

PSCI 3207A
The Government and Politics of European Integration
Fridays, 11:35 – 14:25
Location: 502 Southam Hall

Instructor: Professor Achim Hurrelmann
Office: A 629 Loeb Building
Office Hours: Wednesdays and Thursdays, 13:00 – 15:00
Phone: (613) 520-2600 ext. 2294
Email: achim_hurrelmann@carleton.ca

Course description:

The European Union (EU) is the most successful example of regional economic and political integration in the world. Initiated in the 1950s in an attempt to prevent further wars on the continent, the EU today influences all major areas of policy making in its member states. Indeed, it can be argued that politics in the member states can no longer be understood without taking into account these states' inclusion into a system of European 'multilevel governance'. Yet while the introduction of the Euro in 2002 as well as the EU's eastern enlargements in 2004 and 2007 are generally seen as historic successes, the failure of the constitutional treaty in 2005 indicates that some fundamental challenges of European institution-building – especially with respect to questions of democratic legitimacy – are yet to be resolved, and that popular support for the EU and many of its policies remains fragile.

Against this background, this course provides an introduction to the political system of the EU, focusing on the Union's core institutions and policy processes, as well as on the most important theories of European integration. The course also discusses current challenges for the institutional development of the EU (such as democratization, constitutionalization, and enlargement) and examines major fields of EU policy making. At the end of the course, students will be familiar with the political institutions and policy processes of the EU and have an understanding of core concepts and controversies of EU studies.

Texts:

There are two required textbooks for this course. Both titles have been put on reserve in the MacOdrum Library, and have been ordered in the university bookstore:

- N. Nugent (2006), *The Government and Politics of the European Union*, 6th edition (Durham: Duke UP).
- H. Wallace, W. Wallace and M. A. Pollack, eds. (2005), *Policy-Making in the European Union*, 5th edition (Oxford: Oxford UP).

I strongly recommend that students purchase these books. Additional readings (marked by ** in the course outline) have been put on reserve in the library and/or are available online (as e-journals, library web resources, or via Web CT). The texts of the EU Treaties can be downloaded from the website <http://europa.eu.int/eur-lex/lex/en/treaties/index.htm>.

Evaluation:

Participation in class discussions	20%	
Midterm exam (in class)	30%	(15 February 2008)
Research paper, outline	10%	(due 14 March 2008)
Research paper, final	40%	(due 7 April 2008)

Participation in class discussion: This class will be using a mixture of lecture and seminar style formats. Students must have read the required readings; they are expected to contribute actively to class discussions and group work. Participants should be aware that some activities of the EU are highly technical; students will therefore be confronted with material that might look ‘dry’ at first sight and becomes fascinating only if one actively engages with it – which everyone is expected to do. Participation marks will be assigned according to the quality and quantity of contributions. Regular attendance is a prerequisite for obtaining a good participation grade, but does not by itself ensure a passing mark.

Midterm exam: There will be a three-hour in-class midterm exam on 15 February 2008 (Friday before the March break). The exam will be in a short-answer format; it covers all course material addressed up to this point, including reading, lectures, and class discussions. The exam is designed to test students’ knowledge of basic facts about the EU’s political system, its policy-making processes, as well as the most important theories of European integration.

Research paper and outline: The main assignment to be completed in this course is a research paper focusing on one of the issues discussed in this course. Papers should be in one of the following formats:

- (a) *Empirical case studies* on individual EU institutions, policies, or member states (Examples: What relevancy did recent decisions by the European Court of Justice have for the integration process? What complicates reforms of the Common Agricultural Policy? How did selected accession states implement the EU’s gender mainstreaming agenda? What explains British and Danish Euroskepticism?);
- (b) *Theoretical essays* on important controversies in EU studies (Examples: Could more powers for the European Parliament alleviate the ‘democratic deficit’? Do member states still exercise ultimate control over EU policy? Could a European Constitution or other institutional reforms trigger the formation of European identities?).

Further examples for research questions will be given in class. Students are encouraged to discuss ideas for their papers with the instructor early in the term.

The research question should first be formulated – and its relevancy justified – in a brief *paper outline* (3 pages, double spaced), to be submitted in class on March 14. This outline should also sketch the steps in which the argument will proceed. Outlines will be marked for the originality and analytical quality of the research design. In reaction to the feedback obtained from the instructor and TA, all aspects of the outline may be changed when devising the *final paper*. Final papers should be about 15-20 pages (double spaced, i.e., 4500-5500 words); they are due in class on April 7. It is essential that the papers are focused on answering the research question and that they engage some of the concepts discussed in this course.

