

Preliminary Course Outline
PSCI 3608
“Mobility and Migration”

Thursday, 11:35 a.m. – 2:25 p.m.
Please confirm location on Carleton Central

Instructor: Dr. Martin Geiger

Office: Loeb Building, Section D, 6th floor – Room D696
Office Hours: By appointment (email). Preferred meeting time: Tuesdays, 03:00-05:00 p.m.
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While course-related e-mails will be usually answered within 2 business days, for longer conversations, detailed feedback and information on grades meeting during office hours (also by appointment or via Skype) is preferred.

Remarks:

First class: 07 January 2016
Last class: 07 April 2016
No classes: 18 February (Winter break)
No office hours: 05 January, 16 February and 05 April

Additional office hours will be provided, if necessary and during peak times. On-line components of this course will be managed through cuLearn. Please visit the cuLearn site at least once a week to receive the most current information pertaining to the scheduling of the course and required readings.

As a student enrolled in this course, you are expected to: read and understand this course outline; come to class prepared; not distract others in class (e.g. by mobile devices, social networking sites and side conversations, unless permitted to do so by your instructor); complete your own work (including documenting your research, and not cheating or plagiarizing); be aware of the resources at Carleton University that are available to help you to reach your academic goals and the learning outcomes of this class and the program you are enrolled in.

1) Course Description

Human mobility and international migration are commonly referred to as fundamentally important challenges for today’s societies and their future. On a global scale, international migration has not dramatically increased over the last decades. The salience of the question as to how to politically govern or ‘manage’ cross-border flows of people, however, has profoundly increased in many world regions. In recent years, international mobility/migration has received more and more attention from policy-makers, media and the public. Cross-border flows of people have become effectively ‘problematized’ and securitized. Following the attacks of 9/11 and subsequent acts of terrorism, border security, as one of the results and reactions, has been increased in many states around the world. At the same time wars, political instability, persisting poverty, inequality, failing development policies and a distinct disrespect for human, civil and minority rights in many regions continue to force and motivate people to leave their home countries.

This lecture course offers a substantial introduction to some of the themes concerning and related to cross-border mobility and migration, and the multidimensional link between cross-border movements of people and politics. We will explore and discuss the (political) factors that are involved in shaping human mobility and migration, the causes and the (political) effects of mobility and migration, and the attempts of states, the international system and other actors to govern and control migration and mobility. The course is global in scope, with reference given to specific regional themes and country case studies. The goal is to link the field of critical mobility and migration studies with discussions on other global trends, themes and broader political discussions (e.g. development, human rights, global and international politics, social issues and contemporary societies or on specific world regions and countries).

While the topic of the course is currently widely debated and almost every day in the news, the principal aim of this class is not to discuss the day-to-day politics but instead to offer a foundational scholarly introduction to mobility, migration and refugee studies, which is also not focused on Canada and North America alone. This course prepares students to take subsequent courses on migration, refugees and citizenship, including specialized courses at the 4th year level and offered by the Department of Political Science.

2) Learning Outcomes, Content and Objectives

Our course will critically engage with the political causation and implications of human cross-border mobility, as well as the differing political attempts to regulate and control mobility and the effects of migration and mobility globally, in specific regions and countries. Border security, the reception of asylum-seeker and integration of newcomers mark strongly debated and contested fields of political practice in almost every country. Researchers, migrant advocates, support groups and human rights organizations criticize the unfavourable effects migration control often entail for migrants and societies. At the same time, political leaders are pressured to reconsider their policies and find more effective and adequate approaches to control, regulate and facilitate the international mobility and migration of people.

By the end of this course, students will be familiar with fundamental concepts and theories in migration studies. They will be able to identify different types of mobility, be competent in evaluating political responses of states, the international system and additional actors as they relate to mobility and migration movements in different world regions, and in different thematic and country-related case studies. Students will also be able to evaluate the underpinning political causative factors and the implications of cross-border mobility and migration for individuals, societies, states and the international system. This will help participants in this course in justifying their own informed position with reference to human and migrant rights, state sovereignty, evolving governance structures beyond the state, and on the security and wellbeing of citizens and non-citizens. This will enable students to take part in academic and policy-oriented debates about migration, mobility and closely related themes and issues (including e.g. development or the protection of human rights), the social and political effects of migration and mobility-related politics, and the future of migration governance.

