

Course Outline

COURSE:	LAWS 3308 C – PUNISHMENT AND THE LAW
TERM:	Winter 2025
PREREQUISITES:	LAWS 2301 and 0.5 credit in LAWS at the 2000 level.
CLASS:	Day & Tuesdays Time: 2:35 p.m. – 5:25 p.m. Room: Please check Carleton Central for current Class Schedule This course will be conducted in-person
INSTRUCTOR:	Roger R. Rickwood, Ph.D., LL.M., LL.B., M.A., B.A.(Hons)
CONTACT:	Office Hrs: 12:00 p.m. – 1:30 p.m. by telephone or at other times by Appointment. TA: Razia Sayad RaziaSayad@cmail.carleton.ca Telephone: 613-712-2811 Email: rogerrickwood@cunet.carleton.ca
BRIGHTSPACE:	https://brightspace.carleton.ca/d2l/home/285166

CALENDAR COURSE DESCRIPTION

This course explores justifications and practices of punishment and social control from a socio-legal perspective. Rationalizations and justifications for punishment are considered. Different forms of punishment and control within the law will be examined as well as different theoretical perspectives of punishment.

COURSE DESCRIPTION

This course explores justifications and practices of punishment and social control from a socio-legal perspective through the descriptive and analytic lens and framework of penology. Penology is an interdisciplinary science in which theorists and practitioners in the fields of history, law, political science, sociology, criminology, philosophy and psychology examine the justifications, practices and effects of punishment for crime. The term comes from the combination of the Latin word “poena” meaning “penalty” and the Greek word “logia” meaning “study of”. The term punishment refers to imposition by the state of a penalty or burden, such as pain or deprivation of rights (e.g. liberty) to prevent or stop criminal behaviour that violates prescribed laws aimed at social control.

This course examines punishment from multiple vantage points as there is little consensus among theorists and practitioners of what constitutes “penology”, although there is common agreement that it has a coercive element. It covers more than identifying and applying the best practices of prison management and administration. It includes the concept of sanctions which is at the core of the sentencing process in democracies where a judge determines a fit and fair consequence for a crime committed by a guilty offender. It also includes the administration of such sanctions by state correction officials inside prisons or outside in the community with or without the assistance of members of the community. Sometimes it includes diversion and alternative measures other than judicial proceedings where an alleged offender admits his/her wrongdoing and voluntarily enters a corrective program.

Punishment can also include involuntary participation in a public symbolic shaming process where alleged offenders are singled out for denunciation at the investigation hearing stage, but are not formally tried, convicted and sentenced. The word “punish”, but not the concept, may sometimes not appear in a criminal law statute because the word itself carries negative ideological baggage for rehabilitation-oriented progressive thinkers who reject or wish to avoid it. The *Criminal Code of Canada*, for example, prefers to use the words “sanctions” and “alternate measures” rather than the word “punishment”, although the term “punishable by” appears in many charging sections.

Penology seeks to clarify the legal and ethical bases of punishment along with the motives and purposes of society in inflicting it. Penology involves the historical description of the reasons for and the differences in types of punishment, along with their direct and collateral impacts in states. This course covers not only various systems and tools of punishment developed over time, but also focuses, for reasons of relevancy and ease of understanding, on Canada, United Kingdom, and the United States of America and their penal laws, procedures and policies. In doing so, cultural and economic variances among groups are identified and compared. Most penologists seek to improve systems of punishment, although there are some who wish to abolish it and substitute some other form of resolution. In addition to Marxists theory of punishment, ideas of retributionists, consequentialists, and abolitionists, among others, will be considered. Some international law standards will also be examined, such as the *Universal Declaration of Human Rights (UDHR)* and *United National Declaration of Rights of Indigenous People*.

Penology courses in law and legal studies tend to focus on either theoretical or practical approaches. This course seeks to pursue a middle ground approach where both theory and practice are considered with strong emphasis on history, values, constitutional requirements, and statutory instruments such as the *Criminal Code of Canada*, the *Corrections and Conditional Release Act*, the *Victims Rights Act*, and the *Canadian Charter of Rights and Freedoms*. While this course focuses on adult offenders, there is some coverage of young persons under 18 under the *Youth Criminal Justice Act*. This pragmatic approach facilitates an easier understanding of the interdisciplinary links within penology and builds an operational, cognitive and evaluative framework for better understanding of issues and applications.

