

HUMS 2000 — REASON AND REVELATION

SYLLABUS

FALL 2023-WINTER 2022

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THIS SYLLABUS IS IMPORTANT — PLEASE READ THE ENTIRE DOCUMENT

COURSE DESCRIPTION

The philosophical pursuit of knowledge and happiness in Plato, Aristotle, Cicero, and Plotinus, and its encounter with Christianity, Islam, and Judaism in Augustine, Boethius, Tufayl, Maimonides, Aquinas, Porete, and Dante.

LECTURE SCHEDULE AND READINGS

Please see later in this syllabus, or the *HUMS 2000 Lectures and Readings* document.

COVID-19 STATEMENT

You must follow Carleton's current policy on COVID-19. Currently it does not require masks or vaccination, but that may change. See the end of this syllabus for Carleton's current statement.

REQUIRED TEXTS

Please consider supporting the local bookstore, *All Books*, which regularly has many copies of the texts for HUMS 2000. It is located at 327 Rideau Street, next to the Bytown Cinema. Give Mark a call at 613-789-9544 to let him know you are coming, or just drop in.

You should use the following editions. (Note some will be provided to you in PDF format):

- Aristotle. *The Basic Works of Aristotle*. Ed. Richard McKeon. New York: Random House, 1941.
- Augustine. *Confessions*. Tr. H. Chadwick. Oxford: Oxford University Press, 1991.
- Boethius. *Consolation of Philosophy*. Tr. P.G. Walsh. Oxford: Oxford University Press, 1999.
- Cicero. *On The Good Life*. Tr. M. Grant. Harmondsworth: Penguin, 1971.
- Cicero. *On Moral Ends*. Ed. J. Annas. Cambridge: Cambridge University Press, 2001.
- Dante. *The Divine Comedy*. 3 vols. Tr. Dorothy Sayers. Harmondsworth: Penguin, 1949-62.
- Ibn Tufayl, *Hayy Ibn Yaqzân*. Tr. Lenn Evan Goodman. Chicago: University of Chicago Press, 2003.
- Moses Maimonides. *The Guide of the Perplexed*. 2 vols. Tr. Shlomo Pines. Chicago: University of Chicago Press, 1963. [NOTE: PDF OF EXCERPTS WILL BE PROVIDED]
- Porete, Marguerite. *The Mirror of Simple Souls*. MMMM: Paulist Press (Classics of Western Spirituality), 1993. [NOTE: PDF OF EXCERPTS WILL BE PROVIDED]
- Plato. *Complete Works*. Ed. John M. Cooper. Indianapolis/Cambridge: Hackett, 1997.

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- Plotinus. *Ennead V*. Ed. and tr. A.H. Armstrong. Loeb Classical Library. Cambridge, Mass./ London: Harvard Univ. Press, 1984.
- Thomas Aquinas. *Selected Writings*. Ed. and tr. Ralph McInerny. Harmondsworth: Penguin, 1998.

Exceptions:

- There may still be Penguin editions of Augustine and Boethius for a discounted price at *All Books*. It is acceptable to buy those instead of the Oxford World Classics.
- If you have a single-volume copy of the *Republic* by Bloom, Cornford, or Grube/Reeve these are acceptable.

Do not use the following translations. They are so hard to read that using them will almost certainly reduce your grade in the course. They also happen to be the ones available online.

- The Jowett translation of either Plato or Aristotle
- The McKenna translation of Plotinus
- The Cary translation of Dante.

If you wish to order the books from Amazon (in paper or on Kindle), see the links in the *HUMS 2000 Texts and Text Sources* document.

ONLINE READING

- *The Humanities Writing Guide* will be posted on Brightspace.

LAPTOP POLICY

You are strongly advised to take notes by hand rather than to use a laptop. Studies show that taking notes by hand significantly increases comprehension and retention of material. If you do use a laptop, you may have only a word processing program open. Do not use social media, surf the web, or use messaging programs, as studies also show that these create a distraction for other students and for yourself, and result in significantly reduced performance, as measured by final grades.

RECORDING CLASSES

You may only record the class session if you first ask permission of the instructor.

GRADES

Grades will be based solely on individual, academic merit as judged against absolute standards. They will not be adjusted to achieve a supposed normal distribution or manipulated in any other way.

