

**Religions of South and East Asia
RELI 1712B**



Instructor: Prof. Jessica Ford

Class Time: Monday & Wednesday, 2:35PM – 3:55 PM (live class **will not** be held weekly, please see below for more details).

Virtual Office Hours: Thursday 1:30 – 2:30 PM through Zoom or by appointment. At all other times, if you have questions about course material or assignments please post them in our general discussion forum titled “Ask Your Instructor” as this opens a dialogue with your classmates as well as myself. If your question is unrelated to the course material, something that you do not wish to post, or if you are unsure if you should post it or not please send me an email.

Email: jessica.ford@carleton.ca

Course Description: This course is a survey of the major religious traditions that emerged in South and East Asia, including Hinduism, Jainism, Buddhism, Sikhism (collectively known as the Dharma traditions), Daoism, Confucianism, and Shinto. As this is an introductory course, we begin with a brief introduction to the study of religion. Following this, we will explore the history, beliefs, rituals, practices, and conceptualizations of the divine/sacred of each religious

tradition individually. However, as our exploration progresses, we will also examine some ideas and concepts that may be shared amongst some or all of these traditions.

Preclusions: Precludes additional credit for RELI 1715, RELI 1716. Note, these courses are no longer offered.

Learning Objectives: By the completion of this course, you should:

- Understand the basic history, beliefs, and practices of the religions explored in this course
- Be familiar with the academic study of religion, including some of the methods and perspectives utilized within the discipline
- Be able to write with skills appropriate for a first-year humanities course, which includes writing clearly, concisely and without personal bias
- Be able to distinguish between and analyze primary and secondary sources
- Be more aware of your personal perspective and biases in confronting religious phenomena (an inevitable side-effect of being introduced to a variety of religious beliefs and practices that differ from your own)

Course Teaching Method: This course is a blended course, which means that there will **not be weekly face-to-face classes**. All lecture material will be delivered **asynchronously** (pre-recorded lectures). There will, however, be monthly virtual check-classes via Zoom (links found on Brightspace) that will occur during our scheduled class time. As the class is large, it will be divided into two groups with one meeting on Monday and the other on Wednesday of the selected meeting week (see “Calendar of Activities and Evaluations” below for details). These meetings are **optional**; however, I do encourage you to attend. It will be a time where we can come together as a group to discuss any questions that you may have and explore selected topics in more detail. I will not be delivering new lecture material during these classes, rather they are intended to be discussion classes. There will also be the option of virtual final exam review class – a poll will be taken in the middle of the semester to gauge student interest.

List of Required Readings

Amore, Roy C., Amir Hussain, and Willard Oxtoby eds. *World Religions: Eastern Traditions* (5th Edition). Don Mills, ON, Canada: Oxford University Press, 2018.

This textbook is available to rent or buy at the campus bookstore. Please go to the following link to order a physical or digital copy: <https://www.bkstr.com/carletonstore/course-materials-results?shopBy=course&divisionDisplayName=&departmentDisplayName=RELI&courseDisplayname=1712§ionDisplayName=B&programId=950&termId=100071619>

Amar Chitra Katha. *The Gita: The Song of Eternal Wisdom*. Mumbai: India Book House Pvt, 1977. ([Link to comic](#))

Amar Chitra Katha. *Mahavira*. Mumbai: India Book House Pvt, 1975. ([Link to comic](#))

Amar Chitra Katha. *Buddha*. Mumbai: India Book House Pvt, 1971. ([Link to comic](#))

Amar Chitra Katha. *Guru Nanak*. Mumbai: India Book House Pvt, 1973. ([Link to comic](#))

You are also responsible for all readings and films that will be posted on Brightspace. These are brief passages from sacred scriptures, online articles, and comic book adaptations of sacred scriptures or the life stories of foundational figures. These will be posted in the relevant weeks.

