory Committee and the Graduate Director. The purpose of this meeting is to prepare the student's Program Memorandum. Advisory Committees may meet at other times as needed, and must file an annual report in the spring (by June 1) regarding student progress in the program. The Advisory Committee continues to assist the student and often remains as the Doctoral Supervisory Committee for the dissertation, unless a change in committee members occurs.

Doctoral Supervisory Committees: Thesis Supervisory Committees emerge as students move toward the preparation of the thesis proposal. The members of these new committees may, but need not, include members of the established Advisory Committees. Supervisory Committees consist of three members of the Graduate Faculty of the University of Toronto. These members are the

Supervisor and two other professors who are qualified to offer expert advice in the proposed area of research. Working in consultation with the Graduate Director, students have free choice of Supervisor, and are responsible for securing the agreement of the professor who is to act in that capacity. The other two members are chosen jointly by the student, the Supervisor, and the Graduate Director. Supervisory Committees assist students in preparing the pre-proposal statement, the general exams, and the Thesis Proposal.

Upon completion of course requirements, the Supervisory Committee and the Graduate Director will reconvene with the student to approve the *Thesis Pre-Proposal* and to make arrangements for the *General Examinations*. Supervisory Committees will meet shortly thereafter to conduct the General Examinations. Within three months of completing the exams, the student will submit a full Thesis Proposal to the Supervisory Committee, who will then oversee the preparation of the thesis, meeting regularly with the student to evaluate and guide the dissertation work as it proceeds. <u>Each Supervisory Committee nust meet at least once annually with the student, prior to June 1, and complete and file an assessment of student progress</u>. Please note that failure to submit this report in a timely fashion may affect student status and/or funding.

Changes in the membership of a student's Supervisory Committee may be made by the Graduate Director, acting upon the request of the student or members of the Supervisory Committee. Changes of Supervisor and/or changes in the thesis topic after the approval of the Thesis Proposal may require a new thesis proposal, and possible additions to the student's program in keeping with the Department's general requirements for the doctorate. Such changes need approval according to the same process wherein the original requirements were decided.

Degree Requirements, Ph.D. Program

The *Calendar* of the **School of Graduate Studies** contains the regulations governing graduate study and degrees. The section on the Study of Religion specifies the regulations applicable to graduate study and degrees in the Department. This *Graduate Handbook* elaborates on the information published in the *Calendar*.

The Ph.D. program is thesis-oriented, and has eight components: (1) *courses*, (2) *languages*, (3) *thesis pre-proposal* (4) *general examinations*, (5) *thesis proposal*, (6) *colloquium requirement*, (7) *dissertation*, (8) *final oral examination*.

Decisions about the contents of the student's program, notably the courses to be taken and languages required, are made jointly by the student's Advisory Committee and the Graduate Director. Decisions are made in full consultation with the student and under the direction provided by the student's projected thesis subject. These decisions are to be recorded in the student's *Program Memorandum*. Any important changes in a student's plan of study are to be recorded in a revised or amended memorandum.

The *Program Memorandum* identifies the following: (1) a projected thesis subject; (2) a designated area of research specialization, and at least one cognate area or field, each to be subsequently covered in the General Examinations; (3) the specific languages required for the thesis research, and such as might be recommended for general study; and (4) the courses that are to be taken.

1. Courses: Students must complete a minimum of THREE full-year graduate courses, or the equivalent combination of half-year courses. This total will include: (1) the mandatory RLG 1000Y *Method and Theory in the Study of Religion*, and (2) at least one half-course in a subject other than that designated as the subject of specialization, usually in the cognate subject.

In some cases, students will be required to take additional courses, either to meet the needs of their proposed subjects of study, or to fulfil prerequisites as stipulated in their offer of admission.

RLG 1000Y is the Department's doctoral seminar on *Method and Theory in the Study of Religion*. Successful completion of the course satisfies the Department's expectation that all doctoral students be professionally conversant with the general issues of interpretation, explanation, and analysis that orient the academic study of religion. This course is thus foundationally preparatory for the epistemological challenges that will be encountered in the research process that leads to the production of an original dissertation. The Department thus regards any previous study of method and theory in a student's career to be a benefit, rather than a reason for exemption from the seminar.

Undergraduate courses and TST Basic Degree courses, and any courses not taught by a member of U of T's Graduate Faculty, may be included in a student's Ph.D. program as prerequisite or extra courses, but they may not count as courses fulfilling the normal course requirements.

2. Languages: Students are required to give evidence of reading knowledge of at least TWO languages, in addition to English, selected from *languages of*

modern scholarship and *necessary source languages*, provided that at least one shall be a language of modern scholarship. The language requirements must be fulfilled before writing the General Examinations. Doctoral students are normally required to fulfill their language requirements by passing examinations that are conducted by the Department. Students who have fulfilled the appropriate language requirements in the Department's M.A. program may be exempted from taking further examination in those languages.