Grades for the course will be based on the following:

Assignment 1	10%
Assignment 2	15%
Assignment 3	15%

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Assignment 4	15%
Attendance in the discussion groups	7.5%
Participation in the discussion groups as indicated by your ‘Passport’	7.5%
An in-person examination during the December formal examination period	15%
An in-person examination during the April formal examination period	15%
Total	100%

Grades for assignments will be given as a percentage out of 100. At the end of the course you will be assigned a letter grade corresponding to your final percentage, according to the standard Carleton scale:

Standard Carleton Grade Scale				
0-49 = F	50-53 = D-	60-63 = C-	70-73 = B-	80-84 = A-
	54-56 = D	64-66 = C	74-76 = B	85-89 = A
	57-59 = D+	67-69 = C+	77-79 = B+	90-100 = A+

ATTENDANCE

The Bachelor of Humanities official policy on participation and attendance is the following: *Attendance and participation are critical components of all courses in the Bachelor of Humanities program. As a result, a pattern of non-attendance may in and of itself constitute sufficient grounds for awarding a final course grade of F.*

- **Attendance and Participation in discussion group is worth 15% of your final grade.**
- However, if you present us with a medical certificate or other documentation providing evidence of a physical or psychological condition that rendered you unable to do schoolwork on a day that you missed group, we will remove that day from consideration in your attendance and participation grades.
- **You must be present for at least 25% of the discussion groups and attend lecture regularly or you will fail the course automatically,** no matter how well you do on the assignments and examinations. See the section below on Automatic Failure.
- It is your responsibility to make up any material covered and find out about any announcements made on class days when you are absent.

PARTICIPATION — ‘LEARNING PASSPORTS’

HUMS 2000 discussion groups require a ‘Learning Passport’, but they work differently than for HUMS 1000.

You will receive a paper examination booklet at the beginning of the semester, which will serve as your Passport. You may replace it with a fancier/nicer one if you wish, such as a Moleskine or Clairfontaine, etc. What you need is something physical that you can write in and that you can bring to each discussion group.

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For each week's group, you must write in your Passport something that **shows you did the reading for that week**, and that can serve as a touchstone for your contribution to discussion. This could be a series of questions about the reading (at least three), or a paragraph reflecting on or evaluating the argument of the text.

At the beginning of discussion group, you will hand your Passport to the person to your left for inspection (unless the page for that week is empty). At that point we will take attendance. If you filled out your Passport, you will get full attendance and participation grades for that day. If your Passport is empty, you will get only attendance grades for that day.

ASSIGNMENT SUBMISSION

Assignments must be submitted electronically by being uploaded to Brightspace.

- You must submit your assignments by midnight on Friday of the week they are due.
- You must submit all your assignments electronically, **in MS Word format** (.doc or .docx).
- Your date and time of submission will be when the MS Word file is uploaded.
- If you upload your assignment in the wrong format (e.g. PDF, Pages, or RTF), or hand in a paper copy instead of submitting it electronically, **we will not consider your assignment to have been submitted**. Late penalties will accrue until the MS Word document is submitted.

LATE ASSIGNMENTS

Assignments uploaded after midnight on Friday of the week they are due are late.

Late assignments will have their grade reduced by 3% per calendar day (i.e. including weekends). According to the standard Carleton scale, given above, this means that in most cases you will lose one letter grade per day that your assignment is late.

For example, an assignment that would have received a 78% (B+) would suffer the following penalties:

- 1 day late (from the beginning of class to midnight the following calendar day) = 75% (B)
- 2 days = 72% (B-)
- 3 days = 69% (C+)
- 4 days = 66% (C)
- 7 days = 57% (D+)
- 10 days = 48% (F)
- And so on, until the assignment reaches 0% (F)

Late assignments will very quickly sink to a grade of F. Hand in your assignments on time.

Even an assignment that is so late it will merit a grade of 0% (F) must be completed, or you will fail the course. See the section below on Automatic Failure.

'EXTENSIONS' AND REDUCTION OF LATE PENALTIES

An extension is a private due-date for your assignment that differs from the due date every other student must meet. **No extensions will be granted in this course.**

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However, if a physical or psychological condition, or some other unforeseen circumstances outside of your control, rendered you unable to do schoolwork for a certain period of time, let us know, and we will reduce your late-penalty in a way that corresponds to the number of days of incapacity.