While I do attempt to follow the textbook closely in my video lectures/slides, there will be material in the textbook/readings/films that I won't mention directly in video lectures. However, students are still responsible for this content even if it is not discussed directly in video lectures. In addition, posted lecture slides/video lectures may explore topics not discussed in the text or go into some topics in more detail than the text: students are also responsible for all material covered in my online lectures.

Assignments and Evaluation:

Assignment	Date	Value
10 Short Quizzes	Throughout (see “Calendar of Activities and Evaluations” below for details)	20%
5 Discussion Forum Posts/Activities	Throughout (see “Calendar of Activities and Evaluations” below for details)	20%
Midterm Assignment	Due Sunday, February 20 th by 11:59PM	20%
Final Exam	TBD	40 %

Assessment Methods and Weighting of Grades

Evaluation will be based on the following:

- **Weekly Quizzes (20% of course grade).**

Each quiz should be attempted **only after all material for that week has been completed**. This means you will be better able to answer these questions after completing all assigned readings and watching all lecture videos, assigned films, and/or short video clips if applicable). Each quiz will be based on the content of the relevant module and will test your knowledge of what you have learned from the textbook, other required materials (films, readings, etc.), as well as my lectures.

Each quiz will consist of 10 multiple choice and true/false questions (each worth 1 point) selected randomly from a question bank. The quiz will open at the beginning of each week and will be available until the end of the week. Students will be allowed 20 minutes to complete this quiz. Keep in mind that once you open the quiz the clock starts – Brightspace will prevent any answers from being submitted after the 20-minute

mark. There will be 12 quizzes in total (one per week), however **you are only responsible for 10**, thus you **may miss 2** without it affecting your mark. If you choose to complete all 12 quizzes, the lowest two marks will be dropped.

Each weekly quiz must be completed by Sunday at 11:59 PM (see the “Calendar of Activities and Evaluations” section below for specific dates).

- **5 Discussion Forum Posts (20% of course grade).**

We are a large class this semester, as such the class will be divided into 6 smaller groups for online discussion. These groupings are not made with the expectation of group work in any way, everyone is required to post their own response to the discussion prompts and/or questions. This division is simply to keep things streamlined for you – instead of seeing/reading the posts for all 100 of your classmates, you will be reading the posts of, and engaging with approximately 16-17 people. Discussion posts will not be required weekly, but instead scattered throughout the semester (please see the “Calendar of Activities and Evaluations” below for dates).

This grade is based upon the content, depth and quality of your contributions to these forum discussions using the standards found within the grading rubric posted on Brightspace. Participating consistently with thoughtful answers and engaging with your classmates will have positive effects on your grade. Your individual posts are graded according to how well you integrate relevant course material when responding to the discussion prompts. As quality is essential, your discussion posts should demonstrate thought and effort. Your engagement with your peers should also be thoughtful and promote further discussion, for example by asking questions. Simply posting “I agree” (or something to this effect) does not achieve this and will not be counted towards your grade.

To receive full marks for discussion posts you must do the following:

- 1) Write **all 5 posts**. Each post must be no more than a **paragraph or two in length (200 – 400 words)**.
- 2) Compose well written, thoughtful responses that draws upon and refers to course material. **Each post should include at least one properly formatted in-text citation of one piece of course material (no additional bibliographic information is required). This citation must be properly formatted using Chicago Style.**
- 3) Respond to **at least 2 of your peers in each discussion topic**. This does not include the introductory post – please feel free to engage with one another on these, however this will not count towards the response requirement.
- 4) Complete all requirements by the deadlines given (see please see the “Calendar of Activities and Evaluations” below).

Please see the posted rubric for further details and guidelines.

The initial discussion prompt is an easy way to get some marks! It will require that you introduce yourself and state what attracted you to this course (the full prompt will be

available on Brightspace on the first day of classes). Of course, here you will not be expected to reference course materials, rather it is a way for us to get to know each other better, foster a sense of community, and commence the online dialogue that will be continuing throughout the semester.