In addition to the required languages, there may be another language or two recommended for scholarship in the projected thesis subject. More information on language examinations can be found starting on page 42.

3. Thesis Pre-Proposal: Upon nearing the completion of their course work and before writing their General Examinations, students must submit a brief statement (two pages) of their intended thesis topic to their Advisory Committee and the Graduate Director for approval. The approved statement with the accompanying approval form must be submitted to the Graduate Administrator. The statement should contain two specifications:

- 1. A brief statement of the *prospective thesis topic*, with an indication of the expected contribution to the study of religion;
- 2. The *names of three professors* (the intended Supervisor and two other members of the Supervisory Committee), with brief indications of how the expertise of each one will contribute to the study of the topic.

This preliminary drafting of the proposal, will also prove of value in the competitive application for fellowships, scholarships, and research grants.

4. General Examinations: At a meeting in the second year of the student's program, the Advisory Committee along with the Graduate Director, in consultation with the student, determines the arrangements for the student's *General Examinations*. The "Meeting to Plan the General Examination" form should be completed at this time and submitted to the Graduate Administrator.

The purpose of the General Examinations is *to assess the student's readiness to begin work on the thesis topic, as defined in the approved thesis proposal.* Students are encouraged to draw upon their coursework to develop reading lists, and to begin formulating their lists, in consultation with committee members, as early as possible. The examinations are expected to be scheduled sometime during the second year, and completed by the winter term in the third year of study.

The General Examinations cover two subjects:

a) the *specialization*: a field or research area broader than the thesis topic, from which the proposed topic arises;

b) at least one important *cognate* subject: a subject related to, but different from, the specialization, and that offers significant support—theoretical, methodological, substantive—to the thesis topic.

There must be at least three examiners (usually the Supervisory Committee), with at least two examiners in the subject of specialization, and at least one in the cognate subject. There are normally two reading lists of moderate length, one for the specialization and one for the cognate subject. *The examiners and the student together define the specific focus and parameters of the examinations and design the reading lists*. The lists are thus jointly created through discussions between the student and the respective examiners. These Examination reading lists typically include the student's previous readings relevant to the subjects chosen, and any additional titles that the examiners deem necessary for the student's preparation for the examination and pending thesis research.

The General Examinations include both **written** and **oral** components. <u>The</u> student should take both components within a period of no more than four weeks. Specific guidelines regarding the General Examinations will be made available to the student and the Supervisory Committee, once a notice of intent for examination is given to the Graduate Administrator by the student. Examinations normally take place at the Department.

The written examinations are set by the examiners, with an equal contribution of questions by each member of the committee. These exams are to be answered by the student without aids, unless aids are specifically designated by the examiners. The Specialization Exam is to be written in THREE HOURS, and the Cognate Exam in TWO HOURS. The Department *adds an extra hour in each case for the collecting of one's thoughts*. All examiners read both the Specialist and the Cognate examinations. Upon the assessment of each written exam, the examiners who set the exam report to the Department whether the examination is an overall 'pass' or not, and award a provisional letter grade for the portion each has individually set. If the written work is judged as an overall 'pass', then the oral examination proceeds as scheduled. According to the SGS grade scale, an overall pass is a grade of B- or higher.

The Oral Examination is conducted equally by all examiners and is chaired by the Supervisor; it is to be completed within a TWO HOUR session. Questioning is to be based primarily on the student's written answers, but may

extend to other matters contained in the reading lists agreed upon. Entirely new matters unrelated to the written papers or the reading lists are not to be introduced.

At the end of the Oral Examination, the examiners are asked to decide whether the student's work in the General Examinations—encompassing both the written and oral components—should be graded 'pass', 'conditional pass', or 'fail'. For the records of the Department, examiners are also asked to submit a final letter grade. *Conditional Pass* means that the examination will be regarded as a *Pass* if the student successfully fulfils certain written conditions by a stipulated date. If the conditions are not met, the examination is downgraded to *Fail*. A student receiving 'fail' for a part or for the whole of the examination may be re-examined once, provided the examination takes place not later than nine months after the date of the first examination. Any examiner, or the student in consultation with the Graduate Director, may request a further reader/examiner for part or all of the written examination, when there is reason to think this would be helpful.

5. Thesis Proposal Within three months of successfully completing the General Examinations, the students must submit a written *Thesis Proposal*.

The thesis proposal—about 10-15 pages of text, plus a bibliographical supplement—must be submitted, to include the following SIX specifications:

- 1. A working title
- 2. A concise statement of the thesis topic and the relation of the topic to *scholarship in the field*
- 3. A discussion of the *principal sources* and the *methods of inquiry* to be used.
- 4. The reasons for believing that the thesis will "constitute a significant contribution to the knowledge of the field" (SGS Calendar)
- 5. An *outline* of expected chapters
- 6. A *brief bibliography* listing the more important sources and scholarly works to be consulted.