For 2021-22, fill out the “[Self-declaration for Academic Accommodation \(link\)](#)” in order to let us know that you had a reason for submitting your assignment late.

Please note that a heavy workload does not constitute a legitimate reason for lateness. Late penalties are an incentive to manage your time effectively, but they are also a consequence of failing to do so.

COMPLETION OF TERM WORK

Term work in this course consists of the four written assignments.

- The final day to hand in term work in this course is the **10th of April**. **If you have not submitted all of your assignments by this date, you must withdraw from the course or you will fail automatically**, with a grade of ‘F’, unless granted a deferral by your instructors (see above).
- The final date to withdraw from the course is the **15th of March**.
- If you hand in an assignment after the **10th of April** with documentation of proven incapacity to do schoolwork, your effective submission date will be adjusted accordingly. If the revised date is the **10th** or before, the assignment will be accepted. E.g. An assignment handed in on the **14th** of April with a note demonstrating six days of incapacity would have its submission date adjusted to the **8th** of April, and be accepted; a note indicating a single day’s incapacity would be adjusted to the **13th**, and not be accepted.
- In exceptional circumstances you can petition the Registrar’s office for a back-dated medical withdrawal from all of your courses in a given year.

DEFERRALS OF TERM WORK

In very exceptional circumstances you may obtain a **deferral of term work** from your instructors. These will only be granted in cases where serious injury, illness, or other involuntary factors have rendered you unable to work for a prolonged period of time, and where a reasonable chance of completing your course work still exists.

In order to request a deferral of course work, fill out the “[Self-declaration for Academic Accommodation \(link\)](#)” and include an additional sheet explaining your circumstances. Note that a deferral request for medical reasons does not obligate you to give your instructor details of your medical history or condition. In this case, a statement that there is a serious medical condition is sufficient.

You must request a deferral of course work from your instructors no later than three days after the deadline for the assignment you were unable to complete has passed, and an accommodation must be agreed upon, if granted, before the last day of classes.

If you do not hand in your deferred course work by the deadline for submission of grades, it will receive a 0%, and you will receive an F in the course for incomplete term work. If subsequently you hand in your deferred work, and it is accepted, your grade will then be adjusted.

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Note that deferrals of course work are granted at the discretion of your instructors, and are not granted by the Registrar's Office.

See further instructions at the end of this syllabus, under "University Regulations for All College of the Humanities Courses"/"Deferred Term Work."

DEFERRALS OF EXAMINATIONS

If you are unable to sit the **December in-person Examination** because of illness or some other documented reason, you must let the instructors know as soon as possible. Because it is not a final examination, we will treat it as a deferral of term work. See the previous section of this syllabus.

If you are unable to sit the **April in-person Examination** for a legitimate reason, you must petition the Registrar's office for a 'deferral of final exam', and normally write the exam in the official deferred examination period. See the instructions at the end of this syllabus, under "University Regulations for All College of the Humanities Courses"/"Deferred Final Exams."

AUTOMATIC FAILURE

To pass, students must regularly attend the lectures, complete all the written assignments, and sit both examinations, all unless formally excused by the instructors because of illness or another legitimate reason.

You will fail the course automatically, with a grade of 'F', if you:

- **Do not hand in one or more assignments; and/or**
- **Do not sit one or both of the take-home examinations; and/or**
- **Do not attend at least 25% of the discussion groups**

GETTING HELP

We are always willing to give you whatever help we can. We are willing to help you understand and plan your assignments, give you constructive feedback, help you come up with a strategy to get your work done more efficiently, or refer you to the service on campus that can help with any serious problems that crop up.

But in order for us to help you, you must ask for our help.

- If your assignment is late, don't ignore it. You will end up failing the class. Come see one of us. Let us know that you are having problems. We will let you know what your options are, no matter how serious your circumstances may be.
- Visit us in our office hours, which we hold every week, whether you need to discuss a problem, a paper (before or after writing), or simply would like to chat about this course or another course. We can help you much more effectively one-on-one than we can in class, and that is what office hours are for.
- Discuss your assignments with your classmates, and with students in upper years. They have all been where you are right now, and they can help you figure out whatever you find difficult.
- No one is good at everything right away. But most people make dramatic improvement with the help of others who already know the path to follow.

