

CARLETON UNIVERSITY  
DEPARTMENT OF SOCIOLOGY AND ANTHROPOLOGY |  
RELIGION PROGRAM, COLLEGE OF THE HUMANITIES

ANTH 2550 / RELI 2736  
2024 FALL TERM  
RELIGION AND SOCIETY

Thursdays, 14:35-17:25

**Instructor:**

Alyshea Cummins

Office Hours: Thursdays, 13:30-14:30  
(or by appointment)

Office Location: PA310a | Zoom

Email: [alyshea.cummins@carleton.ca](mailto:alyshea.cummins@carleton.ca)

**Teaching Assistant(s):**

See Brightspace Homepage

**Description:** Cross-cultural survey of religious institutions, focusing on theories and methodologies in the study of religion. Topics may include myth, totemism, cults, ritual, belief systems, altered states of consciousness, new religious and/or new age movements and the relationship of religion with other social institutions and processes.

**Rationale:** This course serves as an introductory exploration into anthropological perspectives on the study of religion. It delves into the historical evolution of this subdiscipline, examines key theoretical frameworks, explores fundamental conceptual terminology, and engages with the various challenges and considerations inherent in research methodology within the field. Throughout the course, students will gain a comprehensive understanding of the foundations, theories, and methodological intricacies involved in anthropological investigations of religion.

**Learning Outcomes:** This course aims to give students a broad understanding of the study of

religion in its social context(s). Through the lectures, readings, videos, and selected case studies we will investigate the role of religion in shaping society and how context, in turn, shapes religion. Students taking this course will learn disciplinary vocabulary associated with the religion(s) studied in this course. They will also be able to recognize personal situated-ness and personal bias in confronting religious phenomena. Through class discussions, students will gain confidence in presenting, arguing, and defending their ideas while engaging with course content. Through assignments, students will practice writing at a university level. Further, students taking this course will be able to distinguish different methods of increasing knowledge in the field of the study of religion, including historical (largely based on texts) and social scientific (largely based on field work).

**Welcoming Classroom Commitment:** We each come from diverse backgrounds and experiences, and we will inevitably approach discussions and the subject matter in unique ways. Throughout the course we will collectively try to make sure that everyone feels safe and respected when presenting their ideas and understandings about course content. We will be respectful towards one another and do our best to reflect on our own biases and assumptions in order to make space for diverse views and ways of thinking.

**Algonquin Land Acknowledgement:** Carleton University acknowledges the location of its campus on the traditional, unceded territories of the Algonquin nation. In doing so, Carleton acknowledges it has a responsibility to the Algonquin people and a responsibility to adhere to Algonquin cultural protocols.

**Instruments of Evaluation:** The Evaluation Procedures of the university are described in the Undergraduate Calendar. Final grades are subject to the Dean's approval and are not official until that approval has been received. There are three instruments of evaluation plus potential bonus marks. As stated in the Academic Regulations of the University, Section 2.1: "To obtain credit in a course, students must meet all the course requirements for attendance, term work and examinations as published in the course outline."

**Instruments of Evaluation Summary:**

Participation	20%	During Class
Quizzes	30%	Each Module
Research Project	50%	Oct 11 (10%) Nov 8 (20%) Nov 29 (20%)
*BONUS MARKS	+3%	*Due Friday Dec 6

**Participation (20%)**

- The class meets every Thursday
- Students are expected to complete the readings prior to each meeting
- Students will earn marks for their participation in class activities and discussions (participation is recorded through group submissions)
- There will be a total of 11 class modules and students only need to participate in 10 of those classes
- Some classes take place over Zoom. See the Class Schedule on Page 6 for more details

NOTE: There are no makeups for missed classes, however extra credit opportunities will be made available and will be announced on Brightspace (see bonus marks).

**Weekly Quizzes (30%):**

- Weekly quizzes gauge your attentiveness
- There will be a total of 11 Quizzes and the best 10 will count towards the final grade
- Quizzes can be found in each Learning Module and completed on Brightspace
- Available each Monday (except on holidays) until 23:59 EDT each following Monday except for Modules 5 and 6 (see Schedule on page 6 of Syllabus for more details)

NOTE: There are no makeups for quizzes, however extra credit opportunities will be made available and will be announced on Brightspace (see Bonus Marks).

