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# **Master's Degree in English Literature**

## MA Program Guidebook

# CONTENTS

<b>INTRODUCTION</b> .....	<b>4</b>
<b>DESCRIPTION OF THE MA PROGRAM</b> .....	<b>4</b>
<b>REGISTRATION</b> .....	<b>5</b>
CONDITIONAL ACCEPTANCE .....	5
CONSULTATION STAGE BEFORE REGISTRATION.....	5
CONTINUOUS REGISTRATION .....	5
FULL-TIME AND PART-TIME STATUS .....	6
<b>THE PROGRAM</b> .....	<b>6</b>
THE THREE STREAMS .....	6
COURSE LOAD.....	7
COURSE SELECTION .....	8
FURTHER GENERAL REGULATIONS .....	9
<b>ENGL 5005: MA SEMINAR</b> .....	<b>9</b>
<b>ENGL 5908: THE RESEARCH ESSAY</b> .....	<b>9</b>
INTRODUCTION .....	9
PRE-REGISTRATION PROCESS.....	10
FORMAT OF ESSAY .....	10
ORAL EXAMINATION.....	10
<b>SUPERVISOR FOR ENGL 5908 OR ENGL 5909</b> .....	<b>10</b>
FINDING A SUPERVISOR.....	10
WHAT A STUDENT CAN EXPECT OF A SUPERVISOR .....	11
WHAT A SUPERVISOR CAN EXPECT OF A STUDENT .....	11
<b>ENGL 5909: MA THESIS</b> .....	<b>12</b>
INTRODUCTION.....	12
REGISTRATION PROCESS AND PROSPECTUS.....	12
SPECIFICATIONS .....	12
ORAL EXAMINATION AND DEADLINES .....	12
<b>STUDENT EXPERIENCE</b> .....	<b>13</b>
NOTICE BOARD AND MYCARLETON.....	13
GRADUATE STUDENT READING GROUP.....	13
EDUCATIONAL DEVELOPMENT CENTRE .....	14
<b>INTERNATIONAL STUDENT INFORMATION</b> .....	<b>14</b>
LANGUAGE ASSESSMENT FOR INTERNATIONAL STUDENTS .....	14
TUITION COSTS AND FEE WAIVER SCHOLARSHIPS FOR FOREIGN STUDENTS.....	14
WORK PERMIT.....	15
<b>ADMINISTRATION</b> .....	<b>15</b>
GRADUATE ADMINISTRATOR .....	15
GRADUATE COMMITTEE.....	15
GRADUATE SUPERVISOR.....	15
<b>FINANCIAL ASSISTANCE</b> .....	<b>16</b>

INTERNAL FUNDING .....	16
EXTERNAL FUNDING .....	16
GRADUATE STUDENT TRAVEL GRANTS .....	16
<b>LIBRARY AND COMPUTER RESOURCES.....</b>	<b>16</b>
COMPUTER FACILITIES .....	16
OTTAWA'S LIBRARIES.....	17
MACODRUM LIBRARY.....	17
<b>FACULTY RESEARCH PROFILES.....</b>	<b>19</b>

## INTRODUCTION

This guidebook is designed to be a comprehensive introduction—in a readable format—to Carleton’s MA program in English. It is not a substitute for the more detailed and more up-to-date information on the department’s institutional website:

<http://www2.carleton.ca/english/current-students/graduate/ma-overview/>.

In choosing to do an MA at Carleton, you have made a great decision. The MA offers students the chance to check out the challenges and expectations of graduate school in a collegial and stimulating environment. The program effectively prepares students for PhD programs in English literature and may serve as a conduit to our own PhD in the Production of Literature, which is unique in Canada for its commitment to fusing archival investigation into manuscript, print, and digital cultures with theoretical inquiry into literary and social production. For those who do not want to pursue a PhD, the MA degree gives a competitive edge in the job market, whether in business, the government, or non-profit sector—in areas as diverse as publishing, human resources, communications, public relations, and marketing. It also gives an academic advantage to students applying for further professional qualifications and training in teaching, journalism, law, and library science.

## DESCRIPTION OF THE MA PROGRAM

The Masters degree in English literature is typically completed through coursework within three consecutive terms over a period of twelve months. The general goal of the program is twofold: to furnish students with a panoramic overview of the discipline’s varied and shifting terrain and to help them develop a research focus in their current studies. Toward that first end, the program’s range of courses enables students to grapple with the leading issues and debates centered on literatures in English from all historical periods and many parts of the globe. Along with ENGL 5002—offered every year—the department’s courses introduce a variety of theoretical and methodological approaches, which challenge assumptions about ideas, literary texts, and authors in order to illuminate the political implications of language and to interrogate the racial, gender, and class ideologies underlying representation. ENGL 5005, the required Proseminar which is offered every fall, allows students to step back from their other courses to see the big picture by mapping out the history and contemporary state of English Studies from disciplinary and professional perspectives. ENGL 5005’s classes on research methods as well as its workshop on crafting an OGS and SSHRC proposal also assist students in sharpening a focus on a particular field or topic in English Studies.

