

B.A. Template

Preamble

The B.A. Degree at Carleton is distinctive for the ease with which students can change major (change program) or combine two majors to form a significant and enviable number of Combined Honours programs. The B.A. Template accordingly provides a basic framework of requirements for various types of B.A. programs that facilitates a welcome degree of flexibility and mobility for students at the same time as entrenching the principle of breadth foundational to a liberal arts education. The template is also meant as a guide for changing existing B.A. programs and for providing acceptable frameworks for faculty to establish new programs within the B.A.

The Template recognizes three principles established by the 2013 Working Group on Academic Rules and Regulations to guide the development of academic rules:

1. Academic rules should enable students to progress smoothly through their studies and from program to program.
2. Academic rules should maximize flexibility within and across programs – a student transferring from one program to another should not be unnecessarily penalized.
3. Academic rules should be simple and transparent.

Terminology used in this Template is consistent with the Glossary pages of the University Calendar ([link](#)).

The Template

Exemptions from the requirements of this B.A. Template may be granted by Senate only on a recommendation from the Senate Committee on Curriculum, Admissions and Studies Policy.

Types of B.A. Programs

B.A. (15 Credits):

- Single Discipline
- Single Discipline with Concentration
- Thematic
- Thematic with Concentration

B.A. Honours (20 Credits):

- Single Discipline
- Single Discipline with Concentration
- Combined
- Combined with Concentration
- Thematic
- Thematic with Concentration

All B.A. programs must provide for a Combined Honours program in the interests of program flexibility for students, with the exception of thematic programs, which may or may not have a Combined Honours program.

Regulations that Apply to All B.A. Programs

1. A student may count a maximum of 7.0 credits below the 2000-level toward fulfilment of graduation requirements:
<http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/registration-evaluation-records/#max-credits-below-the-2000-level>
2. Among the credits presented at graduation, students in all B.A. degree programs are required to include 3.0 breadth credits, including 1.0 credit from each of three of the four specified breadth areas. Credits that fulfil requirements in a Major, Minor or Concentration may be used to fulfil the breadth requirement. Thematic programs that are exempt from the B.A. breadth requirements are noted in the University Calendar:
<http://calendar.carleton.ca/undergrad/regulations/academicregulationsandrequirementsforthebachelorofartsdegree/>
3. Students in all B.A. programs that have breadth requirements must fulfill the breadth requirements as part of the first ten credits completed. Mandatory advising is in place for students who do not fulfill the breadth requirements as part of the first ten credits completed.
4. A student may take no more than two elements in a program in addition to the major(s):
<http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/regulations-for-degree-students/#maximum-number-of-program-elements>
5. The credits presented at graduation that are credits completed at Carleton after admission, credits completed at Carleton within the last ten years for which advanced standing has been granted, and credits completed as part of the University of Ottawa Exchange or another formal domestic or international Exchange, must include:
 - a. For Honours degrees, at least 3.0 credits in the major and at the 3000-level or above;
 - b. For Combined Honours degrees, at least 1.5 credits in each major and at the 3000-level or above;
 - c. For non-Honours degrees, at least 3.0 credits in the major and at the 2000-level or above:<http://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/registration-evaluation-records/#advanced-credits>

Credit Requirements for Types of B.A. Programs

B.A. Single Discipline

B.A. Single Discipline programs require no less than 6.0 and no more than 7.0 credits in the major for students to graduate. However, taking into account free electives, students may present up to 9.0 credits in the major subject area at graduation. B.A. Single Discipline programs require 6.0 credits not in the major and provide for 2.0 to 3.0 credits in free electives.

B.A. Single Discipline with Concentration

B.A. Single Discipline programs with Concentration require no less than 6.0 and no more than 8.0 credits in the major for student to graduate. However, taking into account free electives, students may present up to 9.0 credits in the major subject area at graduation. B.A. Single Discipline programs with Concentration require 6.0 credits not in the major and provide for 1.0 to 3.0 credits in free electives.

B.A. Thematic

B.A. Thematic programs require no less than 6.0 and no more than 10.0 credits in the major for students to graduate. B.A. Thematic programs do not require credits not in the major and provide for sufficient free electives to make up a 15-credit program.

B.A. Thematic with Concentration

B.A. Thematic programs with Concentration require no less than 6.0 and no more than 11.0 credits in the major for students to graduate. However, taking into account free electives, students may present up to 12.5 credits in the major subject area at graduation. B.A. Thematic programs with Concentration require 2.5 credits not in the major and provide for sufficient free electives to make up a 15-credit program.