TEACHING/LEARNING METHODOLOGY

LAWS 3308C uses learning outcomes to inform students of evaluation expectations and to enhance their abilities to perform in their active learning domains, i.e. cognitive, psychomotor and affective. Students will acquire core substantive knowledge of punishment, learn analytic problem solving and communication of findings. Students will observe and identify values inherent and expressed in the institutional punishment system, reflect on them and recommend reforms to facilitate greater equity.

The Department of Laws and Legal Studies encourages respectful discussion, debate and exploration of ideas in class environments. LAWS 3308 will be an environment where people of differing values, abilities, identities, backgrounds and ways of expression are equally included and respected. Some of us will have been harmed directly or indirectly by penal practices or the state's failure to punish misconduct. If you require support at any time because you are triggered or upset by this challenging material, please note that there are counselling services available at <https://carleton.ca/health/>. Feel free to reach out to me if you are experiencing difficulties.

LEARNING OUTCOMES

- 1) Students will comprehend the role and importance of the punishment process in the criminal justice systems.
- 2) Students will know the theories, goals, justifications of punishment in these systems, especially the evolving Canadian experience in penal law, policy and institutions.
- 3) Students should know the statutory purposes and principles of Canadian sentencing law and policy, as approved by Parliament and applied through judges using rules, case law, judicial discretion and the *Charter*.
- 4) Students should comprehend the sentencing hearing process after conviction and be able to outline steps and methodologies used by institutional actors and stake-holders to produce fit determinations.
- 5) Students should understand different sentencing options and tools available to judges to fit offender, societal and victim needs by community and correctional arrangements.
- 6) Students should be able to identify, reflect and value the ethical, moral and societal beliefs underlying sentencing and correction approaches in order to assess their efficiency, effectiveness, and social consequences with a view to reform and establish equitable standards.
- 7) Students should develop analytic, advocacy and communication skills in doing assignments, such as reflections, reports, submissions, determinations, correction plans, case studies, hypothetical appeals and judicial review and legislation change policy briefs.
- 8) Students will be able to query whether or not punishment policies and practices, as they effect demographic groups in diverse societies, are biased or neutral and in need of reform.

REQUIRED TEXTS AND STATUORY MATERIAL

I prefer that you not use books previously published (older versions) because the case law changes, and you will not be up-to-date. Also, the page numbers given for the readings will not correlate with the pages in a previously published book.

Manson, Allan S., Healy, Patrick et al, *Sentencing and Penal Policy in Canada: Cases, Materials and Commentary*, 4th edition (Toronto: Emond Montgomery Publications Ltd., 2023) ISBN: 9781774621820 (Available at Carleton University Bookstore and from the publisher) (Available on e-book service through MacOrдум Library) (A digital version is available from the publisher.) A hard copy is priced at \$101.00 from the publisher and \$176.50 in the bookstore. Cited as Manson & Healy in readings.

Manson, Allan, *The Law of Sentencing*, (Toronto: Irwin Law, Inc.: 2001), ISBN 978-1-552-029-1, paperback (Available at Carleton University Bookstore) (Available on e-book service through MacOrдум Library). The price at the bookstore and from the publisher is \$42.95. There is no digital version available from the publisher. Cited as Manson in readings

Hoskins, Zachary and Antony Duff, "Legal Punishment", *The Stanford Encyclopedia of Philosophy* (spring 2024 edition), Edward N. Zalta & Uri Nodelman (eds.), at: <https://plato.stanford.edu/archives/spr2024/entries/legal-punishment/>.

Criminal Code of Canada, <https://laws-lois.justice.gc.ca/eng/acts/C-46/> (complete Criminal Code) or at <http://www.criminal-code.ca/criminal-code-of-canada-alphabetical-A.html> (Alphabetical, numerical and categorical listings of Criminal Code) Cited as CCC.