In order to help develop a research focus, the MA encourages students to select a cluster of courses converging on a historical period, geography, or theme. Students may also take up to one full credit of courses in other departments so that their research can benefit from inter- and multi-disciplinary insights. For this reason, the English department’s courses regularly cross-list courses with other departments at Carleton, such as Canadian

Studies, Film Studies, Cultural Mediations, History, and Women's Studies. Depending on how advanced his or her research focus is, a student can also opt to write a research paper or a thesis instead of strictly doing coursework.

## **REGISTRATION**

### ***Conditional Acceptance***

If a condition was placed on your acceptance (check the formal offer you were sent) you must satisfy the condition by sending two copies of your official transcripts (or whatever other documentation is called for) to the English Department. Until the "block" in the registration system is removed, you will not be able to register. If you are having problems with the on-line registration system as you are in the process of sending transcripts to us or taking summer courses to satisfy a "condition," please contact the Graduate Administrator.

### ***Consultation Stage Before Registration***

Carleton's English department strives to assist students in selecting the best possible courses to support the development of their individual research programs. All students must consult the Graduate Supervisor before registering for courses as well as adding or dropping them. Moreover, by consulting with the Graduate Supervisor, students avoid further unforeseeable difficulties related to course registration and program status; for example, if the Faculty of Graduate Studies and Research perceives a student as dropping down to part-time status, it may automatically withdraw funding.

There is a "block" in the on-line registration system that will prevent you from registering until this consultation has taken place. You may discuss your program either in person or by phone. An appointment for counseling can be obtained by contacting the Graduate Administrator. In any event, you should have available for the counseling session your offer of acceptance and a list of English courses that you have completed at the undergraduate level.

### ***Continuous Registration***

As a graduate student, you must register at the beginning of each term (Fall, Winter, and Spring/Summer) even if you are not taking courses. This applies most immediately to students who are writing a thesis or a research essay. Once registered in either ENGL 5909 Thesis or ENGL 5908 Research Essay, all students must maintain continuous registration until the thesis or research essay is completed. If you plan to do a thesis and have the Graduate Supervisor's approval to do so, then you must register in ENGL 5909 for your first term and every term thereafter. If the requirements of your Teaching Assistantship/Scholarship or student visa require that you be registered full time, either ENGL 5909 or ENGL 5908 can satisfy this requirement on its own in the third term of study (usually Summer) and thereafter. If you are receiving a portion of your scholarship

money in the Spring/Summer Term, you must be registered full time. Scholarships cannot be deferred.

### ***Full-Time and Part-Time Status***

There is a limit to how many terms a part-time student can go without registering in a course; for updated regulations, please **consult the Graduate Calendar, which in matters of all rules, regulations, and policies, is the final authority**. At the time of updating this document, university regulations specify that if a student's initial registration is full time, then a transfer to part-time registration is possible only under extenuating circumstances. A full-time graduate student will normally register in a minimum of 1.5 credits (or the equivalent) per term. An audited course is not permitted as part of the 1.5 credits required per term to maintain full-time status.

In addition to the course load requirements described above, the following criteria for full-time status have been established by the Faculty of Graduate Studies and Research for all students. A full-time graduate student must

1. identify himself or herself at the point of first registration as a full-time student;
2. be considered a full-time graduate student by his or her supervisor; and
3. be designated as a full-time graduate student by the University.

A part-time student will normally register in a maximum of 1.0 credit (or the equivalent) per term, including audited courses. In addition to the course load restriction described above, the following criteria for part-time status have been established by the Faculty of Graduate Studies for all students. A part-time student must

1. identify himself or herself at the point of first registration as a part-time graduate student;
2. be considered a part-time graduate student by his or her Supervisor, if enrolled in the Thesis or Research Essay streams; and
3. be designated as a part-time graduate student by the University.

If you are unsure of your status, contact the office of the Faculty of Graduate Studies and Research for assistance at 613-520-2525.

## **THE PROGRAM**

### ***The Three Streams***

The MA program has three different streams: coursework, research essay, or thesis. Most students will enroll in the coursework stream, which offers the widest exposure to the various subfields of the discipline. Students who wish to enroll in the Research Essay (ENGL 5908) or Thesis (ENGL 5909) streams may do so only with the prior approval of the Graduate Supervisor. Before discussing your program preferences with him or her, you should consider carefully each of the three streams.