In composing the Thesis Proposal, a student should consult closely with the Supervisor and the two other Supervisory Committee members. After the Committee members have given their comments on drafts of the proposal, the student submits a final draft to the Supervisory Committee. When the proposal is finished, the Supervisory Committee meets to give final approval on the Thesis Proposal. The student must give two copies of the approved thesis proposal to the Graduate Administrator, one for the student's record and the second for deposit in the public binder of thesis proposals.

Under University policy, thesis research that involves the use of human subjects, as, for instance, in the case of informants, interview subjects, or survey respondents, requires the approval in advance of the University's Review Committee on the Use of Human Subjects. Students may secure the application forms for such a review at the Department office.

6. Colloquium Participation: RLG4004H is the Department's Colloquium Participation credit. Once General Exams are completed, candidates in the PhD program are required to present their work in progress in the Department for the Study of Religion's colloquium before undertaking their final oral exam. The colloquium participation is recorded as a credit/non credit on the transcript.

7. Doctoral Dissertation: Upon successful completion of the General Examinations and the thesis proposal, the student proceeds to the preparation of a doctoral dissertation in keeping with the approved proposal. The dissertation must embody the results of original investigation, and constitute a significant contribution to the knowledge of the subject. The dissertation must be defended with the examiners at a final oral examination.

The Supervisor is responsible for the direction of the dissertation, while the two other Supervisory Committee members are responsible for giving advice about the dissertation. The student should keep all three members informed of the progress of the work, preferably by the timely and periodic presentation of drafts of any work provisionally completed. <u>Supervisory Committees are required to meet collectively with the student at least once a year, and to provide an annual report on dissertation progress to the Graduate Administrator by June 1. The student is responsible for convening this meeting.</u>

8. Final Oral Examination: When the Supervisor and the other Supervisory Committee members have read the dissertation in its entirety and agree that the dissertation is ready to go to examination, all three professors are required to notify the Graduate Administrator and the Departmental Officer of this in writing, <u>THREE MONTHS prior to the planned date of the defense of the dissertation</u>. At this time, the Supervisor provides to the Graduate Director <u>a short list of potential external examiners and their contact information</u>. The Supervisor must certify that the proposed External Appraiser is a recognized expert on the subject of the dissertation, has the necessary academic qualifications to appraise a doctoral dissertation, and has an arm's-length relation both with the candidate and with the supervisor.

The student then brings to the Graduate Administrator *five copies* of the following: (1) the completed dissertation; (2) an abstract of the dissertation; and (3) an updated academic CV.

When the Department receives the approvals and these materials, the process to arrange the final dissertation oral examination begins. <u>Normally a period of TWELVE WEEKS is required between when the student brings the dissertation to the Department and the date of the examination</u>. The Department certifies to the School of Graduate Studies that all requirements except the dissertation examination have been completed.

Working in consultation with the Supervisor, the student, and others as necessary, the Graduate Director sets the examination date and nominates the examiners to SGS. The Department normally nominates five examiners, as follows: the Supervisor; the two other members of the student's Supervisory Committee; another member of the graduate faculty not connected with the dissertation, whether in the Department or not; and the External Examiner. The External Examiner prepares a written assessment that must be submitted to the Department at least two weeks in advance of the examination. This written appraisal is then given immediately to the student and all examiners, prior to the examination. It is expected that the examiners will not discuss the appraisal with the student before the examination.

The procedures for the dissertation examination are described in the SGS *Calendar* and can be found at

<u>www.sgs.utoronto.ca/informationfor/students/finup/oralex.htm</u>. After the successful defense of the dissertation and completion of any required corrections or modifications specified at the defense, the dissertation is submitted electronically to SGS (for details see

<u>www.sgs.utoronto.ca/informationfor/students/finup/producingthesis</u>). One bound copy should also be delivered to the Department for the Study of Religion dissertation library.

Registration and Enrollment, Ph.D. Program

Registration materials are mailed during the summer by the School of Graduate Studies to all new and returning students. Students register by paying their fees or by completing a "Request to Register without Payment" form.

New Ph.D. students: New Ph.D. students must meet with the Graduate Director and their Advisory Committees during the late August/September enrollment period to prepare their doctoral programs and to complete their enrollment form.

Returning students: Returning Ph.D. students taking course work and language study should meet with the Graduate Administrator during the enrollment period if they have any questions about their program.

T-Cards: New students must obtain a T-card, which serves as a student identification and library card. T-cards are issued at Robarts Library upon presentation of appropriate identification and documentation. For information, consult the library website at: <u>www.utoronto.ca/tcard</u>.

Course Timetable: During the summer, the Department publishes a timetable of all graduate courses to be offered in the coming academic year by graduate faculty members of the Department (including cross-listings with cognate departments). The list will also include courses that have received approval too late to be published in the *Handbook* or the SGS Calendar. The timetable is posted on the Department's web site. Directed Reading courses meet according to the arrangements made with the professor in charge.