- **Midterm Assignment (20% of course grade).**

This assignment will ask a series of questions about the first three (3) traditions explored in the course (Hinduism, Jainism, and Buddhism). You will be asked to draw from all relevant course materials (lectures, films, readings) to respond to these questions. Your responses should be submitted in essay format. A **bibliography** and proper **citation in Chicago Style** ([Link to Guide for Chicago Style](#)) **are required**. Further guidelines for this assignment (which include the word limit and the questions being posed of you) will be posted on Brightspace within the first 2 weeks of the semester.

Due Sunday, February 20th by 11:59PM.

Late submissions, that do not have proper documentation and/or a valid reason which would have been discussed with me prior to submission date, will not be marked.

- **Final Exam (40% of course grade).**

This exam will be held during the formal exam period (April 14th – 28th). The exact date and time of the exam will be determined and released later. The format will be multiple choice, true/false, fill in the blanks and/or matching, and short answer questions. *Please note that this examination will use a remote proctoring service provided by Scheduling and Examination Services. You can find more information at <https://carleton.ca/ses/e-proctoring/>.*

General Assignment Guidelines

Your written assignment will be evaluated based on the following criteria:

- 1) Understanding of the material/how effectively it answers the assigned questions – your response should clearly and concisely answer the question posed of you. Further, you should demonstrate that you have read the required readings and watched assigned films (if relevant) by referencing them specifically, in some detail, in your answers.
- 2) Staying on topic – it is important that you maintain focus in your writing and avoid introducing material that is irrelevant to the topic being discussed. This is an important skill to develop in your writing, which contributes to presenting your thoughts in a clear and concise manner.
- 3) Presenting without bias – it is important that you treat the religions that we are studying in an unbiased manner to cultivate a greater understanding of them. As such, you should aim to maintain an unbiased tone in your written assignments.
- 4) Correctly organizing, structuring, and formatting your work – present your discussion in a manner that has a logical flow. For example, if in your introduction, you state that you will be discussing A, B and C, then you should discuss these items in the order that you

have initially stated them. In addition, you should use properly formatted citations when required to do so.

5) Producing mechanically correct prose– proper grammar, spelling, and punctuation.

*****GENERAL NOTES ON EVALUATION*****

1. Late assignments will **only be accepted** with **valid reasons and proper documentation(a self-declaration form, which can be found [here](#))**.
2. Please see “Regulations Common to all Humanities Courses” attached to this syllabus for general policies on plagiarism, an explanation of Carleton University’s grading system, the guidelines for requests for academic accommodation and deferrals, as well as other important information.

Expectations and Communication Guidelines:

YOURS: This is a blended course. This means that there is a mixture of optional synchronous meetings and required asynchronous activities. It is expected that you become very familiar with your syllabus – it is the best tool to keep you on track with dates and deadlines. All lecture materials will be delivered asynchronously; this means that you can watch the lectures at your own pace and time, but keep in mind that there will be a quiz every week. It is highly recommended that you have **covered all material for that week prior to taking the quiz** – you will likely not do well on the quiz if you attempt it without covering the material. Thus, I strongly suggest that you follow the calendar as closely as possible so that you are progressing through the course material in a timely fashion to avoid being overwhelmed towards the end of the course and possibly falling irreparably behind.

What should you expect regarding study time for this course? It is strongly suggested that for each course that a university student is enrolled in they should dedicated 2-3 hours of study time per hour spent in class. Thus, you should be prepared for 3 hours of class time (lecture videos) each week in addition to 6-9 hours of study/task time.

As students in a 1000-level course you should expect approximately 22 pages of reading per week and approximately 10 pages of writing throughout the entire semester. You are expected to have covered all relevant material prior to posting in discussion forums and completing the weekly quizzes.

When asking general questions about content, deadlines, or the syllabus itself I encourage you to post them in the “Ask your Instructor” forum as this may help a fellow classmate. For all other subjects (or if you are not comfortable posting in a public form) please feel free to email me – I am teaching 3 courses this semester so I do ask that you please include your name and student number in the body of the email, as well as the course code (RELI1712) and subject matter in the email subject box.