Corrections and Conditional Release Act, at <https://laws-lois.justice.gc.ca/eng/acts/C-44.6/> cited as CCRA

Universal Declaration of Human Rights, 1948 (UNGA) at <https://www.un.org/en/about-us/universal-declaration-of-human-rights> Cited as UDHR

Canadian Victims Bill of Rights, (S.C. 2015, c. 13, c. 2) at <https://laws-lois.justice.gc.ca/eng/acts/c-23.7/page-1.html>

Youth Criminal Justice Act, (YCJA) at <https://laws-lois.justice.gc.ca/eng/acts/y-1.5/> Cited as YCJA

Controlled Drugs and Substances Act, at <https://laws-lois.justice.gc.ca/eng/acts/C-38.8/page-1.html#docCont> Cited as CDSA

United Nations Declaration of Rights of Indigenous Peoples Act, (S.C. c.14, royal assent, June 6, 2021) at <https://laws-lois.justice.gc.ca/eng/acts/U-2.2/index.html>

Canadian Charter of Rights and Freedoms, Part I, CA 1982 – at https://www.mcgill.ca/dise/files/dise/cdn_rights.pdf

Fetherston, Donald N., “The Law and Young Offender”, chapter 4 in John Winterdyk, ed., *Issues and Perspectives on Young Offenders in Canada*, (Toronto: Nelson College, 2004), ISBN: 978-0176416676. The required chapter posted on Brightspace. Note: There have been several amendments to the YCJA since this was written. However, they are available in the text of the YCJA cited above.

Selected additional materials as posted on Brightspace.

All Power Point materials from Class Group Presentations as posted on Brightspace.

EVALUATION

Components of Final Mark

Evaluation format	Weight	Due Date
Case Study	20%	Due – 4 th February – a hard copy in class (see instructions below)
Midterm Exam – Closed book	25% Exam in 2 parts. Part 1 - a quiz Part 2 - one (1) essay from options.	Tuesday, 11 th February – In class
Group Presentation (see instructions below)	20%	From 25 ^h February to 8 th April
Class Participation (See instructions below)	10 %	Active Participation is required - not just attendance. Registration taken.
FINAL EXAM CLOSED BOOK	25% Exam in 2 parts Part 1- Quiz Part 2 – One (1) essay from options.	During Exam period – Date TBA April 11-26

Students who cannot attend on-campus assessments in person may apply to write their exams remotely, if they meet certain criteria. More information for instructors and students is available at: <https://Carleton.ca/ses/distance-exams/> .

Permissibility of Submitting Substantially the Same Piece of Work for Academic Credit

Students shall not re-use substantially the same work from a different course (or from the same course if they are repeating) when completing assignments or exams. If students wish to cite from such work, they must seek permission from the instructor before doing so. Using substantially the same work is just changing the format and paraphrasing the substance of the work.

Cooperation or Collaboration

Collaboration is permitted/required when you are working as a group preparing for your presentations. You are encouraged to work together and divide the tasks evenly. In all other cases (such as individual assignments), students must complete their work independently.

Use of Generative Artificial Intelligence (AI) Tools

The use of generative artificial tools (e.g. ChatGPT) is not permissible except for spellchecking, word processing, grammar checks and formatting. You do not need to document the use of AI for these specific purposes.

INSTRUCTIONS FOR CASE STUDY (20% of course mark) Due in class in hard copy on 4th February 2025.

This case study will be posted on Brightspace. You will need to give your observations and reasons reflections on the positive and negative values of the punishment process, principles and outcomes in Canada compared, where relevant, to other nations' processes, theories, practices, and outcomes.

The assignment will be a minimum of 5 pages of text double-spaced and no longer than 10 pages of text. **It must include a title page, table of contents, page number and bibliography (these pages are not included in the 5 pages) and your name.** Noncompliance with these rules will mean a reduction of marks.

The late penalty of 2% per day applies.

CLASS PRESENTATIONS (20%) – MANDATORY CLASS ATTENDANCE FOR PRESENTERS

Presentations will be made in class during the 6 classes from February 25 to April 8. All students are expected to attend. Groups are to be formed. You are to book your time slot on a first-come first-served basis. Presentations should be 30 minutes in length; each team participant should speak for 3-5 minutes. Presentations will be done by groups of 4 to 6 students although a smaller number may be allowed. The presentation can be a debate, panel discussion, simulated

hearing by a tribunal, court or parliamentary committee on a topical human rights issue. Modification can be approved by the instructor. Overlap between presentation and the Case Study is allowed but must include significant different material. The same mark will be given for all members of a group. Opportunity for class questions, commentary and observations should be built into the presentation schedule. The instructor may make comments at the conclusion.

The topics of the presentations will be selected from the subject matter for the scheduled lecture date.