Grading:

Assignments and exams will be graded with a percentage grade. To convert this to a letter grade or to the university 12-point system, please refer to the following table.

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

All assignments must be handed in as *hardcopies* directly to the instructor. For late assignments, the Department of Political Science's drop-off box may be used (located outside B640 Loeb Building, the box is emptied every weekday at 4 p.m. and papers are date-stamped with that day's date). Assignments sent per email will not be accepted. Assignments will be returned in class or in the tutorials; they can also be picked up during the instructor's office hours. If handed in with a self-addressed stamped envelope, they will be returned by mail.

Students who fail to complete all required assignments will be given a failing grade. Unless a medical (or equivalent) excuse is provided, late assignments will be penalized by two (2) percentage points per day (including weekends); assignments more than ten days late will receive a mark of 0%.

Preliminary course outline (might be changed to allow for guest lectures):

Introduction

- 11 Jan. 2008 Introduction: European Integration after Sixty Years
Logistics, Administrative Details
- ** Laffan and Mazey (on reserve)

Part I: The Political System of the European Union

- 18 Jan. 2008 Core EU Institutions: Commission, Council of Ministers, Parliament
- Nugent, Ch. 9-12
- 25 Jan. 2008 EU Law and the Courts
- Nugent, Ch. 8+13
 - ** McCown (on reserve)
- 1 Feb. 2008 EU Policy Making and its Effects on the Member States
- Nugent, Ch. 15-17
 - ** Radaelli (library web resource)
- 8 Feb. 2008 Theorizing European Integration
- Nugent, Ch. 21
 - ** Strøby Jensen (on reserve)
 - ** Cini (on reserve)
- 15 Feb. 2008 ***Midterm Exam (in class)***

Part II: Institutional Development of the EU – Current Challenges

- 29 Feb. 2008 Democracy in the EU: Channels of Democratic Input
- ** Moravcsik (Web CT)
 - ** LeDuc (on reserve)
 - ** Raunio (on reserve)
 - ** Greenwood (on reserve)
- 7 March 2008 Deepening the EU: Democratization and Constitutionalization
- ** Hurrelmann (on reserve)
 - ** Habermas (Web CT)
 - ** Moravcsik (Web CT)
 - ** Article or news reports on EU Reform Treaty (TBA)
- 14 March 2008 Widening the EU: Processes and Challenges of Enlargement
- Wallace, Ch. 16
 - ** Zielonka (Web CT)
 - ** Raik (Web CT)
 - ** Nugent (Web CT)
- [Paper outlines are due.]***

Part III: Policy-Making in the EU – Core Fields of Activity

- 28 March 2008 Economic and Monetary Policy
- Wallace, Ch. 4-6
- 4 April 2008 Redistributive Policies: Agriculture, Structural Funds – and Social Policy?
- Nugent, Ch. 18
 - Wallace, Ch. 9-10
- 7 April 2008 Foreign Policy and Internal Security
- Nugent, Ch. 19
 - Wallace, Ch. 18
- [Papers are due.]***

