

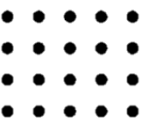
# GRADUATE STUDENT HANDBOOK



2023-24



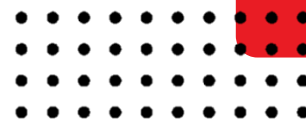
DEPARTMENT OF PSYCHOLOGY



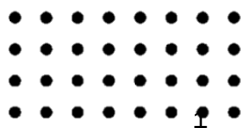
Carleton  
University



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## INTRODUCTION

The Department of Psychology admits students to the following graduate programs:

- M.A. Psychology
- Ph.D Psychology

Students admitted to the M.A. program in Psychology may, where relevant to the student's area of interest, apply to complete a Specialization or Concentration. The department is pleased to offer the following options for M.A. students:

- M.A. Psychology with Concentration in Mental Health and Well-Being
- M.A. Psychology with Specialization in Climate Change
- M.A. Psychology with Specialization in Data Science

Similarly, a doctoral student may choose to pursue the Ph.D. with Concentration in Quantitative Methodology.

See the Graduate Calendar for information on these options:

<https://calendar.carleton.ca/grad/gradprograms/psychology/>



## CHAIR'S WELCOME

Dear Student,

Welcome to Carleton! I know that you are thrilled to be starting your graduate studies here in our Department. We feel the same way. All of you have earned your place in our program and we look forward to sharing our classes and laboratories with you. For the next few years, you will be learning with a passionate group of professors and students who are just as excited about research in psychology as you are. You have made a great choice! Otherwise, please know that we are here for you. We are all committed to giving you the very best graduate school experience. If you have any questions or if you need support, please reach out to us. This Handbook lists many great resources, and you will find that everyone on our administrative team including me will always be very happy to help. You will quickly discover that as a student, you are at the center of everything that we do.

I wish you continued success here at Carleton!



Guy Lacroix, Ph.D.,  
Associate Professor and Chair,  
Department of Psychology

## MEET THE ADMINISTRATIVE TEAM



**Dr. Guy Lacroix**  
Departmental Chair  
B552 Loeb  
520-2600 ext. 2166  
*Instructor issues, appeals*



**Amber St.Pierre**  
Assistant to the Chair  
B552 Loeb  
520-2600 ext. 2166  
*First point of contact to  
meet with Chair*



**Dr. Tina Daniels**  
Associate Chair  
B549 Loeb  
520-2600 ext. 2686  
*TA assignments, academic  
integrity*



**Dr. Johanna Peetz**  
Graduate Supervisor  
314E SSRB  
520-2600 ext. 1542  
*Academic advising,  
supervisor relations,  
requests for extension*



**June Drayton Callender**  
Departmental Administrator  
B553 Loeb  
520-2600 ext. 2645  
*Office keys*



**Etelle Bourassa**  
Graduate Administrator  
B557 Loeb  
520-2647  
*Questions or concerns  
related to your program*



**Mackenzie Johnston**  
Graduate Assistant  
B555 Loeb  
520-2600 ext. 4017  
*Administrative support*



# M.A. PROGRAM REQUIREMENTS

## M.A. Psychology (5.0 credits)

- 0.5 credit in PSYC 5410
- 0.5 credit from the following statistics courses: PSYC 5001, 5407, 5411, 5416, 5417, or 5801
- 1.0 credit in PSYC at the 5000-level (*excluding professional development and elective stats courses*)
- 0.5 credit in professional development courses: PSYC 5002, 5003, 5004, 5802, or 5903
- Completion of PSYC 5906 (*Pro-Seminar in Psychology*)
- 2.5 credits in PSYC 5909 (*M.A. thesis which must be defended at an oral examination*)

**Note:** Any course taken outside the Department of Psychology and all transfer credit requests must be approved by the Graduate Supervisor.

### Time Limits

Full-time: 6 terms – 2 years from initial registration

Part-time: 18 terms – 6 years from initial registration

**Note:** terms of non-registration are equated to full-time registration terms when calculating the overall time to program completion.

