



**PROGRAM ADVISORY COMMITTEE (PAC) APPROVAL FORM**

IMS students are required to submit the proposed membership of their PAC to the IMS for approval. PAC approval forms are due by the end of your first term in the program (December 1 for September entry, April 1 for January entry). This form must also be submitted if PAC membership changes. Students and committee members will be notified by email of approval. For MSc and transfer students, please submit completed form to [msc.medscience@utoronto.ca](mailto:msc.medscience@utoronto.ca). For PhD students, please submit completed form to [phd.medscience@utoronto.ca](mailto:phd.medscience@utoronto.ca).

Please review the IMS Program Advisory Committee Policy at <https://ims.utoronto.ca/students/what-you-need-to-know/degree-completion/pac/>

The PAC must include at least two individuals (in addition to the supervisor and co-supervisor) with graduate appointments in the School of Graduate Studies at the University of Toronto. Only approved PAC members are eligible to participate in PAC meetings.

**Of these two committee members:**

- At least one of these must be a Faculty member who has an arm’s length relationship with the supervisor and the student (i.e. not a collaborator, spouse, etc.)
- At least one of these must have expertise different from that of the Supervisor.
- Please note that one committee member may fulfill multiple (or even all) of these criteria. The choice of additional committee members is not restricted with respect to their research, departmental affiliation, or arm’s length relationship with the student/supervisor.
- If this is the supervisor’s first graduate student, an experienced IMS graduate faculty member must be included on the PAC.
- **A faculty member (serving as a PAC member), other than the supervisor/co-supervisor, will act as the designated “Chair” of the committee.**

You can determine the graduate faculty status of a proposed PAC member by checking with:

(a) the faculty member; (b) the [SGS Graduate Faculty listing](#); (c) the [IMS faculty listing](#) (d) the IMS Faculty Affairs Administrator at [sf.medscience@utoronto.ca](mailto:sf.medscience@utoronto.ca)

<b>Student Name:</b>	<b>Student Number:</b>
<b>Supervisor’s Name:</b>	<b>IMS Graduate Appointment Level:</b> <input type="checkbox"/> Member <input type="checkbox"/> Associate Member
<b>Co-supervisor’s Name</b> (if applicable):	<b>IMS Graduate Appointment Level:</b> <input type="checkbox"/> Member <input type="checkbox"/> Associate Member
<b>Program Start Date</b> (Sept or January/yyyy):	<b>Program:</b> <input type="checkbox"/> MSc <input type="checkbox"/> PhD

<b>PAC Member Name: Chair of Committee</b>	<b>Graduate Unit:</b>	<b>SGS Graduate Appointment Level:</b> <input type="checkbox"/> Member <input type="checkbox"/> Associate Member
<b>PAC Member Name:</b>	<b>Graduate Unit:</b>	<b>SGS Graduate Appointment Level:</b> <input type="checkbox"/> Member <input type="checkbox"/> Associate Member
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<b>IMS Office Use Only</b>	<b>Comments:</b>
<input type="checkbox"/> Approved -----	
<input type="checkbox"/> Database -----	
<input type="checkbox"/> ROSI -----	