MINE: I will be sending out weekly announcements every Friday. These are just friendly reminders about what readings you should be working through, when upcoming tasks/assignments are due, and any other relevant information. You may also hear from me at other times during the week if needed – however you will hear from me every Friday!

I will respond to all email enquiries and discussion forum postings in a timely manner (within 24 hours). However, in the unlikely event that you have not heard back from me within this time frame I encourage you to send me a reminder/follow up email. I also encourage you to revisit your syllabus frequently, especially regarding due dates, as that information will be found here.

I will hold office hours via Zoom (link will be provided on Brightspace) on Thursdays from 1:30–2:30PM unless otherwise announced, however, if you are unable to be online during this period, please email to schedule an appointment.

Calendar of Activities and Evaluations

Week	Date	Topic Theme	Requirements
Week 1	January 10 th – 16 th	<p>Module 1: What is Religion?</p> <p>Module 2: Intro to Hindu Traditions, Indus Valley and the Vedas and Vedic Religion.</p>	<p>Watch: Lecture videos.</p> <p>Read: Pages 23–27 & 30–42; and selection from the Upanishads (Brightspace).</p> <p>Complete: Week 1 quiz and “Intro” discussion post by January 16th at 11:59PM.</p>
Week 2	January 17 th – 23 rd	<p>Upanishads.</p> <p>Classical Hinduism, and the Epics (including the <i>Bhagavad Gita</i>).</p> <p>Gods and Goddesses and Sectarian Hinduism.</p>	<p>Watch: Lecture videos.</p> <p>Read: Pages 42–60; and ACK <i>Gita</i> comic (Brightspace).</p> <p>Complete: Week 2 quiz by January 23rd at 11:59 PM.</p>
Week 3	January 24 th – 30 th	<p>Bhakti.</p> <p>Modern Hinduism.</p> <p>Diasporic Hinduism.</p>	<p>Watch: Lecture videos.</p> <p>Read: Pages 62–79, 83–94 (omit “Ayurvedic Medicine” section), and 96-102.</p> <p>Complete: Week 3 quiz by January 30th at 11:59 PM.</p>

Week 4	January 31 st – February 6 th	<p>Module 3: Intro to Jaina Traditions.</p> <p>History, sacred literature, and cosmology.</p>	<p>Attend: Monthly Check-in! Group 1: Monday, Jan. 31st from 2:35-3:55. Group 2: Wednesday, Feb. 2nd from 2:35-3:55PM.</p> <p>Watch: Lecture videos.</p> <p>Read: Pages 160–175, <i>Mahavira</i> comic book, and Bhagwan Parshvanath passage (Brightspace).</p> <p>Complete: Week 4 quiz and discussion post by February 6th at 11:59 PM.</p>
Week 5	February 7 th – 13 th	<p>Jaina Traditions continued.</p> <p>Practice and expressive dimensions.</p>	<p>Watch: Lecture videos.</p> <p>Read: Pages 175–195, “<u>The incredibly strict diet of a Jain monk,</u>” and the <i>Acaranga Sutra</i> (Brightspace).</p> <p>Complete: Week 5 quiz and discussion post by February 13th at 11:59PM.</p>
Week 6	February 14 th – 20 th	<p>Module 4: Intro to Buddhist Traditions.</p> <p>The First, Second and Third Gems and Early Buddhism.</p>	<p>Watch: Lecture videos.</p> <p>Read: Pages 200–224, <i>Buddha</i> comic,</p>

		King Ashoka.	and <i>Parable of the Turtle and the Fish</i> (Brightspace). Complete: Week 6 quiz and submit midterm assignment by February 20 th at 11:59PM.
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Winter Break February 21st –27th