### Specializations/Concentration

Information on Specialization and Concentration requirements can be found on our website: <https://carleton.ca/psychology/graduate-studies/current-grad-students/program-requirements/>. The following Specialization and Concentration options are available:

- [Concentration in Mental Health and Well-Being](#) (5.0 credits)
- [Specialization in Climate Change](#) (5.5 credits)
- [Specialization in Data Science](#) (5.0 credits)

## M.A. Program Progression Example

	Fall	Winter	Summer
Year 1	<ul style="list-style-type: none"> <li>• PSYC 5410</li> <li>• Pro-Seminar</li> </ul>	<ul style="list-style-type: none"> <li>• Stats course</li> <li>• Pro-Seminar</li> </ul>	<ul style="list-style-type: none"> <li>• Course*</li> <li>• Thesis research</li> </ul>
Year 2	<ul style="list-style-type: none"> <li>• Course*</li> <li>• Thesis research</li> <li>• Defend prospectus</li> </ul>	<ul style="list-style-type: none"> <li>• Course*</li> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Defend thesis</li> </ul>
<p>* In addition to PSYC 5410 and the mandatory stats course, M.A. students must take 3 additional courses. Two of these courses (i.e., 1.0 credit) must be a Course Content course (e.g., area-specific content courses, independent research and directed studies), and one (i.e., 0.5 credit) must be a Professional Development course (e.g., Practicum, Open Science), and may be taken in any term of the program. Students interested in a Specialization or Concentration should consult the above section titled “Specializations/Concentration”.</p>			

## Prospectus

All master’s students must successfully defend a prospectus before proceeding to the defense of their thesis. A completed [Prospectus Examination Approval Form](#) must be submitted at least two weeks prior to the exam date. Copies of the prospectus must be provided to the committee members as well as to the [Psychology Graduate Office](#) at least two weeks prior to the exam date.

## Academic Standing

A grade of B- or better must normally be obtained in each course credited towards the Master’s degree. However, grades of A- and above are expected. Master’s students who fail to achieve a weighted GPA of B- (7.0) after 2 terms of study, or to maintain it subsequently, will be required to withdraw from the program. Candidates must also achieve a standing of “satisfactory” in the Pro-Seminar in Psychology, the M.A. thesis and its oral defence.

## Continuous Thesis Registration

All graduate students (full-time or part-time) must maintain continuous

registration in the thesis (PSYC 5909) after initial registration. Students must be registered in their thesis by the third (Summer) term in the program.

### **PSYC 5900 and 5901**

Approval for topics for PSYC 590x courses must be obtained from the Graduate Chair prior to working on these courses. Students register in PSYC 590x only in the term that they will submit their paper.

### **Apply to Graduate**

You must apply to graduate online at Carleton Central by:

- April 1 for Spring Convocation (June)
- September 1 for Fall Convocation (November)
- December 1 for Winter Convocation (February - no ceremony, however all Winter graduates are invited to June convocation)



# Ph.D. PROGRAM REQUIREMENTS

## Ph.D. Psychology (3.0 credits)

- 1.0 credit in PSYC 5410 & 5411
- 0.5 credit in elective statistics courses: PSYC 5401, 5407, 5412, 5413, 5414, 5415, 5416, 5417, or 5801
- 1.0 credit in PSYC at the 5000-level (*excluding professional development and elective stats courses*)
- 0.5 credit in professional development courses: PSYC 5002, 5003, 5004, 5802, 6104, 6114, or 6903
- Completion of PSYC 6906 & 6907 (*Pro-Seminar in Psychology I & II*)
- 0.0 credits in PSYC 6909 (*Ph.D. thesis which must be defended at an oral examination*)

*Note: Any course taken outside the Department of Psychology and all transfer credit requests must be approved by the Graduate Supervisor.*

### Time Limits

Full-time: 18 terms – 6 years from initial registration

Part-time: 27 terms – 9 years from initial registration

*Note: terms of non-registration are equated to full-time registration terms when calculating the overall time to program completion.*

### Concentration

Information on Concentration requirements can be found on our website:

<https://carleton.ca/psychology/graduate-studies/current-grad-students/program-requirements/>. Ph.D. students may choose to pursue the Concentration in Quantitative Methodology (3.0 credits).