Literature

Introduction: European Integration after Sixty Years (11 Jan. 2008)	
Required reading	<ul style="list-style-type: none"> ▪ B. Laffan & S. Mazey (2006), 'European Integration: The European Union – Reaching an Equilibrium?', in J. Richardson, ed., <i>European Union: Power and Policy-Making</i>, 3rd edition (London: Routledge), Ch. 2.
Additional literature	<ul style="list-style-type: none"> ▪ D. Dinan (2004), <i>Europe Recast: A History of European Union</i> (Basingstoke: Palgrave Macmillan). ▪ T. Judt (2005), <i>Postwar: A History of Europe Since 1945</i> (London: Penguin). ▪ D. W. Urwin (1994), <i>The Community of Europe: A History of European Integration Since 1945</i> (London: Longman).
Core EU Institutions: Commission, Council of Ministers, Parliament (18 Jan. 2008)	
Required reading	<ul style="list-style-type: none"> ▪ N. Nugent (2006), <i>The Government and Politics of the European Union</i>, 6th edition (Durham: Duke UP), Ch. 9-12.
Additional literature	<ul style="list-style-type: none"> ▪ R. Corbett, F. Jacobs and M. Shackleton (2007), <i>The European Parliament</i>, 7th edition (London: John Harper). ▪ F. Hayes-Renshaw and H. Wallace (2006), <i>The Council of Ministers</i>, 2nd edition (Basingstoke: Palgrave Macmillan). ▪ S. Hix, A. G. Noury and G. Roland (2007), <i>Democratic Politics in the European Parliament</i> (Cambridge: Cambridge UP). ▪ N. Nugent (2000), <i>The European Commission</i> (Basingstoke: Palgrave Macmillan). ▪ J. Peterson and M. Shackleton, eds. (2006), <i>The Institutions of the European Union</i>, 2nd edition (Oxford: Oxford UP). ▪ M. Westlake and D. Galloway (2006), <i>The Council of the European Union</i>, 3rd edition (London: John Harper).
EU Law and the Courts (25 Jan. 2008)	
Required reading	<ul style="list-style-type: none"> ▪ N. Nugent (2006), <i>The Government and Politics of the European Union</i>, 6th edition (Durham: Duke UP), Ch. 8+13. ▪ M. McCown (2006), 'Judicial Law-Making and European Integration: The European Court of Justice', in J. Richardson, ed., <i>European Union: Power and Policy-Making</i>, 3rd edition (London: Routledge). Ch. 8.
Additional literature	<ul style="list-style-type: none"> ▪ K. Alter (2001), <i>Establishing the Supremacy of European Law: The Making of an International Rule of Law in Europe</i> (Oxford: Oxford UP). ▪ A. Arnall (2006), <i>The European Union and its Court of Justice</i>, 2nd edition (Oxford: Oxford UP). ▪ P. Craig and G. de Búrca (2007), <i>EU Law: Text, Cases and Materials</i>, 4th edition (Oxford: Oxford UP). ▪ A. Stone Sweet (2004), <i>The Judicial Construction of Europe</i> (Oxford: Oxford UP). ▪ J. H. H. Weiler (1999), <i>The Constitution of Europe: 'Do the New Clothes Have an Emperor?' and Other Essays on European Integration</i> (Cambridge: Cambridge UP).

EU Policy Making and its Effects on the Member States (1 Feb. 2008)	
Required reading	<ul style="list-style-type: none"> ▪ N. Nugent (2006), <i>The Government and Politics of the European Union</i>, 6th edition (Durham: Duke UP), Ch. 15-17. ▪ C. M. Radaelli (2003), 'The Europeanization of Public Policy', in K. Featherstone and C. M. Radaelli, eds., <i>The Politics of Europeanization</i> (Oxford: Oxford UP), Ch. 2.
Additional literature	<ul style="list-style-type: none"> ▪ S. Borrás and B. Greve, eds. (2004), <i>The Open Method of Co-Ordination: Theoretical, Empirical and Methodological Challenges for EU Studies</i>, Special Issue of the <i>Journal of European Public Policy</i> 11(2). ▪ M. Green Cowles, T. Risse and J. A. Caporaso, eds. (2001), <i>Transforming Europe: Europeanization and Domestic Change</i> (Ithaca: Cornell UP). ▪ S. Hix (2005), <i>The Political System of the European Union</i>, 2nd edition (Basingstoke: Palgrave Macmillan). ▪ J. Peterson and E. Bomberg (1999), <i>Decision-Making in the European Union</i> (Basingstoke: Palgrave Macmillan).
Theorizing European Integration (8 Feb. 2008)	
Required reading	<ul style="list-style-type: none"> ▪ N. Nugent (2006), <i>The Government and Politics of the European Union</i>, 6th edition (Durham: Duke UP), Ch. 21. ▪ C. Strøby Jensen (2007), 'Neo-Functionalism', in M. Cini, ed., <i>European Union Politics</i>, 2nd edition (Oxford: Oxford UP), Ch. 6. ▪ M. Cini (2007), 'Intergovernmentalism', in M. Cini, ed., <i>European Union Politics</i>, 2nd edition (Oxford: Oxford UP), Ch. 7.
Additional literature	<ul style="list-style-type: none"> ▪ T. Christiansen, K. E. Jørgensen and A. Wiener, eds. (2001), <i>The Social Construction of Europe</i> (London: Sage). ▪ A. Moravcsik (1998), <i>The Choice for Europe: Social Purpose and State Power from Messina to Maastricht</i> (Ithaca: Cornell UP). ▪ L. Hooghe and G. Marks (2001), <i>Multi-Level Governance and European Integration</i> (Boulder: Rowman and Littlefield). ▪ B. Rosamond (2000), <i>Theories of European Integration</i> (Basingstoke: Palgrave Macmillan). ▪ W. Sandholtz and A. Stone Sweet, eds. (1998), <i>European Integration and Supranational Governance</i> (Oxford: Oxford UP). ▪ A. Wiener and T. Diez, eds. (2004), <i>European Integration Theory</i> (Oxford: Oxford UP).
Democracy in the EU: Channels of Democratic Input (29 Feb. 2008)	
Required reading	<ul style="list-style-type: none"> ▪ A. Moravcsik (2002), 'In Defence of the Democratic Deficit: Reassessing Legitimacy in the European Union', <i>Journal of Common Market Studies</i> 40(4), 603-24. ▪ L. LeDuc (2007), 'European Elections and Democratic Accountability: The 2004 Elections to the European Parliament', in J. DeBardeleben and A. Hurrelmann, eds., <i>Democratic Dilemmas of Multilevel Governance</i> (Basingstoke: Palgrave Macmillan), Ch. 7.