FALL TERM 2022

	Date	Discussion Topics and Assignment due-dates		
1	Thu, Sep 7	Socrates on trial	Plato, <i>Apology</i>	M
2	Tue, Sep 12	Good and bad love	Plato, <i>Phaedrus</i> 227a-257b	M
3	Thu, Sep 14	Good and bad speeches	Plato, <i>Phaedrus</i> 257c-279c	M
4	Tue, Sep 19	Athenian popular justice	Plato, <i>Republic</i> I	M
5	Thu, Sep 21	Justice as a social contract	<i>Republic</i> II. 357a-368c	M
6	Tue, Sep 26	Justice in the city and in the soul	<i>Republic</i> II. 368c-IV	M
7	Thu, Sep 28	The three waves	<i>Republic</i> V-VI. 502c	M
8	Tue, Oct 3	The Sun, the Line, and the Cave	<i>Republic</i> VI. 502c-VII	M
9	Thu, Oct 5	Decline of Justice in the City and in the Soul	<i>Republic</i> VIII-IX. 576c	M
10	Tue, Oct 10	Final examination of Justice; The Poets; Myth of Er	<i>Republic</i> IX. 576c-X	M
11	Thu, Oct 12	Physics & its principles; first assignment due on Friday	Aristotle, <i>Physics</i> I. 1, 2, 5-9	S
12	Tue, Oct 17	Nature & the four causes	<i>Physics</i> II. 1-9	S
13	Thu, Oct 19	The prime motion & mover	Aristotle, <i>Physics</i> VIII. 1, 4, 6-10, <i>Metaphysics</i> XII.7	S
Oct 23-27		Fall Term Break—No classes		
14	Tue, Oct 31	Happiness	Aristotle, <i>Nicomachean Ethics</i> I. 1-7	S
15	Thu, Nov 2	Moral virtue	<i>Nicomachean Ethics</i> I. 8-9, 12-13, II. 1-6	S
16	Tue, Nov 7	Moral virtue and choice	<i>Nicomachean Ethics</i> II. 7, 9, III. 1-5	S
17	Thu, Nov 9	Intellectual virtue	<i>Nicomachean Ethics</i> VI. 1-7, 12, 13	S
18	Tue, Nov 14	Contemplation	<i>Nicomachean Ethics</i> X. 6-9	S
19	Thu, Nov 16	Friendship and the good life	Cicero, 'On Friendship', in <i>On The Good Life</i>	S
20	Tue, Nov 21	The Epicurean highest good	Cicero, <i>On Moral Ends</i> , Book I	S
21	Thu, Nov 23	The Stoic highest good	Cicero, <i>On Moral Ends</i> , Book III	S
22	Tue, Nov 28	Neoplatonism	Plotinus, <i>Ennead</i> V.2: <i>On the origin and order of the beings which come after the First</i>	M
23	Thu, Nov 30	Soul; second assignment due on Friday	<i>Ennead</i> V.1.1-3: <i>On the three primary Hypostases</i>	M
24	Tue, Dec 5	<i>Nous</i> and the One	<i>Ennead</i> V.1.4-12; V.8.4: <i>On the Intelligible Beauty</i>	M
25	Thu, Dec 7	<i>Nous</i> and the One (continued)	<i>Ennead</i> V.5: <i>That that Intelligibles are not outside the Intellect, and on the Good</i>	M
Dec 10-22		Fall Term Examinations		