## Ph.D. Program Progression Example

	Fall	Winter	Summer
Year 1	<ul style="list-style-type: none"> <li>• PSYC 5410</li> <li>• Pro-Seminar I</li> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• PSYC 5411</li> <li>• Pro-Seminar I</li> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Course*</li> <li>• Thesis research</li> </ul>
Year 2	<ul style="list-style-type: none"> <li>• Pro-Seminar II</li> <li>• Course*</li> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Pro-Seminar II</li> <li>• Course*</li> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Thesis research</li> </ul>
Year 3	<ul style="list-style-type: none"> <li>• Defend prospectus</li> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Course*</li> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Thesis research</li> </ul>
Year 4	<ul style="list-style-type: none"> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Thesis research</li> </ul>
Year 5 & 6	<ul style="list-style-type: none"> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Thesis research</li> </ul>	<ul style="list-style-type: none"> <li>• Defend Thesis</li> </ul>
<p>* PhD students must complete 6 courses: PSYC 5410 &amp; 5411, 1 Elective Statistics course, as well as 2 Content courses (i.e., 1.0 credit), and 1 Professional Development course (i.e., 0.5 credit). If students have taken PSYC 5410 and/or PSYC 5411, they do not need to re-take them, but the student must replace their credit value. Program requirements for the Concentration in Quantitative Methodology differ.</p>			

## Prospectus

Doctoral students are required to successfully defend a prospectus by the end of the 7<sup>th</sup> term of study for full-time students or 10<sup>th</sup> term of study for part-time students. A completed [Prospectus Examination Approval Form](#) must be submitted at least two weeks prior to the exam date. Copies of the prospectus must be provided to the committee members as well as to the [Psychology Graduate Office](#) at least two weeks prior to the exam date.

## Academic Standing

Candidates must obtain a grade of B- in each credit; however grades of A and above are expected. Candidates must also achieve a standing of “satisfactory”

in the Pro-Seminar in Psychology I and II, the PhD thesis and its oral defence.

### **Continuous Thesis Registration**

All graduate students (full-time or part-time) must maintain continuous registration in the thesis (PSYC 6909) after initial registration.

### **PSYC 6900 and 6901**

Approval for topics for PSYC 690x courses must be obtained from the Graduate Chair. Students register in PSYC 690x only in the term that they will submit their paper.

### **Apply to Graduate**

You must apply to graduate online at Carleton Central by:

- April 1 for Spring Convocation (June)
- September 1 for Fall Convocation (November)
- December 1 for Winter Convocation (February - no ceremony, however all Winter graduates are invited to June convocation)

# POLICIES

## Registration

Tuesday, September 19 is the last day for registration and course changes for the fall term and fall/winter courses. Registration deadlines are firm.

Registration is not automatic, you must register every July/August (for Fall and Winter) and May (for Summer). Late registration carries a fee. Registration can also be done in December/January for the Winter term.

## Admission and Funding Policies

All students need to be aware of and comply with the terms and conditions surrounding their admission and funding offers. Refer to this link for clarification: <https://gradstudents.carleton.ca/new-students/terms-and-conditions/>

## Electronic Communication

The University provides each student with an email address and uses this as an official channel of communication with the student. A message sent to a student's university-provided email address constitutes an official communication to the student. Students are responsible for monitoring their University email address and their mailbox on a regular basis for as long as they are active in the academic affairs of the university. Requests from students regarding academic or administrative issues must be sent from the student's university-provided email address and should include the student ID.

## Audit Course

Graduate students must have approval from the [Graduate Administrator](#) and the course instructor to audit a course.

- Full-time students are not charged an additional fee.
- Part-time students may only take 1.25 credits per term.
- Graduate students are limited to a maximum of 1.0 course-weight audit registration per program.