## Research Project (50%)

- There are a total of three components related to the Research Project
  1. Outline & Annotated Bibliography (10%; due Friday Oct 11 at 11:59pm EDT)
  2. Research Paper (20%; due Friday Nov 8 at 11:59pm EDT)
  3. Infographic (20%; due Friday November 29 at 11:59pm EDT)
- Instructions and Rubrics can be found on Brightspace

NOTE: Late submissions are subject to a **-3%** penalty each day they are late up to 5 days after the deadline. After 5 days, late work will no longer be accepted for grading.

## Bonus Marks (+3%):

Extra Credit Assignment (ECA): The ECA allows students to earn up to 3% on top of their final grade and/or make up for missed quizzes. To participate, students must attend an approved public university lecture (online or in-person) on the topic of religion and write a short critical reflection on the content (see Instructions and Rubric on Brightspace). Students must submit their ECA 1-week after the posted event. Eligible events will be posted on the “Extra-Credit Opportunities” discussion forum on Brightspace.

There will also be a final opportunity on December 5<sup>th</sup> to make up for a missed class and also earn up to 3% by completing an ECA on their experience (optional). Due date for this ECA is December 6<sup>th</sup> at midnight. See the course schedule for more details.

NOTE: Please email the professor if you are doing an ECA to replace a quiz grade. Late submissions are subject to a **-3%** penalty each day they are late up to 5 days after the deadline. After 5 days, late work will no longer be accepted for grading. The final day to submit an ECA is **Friday December 6, 2024**, no late submissions will be accepted.

## Required Readings

### Textbook

Stein, Rebecca L. and Philip L. Stein. 2011. *The Anthropology of Religion, Magic and Witchcraft*, 4th edition. Allyn and Bacon, Boston.

Note: The Textbook is available for purchase at the University Bookstore and on hold at the library. There is also an online version available through the library but it is limited to 6 simultaneous users.

This text was designed for courses like this. It is very strong in ethnography, case studies, and the presentation of the conceptual vocabulary of anthropology of religion.

## Additional Readings

Additional readings will be posted on Brightspace and may include PDFs, links to online sources, and Multi-Media Readings. See the respective module for full list of required readings.

## FAQs

1. **Do I have to attend live meetings?** Yes. Students are expected to attend class every Thursday from 14:35-17:25. Some of our meetings take place over Zoom. See Class Schedule for more information.
2. **Do I need the textbook?** Yes. There is a free online version available through the Carleton Library, but access is limited to 6 students. The textbook can also be ordered online through the University Bookstore (they price match).
3. **Are there any weekly activities that I need to complete?** Yes. Each module requires you to complete a quiz and participate in class activities and discussions. See Brightspace for a complete list of all required readings, videos, and activities.
4. **Are there any assignments to complete?** Yes. There is a Research Project for this course which has three components: an outline and annotated bibliography (10%), a research paper (20%), and an infographic (20%). Late submissions will be subject to a late penalty of 3% each day it is late. Late submissions will not be accepted after 5 days.
5. **Is there a final exam?** No. There is no final exam but there is a Research Project that comprises 50% of your final grade.
6. **Can I earn bonus marks in this class?** Yes, students can complete one Extra-Credit Assignment (ECA) to earn up to 3% on top of their final grade. Students can also complete additional ECAs if they missed a class or a quiz. See Brightspace for more details.
7. **What if I miss a Quiz or a class?** If a student misses a quiz, they can complete an ECA to replace the missed quiz. Students can also make up for a missed class by attending the Experiential Learning component on Dec 5. See details on Brightspace.
8. **What is the best way to reach you?** Email, Office Hours, or the “Ask the Instructor Q&A” online forum on Brightspace.