## **The Coursework Stream**

The coursework stream offers you the broadest exposure not only to the field of English literature, but also to our faculty and your fellow classmates. Most universities, including those with established PhD programs, have already made the coursework MA the standard choice. This option also results in a transcript with more area coverage and more final grades, both factors that will help any future applications to doctoral or professional programs.

Students who enroll in the coursework stream have a better chance of completing their degrees in three terms (12 months). On average, these students usually complete the degree more quickly than those writing a research essay, who in turn finish more quickly than those who enroll in the thesis option. Please consider that the longer you take to complete your degree, the more money it will cost you in tuition and living expenses.

## **The Research Essay Stream**

The topic for a research essay typically evolves out of a student's coursework and is designed to be written under the supervision of a faculty member—with both expertise and an interest in the student's topic—and a second reader. It is not the English department's responsibility to supply a supervisor for students in this program stream; rather, it is each student's responsibility to find a faculty member ready and willing to supervise his or her chosen topic. All research essay topics and supervisors must be ratified by the Graduate Supervisor. Students who are admitted into this stream normally will enter the program with a GPA of 10.5 or higher; they must also demonstrate substantial progress by a predetermined date in the Winter Term. Those students who cannot demonstrate such progress will be automatically transferred to the coursework stream for their remaining credits.

## **The Thesis Stream**

The thesis stream is typically reserved for students who have, prior to entering the program, already completed a substantial amount of background research into their chosen topics and secured a faculty supervisor. Students who are admitted into this stream normally will enter the program with a GPA of 11.0 or higher; they must also demonstrate substantial progress by dates in the Fall and Winter Terms, which are to be determined by the Graduate Supervisor. Those students who cannot demonstrate such progress will be automatically transferred to the coursework stream for their remaining credits. All thesis topics and supervisors must be ratified by the Graduate Supervisor.

## ***Course Load***

Each of the three streams totals 4.5 credits, with each course equaling .5 credits; the thesis, ENGL 5909, equaling 2 credits; and the research essay, ENGL 5908, equaling 1 credit. Students are required to take at least one course from the period before 1800 and one course from the period after 1800 to fulfill their requirements for the M.A. The recommended registration for the first two streams has the following pattern:

- 4 courses in the Fall Term, including ENGL 5005 (M.A. Proseminar)
- 3 courses in the Winter Term
- 2 courses or a Research Essay in the Summer Term

The compulsory Proseminar (ENGL 5005), offered only in the Fall Term, has been designed to make minimal demands on your reading and writing time, while giving you guidance and the skills necessary for succeeding at the graduate level. This course is graded Satisfactory/Unsatisfactory.

The following table, which compares the three streams, shows the registration make-up for each term:

<b>Stream</b>	<b>Fall</b>	<b>Winter</b>	<b>Summer</b>
Coursework	5005, 5xxx, 5xxx, 5xxx	5xxx, 5xxx, 5xxx	5xxx, 5xxx
Research Essay	5005, 5xxx, 5xxx, 5xxx	5xxx, 5xxx, 5xxx	5908
Thesis	5005, 5909, 5xxx, 5xxx	5909, 5xxx, 5xxx	5909

### **Course Selection**

5000-level courses should form the core of your program. Not all of the Calendar's courses are offered in a given year. For an up-to-date statement of courses offered in the current term, consult the English department's website at [carleton.ca](http://carleton.ca). Your course credits may be supplemented by drawing on courses from the following sources:

1. Where our graduate offerings do not satisfy important needs or passionate interests, you may take up to 1.0 credit (or 2 half courses) at the 4000 level. These courses are generally restricted enrolment seminars, open to Honours students in the final year of their program; some are lecture courses, which may also be acceptable in certain instances. Consult the Graduate Supervisor on the appropriateness of any course to your long-range ambitions, critical approach, need to fill gaps, or desire for a concentration in a particular period, nationality or genre. **Carleton graduates may not repeat courses taken at the fourth year for graduate credit.** For detailed descriptions on fourth-year courses, please consult the departmental website.
2. An agreement between Carleton University and the University of Ottawa allows a graduate student registered at Carleton University to take certain courses at University of Ottawa if approved by the student's department. Departmental information and course listings are available at the following site: [www.uottawa.ca](http://www.uottawa.ca). Carleton students must obtain the Graduate Supervisor's prior approval before registering at the University of Ottawa.
3. With the Graduate Supervisor's prior approval, you may take graduate-level courses in another department or discipline that complements or enriches your interests and plans.

4. In rare circumstances the English department may permit tutorial courses in areas not covered by the listed course offerings. Please contact the Graduate Supervisor for more information.