3) Course Readings and Required Textbook

Please consult the attached course schedule to find out about the readings required for each individual session. Some of these texts might change and be replaced. In case this happens, you will receive timely information from your course instructor. There is one required textbook for the course:

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan – please make sure when purchasing to buy the fifth edition of this book!

Most of the texts assigned as mandatory readings in this course are in this textbook, available for purchase at the University Bookstore and at Octopus Books, 116 Third Avenue (Third and Bank). One copy of the book will also be available from the Reserve Collection but *not* through Ares or cuLearn. Please advise the instructor if you have difficulties obtaining the textbook.

4) Requirements

4.1 General Remarks

This class is a weekly three-hour lecture; it is divided into two sections (see schedule). You are asked to read and study the assigned readings for each week. You are also required to read, study and use material related to the completion of your assignments. Sessions in sections 1-2 will be structured around lectures provided by the instructor or other sources. Class discussions in section 2 of our course will be informed by briefing notes which are to be provided by students and are focused on individually assigned topics or cases.

Each student is expected to attend all course sessions and he/she must be prepared to actively participate in each session. Attendance and participation will be checked and noted throughout the term. All required readings and other assigned tasks must be completed prior to each class. Exceptions to this policy will only be made for academic accommodations or for medical reasons or personal emergencies substantiated by official documentation.

4.2 Assignments and Evaluation

4.2.1 At a glance overview

- Mid-Term Test – 15%
- Briefing Note – 25% (15% + 10%)
- Take-Home Research Paper (Final Paper) – 45%

- Attendance and Participation – 15%

Note: Students must complete all evaluative elements to receive a passing grade.

- Bonus on the basis of attending workshop and conference sessions on March 10 or March 11: up to 3%

4.2.2 Detailed description

There is no final exam. Instead, students are required to (a) write one in-class mid-term test and (b) write two written assignments. They are also required to do all the assigned class readings, attend all sessions, participate and contribute to class actively, throughout the term. Students must complete all evaluative elements to receive a passing grade. They may receive a bonus of up to 3% on the basis of attending workshop and conference sessions on March 10 or March 11. More detailed information will be provided in class.

Mid-Term Test (15%)

- On February 11th, at the beginning of the class, in-class test (mix of short written answers, multiple choice)
- This assignment is designed to test student's understanding on key topics and issues, and their ability to interpret and critically discuss class material and class discussions. The mid-term test will be based on the content of six mandatory readings, their discussion and the lectures in class.

Briefing Note – 25%

- Due twice: preliminary version is worth 15% of the final grade. The revised, final version is worth another 10% of the final grade.
- Individual deadlines apply: Each student will be individually assigned a topic or case during the first class meeting – or, in exceptional cases, during office hours or in one of the next subsequent class sessions. Students who fail to report, and/or are not assigned a topic by January 28th, 2016 will receive a failing grade and not pass the course.
- This written assignment should be 600-800 words in length (including all references, foot- and endnotes etc.). Instructions as to how to write this note will be provided in class and through cuLearn. For practical tips see : “How to write a briefing note” – <http://web.uvic.ca/~sdoyle/E302/Notes/WritingBriefingNotes.html>
- The briefing note may require some own independent literature or internet-based research. Your briefing note will serve as a background note for our discussions in class and you can expected that it will be read by all other students. Students should also be prepared to talk about their topic in class and answer questions the instructor and other students may have. Using cuLearn, the instructor will make each briefing note available to all students in class.
- Briefing notes are due in electronic version (e-mail to instructor, from Carleton email account, document in PDF version). All briefing notes, regardless if in preliminary or in final version, need to include a word count.
- The briefing note will be marked along four criteria: (1) Argument, organization and logic: Is the paper presented in a logical and convincing manner?; (2) Research and use of evidence: Does the paper contain extensive and effective use of available research sources?; (3) Does it contain proper footnotes/endnotes and bibliographic style? As all other assignments in this course, this paper should be free of spelling and grammar errors; (4) Communication: Is the paper organized and written as clearly and concisely as possible?
- Assignments that do not address the assigned theme or case will be penalized.

