

RELI 1000 B + V
Introduction to Judaism, Christianity, and Islam
Winter 2009
RELI 1000B: Tue. 2:35-5:25; Room SA Theatre B

RELI 1000V (CUTV):
Air Time Thursday 5-8pm on-line, on Rogers Digital Cable 240, or by Video on Demand
Streamed Video on www.carleton.ca/cutv
RELI 1000TY

Professor Z. A. Crook
Paterson Hall 2a43
Office Hours: Tuesdays 10:30-noon; Wednesdays 1:30-3pm; or by appt.
Course Website: <http://http-server.carleton.ca/~zcrook/RELI1000Homepage.htm>
Course Email: reli1000@hotmail.com
(emails sent directly to Professor Crook's personal account will not be answered)

NOTE: This course is taped in a traditional classroom with a traditional lecture format (section B) on Tuesday afternoons, and broadcast on Rogers Digital on Thursday evenings (section V). But everything about the course is the same for both sections. All students write the same assignments, assignments are due at the same time. You will all write the final exam at the same time in the same place (unless you make arrangements to write the exams off campus).

Course Objective

This course presumes no previous knowledge about Judaism, Christianity, or Islam, but it does presuppose a burning curiosity and a high motivation to learn about these three major religions, and an openness to learn in a non-judgemental way about how different people live their lives religiously. We will focus on the historical development, the beliefs, and the practices of each religion. Our approach will never be confessional, but historical and critical and above all respectful. You should never feel pressured to change your religious perspective, nor should you pressure each other to do so.

Evaluation

Field Work Assignment – 40% (4-5 pages; due **February 24th**)
WebCT Midterm 1 (Judaism) – 15% (February 7-8; details below)
WebCT Midterm 2 (Christianity) – 15% (March 13-14; details below)
Must Pass Final Exam – 30% (during exam schedule; details below)

Texts

Theodore M. Ludwig, *The Sacred Paths of the West*, 3rd edition (Upper Saddle River: Prentice Hall, 2001) (also on reserve at the library – two hour loan).
If buying this book second-hand, be sure that you are buying the 3rd edition of the book.

Weekly Topics and Due Dates

- The on-line version of the syllabus (see web address above) has PowerPoint slides for each lecture available. You should print them out in order to watch them with the lecture or bring them to class with you.

Jan 6	Introduction to the Course
Jan 13	Judaism: History (Ludwig, Ch. 6)
Jan 20	Judaism: Beliefs (Ludwig, Ch. 7)
Jan 27	Judaism: Practices and Observances (Ludwig, Ch. 8)
Feb 3	Jewish Issues Discussion + Christianity: History Part 1 (Ludwig, Ch. 9)
Feb 10	Christian History Part 2
Feb 17	No Class (Reading Week)
Feb 24	Christian Beliefs (Ludwig, Ch. 11)
Mar 3	Christianity: Practices and Observances + Christian Issues Discussion
Mar 10	Islam: History (Ludwig, Ch. 12)
Mar 17	Islam: Beliefs (Ludwig, Ch. 13)
Mar 24	Islam: Practices and Observances (Ludwig, Ch. 14)
Mar 31	Muslim Issues Discussion + Course Conclusions

Email Communication

- Carleton's Connect Mail is the official mode of email communication for all matters having to do with the university and with this course. All communications sent by Connect are official, and you are expected to get them. It is not an option to claim you did not get some announcement or request because you have another email address. You can configure your connect account to forward university emails to another address, but you must be reachable through your Connect account. Also, any communication between you and me involving your personal information (like grades) must originate from a Connect account (FIPPA).