### ***Further General Regulations***

Please check the Carleton University Graduate Calendar for all general regulations governing Carleton's graduate programs. These regulations may be found in hard copy at the Faculty of Graduate Studies or on Carleton's website.

## **ENGL 5005: MA SEMINAR**

All MA students are required to take in the Fall Term ENGL 5005: MA Seminar. This course provides students with a general overview to English Studies in order to facilitate their success at the graduate level. To that end, individual classes will address current debates and practices within both the discipline and profession of English Studies. As a proseminar, the course considers the overarching boundaries of this discipline and elucidates the professional duties carried out by the academic/student. It encourages lively discussion on pragmatic issues affecting students in their studies and their teaching assistantships. It also makes available resources, strategies, and guidance necessary for helping students see their way through and beyond the MA.

Three main categories organize the subject matter of weekly meetings: the discipline, the profession, and research methods. Under the first category, the proseminar examines the issues central to English Studies today, traces the history and current state of the discipline, and reviews the latest methodologies and interdisciplinary approaches to literature. Under the second, it assists students in navigating professional matters, for example, grading essays, crafting a proposal for grants, and understanding employment and academic opportunities available to graduates. Finally, under the third category, it points to electronic and print resources and raises strategies integral to conducting research at the graduate level.

## **ENGL 5908: THE RESEARCH ESSAY**

### ***Introduction***

The goal of ENGL 5908 is to familiarize the student with the research activity necessary for composing a journal article. ENGL 5908 accordingly results in the production of a scholarly essay of a length roughly commensurable with periodical publication and concludes with a peer-review process in the form of an oral examination. Two faculty members read the essay and examine the student in the oral. The research essay must

present a coherent and intelligent scholarly argument supplemented by appropriate historical, theoretical, and critical contextualization.

### ***Pre-Registration Process***

Full-time students who want to register for ENGL 5908 in the Summer Term must complete a proposal form by the due date, generally before the Winter Term ends in early March. The student must seek out a faculty member who will be interested in and committed to supervising him or her. The form primarily involves the composition of a research proposal, which both supervisor and examiner must read and discuss with the student. Once the supervisor and examiner have both signed the form and have settled on due dates for the first and final drafts, then the form can be submitted to the Graduate Supervisor for approval.

### ***Format of Essay***

The research essay should be no longer than 10,000 words, approximately 40 pages, and no less than 7,500 words, approximately 30 pages. Its documentation must conform to the requirements of the *MLA Style Manual*. It must have a bibliography entitled “Works Cited” or, if appropriate, “Works Cited and Consulted.” This bibliography will identify the texts that the student is responsible for in the oral examination.

### ***Oral Examination***

The student must submit three copies of the essay to the Graduate Supervisor at least two weeks before the desired date of the oral examination. Students failing to be examined by the last day for course changes in the term following their registration in ENGL 5908—in most cases the Fall Term—will need to re-register.

The oral examination is held in the 18<sup>th</sup> floor boardroom on a date arranged by the Graduate Administrator. It is chaired by the Graduate Supervisor who oversees the questions asked by the supervisor and the second reader. These two examiners will base their questions on the student’s written text and bibliography. Because the ENGL 5908 grade primarily reflects the evaluation of the essay, the evaluation of the oral examination will not lower the overall grade but can boost it. The research essay is given a letter grade.

## **SUPERVISOR FOR ENGL 5908 OR ENGL 5909**

### ***Finding a Supervisor***

It is never too early to begin thinking about a supervisor for your research essay or thesis. First, it is necessary to have a field in place and to have in mind a topic, if not an argument or guiding principle to your research. Individual faculty members are valuable resources that can help a student explore possible ideas, even if they do not eventually

become the student's supervisor. There is no formal way of approaching a potential supervisor. However, it is incumbent upon the student to initiate contact by asking a faculty member in person or by email. The Graduate Supervisor can recommend to the student suitable supervisors. For ENGL 5908, all arrangements are "informal" until the Graduate Supervisor has received a signed proposal form, accompanied by a research proposal that the essay's supervisor has read and approved.

### ***What a Student Can Expect of a Supervisor***

The student can expect from the supervisor scholarly guidance throughout the stages of researching and composing the essay or thesis. The supervisor can assist in selecting and planning a manageable research topic, because he or she should be either familiar with the specific topic or willing to acquire that familiarity. The student should not hesitate to arrange meetings through email or in person. A supervisor will make himself or herself available for consultation about the project: depending upon the research itself and particularly on the student's stage of work, meetings may take place once a week or once a month. A supervisor must consult with the Graduate Supervisor or student about continuity of supervision before leaving for an extended period of time. Overall, supervisors should respond expeditiously, thoroughly, and constructively to drafts of the student's writing. But in approving the complete paper or thesis examination, the supervisor does not in any way commit the department to accepting the paper. After the examination, the student can expect the supervisor to advise him or her about any compositional changes required by the examiners.