Other courses: Students are eligible to take any course offered in the School of Graduate Studies for which they have prerequisite knowledge, on condition that the instructors and departments offering the courses grant permission. Students are also eligible to take a course offered in the Toronto School of Theology (TST), provided it is an Advanced Degree course (5000 level only), and is taught by a TST faculty member who is also a member of the Graduate Faculty of SGS. For purposes of SGS registration, such a course is assigned the Department designation RLG 4000/4001 (Directed Reading: TST Seminar).

Time and Progress in the Ph.D. Program

Timetable: The timetable provided below indicates the "normal expectations" for completion of the various components of the doctoral program.

Year 1	Sept Sept-May Oct-Nov Sept/Jan/April	Enrollment and Program Memorandum Courses (summer courses also possible) SSHRC and OGS applications due Language Examinations
Year 2	Sept-May Oct-Nov Sept/Jan/April	Courses (summer courses also possible) SSHRC and OGS applications due Language Examinations

- Thesis Pre-Proposal
- Preparation for and Scheduling of General Examinations
- Year 3Students must complete their General Examinations by the
end of Year 3. In extraordinary circumstances a petition can
be made for a two term extension.
Thesis Proposal due within 3 months of General Exams.
- Years 4, 5 (6) Dissertation Research/Writing (in ongoing consultation with the Supervisory Committee)

Satisfactory Progress: Under the funding policy of the University, doctoral students are expected to complete the components of their degree requirements in a timely manner. Satisfactory progress cannot be indicated for students who have not attempted to fulfill their language requirements each year. Supervisory Committees are required to review, assess, and report to the Department on this matter. An annual progress report, using the standard forms available, must be submitted to the Department by June 1.

Time limit: The time limit for the completion of all requirements for the doctorate, including submission of the dissertation, is SIX YEARS.

Expiration: If a doctoral student has not achieved candidacy by the end of third year they will not be allowed further registration unless an extension is requested and approved.

Extensions: Incoming PhD students no longer have the option to lapse their registration. Instead, **students can apply to extend their registration** beyond the time limit for their program for up to four years. Fees charged during this extension period will be calculated at the rate of 50% of the annual fee. Continuing students beyond year 6 will be eligible to "opt into" the new extension arrangements or lapse and seek reinstatement.

Maternity and Parental Leave: Students are able to take maternity and parental leave according to the regulations published in the SGS handbook.

Funding, Ph.D. Program

Decisions about funding are made by the Department's Committee on Admissions and Awards, and implemented by the Graduate Director, in keeping with policies established by the Department. The Department offers workshops on grant-writing in September of each year, and the University also offers a range of very helpful grant-writing workshops. See www.writing.utoronto.ca/home

Each Fall, the Committee creates ranked lists of all the applicants for doctoral fellowships awarded by the Social Sciences and Humanities Research Council of Canada, and for Ontario Graduate Scholarships. These rankings serve throughout the year as a guide for all decisions about individual funding and awards that lie within the jurisdiction of the Department. Rankings reflect the Committee's assessment of student records based on academic merit.

The information that follows identifies the primary sources of funding available. For additional information about financial support, students should visit the Office of Fellowships and Loans of the School of Graduate Studies and consult the SGS *Calendar*.

Doctoral Fellowship and TA Component: The Department for the Study of Religion participates in the program for the funding of graduate students initiated by the University of Toronto in 2001.

The Department has chosen to fit into the University's funding program by continuing its established policy of directing the available resources to doctoral students. The Department's position is that doctoral students are emerging scholars. As such, they should have the freedom to devote themselves to their studies for an allotted period of years without serious financial handicap, and they should be encouraged to proceed through their studies in a timely fashion.

The University of Toronto offers to all incoming doctoral students a guaranteed funding package for 5 years of academic study, contingent upon the maintenance of good academic standing. This financial support package can be comprised of two basic components: an annual *Fellowship Grant*, and a contracted *Teaching Assistantship or Course Instructorship*, (and may include *a Research Assistantship*). This funding package is marginally adjusted annually by the University, in light of cost of living, tuition, and budgetary considerations. It is broadly calculated that following the payment of tuition and incidental fees, a doctoral student will have approximately \$15,000 for annual living expenses.

The University is currently harmonizing Teaching Assistant practices across departments, and it is expected that the standard contract will assume a TA commitment of some 205 hours per annum. The Department makes every effort to curtail TA responsibilities during the first year of study, and to this end a reduced number of TA hours are sometimes offered to first year students.

One major pedagogical objective of the Department is to prepare students for future academic careers in religious studies programs, and towards that end we try to ensure that each of our students is afforded at least one year experience as a Teaching Assistant in the World Religions course, RLG 100/280Y.