WINTER TERM 2023

	Date	Discussion Topics and Assignment due-dates		
26	Tue, Jan 9	Augustine's use of Greek philosophy; Confession & original sin	Augustine, <i>Confessions</i> , Book I	M
27	Thu, Jan 11	The nature of sin	<i>Confessions</i> , Books II-IV	M
28	Tue, Jan 16	The nature of evil and the nature of God; Conversion	<i>Confessions</i> , Books V-IX	M
29	Thu, Jan 18	Time and Eternity	<i>Confessions</i> , Books X-XIII	M
30	Tue, Jan 23	Fortune and worldly goods	Boethius, <i>Consolation of Philosophy</i> , Book I-III.8	S
31	Thu, Jan 25	The Supreme Good	<i>Consolation</i> , Book III.9-12	S
32	Tue, Jan 30	Evil and providence	<i>Consolation</i> , Book IV	S
33	Thu, Feb 1	Free will and God's eternity	<i>Consolation</i> , Book V	S
34	Tue, Feb 6	The man on the island	Ibn Tufayl, <i>Hayy Ibn Yaqzan</i>	M
35	Thu, Feb 8	Ascent and return; third assignment due on Friday	Ibn Tufayl, <i>Hayy Ibn Yaqzan</i>	M
36	Tue, Feb 13	On Our Knowledge of God	Moses Maimonides, <i>The Guide for the Perplexed</i> , sections TBD	S
37	Thu, Feb 15	On the Question of the Eternity of the World	Moses Maimonides, <i>The Guide for the Perplexed</i> , sections TBD	S
	Feb 19-23	Winter Term Break—No classes		
38	Tue, Feb 27	On Free Choice of the Will	Aquinas, <i>Disputed Question on Evil</i> , q. 6, in <i>Selected Writings</i> , pp. 551-564. (Listen to "Aquinas and the Revival of Learning")	S
39	Thu, Feb 29	On Law	Aquinas, <i>Summa theologiae</i> , I ^a II ^{ae} , qq. 90 & 91, in <i>Selected Writings</i> , pp. 611-628	S
40	Tue, Mar 5	Beguine Mysticism	Marguerite Porete, <i>Mirror of Simple Souls</i> , sections TBD	S
41	Thu, Mar 7	Abandon all hope	Dante, <i>Hell</i> , Cantos I-X	S
42	Tue, Mar 12	The city that sin built	<i>Hell</i> , Cantos XI-XXII	S
43	Thu, Mar 14	The frozen lake	<i>Hell</i> , Cantos XXIII-XXXIV	S
		Last Day to Drop Full-Year Classes		
44	Tue, Mar 19	Peter's gate	<i>Purgatory</i> , Cantos I-IX	S
45	Thu, Mar 21	The ascent of the mountain; fourth assignment due on Friday	<i>Purgatory</i> , Cantos X-XXVI	S
46	Tue, Mar 26	The earthly paradise	<i>Purgatory</i> , Cantos XXVII-XXXIII	S
47	Thu, Mar 28	His will is our peace	<i>Paradise</i> , Cantos I-IX	M
48	Tue, Apr 2	Not in my eyes alone is Paradise	<i>Paradise</i> , Cantos X-XXVII	M
49	Thu, Apr 4	The love that moves the sun and the other stars	<i>Paradise</i> , Cantos XXVIII-XXXIII	M
50	Tue, Apr 9	Conclusion		S
	Apr 13-25	Winter Term Examinations		

University Regulations for All College of the Humanities Courses

Tuesday, July 4, 2023

Academic Dates and Deadlines

This schedule contains the dates prescribed by the University Senate for academic activities. Dates relating to fee payment, cancellation of course selections, late charges, and other fees or charges will be published in the Important Dates and Deadlines section of the Registration Website.

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.

Online Learning Resources

On this page, you will find resources collected by Carleton Online to help you succeed in your online courses; Learning Strategies and Best Practices, Study Skills, Technology and Online Interaction and Engagement.

Academic Integrity Policy

Plagiarism is presenting, whether intentionally or not, the ideas, expression of ideas, or work of others as one's own.

Plagiarism includes 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. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to: books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, art works, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

Examples of plagiarism include, but are not limited to:

- any submission prepared in whole or in part, by someone else;
- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another's data or research findings without appropriate acknowledgement;
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one's own; and
- failing to acknowledge sources through the use of proper citations when using another's work and/or failing to use quotations marks.

Co-operation or Collaboration

An important and valuable component of the learning process is the progress a student can make as a result of interacting with other students. In struggling together to master similar concepts and problems and in being exposed to each other's views and approaches, a group of students can enhance and speed up the learning process. Carleton University encourages students to benefit from these activities which will not generally be viewed as a violation of the Policy. With the exception of tests and examinations, instructors will not normally limit these interactions.

Students shall not co-operate or collaborate on academic work when the instructor has indicated that the work is to be completed on an individual basis. Failure to follow the instructor's directions in this regard is a violation of the standards of academic integrity. Unless otherwise indicated, students shall not co-operate or collaborate in the completion of a test or examination.

Group Work: There are many cases where students are expected or required to work in groups to complete a course requirement. Normally, students are not responsible for violations of this policy committed by other members of a group in which they participate.

The full Academic Integrity Policy can be found [here](#). More information on the process [here](#).

Academic Accommodation Policy

Carleton University is committed to providing access to the educational experience in order to promote academic accessibility for all individuals.