Field Work Assignment (Due February 24; 40% of final mark)

- *Papers cannot be submitted electronically.
- Papers can brought to class, they can put in the drop box at the Religion and Classics department, they can be handed to me while I'm in my office, they can be mailed in (and will not be considered late as long as the postmark falls on or before the due date). DO NOT drop them off at the CUTV student centre, or slip them under my or anyone else's door.
- Anyone wishing to mail their paper to me can send it to the following address:

Prof. Z. Crook
2a39 Paterson Hall
Carleton University

1125 Colonel By Dr.
Ottawa, ON, Canada
K1S 5B6

- As long as the post-mark on the envelope is on or before the due date of the paper, it will not be considered late no matter how long it takes to get to me. Late penalties will be assessed according to the lateness of the post-mark, not how long it takes to arrive to me. If you mail your paper in, be certain to make a back-up copy.

Field Work Assignment Instructions

- This assignment involves attending a Jewish, Christian, or Muslim religious service and writing about it. Also, if you choose a tradition too close to your own (say, Catholic to Anglican, Shi'a to Sunni), you may find the exercise more difficult. The point of the exercise is to hone your critical observation skills, and this is most easily done (for you) in a tradition other than one you may be accustomed to seeing regularly. Regardless of which tradition you choose to observe, you should read the relevant chapter in the textbook before you visit the place of worship – even if it has not officially been assigned in class yet.
- You must attend a **formal worship** (i.e., a service with a sermon) **in a formal place of worship** (i.e., not a High School Easter service in a gymnasium, or a house-church of a Christian or Muslim denomination). Also, a wedding, or bar mitzvah, funeral, etc. are not formal worships. The sorts of things you are asked to consider will not be offered by these informal or other settings, and so your paper will be missing important elements. "Evensong" services, short evening services, services held on any other day than Saturday for Jews, Sunday for Christians, and Friday for Muslims will probably not contain all the formal aspects we are asking you to observe, so you attend these at the risk of missing important elements for your paper.
- All traditions expect you to dress modestly in worship. You do not need to wear a suit and tie or fancy dress, but neither should you be in shorts and a t-shirt. Dressing modestly generally means having your arms and legs fully covered. You do not need to own your own kippa to attend a Jewish synagogue; if the place expects all men to wear one, there will almost certainly be some provided near the front entrance. Women attending Mosque should cover their hair with a scarf -- it does not have to be fancy, but it should be large enough to be effective. The secret to mixing in is to observe what others are doing, and imitate them. But remember, you are an outsider, and outsiders are generally given some latitude when it comes to the rules. Anyone who makes the attempt and are respectful will not have any difficulties at all. Do not be late to the worship service, and if you go with friends, do not talk to each other during the service. Find a quiet place to sit and observe (stand when the rest of the congregation does, etc.), but **do not** take notes during the service.
- Pick up any written material that may be available, and if there are any possibilities for asking questions from the leader or a member of the congregation before or after the service, take advantage of them. Write down your notes as soon as possible after the service, so that you get a clear record. If you wait too long, you will find that you cannot

remember all the details. It may help for you to attend a service at the same place and time more than once.

- Your paper must treat each of the following points, and each point must be presented under the following headings (the percent values indicate how much the section is worth, not what percentage of your paper it should comprise):

WARNING: You may not consult or look at papers from past years; you must write this paper entirely on your own. It's YOUR observations we're looking for, and YOUR experience we want recorded.

Title Page -- the title page MUST be formatted according to the model assignment available on the course website.

Identification (5%)

Identify the religious tradition, the sect or denomination, and the name and address of the place of worship; list the date and time of the service, and the type of service attended.

Building (20%)

Describe the inside and outside of the building. What indicates that this is a religious institution? What representative religious symbols are visible? What kind of art or decoration is there inside? How does it, or its absence, affect the experience? Are there different areas marked off within the worship space? What is the focal area for the worship space? Is the building or focal point facing in a certain direction? It is not necessary to describe other areas inside the building besides the main worship area.

Congregation (15%)

How many people are present? What is the distribution of age and gender? What is the ethnic composition? Is there gender separation? Are children visible? If so, are they participating? If not, where are they? Describe the role of the congregation in the service.