Within the University's funding program, financial packages for doctoral students are typically put together from three sources: 1) External fellowships and scholarships from university-wide, national, provincial, and international programs; 2) the University of Toronto Doctoral Fellowship; and 3) Teaching Assistantships (and may include Research Assistantships). The basic formula includes a set amount plus the payment of all university and student fees, in addition to health insurance for international students who are not eligible for the provincial health insurance enjoyed in Canada.

In keeping with this funding policy, <u>all eligible doctoral students in the funded</u> <u>cohort are required to apply each fall for competitive external fellowships</u>, most notably the Ontario Graduate Scholarship and, for those eligible, the doctoral fellowship of the Social Sciences and Humanities Research Council of Canada.

University of Toronto Doctoral Fellowships

The Department awards this University fellowship to all eligible doctoral students in their first five years of study. The doctoral fellowship is a funding package that includes a Teaching Assistantship and may include a variety of other awards and scholarships.

Social Sciences and Humanities Research Council of Canada Doctoral Fellowships (SSHRC and CSGD)

Canadian students and landed immigrants are eligible to apply for these awards, worth about \$20,000 (or \$35,000 for CGSD), funded by the Government of Canada. Application packets are available by September on the SSHRC web site at <u>www.sshrc.ca</u>. Applicants from outside the University of Toronto should apply through their home departments, or directly to SSHRC in Ottawa.

Ontario Graduate Scholarships (OGS)

The Government of Ontario offers a number of these scholarships each year, currently worth \$15,000. Most of the awards are reserved for Canadian citizens or landed immigrants who are residents of Ontario, although a small number are awarded to students from other provinces and from outside Canada. Information is available at https://osap.gov.on.ca/OSAPPortal/en/A-ZListofAid/PRD1346626.html

Students who are not Ontario residents should apply directly to the OGS Program, Student Support Branch, Ministry of Training, Colleges and Universities, P.O. Box 4500, Station P, Thunder Bay, ON P7B 6G9.

Connaught Fellowships

These highly prized fellowships are awarded by the School of Graduate Studies to selected incoming international students with outstanding records who have applied for graduate study. Candidates are nominated by the Department and selected in an SGS competition. There is no separate application for these awards. The value of the award is \$35,000 and is renewable for 5 years.

Mary H. Beatty Fellowships

These distinctions are awarded by SGS to incoming graduate students who have been selected for a SSHRC award. There is no separate application for this award.

Margaret and Nicholas Fodor Fellowship

Awarded by the School of Graduate Studies to an incoming student in the Humanities, who is a Canadian Citizen or Permanent Resident, on the basis of academic merit. Preference is given to a student who would prefer to study at U of T over other institutions, provided financial assistance were available. The Department nominates its incoming students for the award.

Molly Spitzer Scholarship

The Molly Spitzer Scholarship is normally awarded annually by the Department to a Department student whose principal subject of study is Judaism. The value of this award is the annual income of the fund, currently about \$2,000. Students apply for this award in early March by letter to the Graduate Director.

Jackman Humanities Institute Graduate Fellows

The Jackman Humanities Institute offers substantial fellowships for a limited number of Ph.D. candidates registered in the Faculty of Arts and Science who are in the final stages of their doctoral program and completing their doctoral dissertation. Each year, up to two graduate students may be nominated from each department or academic unit.

Trillium Award

The Ontario Trillium Scholarships (OTS) program is a significant initiative to attract more of the best qualified international students to Ontario for PhD studies. This program supports the 2010 Open Ontario commitment to increase the number of international students in Ontario while maintaining spaces for

qualified domestic students. The effective value to each student in 2012-2013 will be \$40,000.00 total (including tuition). The OTS is held for four years and automatically awarded to the student for each of the three years following the first year provided the student maintains good academic and continues to meet recipient eligibility requirements;

Teaching

Teaching Assistantships

Teaching Assistants work closely with professors in connection with undergraduate instruction in the Department. Their duties usually involve grading papers and examinations, and in some cases leading weekly tutorial sections. In the Department, Teaching Assistantships (normally of between 140-205 hours) are included in the funding package during years 1 to 5. It is expected that students will TA for RLG100Y/280Y at least once. Available positions are publicized starting in June, and doctoral students are asked to make their preferences known by completing the new TA Application Form online. Under the University funding policy, if the Department offers a TAship to a student, and the student elects to decline the offer, the student's funding will be reduced by the amount of the TAship. Under current union agreements, a student who is appointed to one TAship will receive five additional TAships of the same value or higher in successive years, providing the student is still enrolled in graduate study.

Research Assistantships

Departmental Faculty members occasionally make available research assistantships which students are encouraged to inquire about and apply for.

Course Instructors

Each year the Department for the Study of Religion has a few openings available for contracted undergraduate teaching. The undergraduate and graduate programmes of the Department work together to offer these appointments, whenever possible, to our recent doctoral graduates as well as to advanced doctoral students who have attained PhD candidacy. These positions are posted in the Department in the Spring.