Week 7	February 28 th – March 6 th	Buddhist Traditions continued. Theravada, Mahayana, and Vajrayana.	Attend: Monthly Check-in! Group 1: Monday, Feb. 28th from 2:35-3:55. Group 2: Wednesday, Mar. 2nd from 2:35-3:55PM. Watch: Lecture videos. Read: Pages 224–255. Complete: Week 7 quiz by Sunday, March 6th at 11:59 PM.
Week 8	March 7 th – 13 th	Buddhist Traditions continued. Interaction and Adaptation in East Asia. Temples and Symbols. Diasporic Buddhism.	Watch: Lecture videos. Read: pages 255–278, “The Image of Nirvana” (Brightspace), and The <i>Dhammapada</i> , Chapter 1 (Brightspace). Complete: Week 8 quiz by March 13th at 11:59PM.

Week 9	March 14 th – 20 th	Module 5: Intro to Sikhism History and practice.	Watch: Lecture videos and <i>Roots of Love</i> (Brightspace). Read: Pages 114–139, <i>Guru Nanak</i> comic, and Sikh sacred texts (Brightspace). Complete: Week 9 quiz discussion post by March 20th at 11:59PM.
Week 10	March 21 st – 27 th	Sikh Traditions continued. Differentiation & cultural expressions.	Watch: Lecture videos. Read: Pages 140-155. Complete: Week 10 quiz and discussion post by March 27th at 11:59PM.
Week 11	March 28 th – April 3 rd	Module 6: Intro to Confucianism and Daoism	Attend: Monthly Check-in! Group 1: Monday, Mar. 28th from 2:35-3:55. Group 2: Wednesday, Mar. 30th from 2:35-3:55PM. Watch: Lecture videos. Read: Pages 282-341. Complete: Week 11 quiz by April 3rd at 11:59PM.
Week 12	April 4 th – 12 th	Module 7: Intro to Shinto Final Review (optional – depending on student interest).	Attend: Final Exam Review on Monday, April 11 th from 2:35-3:55PM.

			<p>Watch: Lecture videos.</p> <p>Read: Pages 360-396</p> <p>Complete: Week 12 quiz and discussion post by 11:59 PM, April 12th.</p>
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Course Notes:

1. Posting lecture notes to sharing sites – **please do not do this!** Classroom teaching and learning activities, including lectures, discussion, presentations, etc., by both instructor and students, are copy protected and remain the intellectual property of their respective author(s). All course materials, including PowerPoint presentations, outlines, and other materials, are also protected by copyright and remain the intellectual property of their respective author(s).

Students registered in the course may take notes and make copies of course materials for their own educational use only. Students are not permitted to reproduce or distribute lecture notes and course materials publicly for commercial or non-commercial purposes without express written consent from the copyright holder(s).

2. I always want my students to be successful in my courses so, above all, remember that I am here to help! However, I cannot be of any assistance if you do not ask – please feel free to communicate with me (on the discussion forum or via email) at any point during the semester.



Humanities

University Regulations for All College of the Humanities Courses

Academic Dates and Deadlines

[This schedule](#) contains the dates prescribed by the University Senate for academic activities. Dates relating to fee payment, cancellation of course selections, late charges, and other fees or charges will be published in the [Important Dates and Deadlines section](#) of the Registration Website.

Online Learning Resources

While online courses offer flexibility and convenience, they also present unique challenges that traditional face-to-face courses do not. [On this page](#), you will find resources collected by Carleton Online to help you succeed in your online courses; Learning Strategies and Best Practices, Study Skills, Technology and Online Interaction and Engagement.

Copies of Written Work Submitted

Always retain for yourself a copy of all essays, term papers, written assignments or take-home tests submitted in your courses.

Academic Integrity Policy (updated June 2021)

Plagiarism is presenting, whether intentionally or not, the ideas, expression of ideas, or work of others as one's own.

Plagiarism 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, art works, 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;
- 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.

[Academic Integrity Policy](#)

[Academic Integrity Process](#)

Academic Accommodation Policy

Carleton University is committed to providing access to the educational experience in order to promote academic accessibility for all individuals.