Academic accommodation refers to educational practices, systems and support mechanisms designed to accommodate diversity and difference. The purpose of accommodation is to enable students to perform the essential requirements of their academic programs. At no time does academic accommodation undermine or compromise the learning objectives that are established by the academic authorities of the University.

Addressing Human Rights Concerns

The University and all members of the University community share responsibility for ensuring that the University's educational, work and living environments are free from discrimination and harassment. Should you have concerns about harassment or discrimination relating to your age, ancestry, citizenship, colour, creed (religion), disability, ethnic origin, family status, gender expression, gender identity, marital status, place of origin, race, sex (including pregnancy), or sexual orientation, please contact the [Department of Equity and Inclusive Communities](#).

Requests for Academic Accommodation

You may need special arrangements to meet your academic obligations during the term. For an accommodation request the processes are as follows:

Pregnancy obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For accommodation regarding a formally-scheduled final exam, you must complete the Pregnancy Accommodation Form ([click here](#)).

Religious obligation: write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details [click here](#).

Academic Accommodations for Students with Disabilities: [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).

Survivors of Sexual Violence

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: <https://carleton.ca/equity/sexual-assault-support-services>

Accommodation for Student Activities

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation will be provided to students who compete or perform at the national or international level. Write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. <https://carleton.ca/senate/wp-content/uploads/SCCASP-Accommodation-for-Student-Activities-Clean-copy-final-Sept-2022-2.pdf>

Grading System at Carleton University

Standing in a course is determined by the course instructor, subject to the approval of the faculty Dean. Standing in courses will be shown by alphabetical grades. The system of grades used, with corresponding grade points and the percentage conversion can be found [here](#). Grade points indicated are for courses with 1.0 credit value. Where the course credit is greater or less than one credit, the grade points are adjusted proportionately.

Course Sharing Websites and Copyright

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). [More information](#)

Student Rights and Responsibilities at Carleton

Carleton University strives to provide a safe environment conducive to personal and intellectual growth, free of injustice and characterized by understanding respect, peace, trust, and fairness.

The [Student Rights and Responsibilities Policy](#) governs the non-academic behaviour of students. Carleton University is committed to building a campus that promotes personal growth through the establishment and promotion of transparent and fair academic and non-academic responsibilities.

Deferred Term Work

In some situations, students are unable to complete term work because of short-term incapacitation (illness, injury, emergency, or other circumstances beyond their control) which forces them to delay submission of the work.

1. Students who claim incapacitation as a reason for missed term work are held responsible for immediately informing the instructor concerned and for making alternate arrangements with the instructor. If the instructor requires supporting documentation, the instructor may only request submission of the University's self-declaration form, which is available on the [Registrar's Office website](#). The alternate arrangement must be made before the last day of classes in the term as published in the academic schedule. Normally, any deferred term work will be completed by the last day of term. In all cases, formative evaluations providing feedback to the student should be replaced with formative evaluations. In the event the altered due date must extend beyond the last day of classes in the term, the instructor will assign a grade of zero for the work not submitted and submit the student's earned grade accordingly; the instructor may submit a change of grade at a later date. Term work cannot be deferred by the Registrar.
2. In cases where a student is not able to complete term work due to illness or injury for a significant period of time/or long-term, the instructor and/or student may elect to consult with the Registrar's Office (undergraduate courses) or Graduate Registrar (graduate courses) to determine appropriate action.
3. If a student is concerned the instructor did not respond to the request for academic accommodation or did not provide reasonable accommodation, the student should consult with the department/school/institute chair/director. If a mutually agreeable accommodation to complete course requirements prior to the course grade submission deadline cannot be achieved, the Associate Dean will become involved. If academic accommodation is not granted, and the student receives word **after** the academic withdrawal deadline, the student may submit a petition to the Registrar's Office (undergraduate courses)/Graduate Registrar (graduate courses) for a final grade of WDN (Withdrawn) in the course(s). If academic accommodation is not granted, and the student receives word **prior** to the academic withdrawal deadline, the student may elect to withdraw from the course(s).
4. Furthermore, if academic accommodation is granted, but the student is unable to complete the accommodation according to the terms set out by the instructor as a result of further illness, injury or extraordinary circumstances beyond their control, the student may submit a petition to the Registrar's Office (undergraduate courses)/Graduate Registrar (graduate courses). Please note, however, that the course instructor will be required to submit an earned final

grade and further consideration will only be reviewed according to established precedents and deadlines. [More information.](#)

Deferred Final Exams

Students who are unable to write a final examination because of incapacitation (illness, injury, emergency, or extraordinary circumstances beyond a student's control) may apply for accommodation. Normally, the accommodation for a missed final examination will be granting the student the opportunity to write a deferred examination. In specific cases when it is not possible to offer a deferred examination, and with the approval of the Dean, an alternate accommodation may be made.