Each group must provide the instructor with an **electronic version of their power points within 48 hours of presentation. A short electronic *aide memoire* summarizing the presentation is also required.** Failure to provide the power points and *aide memoire* means that no grade can be entered. The group's electronic power points and *aide memoires* will be posted on Brightspace. **Key content points in the presentations and related discussions will be tested on the final exam.** The final presentation mark of 20 points is awarded on **content (70%), presentation style (20%) and engagement (10%)** of students. Games can reinforce student recall of key ideas and stimulate interest. Games must take up less than half the presentation time. Show respect for opposing viewpoints and avoid using long preambles in questions.

A schedule of presentations will be finalized on February 4th. Identify your topic and the group members in writing to the instructor as soon as possible. There will be time in class to discuss and form groups. The instructor will create groups for you on February 4th if you have not done so earlier.

SELECTION OF GROUP MEMBERS FOR PRESENTATIONS

Students will form presentation groups of four to six members. Students have traditionally formed such groups based on prior association or engagement in introductory icebreaking sessions.

CLASS PARTICIPATION REQUIREMENTS (10%) (January 7th – April 8th)

Attendance will be taken by signing an attendance record circulated in class. Your participation mark is based on active participation and engagement in class discussions, not just physical attendance.

LATE PENALTIES AND REQUESTS FOR EXTENSIONS

There will be a penalty of 2% per calendar day for late Op-Ed.

The granting of extensions is determined by the instructor, who will confirm whether an extension is granted and the length of the extension. For requests for short-term extensions, please complete the form at the following link and submit it to the instructor prior to the assignment due date: <https://carleton.ca/registrar/academic-consideration-coursework-form/>.

Final exam deferrals must be applied for at the Registrar's Office. Please view the following link

for more information and how to apply for a deferral: <https://carleton.ca/registrar/deferral/>

For more information regarding academic consideration for short-term incapacitation (illness, injury, or extraordinary circumstances beyond a student's control), please visit the following link: <https://students.carleton.ca/course-outline/#academic-consideration-for-short-term-incapacitation>

Final Grade Approval

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

SCHEDULE

Week 1 Introduction – Course Overview – Evaluation Scheme

- Jan. 7**
- Discussion of course Teaching/Learning Methodology
 - Lecture Notes for Week 1 (on Brightspace)
 - Manson, Chapter 1, Introduction, pp. 1-4, Chapter 2
 - UDHR (UNGA 1948) at: <https://www.un.org/en/about-us/universal-declaration-of-human-rights>
 - CCRF (CA 1982, Part 1) at: https://www.mcgill.ca/dise/files/dise/cdn_rights.pdf

A History of Sentencing & Punishment (Adult and Youth)

- Hoskins, Zachary and Antony Duff, "Legal Punishment", *The Stanford Encyclopedia of Philosophy* (spring 2024 edition), Edward N. Zalta & Uri Nodelman (eds.), at: <https://plato.stanford.edu/archives/spr2024/entries/legal-punishment/>.
- Manson, Chapter 2, pp. 5-29 and Chapter 3, pp.31-54
- Fetherston, *The Law and Young Offenders*, Chapter 4 (on Brightspace)
- Lecture Notes-Timeline of Selected Sentencing & Correction & Penal Policy Developments (on Brightspace)

Week 2 Justification of Legal Punishment and Corrections, Philosophy and Objectives

- Jan 14**
- Lecture Notes-Justifications for Punishment (on Brightspace)
 - Manson, Chapters 2 & 3
 - Manson & Healy, Chapter 1
 - Marxist Theory of Punishment to facilitate Oppression by Elites (on Brightspace)

Jan. 17 **Last Day for registration and course changes.**

Week 3 Judicial Discretion and Methodology of Sentencing; Substantive Principles

- Jan. 21**
- Lecture Notes-Sentencing Guidelines-Slides (on Brightspace)
 - Lecture Notes-Statutory Sentencing Policy-Slides (on Brightspace)

- Criminal Code of Canada, ss. 718, 718.1 and 718.2 -at Justice Canada at: <https://laws-lois.justice.gc.ca/eng/acts/C-46/>
- Manson, Chapter 4, pp. 56-81, Chapter 5, pp.83-97