Academic accommodation refers to educational practices, systems and support mechanisms designed to accommodate diversity and difference. The purpose of accommodation is to enable students to perform the essential requirements of their academic programs. At no time does academic accommodation undermine or compromise the learning objectives that are established by the academic authorities of the University.

Addressing Human Rights Concerns

The University and all members of the University community share responsibility for ensuring that the University's educational, work and living environments are free from discrimination and harassment. Should you have concerns about harassment or discrimination relating to your age, ancestry, citizenship, colour, creed (religion), disability, ethnic origin, family status, gender expression, gender identity, marital status, place of origin, race, sex (including pregnancy), or sexual orientation, please contact the [Department of Equity and Inclusive Communities](#).

Requests for Academic Accommodation

You may need special arrangements to meet your [academic obligations](#) during the term. For an accommodation request, the processes are as follows:

Religious Accommodation

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. For more details, please review the [Student Guide to Academic Accommodation](#).

Pregnancy Accommodation

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. . For more details, please review the [Student Guide to Academic Accommodation](#).

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 the [Equity and Inclusive Communities website](#).

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. For more details, see the [Senate Policy on Accommodation for Student Activities](#).

Academic Accommodations for Students with Disabilities

If you have a documented disability requiring academic accommodations in this course, please contact the Paul Menton Centre for Students with Disabilities (PMC) at 613-520-6608 or pmc@carleton.ca for a formal evaluation or contact your PMC coordinator to send your instructor your Letter of Accommodation at the beginning of the term. You must also contact the PMC 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 your instructor as soon as possible to ensure accommodation arrangements are made. For more details, visit the [Paul Menton Centre website](#).

Grading System at Carleton University

Standing in a course is determined by the course instructor, subject to the approval of the faculty Dean. Standing in courses will be shown by alphabetical grades. The system of grades used, with corresponding grade points and the percentage conversion can be found [here](#). Grade points indicated are for courses with 1.0 credit value. Where the course credit is greater or less than one credit, the grade points are adjusted proportionately.

Course Sharing Websites and Copyright

Classroom teaching and learning activities, including lectures, discussions, presentations, etc., by both instructors and students, are copy protected and remain the intellectual property of their respective author(s). All course materials, including PowerPoint presentations, outlines, and other materials, are also protected by copyright and remain the intellectual property of their respective author(s).

Students registered in the course may take notes and make copies of course materials for their own educational use only. Students are not permitted to reproduce or

distribute lecture notes and course materials publicly for commercial or non-commercial purposes without express written consent from the copyright holder(s).
[More information](#)

Student Rights and Responsibilities at Carleton

Carleton University strives to provide a safe environment conducive to personal and intellectual growth, free of injustice and characterized by understanding respect, peace, trust, and fairness.

The [Student Rights and Responsibilities Policy](#) governs the non-academic behaviour of students. Carleton University is committed to building a campus that promotes personal growth through the establishment and promotion of transparent and fair academic and non-academic responsibilities.

Deferred Term Work

In some situations, students are unable to complete term work because of illness or other circumstances beyond their control, which forces them to delay submission of the work.

1. Students who claim illness, injury or other extraordinary circumstances beyond their control as a reason for missed term work are held responsible for immediately informing the **instructor** concerned and for making alternate arrangements with the instructor and in all cases this must occur **no later than three (3) working days after the term work was due**. The alternate arrangement must be made before the last day of classes in the term as published in the academic schedule. Normally, any deferred term work will be completed by the last day of term. In all cases, formative evaluations providing feedback to the student should be replaced with formative evaluations. In the event the altered due date must extend beyond the last day of classes in the term, the instructor will assign a grade of zero for the work not submitted and submit the student's earned grade accordingly; the instructor may submit a change of grade at a later date. Term work cannot be deferred by the Registrar.
2. In cases where a student is not able to complete term work due to illness or injury for a significant period of time/or long term, the instructor and/or student may elect to consult with the Registrar's Office (undergraduate courses) or Graduate Registrar (graduate courses) to determine appropriate action.
3. If a student is concerned the instructor did not respond to the request for academic accommodation or did not provide reasonable accommodation, the student should consult with the department/school/institute chair/director. If a mutually agreeable accommodation to complete course requirements prior to the course grade submission deadline cannot be achieved, the Associate Dean will become involved. If academic accommodation is not granted, and the student receives word **after** the academic withdrawal deadline, the student may submit a petition to the Registrar's Office (undergraduate courses)/Graduate Registrar (graduate courses) for a final grade of WDN (Withdrawn) in the course(s). If academic