# PROGRAM CHANGES

## Leave of Absence

A leave of absence is an exemption from registration for 1 term for medical reasons, and up to 3 terms for maternity leave. Students must apply in writing by completing an [Academic/Registration Change Form](#) and include a doctor's note. While on leave, students are not to be on campus, will have no access to university resources (i.e. library, labs), or their supervisor. Funding is also suspended while on leave.

## Change in Status

Graduate students who are admitted as full-time students are required to remain full-time students for the duration of their program. In exceptional cases a student may be approved to switch to part-time (e.g. for medical reasons). Students must apply in writing by completing an [Academic/Registration Change Form](#).

## Extension

If a student is unable to complete their program by their time-limit, they may apply for an extension using an [Extension Request Form](#). In it, they must explain what has been completed to date, as well a detailed timeline plan for completion. There is no guarantee that an extension will be granted.

## WDN – notation

WDN is a permanent notation that appears on the official transcript for students who withdraw after the full fee adjustment date in each term (noted in the Academic Year section of the Calendar each term). Consult the Registration Dates site for further information:  
<https://carleton.ca/registrar/registration/dates/academic-dates/>

# THE DEFENCE: WHAT SHOULD I EXPECT?

## Prospectus

Prior to conducting the research that will be included in their thesis, students are required to write and defend their prospectus. A prospectus is a proposal that justifies the need for the research based on the existing literature, and outlines the design of the study or studies that will address the identified gaps in knowledge. At the prospectus, the student will give a 15 minute talk, followed by 2 rounds of questions from the committee. In each round, each committee member will have 15 minutes to ask the student questions.

In examining the thesis proposal, your committee will consider:

- Has a viable and original dissertation topic been identified?
- Has the central research question or problematic been clearly identified? Has its significance been justified?
- Does the proposal identify a theoretical field through which the research will be framed and analyzed?
- Does the proposal evidence a competent understanding and appreciation of the topic under consideration and the relevant scholarly literature?
- Will the method/s chosen allow the candidate to address the central research questions/problematic?
- Is the research plan (in terms of timing, access to material, logical flow) doable within a MA/PhD thesis?
- Will this project make an original contribution to the field? (doctoral level only)

The prospectus will be evaluated and deemed: “Accepted as Submitted”, “Accepted with Recommendations”, “Accepted in Principle, but with recommendations of a major substantive nature requiring additional work and/or another meeting of the Committee”, or “Not Accepted”.

## Final Thesis

The final defence will be evaluated on a Satisfactory/Unsatisfactory basis. Please consult the Thesis Examination Policy, Faculty of Graduate Studies for

more information about the thesis defence.

### ***M.A.***

Students are required to undertake an oral examination of their thesis. The candidate will describe their research with a brief presentation (15 minutes), based on the prospectus and focusing on the significance and the logic of the research. The thesis supervisor, external/internal examiner and committee members will pose two rounds of questions. Thesis defences are technically examinations, but they should also be seen as great opportunities for the discussion and recognition of the student's MA research. If you have any concerns about the Thesis defence, please talk to your Thesis supervisor.

The examination will normally last no more than 2 hours.

### ***Ph.D.***

Students are required to undertake an oral examination of their thesis. The candidate will describe their research with a brief presentation (15 minutes), based on the prospectus and focusing on the significance and the logic of the research. The thesis supervisor, external, internal/external examiners, and committee members will pose 2 rounds of questions. Taken together, these dialogues with the candidate will constitute an organized assessment of the thesis document and the oral defence. The examination has two main goals: a) in reference to the prospectus, to assess the candidate's abilities to produce new knowledge without the supervisor's input in the chosen topic of research, and b) to assess the candidate's abilities and preparation both in the research specialty and in broader topics which logically support and provide conceptual perspective for the doctoral research.

The examination will normally last no more than 3 hours.