OTHER FUNDING, PH.D.

Doctoral Completion Award

The DCA is run as a competition and is available for doctoral students in the first year beyond the funded cohort. Both domestic and international students

are eligible to apply and should submit their application to the Graduate Administrator by the appropriate deadline. The value of the award is determined by available funds. In 2012 the DCA was valued at the cost of tuition for one year and was awarded to 1 international student and 2 domestic students.

Work-Study

Students who meet the eligibility requirements may apply for Work-Study positions offered by the Department or by individual professors. In recent years some Research Assistantships have been available under Work-Study. Notices are posted at the Department as well as on the website of the University's Career Centre: <u>www.careers.utoronto.ca</u>

School of Graduate Studies Emergency Grant Program

SGS offers grants based on financial need arising from unforeseen circumstances. The SGS Committee is particularly inclined to assist students who are nearing completion of their doctoral dissertation. Grants are not normally available for the first year of study. Information is available at SGS and application is made through them.

SGS Travel Grants

The SGS research travel grant is available to help fund travel for doctoral students for whom travel is essential for the completion of their research and doctoral program. Travel to conferences is not eligible within this grant. Not all projects are funded and the funding awarded may not cover the entire amount requested by the applicant. The deadline is generally late April and application is made directly to SGS.

Department Travel Grants

The Department has a small trust fund that provides modest grants to graduate students who present papers at academic conferences. Application is made **prior** to the conference through the Chair of the Department for the Study of Religion. Application forms are on the Religion website.

FAS Language Study Abroad grants

FAS has established a fund to enable graduate students to study a language necessary for their research, and which is not regularly taught at the U of T. Students are awarded travel, accommodation, and tuition costs for study at an appropriate institution. Since the total amount available is limited, the grants to individual graduate students will be awarded by a competitive process run by the Dean's Advisory Committee on Languages.

Junior Fellowships and Donships

Several of the colleges affiliated with the University of Toronto offer positions as Junior Fellows and Dons, for which Department students have been particularly successful. Interested students should inquire at Massey, Trinity, Victoria, St. Michael's, Wycliffe, New, Innis, and University colleges.

GENERAL INFORMATION

Languages and Language Exams

The Department expects the use of languages in addition to English to be a normal part of the culture of scholarship. The language requirements of the Department are in keeping with the overall character of the Study of Religion as a multi-lingual and international discipline. More directly, language skills are indispensable to sound and exacting scholarship in the study of religious phenomena and traditions. The Department's language requirements are thus based on the following two considerations: (1) the increasing importance of printed scholarly work on religion in languages other than English; and (2) the specialized research need to read and comprehend primary sources not in translations, but in the original languages in which they were composed.

Language Examinations are conducted by the Department under the supervision of the Graduate Administrator, and are usually set by a faculty member of the Department who uses the examination language for the study of religion. Examinations consist of the translation into English of a passage about religion taken from a scholarly publication or a source. To secure evidence of reading knowledge, examiners will select passages of approximately 300-350 words. The time limit is THREE HOURS, and standard dictionaries are allowed. A passing grade is B+. <u>Language examinations are generally administered on the second or third friday of September, January and April</u>. Doctoral students are required to attempt their language examinations at least once a year until the requirement is fulfilled. Failure to attempt the exams will result in a "less than satisfactory" assessment on the annual supervision report.

Students are responsible for mastering the required languages, whether by formal course study or independently. The Department promotes the enhancement of resources within the University for language study. Many departments (including French, German, Italian, Spanish and Portuguese, East Asian, Near and Middle Eastern) offer undergraduate language courses, some designed specifically for graduate students. These are available to Department students for no extra fee. Some departments (Medieval Studies, Near and Middle Eastern, East Asian, and Classics) offer graduate level courses in ancient literary languages. The Toronto School of Theology offers reading courses for graduate students in some languages (e.g. Greek, Latin, French, German) on a regular basis, but for a supplementary fee. Contact TST if interested in this option.

Successfully completed language courses do not exempt a student from a language exam. All cases of exemption must be petitioned with the Director of Graduate Studies, and be supported by recommendations from the student's Supervisory Committee.

For more information on the language requirements, see the Language Memorandum available on our website.

Grades and Appeals

The regulations for grades and appeals are published in the Calendar of the School of Graduate Studies.

Grades: Courses are graded according to this scale: A+, A, A-, B+, B, B-, FZ, and INC. Satisfactory performance at the Department requires the completion of every course taken for graduate credit with a grade of at least a B. A grade of FZ (inadequate) cannot be counted for degree credit. A student receiving FZ in a course may petition the Department's Committee on Appeals for consent to repeat the course or to substitute another in its place. Consent may be granted if the student's work in other courses is well above the minimum required. A student is not likely to receive such consent more than once.