# SYLLABUS – RELI2736 / ANTH2550

## SCHEDULE of CLASSES, READINGS, and ACTIVITIES

<b>WEEK 1</b> Class: September 5 (Online)	
<b>Welcome!</b> Review of the Course Syllabus and Instruments of Evaluation  Syllabus Quiz: Must be completed to access course modules  Online Student Forum: Introduce yourself in the Student Forum on Brightspace	
<b>WEEK 2</b> Class: September 12 (in-Person)	
Module 1	<b>Studying Religion</b> READ: Stein & Stein chapter 1 – “The Anthropological Study of Religion” COMPLETE: Module 1 on Brightspace  QUIZ #1 – Open on Brightspace until 23:59, Monday 09/16
<b>WEEK 3</b> Class: September 19 (in-Person)	
Module 2	<b>Importance of Myths</b> READ: Stein & Stein chapter 2 – “Mythology” COMPLETE: Module 2 on Brightspace  QUIZ #2 – Open on Brightspace until 23:59, Monday 09/23

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## WEEK 4

Class: September 26 (in-Person)

Module 3

### Religious Symbols

READ: Stein & Stein chapter 3 – “Religious Symbols”

COMPLETE: Module 3 on Brightspace

QUIZ #3 – Open on Brightspace until 23:59, Monday 09/30

## WEEK 5

Class: October 3 (in-Person)

Module 4

### Religious Rituals

READ: Stein & Stein chapter 4 – “Ritual” – rites of passage

COMPLETE: Module 4 on Brightspace

In-Class Library Presentation: “Introduction to Library Resources” with Jamila Hastick

QUIZ #4 – Open on Brightspace until 23:59, Tuesday 10/07

## WEEK 6

Class: October 10 (in-Person)

Module 5

### Religious Experience

READ: Stein & Stein chapter 5 – “Altered States of Consciousness”

COMPLETE: Module 5 on Brightspace

\*QUIZ #5 – Open on Brightspace until 23:59, Tuesday 10/15

**Outline & Annotated Bibliography (10%) – Due at 23:59, Friday 10/11**

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## WEEK 7

Class: October 17 (in-Person)

Module 6

### **Religious Authorities**

READ: Stein & Stein chapters 6 – “Religious Specialists” – shamanism

COMPLETE: Module 6 on Brightspace

\*QUIZ #6 – Open on Brightspace until 23:59, Friday 10/18

## WEEK 8

READING WEEK: October 21-25

## WEEK 9

Class: October 31 (in-Person)

Module 7

### **Magic and Society**

READ: Stein & Stein chapter 7 – “Magic and Divination”

COMPLETE: Module 7 on Brightspace

QUIZ #7 – Open on Brightspace until 23:59, Monday 11/04

## WEEK 10

Class: November 7 (in-Person)

Module 8

### **Death and the Afterlife**

READ: Stein & Stein chapter 8 – “Souls, Ghosts, and Death”

COMPLETE: Module 8 on Brightspace

QUIZ #8 – Open on Brightspace until 23:59, Monday 11/11

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**Research Paper (20%) – Due at 23:59, Friday 11/08**

## WEEK 11

Class: November 14 (in-Person)

Module 9

### **God(s) and Society**

READ: Stein & Stein chapter 9 – “Gods and Spirits”

COMPLETE: Module 9 on Brightspace

QUIZ #9 – Open on Brightspace until 23:59, Monday 11/18

## WEEK 12

Class: November 21 (in-Person)

Module 10

### **Witchcraft and Society**

READ: Stein & Stein chapter 10 – “Witchcraft”

COMPLETE: Module 10 on Brightspace

QUIZ #10 – Open on Brightspace until 23:59, Monday 11/25

## WEEK 13

Class: November 28 (Online)

Module 11

### **A Changing Landscape**

READ: Stein & Stein chapter 11 – “The Search for New Meaning”

READ: Stein & Stein chapter 12 – “Religion, Conflict, and Peace”

COMPLETE: Module 11 on Brightspace

QUIZ #11 – Open on Brightspace until 23:59, Monday 12/02

**Infographic (20%) – Due at 23:59, Friday 11/29**

WEEK 14

Class: December 5

**Final Class Meeting (Optional)**

Experiential Learning Bonus Activity

Topic: [Practice as Ritual / Ritual as Practice](#)

Time: 14:30

Location: Carleton Art Gallery

By taking part in this activity students can make up for a missed class. Additionally, students who participate can complete the bonus assignment and earn up to 3% on top of their final grade or replace a missed quiz grade.