### ***What a Supervisor Can Expect of a Student***

The supervisor can expect from the student a commitment to designing and implementing the research project. In order to keep on track, the student should develop a plan for all the stages of the project. It is the student's responsibility to meet with the supervisor when requested and report fully and regularly on the progress of the research. The student should be sensitive to the fact that the supervisor's other teaching, research, and administrative duties may take precedence over immediate consultation on the project. The student must maintain a reliable and current address, phone number, and email address. It is the student's responsibility to maintain registration in the program and to keep any necessary visas and immigration documents up to date. In the case of ENGL 5909, a thesis student must meet the requirements of the university, the Faculty of Graduate Studies and Research, and the English department, paying close attention to deadlines and thesis style. Given that he or she has gone to the trouble of providing feedback, the supervisor can expect the student to consider thoughtfully and respond energetically to all advice and criticism.

### ***Introduction***

The MA thesis constitutes independent work undertaken with the advice and supervision of an experienced scholar. The goal of ENGL 5909 is to familiarize the student with the research activity necessary for composing a short graduate monograph, traditionally a miniature version of a dissertation. As with a dissertation, the thesis will be defended at an oral examination. Upon completion, it will be examined by a board of at least four faculty members. The thesis must communicate the results of successful scholarly research in an organized and systematic manner with a coherent and intelligent argument. The bibliography for the thesis should represent a thorough acquaintance with recent scholarship on the topic. Guidelines for the preparation of graduate theses and information on the procedures for examination of graduate theses are available at <http://www.carleton.ca/graduate-studies/current-students/thesis/>.

### ***Registration Process and Prospectus***

A full-time student interested in writing a thesis normally registers in ENGL 5909 in the first term of the MA program. The student should begin consulting with the supervisor as soon as possible. Before the end of the first term, the student should submit a prospectus of at least 500 words and a bibliography between two and five pages in length. This prospectus will be the outcome of discussions in regular meetings with the supervisor. The prospectus will provide a thesis statement, a description of the approach, and an outline of the main arguments. If for any reason either the prospectus or the student's performance at meetings is considered unsatisfactory, the student may be required to switch to the coursework stream. ENGL 5909 is a three-term course. A student, once enrolled, must maintain continuous registration until he or she has submitted the final copies of the thesis post oral examination.

### ***Specifications***

The thesis should be no less than 17,500 words, approximately 70 pages, and no more than 22,500 words, approximately 90 pages. Its documentation must conform to the requirements of the *MLA Style Manual*. Regulations regarding formatting, pagination, grade and size of paper, abstracts, reproduction, microfilming, binding, and the constitution of the examining board are prescribed by the Faculty of Graduate Studies and Research. Please attend to these regulations by consulting Carleton's Faculty of Graduate Studies and Research website.

### ***Oral Examination and Deadlines***

Once the thesis is near completion, the student should consult Carleton's website for the deadlines for submission and convocation. In the past, a master's student expecting to graduate at the Fall Convocation had to submit his/her thesis to his/her supervisor, in examinable form, by August 1. The 2008-2009 Graduate Calendar states,

The candidate is expected to notify his/her supervisor and the chair of the department at least two weeks in advance of the date on which he/she intends to submit the completed thesis. The candidate is then expected to submit six copies of the completed thesis to the department at least four weeks in advance of the intended date of examination. The thesis examination and defence will then be scheduled and the date will be announced at least two weeks in advance. The department must deposit one copy of the thesis to the office of the Faculty of Graduate Studies and Research at least two weeks in advance of the actual date for the examination and defence.

The oral examination is held in the 18<sup>th</sup> floor boardroom. The master's thesis will be examined by a panel consisting of at least four members: the thesis supervisor, the Chair of the English department or its Graduate Supervisor, an examiner from a department other than English, and one additional member from the English department. The Chair or the Graduate Supervisor will announce the membership of the examining panel. If there are any doubts as to the examination process, please consult the guidelines, principles, and practices prescribed by the Faculty of Graduate Studies and Research. The student may be examined on the scholarship associated with the topic as well as on the argument and substance of the thesis itself. A thesis may be awarded one of three grades: unsatisfactory, satisfactory, and distinction. "Distinction" is awarded only by unanimous agreement of the four members of the examining board.

## **STUDENT EXPERIENCE**

### ***Notice Board and MyCarleton***

Please consult weekly the departmental website for news, events, and deadlines, and check the Graduate Student Notice Board (on the 18th floor). It is the department's way of notifying students about requirements, deadlines, events, changes in the program, or regulations, etc. The notice board is also the student's point of contact with the Graduate Students' Association and the Union (CUPE 4600).