Incompletes: Courses are expected to be completed within the time limit for grade reports for courses, as stated in the SGS Calendar. In general, completed grades for Fall Half courses are due in January, and for Spring Half courses or Full Year courses in May. For significant medical, personal, or other appropriate reasons, a student may petition for an extension of the time limit of a particular course until the end of the next grading period. Petition forms are available online at <u>www.sgs.utoronto.ca</u> and must be signed by the student and supported in writing by the professor concerned. The petition may be granted or denied by the Graduate Director, or, if need be, by the Committee on Curriculum and Graduate Study. If the course is not completed by the new time limit, the report of INC (Incomplete) is recorded and is permanent.

Audit: Subject to SGS policy, the Department permits auditing of Department courses by both registered graduate students and non-registered persons. Non-registered persons pay an auditing fee. The final decision to permit someone to audit a course rests with the course instructor.

Plagiarism and Academic Offences: At the graduate level, a plagiarism offence is treated with utmost severity, as graduate students should know well the standards of scholarship they are to uphold. Students are responsible for reading the SGS Handbook to learn about the SGS policy on plagiarism (and other academic offences).

Right to appeal: As a matter of policy the Department expects that all its members will be treated fairly, and supports all appropriate efforts to ensure that this is achieved. Students may appeal decisions within the Department about any academic matters, including papers, courses, language requirements, thesis proposal, grades, examinations, Advisory or Supervisory Committees, and supervisors. Appeals concerning academic matters in other academic units must be presented to the unit in question. Appeals about non-academic matters are taken to the appropriate officials or bodies within the University. For information about appeals, students should consult, in this order, the SGS *Calendar*, the Graduate Director, the Chair of the Department for the Study of Religion, the Associate Dean of Humanities of SGS, or the University Ombudsperson.

Academic appeal: As outlined in the SGS Calendar, several steps are possible in pursuing an academic appeal pertaining to the Department. A student considering making an academic appeal is advised to discuss the matter with the Graduate Director. As a first step, the Graduate Director will ask the student to raise the matter of the appeal directly with the person or persons concerned, in an attempt to settle the appeal informally. If necessary, the Graduate Director may seek to resolve the matter by appropriate means, which may include a meeting with the student and the person(s) concerned. As a second step, if necessary, the appeal is made in writing to the Department's Committee on Appeals, chaired by the Chair of the Department. The Committee may consider the appeal with or without an oral hearing. Where necessary, the opinion of an independent assessor or evaluator will be sought. The Committee makes a recommendation to the Chair, who then decides the matter. As a third step, appeals may be taken to the Associate Dean of Humanities in the School of Graduate Studies for mediation. As possible fourth and fifth steps, the appeal may be taken to the Graduate Academic Appeals Board of SGS, and then to the Academic Appeals Committee of the Governing Council of the University.

Student Resources

The School of Graduate Studies

A great deal of information on policies and procedures, student events and graduate student life is available from the School of Graduate Studies (SGS). The website has essential information regarding fees, deadlines, and links to required forms. Each September, SGS publishes *Getting There*, a guide to student services and resources.

Housing

Information about housing for students moving to Toronto can be obtained from the University of Toronto Housing Service, Koffler Student Centre, 214 College Street, Toronto, Ontario M5S 1A1 (416-978-8045). The service maintains lists of off-campus accommodations located in the downtown area, and also acts as the admissions office for the married student apartment residence nearby and graduate student residences. link.library.utoronto.ca/StudentHousing/

Each year the Department has a place available for a new doctoral student in Graduate House, the new Graduate Residence. Applicants who are interested in the space should indicate this in their covering letter. Students may apply independently to the Graduate House as well. Information can be found at:

Graduate Students' Union

The GSU looks after the interests of all students in graduate programs of the university. It provides supplementary health insurance, publishes a *Survival Handbook*, and operates a pub and gymnasium.

Other Resources

The University's Koffler Student Centre offers a wide range of services to students, including the Family Care Office, counselling and career services, a writing centre for graduate students, LGBTQ resources and Accessibility Services. Students have access to the Athletic Centre and Hart House, a cultural centre of the University. Graduate students are eligible to participate in intramural sports and some varsity teams. Information about these offices can be found through Student Services and Student Affairs, or through the individual office websites. All websites can be found in the University Website Directory. \Box www.library.utoronto.ca/directory/uoftall.htm

DEPARTMENT FACULTY PROFILES

Core Faculty Members

Faculty listed here have core appointments with the Department for the Study of Religion. Graduate Students are encouraged to have at least one core Department member on their graduate committee. Detailed descriptions of our faculty can be found at www.religion.utoronto.ca/people/faculty/