B.A. Honours Single Discipline

B.A. Honours Single Discipline programs require no less than 8.0 and no more than 10.0 credits in the major for students to graduate. However, taking into account free electives, students may present up to 12.0 credits in the major subject area at graduation. B.A. Honours Single Discipline programs require 8.0 credits not in the major and provide for 2.0 to 4.0 credits in free electives.

B.A. Honours Single Discipline with Concentration

B.A. Honours Single Discipline programs with Concentration require no less than 8.0 and no more than 12.0 credits in the major for students to graduate. However, taking into account free electives, students may present up to 12.0 credits in the major subject area at graduation. B.A. Honours Single Discipline programs with Concentration require 8.0 credits not in the major and provide for 0.0 to 4.0 credits in free electives.

B.A. Combined Honours

B.A. Combined Honours programs require no less than 6.0 credits and no more than 7.5 credits in each major for students to graduate. B.A. Combined Honours programs do not require credits not in the major and provide for sufficient free electives to make up a 20-credit program.

B.A. Combined Honours with Concentration

B.A. Combined Honours programs with Concentration require no less than 6.0 credits and no more than 8.0 credits in each major for students to graduate. B.A. Combined Honours programs with Concentration do not require credits not in the major and provide for sufficient free electives to make up a 20-credit program.

B.A. Honours Thematic

B.A. Honours Thematic programs require no less than 9.0 credits and no more than 15.0 credits in the major for students to graduate. Students may present up to 15.0 credits in the major subject area at graduation. B.A. Thematic Honours programs do not require credits not in the major and provide for sufficient free electives to make up a 20-credit program.

B.A. Honours Thematic with Concentration

B.A. Honours Thematic programs with Concentration require no less than 9.0 credits and no more than 15.0 credits in the major for students to graduate. B.A. Honours Thematic programs with Concentration require 5.0 credits not in the major plus sufficient free electives to make up a 20-credit program. Students may present up to 15.0 credits in the major subject area at graduation.

Table 1

- The numbers of free electives available in any B.A. program requiring Credits Not in the Major is calculated and set as the difference between the minimum number of credits in the major required to graduate in each of these programs and the maximum number of credits in the major subject area that can be presented at graduation. It should be noted that the Template allows for a variation in the minimum number of credits in the major required for graduation for each category of B.A. program (identified in Table 1 below as 'Minimum # Credits for Major' and 'Maximum # of Credits for Major').
- The numbers of free electives available in any program not requiring Credits Not in the Major is calculated and set as the difference between the minimum number of credits in the major required to graduate in each of these programs and the number of credits that have to be presented at graduation (15 for a non-Honours B.A. program; 20 for a B.A. Honours program). It should be noted that this Template allows for a variation in the minimum number of credits in the major required for graduation for each category of B.A. program (identified in Table 1 below as 'Minimum # Credits for Major' and 'Maximum # of Credits for Major').
- The number of credits indicated in the column '# Credits Student May Present in Major Subject Area at Graduation' are not requirements for graduation unlike the 'Minimum/Maximum # Required Credits for the Major' columns. This column provides the option of including additional free electives in the major subject area at graduation.

Degree Program	Category	Minimum # Required Credits for Major	Maximum # Required Credits for Major	# Required Credits Not in Major	# Required Credits in Free Electives	# Credits Students May Present in Major Subject Area at Graduation
B.A.	Single Discipline	6.0	7.0	6.0	2.0 to 3.0	9.0
B.A.	Single Discipline + Concentration	6.0	8.0	6.0	1.0 to 3.0	9.0
B.A.	Thematic	6.0	10.0	0.0	Sufficient to make a 15-credit program	N/A
B.A.	Thematic + Concentration	6.0	11.0	2.5	Sufficient to make a 15-credit program	12.5
B.A. Honours	Single Discipline	8.0	10.0	8.0	2.0 to 4.0	12.0
B.A. Honours	Single Discipline + Concentration	8.0	12.0	8.0	0.0 to 4.0	12.0
B.A. Honours	Combined	6.0 in each major	7.5 in each major	0.0	Sufficient to make a 20-credit program	N/A
B.A. Honours	Combined + Concentration	6.0 in each major	8.0 in each major	0.0	Sufficient to make a 20-credit program	N/A
B.A. Honours	Thematic	9.0	15.0	0.0	Sufficient to make a 20-credit program	15.0
B.A. Honours	Thematic + Concentration	9.0	15.0	5.0	Sufficient to make a 20-credit program	15.0
Certificate	Single Discipline	4.0	5.0	0.0	N/A	N/A

Element	Minimum and Maximum # Credits
Minor	4.0 minimum 5.0 maximum
Concentration	3.5 minimum