	<ul style="list-style-type: none"> ▪ T. Raunio (2007), 'National Parliaments and the Future of European Integration: Learning to Play the Multi-Level Game', in J. DeBardeleben and A. Hurrelmann, eds., <i>Democratic Dilemmas of Multilevel Governance</i> (Basingstoke: Palgrave Macmillan), Ch. 8. ▪ J. Greenwood (2007), 'Organized Civil Society and Input Legitimacy in the EU', in J. DeBardeleben and A. Hurrelmann, eds., <i>Democratic Dilemmas of Multilevel Governance</i> (Basingstoke: Palgrave Macmillan), Ch. 9.
Additional literature	<ul style="list-style-type: none"> ▪ D. Beetham and C. Lord (1998), <i>Legitimacy and the European Union</i> (London: Longman). ▪ A. Follesdal and S. Hix (2006), 'Why There is a Democratic Deficit in the EU: A Response to Majone and Moravcsik', <i>Journal of Common Market Studies</i> 44(3), 533-602. ▪ G. Majone (1998), 'Europe's "Democratic Deficit": The Question of Standards', <i>European Law Journal</i> 4(1), 5-28. ▪ F. W. Scharpf (2006), <i>Problem-Solving Effectiveness and Democratic Accountability in the EU</i> (Vienna: Institute for Advanced Studies). ▪ P. C. Schmitter (2000), <i>How to Democratize the European Union... and Why Bother?</i> (Lanham: Rowman and Littlefield). ▪ A. Warleigh (2003), <i>Democracy in the European Union: Theory, Practice and Reform</i> (London: Sage).
Deepening the EU: Democratization and Constitutionalization (7 March 2008)	
Required reading	<ul style="list-style-type: none"> ▪ A. Hurrelmann (2007), 'Is There a European Society? Social Conditions for Democracy in the European Union', in J. DeBardeleben and A. Hurrelmann, eds., <i>Democratic Dilemmas of Multilevel Governance</i> (Basingstoke: Palgrave Macmillan), Ch 6. ▪ J. Habermas (2001), 'Why Europe Needs a Constitution', <i>New Left Review</i> 42(11), 5-26. ▪ A. Moravcsik (2006), 'What Can We Learn from the Collapse of the European Constitutional Project', <i>Politische Vierteljahresschrift</i> 47(2), 219-41. ▪ Article or news reports on the Reform Treaty (TBA)
Additional literature	<ul style="list-style-type: none"> ▪ E. O. Eriksen, E. Fossum and A. J. Menendez, eds. (2004), <i>Developing a Constitution for Europe</i> (London: Routledge). ▪ A. Hurrelmann (2007), 'European Democracy, the "Permissive Consensus", and the Collapse of the EU Constitution', <i>European Law Journal</i> 13(3), 343-59. ▪ G. Ivaldi (2006), 'Beyond France's 2005 Referendum on the European Constitutional Treaty: Second-Order Model, Anti-Establishment Attitudes and the End of the Alternative European Utopia', <i>West European Politics</i> 29(1), 47-69. ▪ T. A. J. Toonen, B. Steunenberg and W. Voermans (2005), 'Saying No to a European Constitution: Dutch Revolt, Enigma or Pragmatism?', <i>Zeitschrift für Staats- und Europawissenschaften</i> 3(4), 594-619. ▪ A. Sbragia et al. (2006), 'Symposium: The EU and Its "Constitution": Public Opinion, Political Elites, and Their International Context', <i>PS Political Science and Politics</i> 39(2), 237-272