The English department frequently sends personal and campus announcements to the MyCarleton University Portal. It is the responsibility of each student to log into the MyCarleton account and visit the website bulletin board on a daily basis. The Graduate Administrator and the Faculty of Graduate Studies and research contact students only through this email account.

### ***Graduate Student Reading Group***

Organized by a faculty member from the English department, the graduate student reading group has a number of purposes. First, it is intended to expand the students' theoretical knowledge of literature in directions not covered by coursework. Second, it will enable graduate students from all years of the program to get to know one another. Third, it allows students to draw upon the expertise of faculty members who can suggest texts and provide guidance from time to time. During the first few weeks of classes, an assigned faculty member will arrange a meeting with the graduate students to forge a reading list, a format, and meeting times.

## ***Educational Development Centre***

The Educational Development Centre is dedicated to the support of teaching excellence at Carleton University. The centre's goal is "to provide a comprehensive range of technological and pedagogical teaching tools and resources to faculty, instructors, and Teaching Assistants in order to ensure an exceptional learning experience for students in the classroom and beyond." As a TA, you can attend seminars and workshops on both classroom technology (WebCT, PowerPoint, and web design) and teaching practice (marking essays, teaching critical writing skills, office hours, teaching to a global classroom, discouraging plagiarism, grading and feedback).

## **INTERNATIONAL STUDENT INFORMATION**

### ***Language Assessment for International Students***

A student from a country whose first language is not English must take the CAEL (Canadian Academic English Language) Assessment, achieve a minimal overall score of 70, and demonstrate a combined grade of 70 or better in the components of Reading and Writing. A minimum TOEFL score of 580 will suffice only where the CAEL test is unavailable (a CAEL test may still be required). The required IBT scores are as follows:

Overall:	86
Writing:	22
Speaking:	22
Reading:	20
Listening:	20

It is the student's responsibility to contact the CAEL office and set up an examination date as early as possible before applying for the PhD since the exam is held just a few times during the year. Consult the School of Linguistics and Applied Language Studies' website: [www.carleton.ca/slals/](http://www.carleton.ca/slals/). Carleton accepts the International English Language Testing System (IELTS). Applicants must achieve an overall score of 6.5 with a minimum of 6.0 in each band score.

### ***Tuition Costs and Fee Waiver Scholarships for International Students***

For the current foreign student tuition fees, please consult the Student Accounts Receivable website: <http://carleton.ca/financialservices/student-accounts-receivable/tuition-fees/> A certain number of foreign fee waiver scholarships are available every year. These scholarships are awarded on similar terms as the graduate assistantships/scholarships. Recipients will be exempted from paying a portion of the foreign student fee. It is not necessary to apply separately for this scholarship. All scholarships are contingent on being accepted to a graduate program and recipients will be notified by the Dean of Graduate Studies and Research.

## ***Work Permit***

According to Section 26 (1B) of the Canadian Immigration Act, a work permit is required by all foreign students for employment in Canada. Furthermore, before any payment can be made by Carleton University for the work described in the work permit, the student must obtain a Social Insurance Number. It is the responsibility of the student to obtain a work permit and Social Insurance Number after arrival at the university.

After registering but before beginning any form of employment at Carleton University, foreign applicants must submit a copy of their work permit and Social Insurance Number to Human Resources, Room 507. Failure to provide these documents may result in the foreign applicant's payment being withheld. Please note that students working illegally in Canada may be subject to legal action taken against them by the Canadian Immigration authorities.

## **ADMINISTRATION**

### ***Graduate Administrator***

The Graduate Administrator, whose office is in 1812 Dunton Tower, administers the MA program as well as the PhD, liaising with the office of the Faculty of Graduate Studies and Research on behalf of the Graduate Supervisor. If you have any questions about the application process, course registration, scholarship applications, setting up ENGL 5908 and ENGL 5909 oral examinations, office and mailbox keys, or any other administrative matter, please contact the Graduate Administrator.

### ***Graduate Committee***

The governing body of the MA program is the English department's Graduate Committee, which includes the Graduate Supervisor, the Chair of the department, and at least three other departmental members included in the core faculty. This is a standing committee of the department and membership is ratified annually by the department as a whole. The Graduate Committee is responsible for overseeing the academic integrity of the program, admissions to the program, student audits and recommendations of suspension or withdrawal, and other related matters. With the final approval of the department, this committee will review and amend as necessary the MA curriculum and program.

### ***Graduate Supervisor***

The Graduate Supervisor, whose office is in 1818 Dunton Tower, heads the Graduate Committee and, along with the Graduate Administrator in the main office, administers the MA program, as well as the PhD.