## **RESPONSIBILITIES OF SUPERVISOR**

*(Note: these apply to co-supervisors and sole supervisors alike)*

- To provide constructive feedback to work submitted by the student in a timely manner as governed by departmental guidelines. This includes Master's and PhD thesis work, as well as Master's and Doctoral Research Papers. Where this feedback cannot be provided within one month (or, in the case of MRP's and DRP's, within the duration outlined in departmental guidelines) this delay must be handled in full consultation with the student.
- To maintain regular communication and consultation with the student.
- To be available for regular and timely consultations with students and to provide notification of lengthy absences and the support mechanisms available under these circumstances.
- To agree to continue supervision when on sabbatical or other type of leave, or to assist the student in making arrangements for supervision during the period of the leave.
- To assist students in seeking financial support, especially in writing letters of good quality in support of scholarship and fellowship applications (e.g. well-written, informative, typed, on university letterhead).
- To convene meetings of the advisory committee.
- To agree with the student on a reasonable schedule for the completion of each portion of the research and thesis. Supervisors should advise their students to be aware of FGPA deadlines.
- To be familiar with the regulations and standards of the Faculty of Graduate and Postdoctoral Affairs, and the academic unit, especially as they pertain to the conduct of research and the production of the thesis, and to ensure that the student is aware of these regulations and standards.
- To be aware of and abide by the university's policies on conflict of interest, sexual harassment, and research ethics.
- To assist the student in identifying a suitable research topic and (where appropriate) setting up a program of study.



- To assist the student in the interpretation of research materials.
- To indicate clearly when a draft thesis is in acceptable condition for examination or, if it is clear that the thesis is not examinable, to advise the student in a timely fashion. In the case of disagreement between the supervisor and the student as to whether the thesis should move to defence, the student does have the right to proceed to examination without the supervisor's support.
- To complete all necessary departmental records and the supervisor's section of the annual audit form required by the Faculty of Graduate and Postdoctoral Affairs.
- To discuss with the student as early as feasible, any potential joint authorships or joint ownership of data or patents which might arise, provide a written version of any understandings reached on these matters, and also ensure that student contributions to publications are adequately acknowledged. (Granting agencies and major journals have guidelines which cover some or all of these items.)
- To discuss with the student any potential copyright issues related to external material reproduced in the thesis.

## **RESPONSIBILITIES OF STUDENTS**

- To choose, with the supervisor's help, a research topic which the supervisor considers to be suitable and which he/she is competent to supervise.
- To work systematically and within agreed deadlines, as far as possible, in order to meet the program deadlines specified by the regulations of the Faculty of Graduate and Postdoctoral Affairs.
- To be well prepared for meetings with the supervisor.
- To agree with the supervisor on a reasonable schedule for the completion of each portion of the research and thesis.
- To submit to the supervisor all research materials, as requested, and, at the agreed times, drafts of parts of the thesis for comment.
- To give serious attention to the advice and direction of the supervisor.
- To realize that the supervisor has duties and commitments that may delay access at short notice or slow down the return of a draft.
- To acknowledge direct assistance of material drawn from other scholars and researchers.
- To produce a thesis which meets the specifications and standards of the Faculty of Graduate and Postdoctoral Affairs and the department.
- To submit the thesis to the judgment of the department via the examination procedures specified and to abide by the judgment of the examiners, subject to any appeal on grounds of procedural irregularities.
- To respect copyright regulations when reproducing external material in the thesis.
- To maintain regular communication with the supervisor.

## STUDENT SUPPORT SERVICES

The Faculty of Graduate and Postdoctoral Affairs offers a variety of workshops and services to support graduate students in their development of research and writing skills, teaching skills, career planning, and overall wellness. All services and workshops are listed on this website: <https://carleton.ca/gradpd/>

Students with disabilities have access to the Paul Menton Centre services that assist in making graduate studies accessible to students with disabilities, including short-term limitations arising from injuries or illnesses: <https://carleton.ca/pmc/>

The International Student Services Office provides international students with access to mentoring, updated visa regulation information, opportunities to meet other international graduate students and other services that are specific to the needs of international students. <https://carleton.ca/isso/>

Graduate students have access to the on-campus Health and Counselling Service clinic. The physicians and counsellors have experience in dealing with the situations that graduate students face and are there for you, whether you need the flu shot, help for dealing with stress, or have any other medical concerns. Their website is <https://carleton.ca/health/>, for appointments, please call (613) 520-6674.