Leadership (15%)

What is the leader's name, sex, and approximate age? How are leadership roles indicated by dress and location? Do there seem to be different leaders with different functions? If so, what are they?

Service (30%)

How long was the worship service? Describe how it progressed in great detail. Which step seemed to be the most important? What kind of symbolic objects were used? What language(s) were used? Were there different languages used at different times? Was there music of any type, and if so describe it. Describe in great detail what the sermon was about. How much did the congregation or members from the congregation participate in the service?

Impressions (5%)

How were your expectations about the service formed? What did the text book or lectures lead

you to expect? This section is not about your emotional, psychological, or personal impressions, whether you liked it or not, etc. etc.

5% is given for using the headings outlined above, for using page numbers, and for following the format of the title page (see the **Model Assignment** on webpage); the final 5% is for the quality of your writing. Righting that has more than your fair share of spelling errors will be marked accordingly (sic).

- The final assignment should be 4-5 pages, typed, double-spaced. Although you may go to the place of worship with another student, each student must write his or her own paper independently. Shared phrases, and even specific details in a shared order, will set off the “plagiarism” alarms. Also, you must describe the service as it was on the day you visited; do not describe the service as it “usually” or “generally” is. That is, you must go to a service, not simply write this from the memory of one you attended in the past.
- When you submit your paper, please simply staple the pages together. Do not put them in any kind of binder or folder. These will be removed and thrown away so that the papers can be more easily handled and identified.

The following is a list of places of worship you may choose to visit. You may select another if you wish. Do not call any of these places to ask permission (it drives them crazy!).

Jewish

Congregation Machzikei Hadas
2310 Virginia Drive, Ottawa
521-9700

<http://www.machzikeihadas.com/index.htm>

Men should wear suit jackets; head coverings for married women.
Shabbat Services on Saturdays 8:30 a.m.

Agudath Israel Congregation
1400 Coldrey Avenue, Ottawa
728-3501

Shabbat Services on Saturdays 8:45pm

<http://www.agudathisrael.net/>

Temple Israel
1301 Prince of Wales Drive, Ottawa
224-1802

Shabbat Services on Saturdays 10:15am

<http://www.templeisraelottawa.ca/>

Christian

Christ Church Cathedral
Sparks & Bronson, Ottawa
236-9149
Service begins at 8:30am, Sundays
<http://ottawa.anglican.ca/cathedral/>

St. Patrick's Basilica
281 Nepean Street, Ottawa
233-1125
Services on Sundays at 8:00 am, 9:30 am, 11:00 am, 12:15 pm, or 9:00 pm (you only have to choose one!)
<http://www.basilica.org/>

First Baptist Church
140 Laurier Avenue West, Ottawa
234-3261
Service begins at 10:30am, Sundays
<http://www.firstbaptistottawa.ca/>

Muslim

Ottawa Mosque
251 Northwestern Avenue, Ottawa
722-8763
Details: Dress code, modest clothing for men and women, head covering for women. Women upstairs, men downstairs.
Friday Service begins at 12:25pm
<http://www.omaonline.ca/>

Rules for Papers

- **Papers cannot be submitted electronically.** They must be brought to class, brought to the department drop box, or mailed in to me personally. **DO NOT** drop your papers off at the CUTV Student Centre. It is not their job to deliver your paper to me.
- Late Penalties: **Written assignments are due on the specified date.** There will be a penalty of 2% per day (including weekends) from the mark of your paper unless an extension has been arranged **before the due date.** Retroactive extensions will be granted only according to the rules of the university: personal and family emergencies (for which documentation must be provided). Extensions will not be granted because of essay or exam conflicts, busy schedules, jobs, life, etc.
- Late papers must be placed in the Religion and Classics Drop Box (a large locked wooden box on the wall outside 2a39 Paterson Hall). Do not slip papers under my door, or any one else's door: the cleaning staff may pick them up and throw them out. Do not

hand them to anyone. Late papers cannot expect to be marked as quickly as papers submitted on time.