Take-Home Research Paper (Final Paper) – 45%

- Students will be assigned a topic for this final, take-home assignment on the last day of class. The topic they will be assigned will be closely related to the previous assignment of a briefing note and be based on individual feedback and discussion provided and between instructor and student. This discussion needs to be finalized before the last day of class.
- The take-home research paper is due April 23rd, 2016 (the latest) via email and will be graded within seven business days. It is the student's own responsibility to ensure that the instructor receives this assignment as a readable PDF-file via email (martin.geiger@carleton.ca) on that day. Only submissions from Carleton email-accounts will be accepted.
- The research paper should be maximum 4,000 words long, including all references, footnotes/endnotes and chapter headings etcetera. All final papers need to include a word count.
- The take-home research paper must be based on your own intellectual work and it is must be written by yourself – you alone. It is not permitted that you work together with others on your paper; group work is not permitted in this assignment. The instructor will decide with you on which topic you will be working.

- The paper will be marked along the following criteria: argument, organization and logic (Is the paper presented in a logical and convincing manner?); research and use of evidence (Does the paper contain extensive and effective use of available research sources? Does the paper refer to class discussions, class talks and readings? Minimum number of sources 10. Does the paper contain proper footnotes/endnotes and bibliographic style?); communication (Is the paper organized and written as clearly and concisely as possible?). The research paper should also be free of spelling and grammar errors; Take-home research papers that do not address the topic which was previously discussed (see above) and assigned by the instructor will receive a failing grade and not pass this course.

Attendance and Participation (15%)

- 15% of the final grade is for attendance and participation. Students are expected to attend all classes and to actively engage – to participate in a meaningful and thoughtful way – in all class discussions. Students have to be prepared to discuss all readings, lectures and inputs provided by other students or guest speakers invited to the lecture. They also have to be prepared to summarize in class the key arguments of the assigned readings, lectures and discussions. It is a goal that students will be able to contrast different perspectives and opinions, and respond to the readings, lectures and discussions within the context of the course. There may be quizzes and group exercises based on course readings, lectures and other inputs (e.g. guest talks, video clips, newspaper reports, other material).
- It is recommended that students take notes when reading the mandatory texts, during class discussions and throughout the lecture. This facilitates discussion and individual learning progress. Students will be evaluated on the basis of their active, constant, informed and thoughtful participation in class. Attendance will be taken at every class; missed classes, late arrivals and early departures will not receive full credit for attendance and participation.

Bonus on the basis of attending workshop or conference sessions (3%):

- In addition, there is a bonus of up to 3% available for students to earn. Students can earn this bonus on the basis of attending conference or workshop sessions on March 10 or March 11 (with the additional option of writing a brief report on selected contributions). On these two mentioned days two major international events are scheduled to take place at Carleton University. Both the migration session of the Annual Conference of the Canada Transatlantic Dialogue Network and other sessions, as well as the international workshop organized by the instructor of this course and involving many of his students are closely related to this course. Attendance is therefore strongly recommended and encouraged.
- Detailed information on these events and how to earn the extra percentage will be provided in class, on the basis of the finalized conference and workshop programs of these two events.

4.3 General Policies on Assignments

- The University takes instructional offences (including plagiarism) very seriously. Please make sure that you are familiar with the regulations regarding instructional offences, which are outlined in the Undergraduate Calendar. Also, it is not acceptable to submit the same assignment in two different courses. Students can learn about academic integrity by means of an online training provided through cuLearn (log-on to cuLearn first, then follow this link <https://culearn.carleton.ca/moodle/enrol/index.php?id=36148>, this link will be also posted on the cuLearn page of this course).
- Classroom teaching and learning activities, including lectures, discussions, presentations, etc., by both instructors and students, are copy protected and remain the intellectual property of their respective author(s). All course materials, including PowerPoint presentations, outlines, and other materials, are also protected by copyright and remain the intellectual property of their respective author(s). Students registered in the course may take notes and make copies of course materials for their own educational use only. Students are not permitted to reproduce or distribute lecture notes and course materials publicly for commercial or non-commercial purposes without express written consent from the copyright holder(s).
- All assignments in this course should be free of spelling and grammar errors. They must include appropriate citations (endnotes or footnotes) and bibliography. Assignments are due on the dates specified in the course outline or, in the case of individually or group assigned tasks, as they were agreed upon between instructor and student(s).
- The written assignments in this course will be submitted electronically, through email, to the instructor (readable, not password protected, accessible PDF versions only).