- Week 4**
Jan. 28 **Sentencing Rules and Aggravating and Mitigating Factors**
 - Manson, Chapter 6, pp. 98-129 & Chapter 7, ppp.130-161
 - Manson & Healy, Chapter 3
- Jan. 31** **Last day to withdraw from course with full fee adjustment.**
- Week 5**
Feb. 4 **Sentencing Process – Hearing & Sources of Information**
 - Lecture Notes-Sentencing Hearing (on Brightspace)
 - Manson, Chapter 8
 - Manson & Healy, Chapters 4 & 5
CASE STUDY DUE IN CLASS TODAY
- Week 6**
Feb. 11 **MIDTERM EXAM** (Weeks 1-5) - 25% of Course Total
 The exam will be in 2 parts: A quiz (30 points) and one essay (30 points) from several choices - Closed Book
- Feb. 17** **STATUTORY HOLIDAY – UNIVERSITY CLOSED**
- Feb. 17-21** **Winter Break – No classes**
No office hours
- Week 7**
Feb. 25 **Sentencing Process – Victim Participation, Pleas and Joint Submissions**
 - Lecture Notes-Victim Participation (on Brightspace)
 - Manson, Chapter 8
 - Manson & Healy, Chapters 6 & 7
PRESENTATIONS START
- Week 8** **Sentencing Options and Tools – Alternatives to Incarceration: Absolute &**
- Mar. 4** **Conditional Discharges, Conditional Sentencing, Diversion, Probation & Money Sanctions**
 - Lecture Notes-Sentencing Options (on Brightspace)
 - Manson, Chapter 9, pp. 208-259
 - Manson & Healy, Chapters 8, 9 & 10
PRESENTATION
- Week 9**
Mar. 11 **Sentencing Options and Tools: Conditional Sentences & Collateral Sentencing Orders, Imprisonment, Intermittent Sentences, Temporary Absences and Parole**
 -Temporary Absence Programs(TAP) – Canada; Ontario; New Brunswick (on

Brightspace)

- Manson, Chapter 9, pp. 260-291
- Manson & Healy, Chapter 11, 12, 13 & 20

PRESENTATION

Mar. 15 **Last Day for Academic withdrawal without fee adjustment**

Week 10 **Sentencing Options and Tools: Murder and Man**

Mar. 18

- Manson, Chapter 10
- Manson & Healy Chapter 14
- *Criminal Code of Canada* Sections 745 to 745.5 online at: <https://laws-lois.justice.gc.ca/eng/acts/C-46/>

Preventative Detention & Preventative Supervision for Long Term and Dangerous Offenders when Rehabilitation fails and Security comes First

- Manson, Chapter 11
- Manson & Healy Chapter 15

PRESENTATION

Week 11 **Special Sentencing and Correctional Issues involving Women, Indigenous Peoples, People of Colour, LGBTQ People, People with Physical & Mental Disabilities, Youth and Elderly People**

March 25

- Manson & Healy, Chapters 16 (“Indigenous Offenders”) & 17 (“Black Offenders”)
- Fetherston, *The Law and Young Offenders*, Chapter 4 (on Brightspace)
- *Criminal Code of Canada*, Part IV (enacted by Bill C-75 (2019) At <https://laws-lois.justice.gc.ca/eng/acts/c-46/page-30.html#h-117813>)
- Bill C-75 (2019) amendments to *Youth Criminal Justice Act* – see interpretation at <https://www.thelawyersdaily.ca/articles/16666>
- Justice Canada, *The Youth Criminal Justice Act Summary & Background* at: <https://www.justice.gc.ca/eng/cj-jp/yj-ij/tools-outils/back-hist.html>
- *UNDRIPA* at <https://laws-lois.justice.gc.ca/eng/acts/U-2.2/index.html>
- “Bill C-22-A Positive Move” at <https://www.lawtimesnews.com/practice-areas/criminal/bill-c-22-a-positive-move-but-more-study-and-action-needed-to-tackle-systemic-racism-say-experts/337942>
- *United Nations Standard Minimal Rules for Treatment of Prisoners*. See: https://www.unodc.org/documents/justice-and-prison-reform/Nelson_Mandela_Rules-E-ebook.pdf

PRESENTATION

Week 12 **Policy and Administrative and Judicial Review by Courts, Prison Administrators, and Parliament for Fair Punishment Decisions**

April 1

- Manson, Chapters 12 & 13
- Manson & Healy, Chapters 19 & 20
- DOJ, *Mandatory Minimum Penalties in Canada*, (2018) at:
<https://justice.gc.ca/eng/rp-pr/jr/mmp-pmo/p1.html>
- See also *Rooting out Systemic Racism is Key to a Fair and Effective Justice System* (Newswire.ca) <https://www.newswire.ca/news-releases/rooting-out-systemic-racism-is-key-to-a-fair-and-effective-justice-system-872535227.html>