- Proof-read your work several times before handing it in, or ask someone whose writing skills are strong to do it. Needless and countless errors of spelling, grammar, and syntax are a serious impediment to effective writing and communication, and these *will* affect your grade. Take a low grade in this section seriously, as the expectations of writing quality in university become greater and greater each year.
- All papers must be double spaced (not 1 or 1.5), must have default margins (usually 2.5cm), and must not appear in a font size smaller than 12 point. The manipulation of these things in order to make a shorter paper appear longer or a longer paper appear shorter will be noticed. Efficiency of language and focus on a task are required for working within assigned page or word limitations.
- **PICKING UP PAPERS:** when the papers are done, I will bring **B section** papers to class with me. I will do this for two weeks before I will stop carrying them around. **V section** papers can be picked up at the CUTV Students' Centre.
- Papers that venture too far from these requirements and limits (by page limits, appearance, or content) may be returned ungraded for resubmission (and late penalties will accrue from the due date, regardless of when the problem is discovered). Therefore, read the directions carefully and follow them.
- Retain Copies of Work Submitted: It is crucial that you retain a hard copy of all assignments/take home tests submitted in every course. Also remember to do a computer/disk back-up. Please submit originals for marking, however, not photocopies. Papers **cannot** under any circumstances be submitted electronically (i.e., by email), but must be printed and submitted as hard copy.

Midterm Exams

WebCT Midterm 1 (Judaism) – 15% (February 7-8)

WebCT Midterm 2 (Christianity) – 15% (March 13-14)

- Both of the midterms for this course will be conducted on WebCT.
- On the appropriate days, the midterm link on your WebCT page for this course will become active.
- You can write the midterm at any time between 12:01am on Day One - 11:59pm on Day Two (EST). I've done this in order to allow you to write the exam even if you have a job, even if you are on the other side of the country or on the other side of the world. You can write the midterms from anywhere in the world on that day. For those of you in this position, keep in mind the timing operates by Eastern Standard Time (GMT -5).
- However, if you start the midterm at 11:45pm on Day Two (for example), the system WILL still let you finish. It will not shut off at 11:59pm. It's just that you cannot **start** the midterm after 11:59pm.
- You do not need to arrange for a proctor for the midterms, and you do not need to write the exams from a sanctioned place. You can write the exam from any computer you want; just ensure you are someplace where you can concentrate and where you will not be disturbed.
- Each midterm will last for 50mins exactly. Each quiz will be made up of 50 questions.

- Be sure NOT to sign into the quiz until you are prepared to write the exam uninterrupted, because there is no way to stop the clock once you have opened the exam. When the 50mins have elapsed, WebCT will end the quiz session, no matter what.
- Once you have started the quiz, the option of a rewrite is not available to you. If you are sick and do not wish to write the exam, the usual rules apply in terms of obtaining documentation. If you open the midterm, you have to write it then and there.
- Because you have 48 hours in which to write the midterm, I will not accept excuses that involve technical difficulties at home (e.g., brother was hogging the computer, Rogers was down in your neighbourhood, your dog ate the cable wires). Because you have two whole days, you have more than enough time to find somewhere to write the exam.
- Because of this, I strongly recommend that you DO NOT leave writing the exam until the last minute. I can do some things to help on my end in the event of technical difficulties, but not late at night on day two.
- Also, any student who has technical difficulties but did not bother to do the Pre midterm test-run will receive no mercy. The whole point of the test-run is to ensure your computer can function in the WebCT exam.
- Both midterms will cover material drawn from the textbook and the lectures, not primarily one or the other.

Pre-Midterm skill testing question

- Feb 3-5 there will be a chance for everyone to do a test run of the WebCT exam System: log in, answer a skill testing question, save the quiz, log out, get the bonus mark.
- Answering the skill testing question earns you a 1% bonus to your final mark.
- It also ensures that you know how the WebCT exams work and what it all looks like in there so that at Midterm time there are no surprises or technical glitches.