Graduate students have access to the Carleton University Athletics Centre with its diverse offerings of athletic, dance, and yoga classes, workout facilities, recreational leagues, and a pool: <https://athletics.carleton.ca/>

# FUNDING

## Internal

TYPE	SELECTION
Teaching Assistantship (TAship)	Incoming students with GPAs over 10.0 may be offered a paid TA position. <i>*Note that this is taxable income.</i>
Research Assistantship (RAship)	Supervisors may offer their students a Research Assistant position at any time during their program based on funds available and need.
Entrance Scholarship	Offers to incoming students with GPAs in the top percentile may include an entrance scholarship.
Departmental Scholarship	Offers to incoming students with GPAs in the top percentile may include a departmental scholarship.
Graduate Student Travel/ Research Bursary	Students must apply for the bursary through the department. Applications are available online via Carleton Central. Go to Student Services > Awards and Financial Assistance > Graduate Online Application Forms.
Donor-Funded Awards	Students will be notified annually when applications for these awards are due. Students apply via Carleton Central.

## Travel

### **Graduate Student Travel/Research Bursary**

The Faculty of Graduate and Postdoctoral Affairs provides a small budget to distribute to students who are travelling either, 1) to present a paper at an academic conference, or 2) for research purposes. Students apply for these funds, in the case of conference travel, upon receiving an email from the organization stating that their paper has been accepted. Normally, students

are allowed to apply for a travel bursary once per fiscal year (i.e., from May 1 until April 30 of the following calendar year). Those who plan to travel for two different purposes in a single fiscal year (e.g., research and a conference) should probably choose to apply for support for the more expensive trip, since funds are allocated according to the budget required for the travel. Travel grants provided through the Department may change annually, but these have recently ranged from \$200 to \$500, depending on the annual budget allocation from FGPA and the student's travel expenses. In addition to a budget and other supporting documentation, the application requires a statement of support (e.g., an email) from the student's Supervisor.

### **Pickering Travel Fund**

Students in the developmental research area should apply for Pickering travel funding instead of the Graduate Student Travel/ Research Bursary. Students eligible for Pickering will have access to apply for this travel fund in Carleton Central.

### **P.D. McCormack Travel Fund**

Students who have received P.D. McCormack funding at the time of admission (cognitive research area students) should apply for P.D. McCormack Travel Funding instead of the Graduate Student Travel/Research Bursary. The P.D. McCormack Travel Bursary Application can be found on the Forms section of the website.

## **External**

### **OGS**

Students must apply for the *Ontario Graduate Scholarship (OGS)* at the institution where they plan to be registered in a Masters or Doctoral program in the following year. Note that each institution will have its own forms and deadlines. Our application instructions and forms can be found at:

<https://gradstudents.carleton.ca/ogs/>

OGS applications must be submitted by **November 15**, for the following year's award. The online application can be found in Carleton Central under Awards and Financial Assistance, Graduate Online Application Forms.

## **Tri-Council**

<b>AGENCY</b>	<b>M.A. DEADLINE</b>	<b>Ph.D. DEADLINE</b>
SSHRC	December 1, 2023	September 29, 2023
NSERC	December 1, 2023	September 26, 2023
CIHR	December 1, 2023	September 29, 2023

### **Masters Competition use the Research Portal**

The *Canadian Institute of Health Research (CIHR)*, the *Natural Sciences and Engineering Research Council (NSERC)*, and the *Social Sciences and Humanities Research Council (SSHRC)* implemented a harmonized Canada Graduate Scholarship (CGS) Master's Award. Please refer to the [Tri-Agency website](#) for comprehensive information on the harmonized application and complete eligibility criteria.

# **JOB OPPORTUNITY RESOURCES**

## **Mini-Course Program (EMCP)**

Each year, Carleton University offers a week-long series of mini-courses students in grades 8-11 (Ontario) and Sec. 2-5 (Québec). These mini-courses are taught by instructors and graduate students. This is an excellent opportunity to develop your teaching skills and test out classroom materials. More information can be found here: <https://carleton.ca/mcp/>

## **Career Advising**

As a Carleton student you have access to career counselling from Career Services for FREE! Visit <https://carleton.ca/career/> for information on the resources available.