- Week 13**
April 8 **The Future of Punishment through Reform by Charter Review and Political Action to Enhance Rehabilitation and Restorative Justice, including Abolition or Radical Redesign of Prisons**
- Manson & Healy, Chapter 18
 - Davis, Angela on Abolition of Prisons at:
<https://news.harvard.edu/gazette/story/2003/03/abolish-prisons-says-angela-davis/>
 - BBC – 7 July 2019 – “How to turn criminals into good neighbours”
 (on Brightspace)
- Apr. 11-26** **Final Exam Period**
- April 18** **Statutory Holiday - University closed**
- May 16-28** **Deferred final examination will be held.**

UNIVERSITY AND DEPARTMENTAL POLICIES

PLAGIARISM

The University Academic Integrity Policy defines plagiarism as “*presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one’s own.*” This 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, artworks, 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, including the unauthorized use of generative AI tools (e.g., ChatGPT);
- 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.

Plagiarism is a serious offence that cannot be resolved directly by the course’s instructor. The Associate Dean of the Faculty conducts 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 can include a final grade of “F” for the course.

STATEMENT ON STUDENT MENTAL HEALTH

As a University student you may experience a range of mental health challenges that significantly impact your academic success and overall well-being. If you need help, please speak to someone. There are numerous resources available both on- and off-campus to support you. For more information, please consult <https://wellness.carleton.ca/>

Emergency Resources (on and off campus):

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

Carleton Resources:

- Mental Health and Wellbeing: <https://carleton.ca/wellness/>
- Health & Counselling Services: <https://carleton.ca/health/>
- Paul Menton Centre: <https://carleton.ca/pmc/>
- Academic Advising Centre (AAC): <https://carleton.ca/academicadvising/>
- Centre for Student Academic Support (CSAS): <https://carleton.ca/csas/>
- Equity & Inclusivity Communities: <https://carleton.ca/equity/>

Off Campus Resources:

- Distress Centre of Ottawa and Region: (613) 238-3311 or TEXT: 343-306-5550, <https://www.dcottawa.on.ca/>
- Mental Health Crisis Service: (613) 722-6914, 1-866-996-0991, <http://www.crisisline.ca/>
- Good2Talk: 1-866-925-5454, <https://good2talk.ca/>
- The Walk-In Counselling Clinic: <https://walkincounselling.com>

ACADEMIC ACCOMMODATIONS

Carleton is committed to providing academic accessibility for all individuals. You may need special arrangements to meet your academic obligations during the term. The accommodation request processes, including information about the Academic Consideration Policy for Students in Medical and Other Extenuating Circumstances, are outlined on the Academic Accommodations website (students.carleton.ca/course-outline).

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

Pregnancy Obligation and Family-Status Related Accommodations

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 about the accommodation policy, visit the [Equity and Inclusive Communities \(EIC\)](#) website.

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, please go to: <https://carleton.ca/equity/focus/discrimination-harassment/religious-spiritual-observances/>.

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.

You can find the Paul Menton Centre online at: <https://carleton.ca/pmc/>

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 must be provided to students who compete or perform at the national or international level. Please contact your instructor 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. Read more here: <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>.

For more information on academic accommodation, please visit: <https://students.carleton.ca/services/accommodation/>.

Academic Consideration for Medical and Other Extenuating Circumstances

Due to medical and other extenuating circumstances, students may occasionally be unable to fulfill the academic requirements of their course(s) in a timely manner. The University supports the academic development of students and aims to provide a fair environment for students to succeed academically. Medical and/or other extenuating circumstances are circumstances that are beyond a student's control, have a significant impact on the student's capacity to meet their academic obligations, and could not have reasonably been prevented.

Students must contact the instructor(s) as soon as possible, and normally no later than 24 hours after the submission deadline for course deliverables. If not satisfied with the instructor's decision, students can conduct an "informal appeal" to the Chair of the department within three (3) working days of an instructor's decision. We have created a webform specifically for appeals to the Chair, which can be found here: <https://carleton.ca/law/application-for-review-of-refusal-to-provide-academic-consideration/>. *Note: This form only applies to LAWS courses and is not the same as a formal appeal of grade.* More information about the academic consideration can be found [here](#).