## FINANCIAL ASSISTANCE

### ***Internal Funding***

The university offers various kinds of financial assistance, apart from the funding that you may have received upon being admitted into the program; for example, there are awards for academic merit, scholarships for particular areas of research, and bursaries for financial need. Although some funding is based on recommendations from the English department, other types of funding require that you apply yourself. You can search the awards database on Carleton's Faculty of Graduate Studies and Research website in order to locate available funding options.

### ***External Funding***

The department is committed to working with students as they apply for scholarships and fellowships, particularly OGS and SSHRC. Every summer the Graduate Supervisor will ask each student to begin to draft an application so that it can be vetted by at least one expert in the field. The application process is an important dimension of scholarly life. Applying for an OGS and SSHRC fellowship should be regarded as an integral academic practice by which a student's research is validated on a provincial and a national level and his or her career is advanced through the profession.

### ***Graduate Student Travel Grants***

Each year graduate students may apply to the English department for conference travel funding. If further assistance is required, students can also make applications to the Faculty of Arts and Social Sciences and the Faculty of Graduate Studies and Research. If all these applications are successful, students are in good standing to receive more funding from the Graduate Student Association. But students must apply to these departments at least a month in advance of their travel date. Depending on where the conference is, conference travel can be rather expensive. When drafting your budget for your application, include, along with the costs of airline/train ticket and accommodation, expenses for ground travel, registration and association fees, and per diem (daily meal allowance). Base your per diem claim on the rates given on the Treasury Board Secretariat Website: see [http://www.tbs-sct.gc.ca/index\\_e.asp](http://www.tbs-sct.gc.ca/index_e.asp).

## LIBRARY AND COMPUTER RESOURCES

### ***Computer Facilities***

All graduate students at Carleton are provided with email accounts and access to a variety of online services and licensed software packages (including library databases, Web CT course management software, web-based course calendars, scheduling software, class discussion lists, etc.) through the University's "MyCarleton" portal (formerly "Connect"). MyCarleton also provides the main channel through which students receive departmental, faculty or University-wide announcements. Each student can also access

two Student Network Drives providing 70 MB total of personal storage, backed up daily. In addition, students can access materials placed on the Course Setup drive by their professors, as well as WebCT discussion lists and digital object repositories.

Student computer accounts also provide access to the campus Standard Disk Image, which includes both office applications and course-related software, including electronic mail facilities, internet, statistical software packages, word processors [e.g., Corel WordPerfect, MS Office, PDF Creator], scientific graphics, computer language compilers, and a rich mathematical software library. Of particular interest to English students is RefWorks, the web-based bibliographic creation and management software integrated into the MacOdrum Library Catalogue. RefWorks and other Library resources for literary studies are demonstrated to new students in ENGL 5005 and ENGL 6001.

The Graduate English Computing Lab, also located in our department (DT 1805), was created for the exclusive use of our graduate students. This facility has networked computers, a scanner, a networked laser printer, and a complement of software. Students can connect to the Library's databases and full-text archives, surf the Internet, or check their e-mail.

### ***Ottawa's Libraries***

Carleton's main library, the MacOdrum Library, has significant holdings in the major subject areas related to the MA program in English literature. Students also have borrowing privileges at the University of Ottawa's Morisset Library, whose holdings complement those at Carleton's MacOdrum Library. Students have access to the public library system too. And because it is the nation's capital, students benefit from the fact that Ottawa is home to various public and private sector research institutes, media outlets, and cultural agencies, including the National Library and the Jean-Léon Allie Library at St. Paul's University.

### ***MacOdrum Library***

Janice Scammell, a subject specialist in the Reference Services Department, maintains liaison between the Library and the Department of English. She maintains direct contact with faculty to ensure that the Library collection reflects changes in research interests and teaching programs. She works co-operatively with other subject specialists to support interdisciplinary collection development.

Carleton's integrated library system provides a user-friendly Web-based online public access catalogue, which allows for sophisticated search techniques and the ability to search multiple library catalogues at one time. It provides links to journal indexes, articles, and full-text electronic resources. It is available from more than 172 workstations in the Library as well as remotely through the Internet.

The Joy MacLaren Adaptive Technology Centre, located on the main floor of the Library, is equipped with adaptive equipment for use by students with disabilities who

are registered with the Paul Menton Centre. Wheelchair accessible library catalogue terminals, equipped with large monitors, are available throughout the Library.

To provide access to resources not available locally, Carleton offers an interlibrary loan service to registered students. Materials can normally be obtained in a very short turnaround time, often via fax or ARIEL. The interlibrary loan system RACER allows students to search Ontario University Libraries for books or journals not held at Carleton and to track their requests.