## **Jobs Postings**

- <https://www.canada.ca/en/services/jobs/opportunities/government.html>
- <https://charityvillage.com/>
- <https://psychoneuroxy.com/>
- <https://facultyvacancies.com/>

## **PSYCHOLOGY GRADUATE STUDENT CONFERENCE (PGSC)**

The PGSC is an annual, grad student-run conference showcasing the incredible and diverse research that is being conducted in the graduate Psychology program at Carleton University. Students may present their work as a long talk, a blitz talk, or a poster.

The PGSC takes place early in the Winter term. Watch your email for a Call for Abstracts in the Fall term.





## **PSYCHOLOGY GRADUATE STUDENT ASSOCIATION (PGSA)**

The aim of the PGSA is to promote a balance between academic and social aspects of student life while raising awareness of issues facing graduate students, thus working towards a cohesive community of psychology graduate students at Carleton University.

<https://pgsacarleton.weebly.com/>

## **GRADUATE STUDENTS' ASSOCIATION (GSA)**

The Graduate Students' Association (<https://gsacarleton.ca/>) is governed by a Council (<https://gsacarleton.ca/council/>) made up of graduate student representatives from each Department.

*Did you know?*

- The GSA is Local 78 of the Canadian Federation of Students (<https://www.cfs-fcee.ca/>)
- The GSA administers your health plan (<https://gsacarleton.ca/healthplan/>)
- The GSA offers low cost printing and photocopying.
- The GSA can make you an International Student Card (<https://gsacarleton.ca/isic-cards/>)

# **IMPORTANT DATES & DEADLINES**

## **September 6, 2023**

Fall term begins.

Fall and fall/winter classes begin.

## **September 19, 2023**

Last day of registration for fall term and fall/winter courses.

Last day to change courses or sections (including auditing) for fall term and fall/winter courses.

Graduate students who have not electronically submitted their final thesis copy to the Faculty of Graduate and Postdoctoral Affairs will not be eligible to graduate in fall 2023 and must register for the fall 2023 term.

## **September 30, 2023**

Last day to withdraw from fall and fall/winter courses with a full fee adjustment. Withdrawals after this date will result in a permanent notation of WDN on the official transcript.

## **October 6, 2023**

December examination schedule (fall term final and fall/winter midterms) available online.

## **October 9, 2023**

Statutory holiday. University closed.

## **October 23 - 27, 2023**

Fall break, no classes.

## **November 15, 2023**

Last day for academic withdrawal from full Fall courses.

## **November 25, 2023**

Winter Payment Deadline. Late payment charges and late registration charges apply to the student account on or after this date.

## **December 1, 2023**

Last day for receipt of applications from potential winter (February) graduates.

**December 8, 2023**

Fall term ends. Classes follow a Monday schedule.  
Last day for academic withdrawal from fall term courses.

**December 9, 2023**

Last day to pay any remaining fall tuition fees to avoid a hold on access to marks through Carleton Central and the release of transcripts and other official documents.

**December 10 – 22, 2023**

Final examinations in fall term courses and mid-term examinations in fall/winter courses may be held. Examinations are normally held all seven days of the week.

**December 25, 2023 - January 3, 2024**

University closed.

**January 4, 2024**

University reopens at 8:30 a.m.

**January 8, 2024**

Winter term classes begin.

**January 19, 2024**

Last day for registration for winter term courses.  
Last day to change courses or sections (including auditing) for winter term courses.

Graduate students who have not electronically submitted their final thesis copy to the Faculty of Graduate and Postdoctoral Affairs will not be eligible to graduate in winter 2024 and must register for the winter 2024 term.

**January 31, 2024**

Last day to withdraw from winter courses with a full fee adjustment.  
Withdrawals after this date will result in a permanent notation of WDN on the official transcript.

**February 16, 2024**

April examination schedule available online.

**February 19, 2024**

Statutory holiday. University closed.

**February 19 - 23, 2024**

Winter Break. Classes are suspended.