Widening the EU: Processes and Challenges of Enlargement (14 March 2008)	
Required reading	<ul style="list-style-type: none"> ▪ U. Sedelmaier (2005), 'Eastern Enlargement: Towards a European EU?', in H. Wallace, W. Wallace and M. A. Pollack, eds., <i>Policy-Making in the European Union</i>, 5th edition (Oxford: Oxford UP), Ch. 16. ▪ ** J. Zielonka (2004), 'Challenges of EU Enlargement', <i>Journal of Democracy</i> 15(1), 22-35. [Web CT] ▪ ** K. Raik (2004), 'EU Accession of Central and Eastern European Countries: Democracy and Integration as Conflicting Logics', <i>East European Politics and Societies</i> 18(4), 567-94. [Web CT] ▪ ** N. Nugent (2007), 'The EU's Response to Turkey's Membership Application: Not Just a Weighing of Costs and Benefits', <i>Journal of European Integration</i> 29(4), 481-502. [Web CT]
Supplementary reading	<ul style="list-style-type: none"> ▪ H. Grabbe (2005), <i>The EU's Transformative Power: Europeanization through Conditionality</i> (Basingstoke: Palgrave Macmillan). ▪ M. Müftüler-Bac (2005), 'Turkey's Political Reforms and the Impact of the European Union', <i>South European Politics and Society</i> 10(1), 16-30. ▪ F. Schimmelfennig and U. Sedelmeier, eds. (2005), <i>The Europeanization of Central and Eastern Europe</i> (Ithaca: Cornell UP). ▪ M. Vachudova (2004), <i>Europe Undivided: Democracy, Leverage, and Integration after Communism</i> (Oxford: Oxford UP). ▪ A. Verdun and O. Croci, eds. (2005), <i>The European Union in the Wake of Eastern Enlargement: Institutional and Policy-Making Challenges</i> (Vancouver: UBC Press).
Economic and Monetary Policy (28 March 2008)	
Required reading	<ul style="list-style-type: none"> ▪ A. Young (2005), 'The Single Market', in H. Wallace, W. Wallace and M. A. Pollack, eds., <i>Policy-Making in the European Union</i>, 5th edition (Oxford: Oxford UP), Ch. 4. ▪ S. Wilks (2005), 'Competition Policy', in H. Wallace, W. Wallace and M. A. Pollack, eds., <i>Policy-Making in the European Union</i>, 5th edition (Oxford: Oxford UP), Ch. 5. ▪ K. R. McNamara (2005), 'Economic and Monetary Union', in H. Wallace, W. Wallace and M. A. Pollack, eds., <i>Policy-Making in the European Union</i>, 5th edition (Oxford: Oxford UP), Ch. 6.
Additional literature	<ul style="list-style-type: none"> ▪ F. Duina (2006), <i>The Social Construction of Free Trade: The European Union, NAFTA, and MERCOSUR</i> (Princeton: Princeton UP). ▪ K. Dyson, ed. (2002), <i>European States and the Euro: Europeanization, Variation, and Convergence</i> (Oxford: Oxford UP). ▪ M. P. Egan (2001), <i>Constructing a European Market: Standards, Regulation, and Governance</i> (Oxford: Oxford UP). ▪ M. O. Hosli (2005), <i>The Euro: A Concise Introduction to European Monetary Integration</i> (Boulder: Lynn Rienner). ▪ E. Jones (2002), <i>The Politics of Economic and Monetary Union: Integration and Idiosyncrasy</i> (Boulder: Rowman and Littlefield). ▪ A. Verdun, ed. (2002), <i>The Euro: European Integration Theory and Economic and Monetary Union</i> (Lanham: Rowman and Littlefield).

