

DEADLINES FOR THESIS AND RESEARCH ESSAY SUBMISSION

FALL 2025

GENERAL RULES

- The submission deadlines for theses and research essays for **Fall 2025** are indicated below.
- Please note that **students are required to inform their supervisors of progress on the thesis/research essay throughout the writing process**, normally in detailed discussions of draft chapters. Your supervisor will need to see a **complete draft** of your thesis/research essay at least two weeks before the date by which you intend to submit the final version to the Institute. In other words, a complete draft of your thesis/ research essay must be ready well before your defence date or the relevant grade submission deadline.
- An oral defence is **required for theses and optional for MA research essays**. In the case of a research essay, the student and either of the two examiners can request an oral defence. Students may request a defence upon submission of the research essay to the Institute Administrator. If one of the examiners requests a defence, the PECO Director will inform the student by the date indicated below and be given a minimum of three days to prepare for the defence. In the case of no defence, the examiners will consult and arrive upon a letter grade based solely on the written work. Should you be required to defend, the evaluation will comprise of both the written work and the oral examination.
- In the case of theses, the committee for the defence consists of your supervisor, one second reader (internal examiner), one additional faculty member (external examiner), as well as the chair of the defence. In the case of a research essay, the committee consists of your supervisor and one additional faculty member; the committee may also include a chair. **The Director of PECO**, based on a suggestion from your supervisor, forms the committees.

DEADLINES FOR THESES

SCENARIO 1

You do not register in the Winter term and graduate in **February 2026** (note that the convocation ceremony for February graduation occurs in June).

September 2025

Consult with your supervisor about your plans to complete including your writing schedule.

September – November 2025

Present draft chapters to your supervisor for comment and revision.

November 30, 2025

Last day to apply to graduate in February 2026.

SCENARIO 2

You register in the Winter term but withdraw by **January 31, 2026** with fee reimbursement (you will not graduate in February).

September 2025

Consult with your supervisor about your plans to complete including your writing schedule.

September – November 2025

Present draft chapters to your supervisor for comment and revision.

<p><u>November 28, 2025</u> Last Day to submit a full draft of your thesis to your supervisor for him/her to review. Your supervisor must inform the PECO Graduate Administrator that you plan to defend and suggest defence committee members.</p> <p><u>December 12, 2025</u> Last day to submit via Carleton student email to the PECO Graduate Administrator and, copied to the supervisor, an electronic copy of the thesis. Included in this email should be consent by the student to examine, thesis title, number of pages of thesis and proposed dates to defend thesis. After which, PECO Graduate Administrator will authorize upload of thesis on the E-Thesis system via Carleton Central.</p> <p><u>January 9, 2026</u> Last day for defence</p> <p><u>January 13, 2026</u> Following your defence, last day to upload your final thesis (after corrections if required) on the E-Thesis system via Carleton Central (see regulations at https://gradstudents.carleton.ca/thesis-requirements/electronic/) in order to have your supervisor review and approve your final copy.</p> <p><u>January 14-16, 2026</u> Final days for supervisor to approve upload or return to student for further corrections. January 16th is the final day to have all upload procedures done.</p>	<p><u>December 8, 2025</u> Last Day to submit a full draft of your thesis to your supervisor for him/her to review. Your supervisor must inform the PECO Graduate Administrator that you plan to defend and suggest defence committee members.</p> <p><u>December 22, 2025</u> Last day to submit via Carleton student email to the PECO Graduate Administrator and, copied to the supervisor, an electronic copy of the thesis. Included in this email should be consent by the student to examine, thesis title, number of pages of thesis and proposed dates to defend thesis. After which, PECO Graduate Administrator will authorize upload of thesis on the E-Thesis system via Carleton Central.</p> <p><u>January 23, 2026</u> Last day for defence</p> <p><u>January 27, 2026</u> Following your defence, last day to upload your final thesis (after corrections if required) on the E-Thesis system (see regulations at https://gradstudents.carleton.ca/thesis-requirements/electronic/) in order to have your supervisor review and approve your final copy.</p> <p><u>January 28 to 30, 2026</u> Final days for supervisor to approve upload or return to student for further corrections. January 30 is the final day to have all upload procedures done.</p> <p><u>April 1, 2026</u> Last day to apply to graduate in June 2026</p>
<p align="center"><u>DEADLINES FOR RESEARCH ESSAYS</u></p>	
<p align="center"><u>SCENARIO 1</u></p> <p>You do not register in the Winter term and <i>graduate</i> in February 2026 (note that the convocation ceremony for February graduation occurs in June).</p>	<p align="center"><u>SCENARIO 2</u></p> <p>You register in the Winter term but <i>withdraw</i> by January 31 with fee reimbursement (you will not graduate in February).</p>
<p><u>September 2025</u> Consult with your supervisor about your plans to complete including your writing schedule.</p>	<p><u>September 2025</u> Consult with your supervisor about your plans to complete including your writing schedule.</p>

September – November 2025

Present draft chapters to your supervisor for comment and revision.

November 30, 2025

Last day to apply to graduate in February 2026.

December 2, 2025

Last Day to submit a full draft of your research essay to your supervisor for him/her to review. Your supervisor must inform the PECO Graduate Administrator that you are planning to complete your research essay and suggest an examiner.

December 23, 2025

Last day to submit via Carleton student email to the PECO Graduate Administrator and, copied to the supervisor, an electronic copy of the MRP. Included in this email should be consent by the student to examine, MRP title, number of pages of MRP and proposed dates to defend if choosing to defend.

January 9, 2026

Last day for your supervisor and examiner to report the grade of your research essay to the PECO Graduate Administrator, or to request a defence. Last day for the PECO Director to inform the student if a defence has been requested.

January 14, 2026

Last day to hold a defence, if requested.

January 16, 2026

Last day for the PECO Director to submit the grade to FGPA.

DEPOSIT OF HARD COPIES OF MRE TO PECO FOR BINDING

One week following final approval of your MRE, please deposit 1 single sided hard copy of your MPE to the PECO Graduate Administrator. This copy will remain in the Institute.

September – November 2025

Present draft chapters to your supervisor for comment and revision.

December 12, 2025

Last Day to submit a full draft of your research essay to your supervisor for him/her to review. Your supervisor must inform the PECO Graduate Administrator that you are planning to complete your research essay and suggest an examiner.

January 7, 2026

Last day to submit via Carleton student email to the PECO Graduate Administrator and, copied to the supervisor, an electronic copy of the MRP. Included in this email should be consent by the student to examine, MRP title, number of pages of MRP and proposed dates to defend if choosing to defend.

January 23, 2026

Last day for your supervisor and examiner to submit the grade of your research essay to the PECO Graduate Administrator, or to request a defence. Last day for the PECO Director to inform the student if a defence has been requested.

January 27, 2026

Last day to hold a defence, if requested.

January 30, 2026

Last day for the PECO Director to submit the grade to FGPA.

April 1, 2026

Last day to apply to graduate in June 2026.

DEPOSIT OF HARD COPIES OF MRE TO PECO FOR BINDING

One week following your grade submission deposit 1 single sided hard copy of your MRE to the PECO Graduate Administrator. This copy will remain in the Institute.