accommodation is not granted, and the student receives word **prior** to the academic withdrawal deadline, the student may elect to withdraw from the course(s).

4. Furthermore, if academic accommodation is granted, but the student is unable to complete the accommodation according to the terms set out by the instructor as a result of further illness, injury or extraordinary circumstances beyond their control, the student may submit a petition to the Registrar's Office (undergraduate courses)/Graduate Registrar (graduate courses). Please note, however, that the course instructor will be required to submit an earned final grade and further consideration will only be reviewed according to established precedents and deadlines. [More information of deferred Term Work](#)

Deferred Final Exams

Students who are unable to write a final examination because of a serious illness/emergency or other circumstances beyond their control may apply for accommodation. Normally, the accommodation for a missed final examination will be granting the student the opportunity to write a deferred examination. In specific cases when it is not possible to offer a deferred examination, and with the approval of the Dean, an alternate accommodation may be made.

The application for a deferral must:

1. be made in writing to the Registrar's Office **no later than three working days after the original final examination or the due date of the take-home examination**; and,
2. be fully supported by appropriate documentation and, in cases of illness, by a medical certificate dated no later than one working day after the examination, or by appropriate documents in other cases. Medical documents must specify the date of the onset of the illness, the (expected) date of recovery, and the extent to which the student was/is incapacitated during the time of the examination. The University's preferred medical form can be found at the Registrar's Office [here](#).

[More information on Final Exam Deferrals Registrar's Office "Defer an Exam" page](#)

Financial vs. Academic Withdrawal

Make sure that you are aware of the separate deadlines for Financial and Academic withdrawal!

Making registration decisions in Carleton Central involves making a financial and academic commitment for the courses you choose, regardless of attendance. If you do not attend, you must withdraw in [Carleton Central](#) within the published deadlines to cancel your registration. A fee adjustment is dependent on registration being canceled within the published [fee deadlines](#) and dependent on your course load. A course dropped after the deadline for financial withdrawal will receive a grade of Withdrawn (WDN), which appears on your official transcript.

Even if you miss the deadline for financial withdrawal, you might decide to drop a course to avoid a failure or a poor grade showing up on your student record and bringing down your CGPA. It is your responsibility to drop the course via Carleton Central within the published [deadlines](#) (see Academic Withdrawal).

If you are considering withdrawing from a course, you may want to talk to an advisor first. Course withdrawal may affect your student status, as well as your eligibility for student funding, immigration status, residence accommodation and participation in varsity sports, etc. Additionally, remember that once you choose your courses, you must use the “Calculate amount to pay” button to determine the correct amount of fees to pay.

Carleton Central is your one-stop shop for registration activities. If you are interested in taking a course, make sure to complete your registration. Simply attending a course does not mean you are registered in it, nor is it grounds for petition or appeal.

Department Contact Information

Bachelor of the Humanities 300 Paterson Hall
CollegeOfHumanities@cunet.carleton.ca

Greek and Roman Studies 300 Paterson Hall
GreekAndRomanStudies@cunet.carleton.ca

Religion 2A39 Paterson Hall
Religion@cunet.carleton.ca

Digital Humanities (Graduate) 2A39 Paterson Hall
digitalhumanities@carleton.ca

Digital Humanities (Undergraduate Minor) 300 Paterson Hall
digitalhumanities@carleton.ca

MEMS (Undergraduate Minor) 300 Paterson Hall
CollegeOfHumanities@cunet.carleton.ca