Redistributive Policies: Agriculture, Structural Funds – and Social Policy? (4 April 2008)	
Required reading	<ul style="list-style-type: none"> ▪ N. Nugent (2006), <i>The Government and Politics of the European Union</i>, 6th edition (Durham: Duke UP), Ch. 18. ▪ D. Allen (2005), ‘Cohesion and Structural Funds’, in H. Wallace, W. Wallace and M. A. Pollack, eds., <i>Policy-Making in the European Union</i>, 5th edition (Oxford: Oxford UP), Ch. 9. ▪ S. Leibfried (2005), ‘Social Policy’, in H. Wallace, W. Wallace and M. A. Pollack, eds., <i>Policy-Making in the European Union</i>, 5th edition (Oxford: Oxford UP), Ch. 10.
Additional literature	<ul style="list-style-type: none"> ▪ I. Garzon (2007), <i>Reforming the Common Agricultural Policy: History of a Paradigm Change</i> (Basingstoke: Palgrave Macmillan). ▪ M. Kleinman (2001), <i>A European Welfare State? European Union Social Policy in Context</i> (Basingstoke: Palgrave Macmillan). ▪ S. Leibfried and P. Pierson, eds. (1995), <i>European Social Policy: Between Fragmentation and Integration</i> (Washington: Brookings Institution). ▪ D. Tarschys (2003), <i>Reinventing Cohesion: The Future of European Structural Policy</i> (Stockholm: Swedish Institute for European Policy Studies). ▪ J. Zeitlin and P. Pochet, eds. (2005), <i>The Open Method of Coordination in Action: The European Employment and Social Inclusion Strategies</i> (Brussels: PEI-Peter Lang).
Foreign Policy and Internal Security (7 April 2008)	
Required reading	<ul style="list-style-type: none"> ▪ N. Nugent (2006), <i>The Government and Politics of the European Union</i>, 6th edition (Durham: Duke UP), Ch. 19. ▪ S. Lavenex and W. Wallace (2005), ‘Justice and Home Affairs’, in H. Wallace, W. Wallace and M. A. Pollack, eds., <i>Policy-Making in the European Union</i>, 5th edition (Oxford: Oxford UP), Ch. 18.
Additional literature	<ul style="list-style-type: none"> ▪ J. DeBardeleben, ed. (2005), <i>Soft or Hard Borders? Managing the Divide in an Enlarged Europe</i> (Aldershot: Ashgate). ▪ A. Geddes (2000), <i>Immigration and European Integration: Towards Fortress Europe?</i> (Manchester: Manchester UP). ▪ V. Mitsilegas, J. Monar and W. Rees (2003), <i>The European Union and Internal Security: Guardian of the People?</i> (Basingstoke: Palgrave Macmillan). ▪ M. E. Smith (2004), <i>Europe’s Foreign and Security Policy: The Institutions of Cooperation</i> (Cambridge: Cambridge UP). ▪ K. E. Smith (2003), <i>European Foreign Policy in a Changing World</i> (Cambridge: Polity Press).

Academic Accommodations

For Students with Disabilities: Students with disabilities requiring academic accommodations in this course are encouraged to contact the Paul Menton Centre (PMC) for Students with Disabilities (500 University Centre) to complete the necessary forms. After registering with the PMC, make an appointment to meet with the instructor in order to discuss your needs **at least two weeks before the first in-class test or CUTV midterm exam**. This will allow for sufficient time to process your request. Please note the

following deadline for submitting completed forms to the PMC for formally scheduled exam accommodations: **March 14th, 2008** for April examinations.

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

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

Plagiarism: The Undergraduate Calendar defines plagiarism as: "to use and pass off as one's own idea or product, work of another without expressly giving credit to another." The Graduate Calendar states that plagiarism has occurred when a student either: (a) directly copies another's work without acknowledgment; or (b) closely paraphrases the equivalent of a short paragraph or more without acknowledgment; or (c) borrows, without acknowledgment, any ideas in a clear and recognizable form in such a way as to present them as the student's own thought, where such ideas, if they were the student's own would contribute to the merit of his or her own work. Instructors who suspect plagiarism are required to submit the paper and supporting documentation to the Departmental Chair who will refer the case to the Dean. It is not permitted to hand in the same assignment to two or more courses. The Department's Style Guide is available at: <http://www.carleton.ca/polisci/undergrad/Essay%20Style%20Guide.html>

Oral Examination: At the discretion of the instructor, students may be required to pass a brief oral examination on research papers and essays.

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

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

Course Requirements: Students must fulfill all course requirements in order to achieve a passing grade. Failure to hand in any assignment will result in a grade of F. Failure to write the final exam will result in a grade of ABS. FND (Failure No Deferred) is assigned when a student's performance is so poor during the term that they cannot pass the course even with 100% on the final examination. In such cases, instructors may use this notation on the Final Grade Report to indicate that a student has already failed the course due to inadequate term work and should not be permitted access to a deferral of the examination. Deferred final exams are available **ONLY** if the student is in good standing in the course.

Connect Email Accounts: The Department of Political Science strongly encourages students to sign up for a campus email account. Important course and University information will be distributed via the Connect email system. See <http://connect.carleton.ca> for instructions on how to set up your account.