The application for a deferral must:

1. be made in writing to the Registrar's Office no later than three (3) working days after the original final examination or the due date of the take-home examination; and,
2. be fully supported by appropriate documentation. In cases of short-term incapacitation normally lasting no more than 10 days, students must include the University's self-declaration form, which can be found on [the Registrar's Office website](#). Additional documentation is required in cases of incapacitation lasting longer than 10 days and must be supported by a medical note specifying the date of onset of the illness, the (expected) date of recovery, and the extent to which the student was/is incapacitated during the time of the examination. The University's preferred medical form can be found at the Registrar's Office [here](#).

Financial vs. Academic Withdrawal

Make sure that you are aware of the separate deadlines for Financial and Academic withdrawal!

Making registration decisions in Carleton Central involves making a financial and academic commitment for the courses you choose, regardless of attendance. If you do not attend, you must withdraw in [Carleton Central](#) within the published deadlines to cancel your registration. A fee adjustment is dependent on registration being canceled within the published [fee deadlines](#) and dependent on your course load. A course dropped after the deadline for financial withdrawal will receive a grade of Withdrawn (WDN), which appears on your official transcript.

Even if you miss the deadline for financial withdrawal, you might decide to drop a course to avoid a failure or a poor grade showing up on your student record and bringing down your CGPA. It is your responsibility to drop the course via Carleton Central within the published [deadlines](#) (see Academic Withdrawal).

If you are considering withdrawing from a course, you may want to talk to an advisor first. Course withdrawal may affect your student status, as well as your eligibility for student funding, immigration status, residence accommodation and participation in varsity sports, etc. Additionally, remember that once you choose your courses, you must use the "Calculate amount to pay" button to determine the correct amount of fees to pay.

Carleton Central is your one-stop shop for registration activities. If you are interested in taking a course, make sure to complete your registration. Simply attending a course does not mean you are registered in it, nor is it grounds for petition or appeal.

Mental Health and Wellness at Carleton

Discover the tools and resources Carleton offers to help understand, manage and improve your mental health and wellness while at university.

[Counselling](#)

[Residence Counselling](#)

[Supporting Your Mental Health](#)

Get Help Now

<https://wellness.carleton.ca/get-help-now/>

If in crisis call:

Counselling Services: 613-520-6674 (press 2)
Monday-Friday, 8:30 a.m. – 4:30 p.m.

After Hours

If you need assistance with an urgent situation outside of our regular operating hours, contact:

- [Distress Centre of Ottawa and Region](#): Available 24/7-365 days/year and is bilingual (English/French).
 - **Distress**: 613-238-3311
 - **Crisis**: 613-722-6914
 - **Text**: 343-306-5550 (available 10:00 am – 11:00 pm, 7 days/week, 365 days/year)
 - Web Chat: blue chat icon at the bottom right corner of the website.
 - Text Service is available in English only to residents of Ottawa & the Ottawa Region.)
- [Good2Talk](#): Available 24/7-365 days/year and is available in English, French and Mandarin
 - Call: **1-866-925-5454**
 - Text GOOD2TALKON to 686868
 - [Facebook Messenger](#)
- [Empower Me](#): A 24/7 resource service for undergraduate students. 1-833-628-5589 (toll-free)
- International SOS's Emotional Support: Offers 24/7 access to mental health professionals in more than 60 languages through their dedicated line +1 215-942-8478. Students can call this number collect (the person being telephoned receives the charges) to access services.

The Centre for Indigenous Support and Community Engagement

The Centre for Indigenous Initiatives is proud to offer culturally centered individual counselling to students who self-identify as First Nation, Metis or Inuk. Through this service, Indigenous students can access confidential, individual sessions for support with personal, mental health or academic challenges.

[More information and to book an appointment.](#)

Department Contact Information

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