**March 15, 2024**

Last day for academic withdrawal full winter and fall/winter courses.

**March 29, 2024**

Statutory holiday. University closed.

**April 1, 2024**

Last day for receipt of applications from potential spring (June) graduates.

**April 10, 2024**

Winter term ends. Classes follow a Friday schedule.

Last day of winter term and fall/winter classes.

Last day for academic withdrawal from winter term and fall/winter courses.

Last day to pay any remaining balance on your Student Account to avoid a hold on access to marks through Carleton Central and the release of transcripts and other official documents. An account balance may delay summer 2024 course selection.

**April 13 - 25, 2024**

Final examinations in winter term and fall/winter courses may be held.

Examinations are normally held all seven days of the week.

**May 10, 2024**

Graduate students who have not electronically submitted their final thesis copy to the Faculty of Graduate and Postdoctoral Affairs will not be eligible to graduate in spring 2024 and must register for the summer 2024 term.

## COURSE OFFERINGS 2023-24

COURSE	TITLE	TERM	CATEGORY
PSYC 5021	Forensic Assessment	W	Course Content
PSYC 5209 B	Topics in Health Psychology	W	Course Content
PSYC 5407	Scale Development and Psychometrics	W	Elective Stats
PSYC 5410	Foundations of the GLM	F	
PSYC 5411*	Extension of the GLM	W	Elective Stats
PSYC 5414	Structural Equation Modeling	F	Elective Stats
PSYC 5416	Advanced Survey Methods	W	Elective Stats
PSYC 5505	Topics in Developmental Psych – Theories and Research	F	Course Content
PSYC 5700 W	Contemporary Theories and Methods in Neuropsychology	W	Course Content
PSYC 5800 F	Science and Pseudoscience	F	Course Content
PSYC 5800 G	Paraphilias & Paraphilic Disorders	F	Course Content
PSYC 5800 H	Anticipatory Emotions and Climate Change	W	Course Content
PSYC 5800 I	Behaviour Change	F	Course Content
PSYC 5800 L	Exploring Autism	F	Course Content
PSYC 5802 B	Transition to Career	W	Professional Dev.
PSYC 5802 F	Psychological Writing Development	F	Professional Dev.
PSYC 5804 E	Indigenous Mental Health	F	Course Content
PSYC 5900/5901	Directed Studies/Independent Research	F or W	Course Content
PSYC 5903	Practicum in Psychology [ <i>for MA students</i> ]	F or W	Professional Dev.
PSYC 5904*	Community Mental Health and Wellbeing Practicum	F	Professional Dev.
PSYC 5905*	Applied Community Mental Health and Wellbeing	W	Professional Dev.
PSYC 5906	Pro-Seminar in Psychology	F/W	
PSYC 5909	Master's Thesis	F/W	
PSYC 6114	Teaching Practicum	F or W	Professional Dev.
PSYC 6410**	Capstone Research Project in Quantitative Methods	W	Elective Stats
PSYC 6900/6901	Directed Studies/Independent Research	F or W	Course Content
PSYC 6903	Practicum in Psychology [ <i>for PhD students</i> ]	F or W	Professional Dev.
PSYC 6906	Pro-Seminar in Psychology I	F/W	
PSYC 6907	Pro-Seminar in Psychology II	F/W	
PSYC 6909	Doctoral Thesis	F/W	

\* Required for Concentration in Mental Health and Well-Being

\* Required for Specialization in Data Science

\* Required for Concentration in Quantitative Methodology

# RESOURCES

## Mailroom B542 Loeb

- Full time students share a mailbox with 1 other student
- Part-time students share 4 mailboxes

[Psychology Graduate Studies Page](#)

[Forms and Resources Page](#)

**MA Students:** Please click [here](#) to check the number of defences a particular faculty member has chaired before asking them to chair your defence.

## Contact our Graduate Office

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Web: <https://carleton.ca/psychology/>

## Connect with us on social media!

View our social media profiles at [https://linktr.ee/cu\\_psychology](https://linktr.ee/cu_psychology)  
or scan the code below:



