

# KPE Research Courses: Advisor-Student Agreement Form

This is the second part of your application. If you don't have all the information at this point, you can always save and come back to it later. Your application is not considered complete until both forms (prerequisite and advisor-student agreement) are submitted.

Student Full Name (First Name and Last Name)

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Student Number

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U of T e-mail (@mail.utoronto.ca)

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(@mail.utoronto.ca)

KPE Faculty advisor (First Name and Last Name)

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KPE Faculty advisor e-mail

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## Project Milestones

The Advisor-Student Agreement Form should be completed in collaboration with your faculty advisor.

- All information provided in this form must be reviewed and approved by your faculty advisor.
- The total grade % of tasks/assignments must be 100%.
- The length of a final paper must be a minimum of 20-30 pages or 5000-7000 words.
- You will be asked to attach the email from your faculty advisor approving the details of the research project you entered on this form.

Have the details you will be providing in this form  
been reviewed and approved by your faculty advisor?

☐ Yes  
☐ No

Tasks/Assignments Due Date Grade %

Literature Review \_\_\_\_\_ %

Ethics Protocol (for KPE390 or KPE490)

Final Deadline: September 29, 2025 \_\_\_\_\_ %

Study Design/Methods \_\_\_\_\_ %

Data Collection/Analysis \_\_\_\_\_ %

Conference Abstract March 1, 2026 \_\_\_\_\_ %

Conference Presentation March, 2026 \_\_\_\_\_ %

Final Paper April 24, 2026 \_\_\_\_\_ %

Other tasks (Please provide details):

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\_\_\_\_\_ %

Total % Grade: \_\_\_\_\_ %

**Format of Final Paper**

Chosen Length (5000-7000 words or 20-30 pages)

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Referencing Style

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Example Format of Referencing Style (optional)

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Other Elements of Referencing Style (optional)

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**Project Description**

Working Title

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Rationale

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Methods

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For this proposed project, the advisor has indicated that formal ethics protection will be formally secured via:

- ☐ The above-mentioned student-initiated protocol submission, if the research is conducted within our faculty and does not fall under an existing protocol
- ☐ An existing or submitted UofT REB protocol led by the KPE faculty advisor. Note: The advisor can just submit a minor ethics protocol amendment to add the student name
- ☐ An external protocol (i.e., the research will take place outside the UofT REB's jurisdiction). Important note: Securing external ethics can take many months and could require an additional administrative review by the UofT REB. These protocols must be led by the advisor. Any necessary external ethics protocol must be submitted at the earliest convenience and no later than the course enrolment deadline.
- (For ethical and pedagogical reasons, all students must submit a student-initiated ethics protocol document to the course instructor, even if a valid protocol already exists, by the "Ethics submission" date indicated on the previous page.)

REB# if applicable:

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**Learning Objectives****By the end of this project the student will be able to:**

Learning Objective 1

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Learning Objective 2

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Learning Objective 3

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Learning Objective 4

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Please outline how this project differs from your KPE 390Y project in terms of RATIONALE.

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Please outline how this project differs from your KPE 390Y project in terms of METHODS.

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**Meeting Arrangements with Advisor**

E-mail: A response is expected within (Please be specific. Example: 48 hours)

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In person: By appointment and/or every (Please be specific. Example: weekly, bi-weekly, etc.)

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Attach the email from your faculty advisor approving the details of the research project you entered on this form.

**Important Notes**

- 1) As per the University's Grading Practices Policy, at least one piece of term work which is a part of the evaluation of a student performance and worth at least 10% of the final grade, must be returned to the student prior to the last date for withdrawal from the course without academic penalty (<https://kpe.calendar.utoronto.ca/sessional-dates>)
- 2) The Final Paper must be submitted to both the course instructor and your faculty advisor to receive your final grade in the course.