Bryant, Joseph Sociology of Religion Coleman, Simon Anthropology of Religion Dhand, Arti South Asian Religions, Women and Religion DiCenso, James Philosophy and Psychology of Religion Emmrich, Christoph Buddhism Fox, Harry Classical and Medieval Judaism Garrett, Frances Tibetan Buddhism, medicine & Buddhism (on leave 2012-13) Green, Kenneth Modern Judaism Harris, Jennifer A. Medieval Western Christianity Klassen, Pamela Religion in N. America, Gender & Religion, Anthro. of Relig. **Kloppenborg, John** Early Christianity (on leave 2012-13) Locklin, Reid B. Comparative Theology Marshall, John Early Christianity and Judaism Marshall, Ruth Religion, Politics and the Public Sphere Mittermaier, Amira Modern Islam (on leave 2012-13) Newman, Judith Hebrew Novak, David Modern Judaism **O'Neill, Kevin** Neo-Pentecostal Christianity Raman. Srilata Modern Rituals in South Asia Rao, Ajay K. South Asian Religions (on leave 2012-13) Ruffle, Karen G. Women's and Gender Studies, Islamic Studies Saleh, Walid Classical Islam Smith, Kyle Late ancient Syriac Christianity Virani, Shafique N. Islamic Studies

Members Cross-Appointed from Other Departments

Faculty listed here have cross appointments with the Department for the Study of Religion. Detailed descriptions of our faculty can be found at www.religion.utoronto.ca/people/cross-appointed-faculty/

Abray, Jane Religion and Gender, Early Modern European Christianity Airhart, Phyllis Modern North American Bahat, Dan Biblical Archaeology Bendlin, Andreas Roman History Bergen, Doris Modern Europe, Holocaust, religion, gender & ethnicity Black, Deborah Philosophy Blouin, Katherine Greek and Roman History Boddy, Janice Gender, Ritual and Religion, Medical and Historical Issues Cobb, Michael Religion & Literature in N. America, Sexual Diversity Studies **Cochelin, Isabelle** *Medieval Western Christianity* **Corbett, John** Judaism and Early Christianity Cunningham, Hilary Anthropology of Religion Daswani, Girish Anthropology of Religion, Pentecostal Christianity Dixon, David J. Anti-semitism, Religion and Racism, Psychology of Religion **Donaldson, Terence L.** Early Christianity Dooley, Ann Celtic Religion Eisenbichler, Konrad Renaissance Studies / Italian **Emon, Anver** Islamic Law, Law & Religion, Legal History, Legal Philosophy Everett, Nicholas Early Medieval Europe Fadel, Mohammad Islamic Law Fehige, Yiftach J. H. Religion and Science Franks, Paul Jewish philosophy Gibbs, Bob Philosophy of Religion, Jewish Thought Goodman, Amanda Buddhist Studies Goering, Joseph Medieval Western Christianity Goetschel, Willi Secularization and Modern Thought Gooch, Paul Philosophy of Religion Hackworth, Jason Geography, Political Economy and Religion Harrak, Amir Aramaic and Syriac Languages and Literatures Hewitt, Marsha Religion, Critical Theory, Psychoanalysis & Feminist Theory Kanaganayakam, Chelva Tamil and South Asian Literature Kasturi, Malavika Modern South Asian History and Religion Khan, Abrahim H Kierkegaard, Science and Religion **Kingwell, Mark** *Religion and aesthetics, religion and politics* Kivimäe, Jüri Early Modern Europe Kortenaar, Neil ten Comparative Literature

Lambek, Michael Anthropology of Religion and Ritual Lawson, Todd Islamic Thought Magee, John Classics, Late Ancient Philosophy McGowan, Mark Modern Western Christianity McLean, Bradley New Testament Studies Meacham, Tirzah Early Jewish literature and religion and women's studies Metso, Sarianna Hebrew Bible Meyerson, Mark Medieval Spain, Christian-Muslim-Jewish relations Mills, Kenneth colonial Latin America: religious & cultural transformations Most, Andrea Modern Jewish Literature and Culture Mullin, Amy Religion and Aesthetics, Religion and Women Najman, Hindy Ancient Judaism Northrup, Linda Medieval Islam, Islamic History (on leave 2011-12) **Raffaelli, Enrico** *History of Zoroastrianism* **Ross, Jill** Medieval Europe, cultural, gender Sandahl, Stella South Asian Religions and Literature Scharper, Stephen Religion and the Environment Shantz, Colleen Religious experience in Christian origins Sharma, Jayeeta South Asian Studies **Shen, Vincent** *Chinese Religions and Philosophy* Stefanovic, Ingrid Philosophy, Religion, and Environment Stoeber, Michael Philosophy of religion and comparative spirituality Subtelny, Maria Islamic Religion Taylor, Glen Hebrew Bible/Old Testament, Religion of Ancient Israel Terpstra, Nicholas Social History and Religion of Early Modern Europe **Toulouse, Mark G.** N. American religious history, religion & public life in US Vaage, Leif Early Christianity Vaggione, Richard Paul Patristics; Eunomius of Cyzicus Walfish, Barry Dov Medieval Judaism, History of Biblical Interpretation