**Extra-Credit Assignments are due December 6<sup>th</sup> at midnight.**

**Additional Information**

In accordance with the Carleton University Undergraduate Calendar Regulations, the letter grades assigned in this course will have the following percentage equivalents:

A+ = 90-100

B+ = 77-79

C+ = 67-69

D+ = 57-59

A = 85-89

B = 73-76

C = 63-66

D = 53-56

A - = 80-84

B - = 70-72

C - = 60-62

D - = 50-52

F = Below 50

WDN = Withdrawn from the course

DEF = Deferred

**Academic Regulations, Accommodations, Plagiarism, Etc.**

University rules regarding registration, withdrawal, appealing marks, and most anything else you might need to know can be found on the university's website, here:

<https://calendar.carleton.ca/undergrad/regulations/academicregulationsoftheuniversity/>

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

## Academic Accommodations:

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

## Academic Accommodations for Students with Disabilities:

The Paul Menton Centre for Students with Disabilities (PMC) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at **613-520-6608** or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send your **Letter of Accommodation** at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (*if applicable*).

\*The deadline for contacting the Paul Menton Centre regarding accommodation for October/November examinations is **October 1, 2024** and **November 15, 2024** for December examinations.

## For Religious Obligations:

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, visit the Equity Services website: [www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf](https://www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf)

## For Pregnancy:

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, visit the Equity Services website: [www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf](https://www.carleton.ca/equity/wp-content/uploads/Student-Guide-to-Academic-Accommodation.pdf)

## For 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: [www.carleton.ca/sexual-violence-support](http://www.carleton.ca/sexual-violence-support)

### **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. <https://carleton.ca/senate/wp-content/uploads/Accommodation-for-Student-Activities-1.pdf>

### **Plagiarism:**

Plagiarism is the passing off of someone else's work as your own and is a serious academic offence. For the details of what constitutes plagiarism, the potential penalties and the procedures refer to the section on Instructional Offences in the Undergraduate Calendar. Students are expected to familiarize themselves with and follow the Carleton University Student Academic Integrity Policy (See <https://carleton.ca/registrar/academic-integrity/>). The Policy is strictly enforced and is binding on all students. Academic dishonesty in any form will not be tolerated. Students who infringe the Policy may be subject to one of several penalties.

### **What are the Penalties for Plagiarism?**

A student found to have plagiarized an assignment may be subject to one of several penalties including but not limited to: a grade of zero, a failure or a reduced grade for the piece of academic work; reduction of final grade in the course; completion of a remediation process; resubmission of academic work; withdrawal from course(s); suspension from a program of study; a letter of reprimand.

### **What are the Procedures?**

All allegations of plagiarism are reported to the faculty of Dean of FASS and Management. Documentation is prepared by instructors and departmental chairs. The Dean writes to the student and the University Ombudsperson about the alleged plagiarism. The Dean reviews the

allegation. If it is not resolved at this level then it is referred to a tribunal appointed by the Senate.

### Assistance for Students:

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

Academic and Career Development Services: <https://carleton.ca/career/>

Writing Services: <http://www.carleton.ca/csas/writing-services/>

Peer Assisted Study Sessions (PASS): <https://carleton.ca/csas/group-support/pass/>

### Important Information:

- Student or professor materials created for this course (including presentations and posted notes, labs, case studies, assignments and exams) remain the intellectual property of the author(s). They are intended for personal use and may not be reproduced or redistributed without prior written consent of the author(s).
- Students must always retain a hard copy of all work that is submitted.
- Standing in a course is determined by the course instructor subject to the approval of the Faculty Dean. This means that grades submitted by the instructor may be subject to revision. No grades are final until they have been approved by the Dean.
- Carleton University is committed to protecting the privacy of those who study or work here (currently and formerly). To that end, Carleton's Privacy Office seeks to encourage the implementation of the privacy provisions of Ontario's *Freedom of Information and Protection of Privacy Act* (FIPPA) within the university.
- In accordance with FIPPA, please ensure all communication with staff/faculty is via your Carleton email account. To get your Carleton Email you will need to activate your [MyCarletonOne account](#) through Carleton Central. Once you have activated your MyCarletonOne account, log into the [MyCarleton Portal](#).
- Please note that you will be able to link your MyCarletonOne account to other non-MyCarletonOne accounts and receive emails from us. However, for us to respond to your emails, we need to see your full name, CU ID, and the email must be written from your valid MyCarletonOne address. Therefore, it would be easier to respond to your inquiries if you would send all email from your connect account. If you do not have or have yet to activate this account, you may wish to do so by visiting <https://students.carleton.ca/>.