- Assignments are due on the dates specified in the course outline or communicated when the assignment is handed out to you. Late assignments will be subject to a penalty of 5% of the 100% assignment grade per 24 hours (not including weekends), starting the day and time the assignments were due. Assignments will not be accepted five business days after the due date.
- It is the student's responsibility to ensure that the instructor receives all assignments. Students should keep the original copy of their assignments and are advised to keep all notes and drafts of work until after the final grade has been assigned and awarded.
- Exceptions to all these rules and policies will only be made for academic accommodations, as outlined below, or for medical or personal emergencies substantiated by official documentation. If you anticipate a problem with one of the above deadlines or rules please approach the instructor as soon as you can and well in advance of the assignment. This rule applies to all students, including students with PMC accommodations.
- When using email as a way of communication with the instructor and for submitting assignments, make sure that you always use your personal Carleton email address. All email communication to students will be via official Carleton university email accounts and/or cuLearn. As important course and University information is distributed this way, it is your own responsibility to monitor your Carleton and cuLearn accounts. Emails from other accounts might end up in spam folders and will also not be answered because it is not possible to verify that it was really you writing, replying or submitting an assignment through this different email account. This also applies for forwarded messages to/from other accounts than Carleton accounts.

5) Schedule

Section 1:

January 7th: Introduction

*Course overview, topics and organization of course; Learning objectives and intended learning outcomes * Requirements, information on class readings, cuLearn and Ares * Individual class assignments, policies, assessment and feedback * Student-led info session and training: briefing notes and conference/workshop bonus*

January 14th: Mobility and Migration: A Global Overview

*Selected course topics at a glance, individual assignments * Global overview on stocks and flows * Student-led info session and training: briefing notes and conference/workshop bonus*

Mandatory reading (relevant for mid-term exam):

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 1 (Introduction), 1-24.

Due today, 11:35 a.m.: Preliminary briefing notes for January 21st. Final version due: Tuesday, January 19th, at Noon

January 21st: Mobility and Migration: Typologies, Concepts, Theories

Mandatory reading (relevant for mid-term exam):

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 2 (Theories of Migration), 25-54.

- You are also expected to study the briefing notes provided by other students and circulated via cuLearn

Due today, 11:35 a.m.: Preliminary briefing notes for January 28th. Final version due: Tuesday, January 26th, at Noon

January 28th: Mobility, Migration and the State

*Impact of cross-border movements on political systems and societies * The role and capacities of states in controlling migration and mobility * Reasons why state policies on mobility and migration often seem to fail*

Mandatory readings (relevant for mid-term exam):

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 10 (The State and International Migration), 215-239.
- Castles, S. (2004), 'The Factors that Make and Unmake Migration Policies', *International Migration Review* 38(3): 852-884 – ARES
- You are also expected to study the briefing notes provided by other students and circulated via cuLearn

Due today, 11:35 a.m.: Preliminary briefing notes for February 4th. Final version due: Tuesday, February 2th, at Noon.

Also – students who fail to report, and/or are not assigned a topic for a briefing note by January 28th, 2016 will receive a failing grade and, as a consequence, not pass the course.