Sample Questions:

Abraham built the first temple for the Jews. True or False?

Which early council decided that the Word was the same as God?

- a. Vatican I
- b. Vatican II
- c. Chalcedon
- d. Nicea

Final Exam

- **NOTE:** The final exam is a traditional exam (not a WebCT Exam), which means you must make arrangements either to come to Ottawa to write that exam or arrange for a proctored exam close to you.
- Students more than 160kms from Carleton must register for the off-campus exam service by JANUARY 18, 2008. Otherwise the assumption is that you will be coming to campus to write the final exam.
- Details and forms can be found at
 - <http://www.cutv-carleton.ca/general-howexamwork.php>

You MUST pass the final exam in order to pass this course

- If you fail the Final Exam (49.5% or lower), you will receive an F in the course, regardless of how good your previous work has been. Even if you go into the final exam with a 99% average, you **MUST** still pass the final exam in order to pass the course.
- Final exam will be a multiple-choice exam written on scantron sheets.

The Final Exam will have two parts.

- **Part One** will be 50 multiple-choice and true/false questions on Islam (in the same form as the mid-terms on Judaism and Christianity)
- **Sample Question:**

Which of the following is not a holy city to Muslims?

- Medina
- Jerusalem
- Cairo
- Mecca

- **Part Two** will be another 50 multiple-choice and true/false questions. Some of them will be comparative, comparing some aspects of religion between and among all three religions covered in this course, and some of them will be about just Judaism or Christianity.

Sample Question:

Judaism, Christianity, and Islam are all monotheistic religions. True or False?

- The final exam will comprise 30% of your total mark.
- The final exam will be drawn from the text book and the lectures equally. The date, time, and place of the exam is selected by the university, not by me. Watch for information as it becomes available on <http://www.carleton.ca/cu/programs/exam/index.html>

REGULATIONS COMMON TO ALL HUMANITIES COURSES

COPIES OF WRITTEN WORK SUBMITTED

Always retain for yourself a copy of all essays, term papers, written assignments or take-home tests submitted in your courses.

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 range from a mark of zero for the plagiarized work to a final grade of "F" for the course, and even suspension from all studies or expulsion from the University.

GRADING SYSTEM

Letter grades assigned in this course will have the following percentage equivalents:

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

F Failure. No academic credit

WDN Withdrawn from the course

ABS Absent from the final examination

DEF Official deferral (see "Petitions to Defer")

FND "Failed, no Deferral" – assigned when the student is absent from the final exam and has failed the course on the basis of inadequate term work as specified in the course outline.

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean.

WITHDRAWAL WITHOUT ACADEMIC PENALTY

The last date to withdraw from Fall term courses is November 7, 2008. The last day to withdraw from Fall/Winter (full year) and Winter term courses is March 6, 2009.

REQUESTS FOR ACADEMIC ACCOMMODATION

1. For Students with Disabilities

Students with disabilities needing academic accommodations are required to contact a coordinator at the Paul Menton Centre (ext. 6608) to complete the necessary *letters of accommodation*. The student must then make an appointment to discuss their needs with the instructor at least two weeks prior to the first in-class or CUTV test. This is to ensure sufficient time is available to make the necessary accommodation arrangements. Deadlines for submitting forms for formally scheduled exam accommodation: November 7 for December examinations and March 6, 2009 for April examinations.

2. For Religious Obligations

Students requesting academic accommodation on the basis of religious obligation should make a formal, written request to their instructors 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 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.

Students or instructors who have questions or want to confirm accommodation eligibility of a religious event or practice may refer to the Equity Services website for a list of holy days and Carleton's Academic Accommodation policies, or may contact an Equity Services Advisor in the Equity Services Department for assistance. (613-520-5622)

3. For Pregnancy:

Pregnant students requiring academic accommodations are encouraged to contact an Equity Advisor in Equity Services (613-520-5622) to complete a *letter of accommodation*. The student must then make an appointment to discuss her needs with the instructor at least two weeks prior to the first academic event in which it is anticipated the accommodation will be required.