## FALL TERM 2024 – Important Dates and Deadlines

Date	Activity
<b>August 28, 2024</b>	Deadline for course outlines to be made available to students registered in full fall, early fall, and fall/winter courses.
<b>August 30, 2024</b>	Last day for receipt of applications from potential fall (November) graduates.
<b>September 2, 2024</b>	Statutory holiday. University closed.
<b>September 3, 2024</b>	Academic orientation (undergraduate and graduate students).
	Orientation for new Teaching Assistants.
	All new students are expected to be on campus. Class and laboratory preparations, departmental introductions for students, and other academic preparation activities will be held.
<b>September 4, 2024</b>	Fall term begins. Full fall, early fall, and fall/winter classes begin.
<b>September 10, 2024</b>	Last day for registration and course changes (including auditing) in early fall courses.
<b>September 17, 2024</b>	Last day for registration and course changes (including auditing) in full fall, late fall, and fall/winter courses.
	Last day to withdraw from early fall courses with a full fee adjustment.
	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 2024 and must register for the fall 2024 term.
<b>September 20-22, 2024</b>	Deferred Exam Period: Full Summer term final examinations; Late Summer term final examinations
<b>September 30, 2024</b>	Last day to withdraw from full fall and fall/winter courses with a full fee adjustment.
<b>October 1, 2024</b>	Last day for academic withdrawal from early fall courses.

	Last day to request Formal Examination Accommodations for Oct/Nov final examinations from the Paul Menton Centre for Students with Disabilities. Note that it may not be possible to fulfil accommodation requests received after the specified deadlines.
<b>October 11, 2024</b>	Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade, in early fall term undergraduate courses, before the official Oct/Nov final examination period (see examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
	December examination schedule (fall term final and fall/winter mid-terms) available online.
<b>October 14, 2024</b>	Statutory holiday. University closed.
<b>October 15, 2024</b>	Last day for receipt of applications for admission to an undergraduate degree program for the winter term from applicants whose documents originate from outside Canada or the United States.
<b>October 18, 2024</b>	Last day of early fall classes.
	Last day for final take-home examinations to be assigned in early fall courses, with the exception of those conforming to the examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.
	Last day that can be specified by a course instructor as a due date for term work for early fall courses.
<b>October 21, 2024</b>	Deadline for course outlines to be made available to students registered in late fall courses.
<b>October 21-25, 2024</b>	Fall Break: No classes will take place. Students cannot be required to attend class or submit coursework from Sunday, October 20 to Sunday, October 27. The following exceptions may apply: <ul style="list-style-type: none"> <li>• If it is necessary to hold a test after Friday, October 18 due to exceptional circumstances, it can only be scheduled on Saturday, October 19. <b>This timing must be announced on the course outline that is distributed at the beginning of the term.</b></li> </ul>

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	<ul style="list-style-type: none"> <li>• Final exams for Early Fall undergraduate courses may be held on October 26-27 and November 2-3.</li> </ul>
<b>October 26-27, November 2-3, 2024</b>	Final examinations in early fall undergraduate courses will be held.
<b>October 28, 2024</b>	Late fall classes begin.
<b>November 8, 2024</b>	Last day to withdraw from late fall term courses with a full fee adjustment.
<b>November 11, 2024</b>	Remembrance Day is on Monday, November 11. As much as possible, course instructors are asked to allow for a moment of silence for personal reflection at 11 a.m. in accordance with Senate policy.
<b>November 15, 2024</b>	Last day for academic withdrawal from full fall and late fall courses.
	Last day to request Formal Examination Accommodations for December full fall and late fall examinations and fall/winter midterm examinations from the Paul Menton Centre for Students with Disabilities. Note that it may not be possible to fulfil accommodation requests received after the specified deadlines.
	Last day for receipt of applications for admission to an undergraduate degree program for the winter term.
<b>November 15-17, 2024</b>	Deferred Exam Period: Early Fall term undergraduate final examinations
<b>November 22, 2024</b>	Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade, in full fall term or fall/winter undergraduate courses, before the official December final examination period (see examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
<b>November 29, 2024</b>	Last day for graduate students to submit their supervisor-approved thesis, in examinable form to the department.
	Last day for summative tests or examinations, or formative tests or examinations totaling more than 15% of the final grade, in late fall term undergraduate courses, before the official final examination period (see examination regulations in the Academic Regulations of the University