February 4th: International Cooperation on Migration and Mobility

*International Cooperation, why is it needed, how can it be achieved, how does it work? * Promises of cooperation * Obstacles and pitfalls/negative aspects*

Mandatory readings (relevant for mid-term exam):

- Betts, Alexander (2011), “Global Migration Governance”, in: Betts, Alexander (ed.), *Global Migration Governance*, Oxford: Oxford University Press, pp. 1-28 – ARES
- Geiger, Martin (2013), “The Transformation of Migration Politics: From Migration Control to Disciplining Mobility”, in: Geiger, Martin & Pécoud, Antoine (eds.), *Disciplining the Transnational Mobility of People*, Basingstoke et al.: Palgrave Macmillan, pp. 15-40 – ARES
- You are also expected to study the briefing notes provided by other students and circulated via cuLearn

February 11th: Mid-Term Test and Student Training

Mid-term test (30min, at the beginning of the class, in-class test)

- Student-led info session and training: conference/workshop bonus
- Volunteering options related to migration and refugees on campus

Due today, 11:35 a.m.: Preliminary briefing notes for February 25th. Final version due: Tuesday, February 23rd, at Noon

February 18th: No class (winter break)

Section 2:

February 25th: International Organizations and Migration Management – Mobility and Migration in Europe

*Intraregional trends, regional themes and country case studies * Political salience of migration and mobility * Current approaches to mobility and migration*

Mandatory reading:

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 5 (Migration in Europe since 1945), 102-125.
- Geiger, M. (2012), ‘Mobility, Development, Protection, EU-Integration! The IOM’s National Migration Strategy for Albania’. In: Geiger, M. and A. Pécoud (eds.), *The Politics of International Migration Management*, 141-159. Basingstoke et al.: Palgrave Macmillan – ARES
- You are also expected to study the briefing notes provided by other students and circulated via cuLearn

Due today, 11:35 a.m.: Preliminary briefing notes for March 3rd. Final version due: Tuesday, March 1st, at Noon

March 3rd: Mobility and Migration in the Middle East and Africa

*Intraregional trends, regional themes and country case studies * Political salience of migration and mobility * Current approaches to mobility and migration*

Mandatory readings:

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 8 (Migration in Africa and the Middle East), 172-197.
- You are also expected to study the briefing notes provided by other students and circulated via cuLearn:

Due today, 11:35 a.m.: Preliminary briefing notes for March 17th. Final version due: Tuesday, March 15th, at Noon

March 10th: Migration-Related Conference – Session on Migration

Today’s class will take place in the University’s Senate Room, Robertson Hall 608. Students will have the opportunity to learn from international experts and scholars on migration governance by attending the Canada-Europe Transatlantic Dialogue’s Conference session on Migration (tbc). Please make sure you arrive on time. Attendance will be taken. More details will be provided in class. Students are also invited to attend the opening of another international event on campus that day and the March 11th workshop organized by the instructor of this class. Students that attend some of the conference and workshop sessions are eligible for a bonus percentage as outlined in this course syllabus. Detailed information as to how to obtain up to 3% in bonus percentage will be provided in class.

March 17th: Review of Conference and Workshop

*Review of the conference and workshop sessions attended * Bonus percentage option – Student-led training and assignments * Volunteering options related to migration and refugees on campus*

Mandatory readings:

- You are expected to study the briefing notes provided by other students and circulated via cuLearn

Due today, 11:35 a.m.: Preliminary briefing notes for March 24th. Final version due: Tuesday, March 22nd, at Noon

March 24th: Mobility and Migration in the Americas

*Intraregional trends, regional themes and country case studies * Political salience of migration and mobility * Current approaches to mobility and migration*

Mandatory readings:

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 6 (Migration in the Americas), 126-146.
- You are also expected to study the briefing notes provided by other students and circulated via cuLearn

Due today, 11:35 a.m.: Preliminary briefing notes for March 31st. Final version due: Tuesday, March 29th, at Noon

March 31st: Mobility and Migration in Asia

*Intraregional trends, regional themes and country case studies * Political salience of migration and mobility * Current approaches to mobility and migration*

Mandatory readings:

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 7 (Migration in the Asia-Pacific Region), 147-171.
- You are also expected to study the briefing notes provided by other students and circulated via cuLearn

Due today, 11:35 a.m.: Preliminary briefing notes for April 7th. Final version due: Tuesday, April 5th, at Noon

April 7th: Mobility and Migration in Australia and the Pacific – Course Review and Outlook

*Intraregional trends, regional themes and country case studies * Political salience of migration and mobility * Current approaches to mobility and migration * Review Class*

Mandatory readings:

- Castles, S., De Haas, H. and Miller, M. J. (2014), *The Age of Migration. International Population Movements in the Modern World*. Fifth Edition. New York and London: The Guilford Press Macmillan, Chapter 7 (Migration in the Asia-Pacific Region), 147-171.
- You are also expected to study the briefing notes provided by other students and circulated via cuLearn

Today: All students will be assigned a topic for their take-home research paper. The take-home research paper is due **April 23, 2016, at noon, via email** (pdf version and sent from Carleton email account).