PETITIONS TO DEFER

Students unable to complete a **final** term paper or write a **final** examination because of illness or other circumstances beyond their control or whose performance on an examination has been impaired by such circumstances may apply in writing within five working days to the Registrar's Office for permission to extend a term paper deadline or to write a deferred examination. The request must be fully and specifically supported by a medical certificate or other relevant documentation. Only deferral petitions submitted to the Registrar's Office will be considered.

ADDRESSES: (Area Code 613)

College of the Humanities 520-2809	300 Paterson
Classics and Religion Office 520-2100	2A39 Paterson
Registrar's Office 520-3500	300 Tory
Student Academic Success Centre 520-7850	302 Tory
Paul Menton Centre 520-6608	500 Unicentre
Writing Tutorial Service 520-6632	4 th floor Library

REGULATIONS COMMON TO ALL HUMANITIES COURSES

COPIES OF WRITTEN WORK SUBMITTED

Always retain for yourself a copy of all essays, term papers, written assignments or take-home tests submitted in your courses.

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 range from a mark of zero for the plagiarized work to a final grade of “F” for the course, and even suspension from all studies or expulsion from the University.

GRADING SYSTEM

Letter grades assigned in this course will have the following percentage equivalents:

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

F	Failure. No academic credit
WDN	Withdrawn from the course
ABS	Absent from the final examination
DEF	Official deferral (see “Petitions to Defer”)
FND	“Failed, no Deferral” – assigned when the student is absent from the final exam and has failed the course on the basis of inadequate term work as specified in the course outline.

Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean.

WITHDRAWAL WITHOUT ACADEMIC PENALTY

The last date to withdraw from Fall term courses is November 7, 2008. The last day to withdraw from Fall/Winter (full year) and Winter term courses is March 6, 2009.

REQUESTS FOR ACADEMIC ACCOMMODATION

1. For Students with Disabilities

Students with disabilities needing academic accommodations are required to contact a co-ordinator at the Paul Menton Centre (ext. 6608) to complete the necessary *letters of accommodation*. The student must then make an appointment to discuss their needs with the instructor at least two weeks prior to the first in-class or CUTV test. This is to ensure sufficient time is available to make the necessary accommodation arrangements. Deadlines for submitting forms for formally scheduled exam accommodation: November 7 for December examinations and March 6, 2009 for April examinations.

2. For Religious Obligations

Students requesting academic accommodation on the basis of religious obligation should make a formal, written request to their instructors 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 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.

Students or instructors who have questions or want to confirm accommodation eligibility of a religious event or practice may refer to the Equity Services website for a list of holy days and Carleton’s Academic Accommodation policies, or may contact an Equity Services Advisor in the Equity Services Department for assistance. (613-520-5622)

3. For Pregnancy:

Pregnant students requiring academic accommodations are encouraged to contact an Equity Advisor in Equity Services (613-520-5622) to complete a *letter of accommodation*. The student must then make an appointment to discuss her needs with the instructor at least two weeks prior to the first academic event in which it is anticipated the accommodation will be required.

PETITIONS TO DEFER

Students unable to complete a **final** term paper or write a **final** examination because of illness or other circumstances beyond their control or whose performance on an examination has been impaired by such circumstances may apply in writing within five working days to the Registrar’s Office for permission to extend a term paper deadline or to write a deferred examination. The request must be fully and specifically supported by a medical certificate or other relevant documentation. Only deferral petitions submitted to the Registrar’s Office will be considered.

ADDRESSES: (Area Code 613)

College of the Humanities 520-2809	300 Paterson
Classics and Religion Office 520-2100	2A39 Paterson
Registrar’s Office 520-3500	300 Tory
Student Academic Success Centre 520-7850	302 Tory
Paul Menton Centre 520-6608	500 Unicentre
Writing Tutorial Service 520-6632	4 th floor Library