Journal articles not held at Carleton are also available through the Library's journal article service, Ingenta. Ingenta provides access to more than 18,000 journals in all subject areas and to their table of contents. Graduate students can have 150 free articles per calendar year (January-December) from all sources.

Carleton students can also take advantage of direct borrowing. The Library participates in a number of agreements which allow currently registered students to borrow material in person from a number of libraries across the country and the rest of North America. The Canadian University reciprocal borrowing agreement permits all students with a valid Carleton University ID card, to register at participating Canadian university libraries to borrow material directly. Membership in the Center for Research Libraries, Chicago, permits the Library free access and borrowing of the Center's materials of almost 5 million volumes covering all subject areas. The Center's holdings are accessible from Carleton's Library Catalogue.

## FACULTY RESEARCH PROFILES

<b>Faculty Member</b>	<b>Historical Period</b>	<b>Culture and Geography</b>	<b>Theory and Critical Approach</b>
Pius Adesanmi	20 <sup>th</sup> -21 <sup>st</sup> Century	Africa	Postcolonialism
Adam Barrows	20 <sup>th</sup> Century	Britain	Modernism, Postcolonialism
Donald Beecher	Renaissance	England, France, Italy	Cognitive Theory; History of Ideas; Narratology; Textual Editing and Publishing
Siobhain Bly Calkin	Medieval	England	New Philology; New Historicism; Postcolonialism
Arnd Bohm	18 <sup>th</sup> century, Romanticism	Britain, Germany	History of Ideas; Literary History
Sarah Brouillette	20 <sup>th</sup> -21 <sup>st</sup> Century	Britain, Ireland	Postcolonialism, Book History
Sarah Casteel	20 <sup>th</sup> -21 <sup>st</sup> Century	The Americas	Transnationalism; Hemispheric American Studies
Travis DeCook	Renaissance	England	Intellectual History; Cultural Theory
Dana Dragunoiu	20 <sup>th</sup> -21 <sup>st</sup> Century	United States, Britain, Europe, and Russia	Intellectual History
Brian Greenspan	20 <sup>th</sup> -21 <sup>st</sup> Century	United States, Australia	Utopia Studies; Subcultural Theory; New Media Theory
Jennifer Henderson	19 <sup>th</sup> -20 <sup>th</sup> Century	Canada	Cultural Theory; Gender Studies
Robert Holton	20 <sup>th</sup> Century	United States	Literary Theory; Cultural Theory
Sara Jamieson	19 <sup>th</sup> -20 <sup>th</sup> Century	Canada	Aging Theory
Brian Johnson	20 <sup>th</sup> -21 <sup>st</sup> Century	Canada	Literary Theory; Cultural Theory
Sukeshi Kamra	19 <sup>th</sup> -20 <sup>th</sup> Century	India, South Asia	Social History; Subaltern Historiography
Paul Keen	18 <sup>th</sup> Century, Romanticism	Britain	Literary Theory; Cultural History
Barbara Leckie	19 <sup>th</sup> -20 <sup>th</sup> Century	Britain	Critical Theory; Cultural Theory; Feminist Theory
Jody Mason	20 <sup>th</sup> -21 <sup>st</sup> Century	Canada	Cultural Theory; Neo-Marxism; Postcolonialism
Jodie Medd	20 <sup>th</sup> Century	Britain	Lesbian and Gay Studies
Julie Murray	18 <sup>th</sup> Century	Britain	Cultural Theory
Stuart Murray	20 <sup>th</sup> -21 <sup>st</sup> Century	Western Europe and North America	Rhetorical Theory and Criticism; Cultural Theory
Robin Norris	Anglo-Saxon, Early Medieval	Anglo-Saxon England	Gender; Subjectivity; Genre and Translation; Historical Linguistics; Philology
Franny Nudelman	19 <sup>th</sup> -20 <sup>th</sup> Century	United States	Cultural Studies
Armand Ruffo	20 <sup>th</sup> Century	Canada, Aboriginal	

<b>Faculty Member</b>	<b>Historical Period</b>	<b>Culture and Geography</b>	<b>Theory and Critical Approach</b>
Janice Schroeder	Victorian	Britain	Gender Studies; Historicism; Cultural Materialism
Brenda Vellino	20 <sup>th</sup> Century	Canada	Postcolonialism; Feminism
Andrew Wallace	Renaissance	England	Literature and Philosophy
Priscilla Walton	19 <sup>th</sup> -21 <sup>st</sup> Century	United States, England	Popular Culture; Media Studies
Micheline White	Renaissance	England	Feminism; Historicism
Grant Williams	Renaissance	England	Literary Theory; Cultural Theory