Academic Accommodations

The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or pmc@carleton.ca for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your **Letter of Accommodation** at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (*if applicable*). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (*if applicable*).

For Religious Observance: Students requesting accommodation for religious observances should apply in writing to their instructor for alternate dates and/or means of satisfying academic requirements. Such requests should be made during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist, but no later than two weeks before the compulsory academic event. Accommodation is to be worked out directly and on an individual basis between the student and the instructor(s) involved. Instructors will make accommodations in a way that avoids academic disadvantage to the student. Instructors and students may contact an Equity Services Advisor for assistance (www.carleton.ca/equity).

For Pregnancy: Pregnant students requiring academic accommodations are encouraged to contact an Equity Advisor in Equity Services to complete a *letter of accommodation*. Then, make an appointment to discuss your needs with the instructor at least two weeks prior to the first academic event in which it is anticipated the accommodation will be required.

Plagiarism: The University Senate defines plagiarism as “presenting, whether intentional or not, the ideas, expression of ideas or work of others as one’s own.” This can include:

- reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source;
- submitting a take-home examination, essay, laboratory report or other assignment written, in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, or paraphrased material, concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings;
- failing to acknowledge sources through the use of proper citations when using another’s works and/or failing to use quotation marks;
- handing in "substantially the same piece of work for academic credit more than once without prior written permission of the course instructor in which the submission occurs.

Plagiarism is a serious offence which cannot be resolved directly with the course’s instructor. The Associate Deans of the Faculty conduct a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They may include a mark of zero for the plagiarized work or a final grade of "F" for the course.

Student or professor materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).

Submission and Return of Term Work: Papers must be submitted directly to the instructor according to the instructions in the course outline and will not be date-stamped in the departmental office. Late assignments may be submitted to the drop box in the corridor outside B640 Loeb. Assignments will be retrieved every business day at **4 p.m.**, stamped with that day's date, and then distributed to the instructor. For essays not returned in class please attach a **stamped, self-addressed envelope** if you wish to have your assignment returned by mail. Final exams are intended solely for the purpose of evaluation and will not be returned.

Grading: Standing in a course is determined by the course instructor, subject to the approval of the faculty Dean. Final standing in courses will be shown by alphabetical grades. The system of grades used, with corresponding grade points is:

Percentage	Letter grade	12-point scale	Percentage	Letter grade	12-point scale
90-100	A+	12	67-69	C+	6
85-89	A	11	63-66	C	5
80-84	A-	10	60-62	C-	4
77-79	B+	9	57-59	D+	3
73-76	B	8	53-56	D	2
70-72	B-	7	50-52	D-	1

Approval of final grades: Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by an instructor may be subject to revision. No grades are final until they have been approved by the Dean.

Carleton E-mail Accounts: All email communication to students from the Department of Political Science will be via official Carleton university e-mail accounts and/or cuLearn. As important course and University information is distributed this way, it is the student's responsibility to monitor their Carleton and cuLearn accounts.

Carleton Political Science Society: The Carleton Political Science Society (CPSS) has made its mission to provide a social environment for politically inclined students and faculty. Holding social events, debates, and panel discussions, CPSS aims to involve all political science students at Carleton University. Our mandate is to arrange social and academic activities in order to instill a sense of belonging within the Department and the larger University community. Members can benefit through numerous opportunities which will complement both academic and social life at Carleton University. To find out more, visit <https://www.facebook.com/groups/politicalsciencesociety/> or come to our office in Loeb D688.

Official Course Outline: The course outline posted to the Political Science website is the official course outline.