	section of the Undergraduate Calendar/General Regulations of the Graduate Calendar).
<b>November 30, 2024</b>	Last day for receipt of applications from potential winter (February) graduates.
<b>December 6, 2024</b>	Fall term ends.
	Last day of full fall and late fall classes.
	Classes follow a Monday schedule.
	Last day for final take-home examinations to be assigned, with the exception of those conforming to the examination regulations in the Academic Regulations of the University section of the Undergraduate Calendar/General Regulations of the Graduate Calendar.
<b>December 9-21, 2024</b>	Final examinations in Full Fall and Late Fall courses and mid-term examinations in Fall/Winter courses will be held. Examinations are normally held all seven days of the week.
<b>December 21, 2024</b>	All final take-home examinations are due on this day

## University Regulations for All College of the Humanities Courses (Updated July 2024)

### 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.**

### 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.

## Online Learning Resources

[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.

## Academic Integrity Policy

The University Academic Integrity Policy defines **plagiarism** as “*presenting, whether intentionally or not, the ideas, expression of ideas or work of others as one’s own.*” This includes reproducing or paraphrasing portions of someone else’s published or unpublished material, regardless of the source, and presenting these as one’s own without proper citation or reference to the original source. Examples of sources from which the ideas, expressions of ideas or works of others may be drawn from include but are not limited to: books, articles, papers, literary compositions and phrases, performance compositions, chemical compounds, artworks, laboratory reports, research results, calculations and the results of calculations, diagrams, constructions, computer reports, computer code/software, material on the internet and/or conversations.

### Examples of plagiarism include, but are not limited to:

- any submission prepared in whole or in part, by someone else, including the unauthorized use of generative AI tools (e.g., ChatGPT);
- using ideas or direct, verbatim quotations, paraphrased material, algorithms, formulae, scientific or mathematical concepts, or ideas without appropriate acknowledgment in any academic assignment;
- using another’s data or research findings without appropriate acknowledgement;
- submitting a computer program developed in whole or in part by someone else, with or without modifications, as one’s own; and
- failing to acknowledge sources through the use of proper citations when using another’s work and/or failing to use quotations marks.

Plagiarism is a serious offence that cannot be resolved directly by the course’s instructor. The Associate Dean of the Faculty conducts a rigorous investigation, including an interview with the student, when an instructor suspects a piece of work has been plagiarized. Penalties are not trivial. They can include a final grade of “F” for the course.

### Co-operation or Collaboration

An important and valuable component of the learning process is the progress a student can make as a result of interacting with other students. In struggling together to master similar concepts and problems and in being exposed to each other’s views and approaches, a group of students can enhance and

speed up the learning process. Carleton University encourages students to benefit from these activities which will not generally be viewed as a violation of the Policy. With the exception of tests and examinations, instructors will not normally limit these interactions.

Students shall not co-operate or collaborate on academic work when the instructor has indicated that the work is to be completed on an individual basis. Failure to follow the instructor's directions in this regard is a violation of the standards of academic integrity. Unless otherwise indicated, students shall not co-operate or collaborate in the completion of a test or examination.

**Group Work:** There are many cases where students are expected or required to work in groups to complete a course requirement. Normally, students are not responsible for violations of this policy committed by other members of a group in which they participate.

**The full Academic Integrity Policy can be found [here](#). More information on the process [here](#).**

### **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:

**Pregnancy obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For accommodation regarding a formally-scheduled final exam, you must complete the Pregnancy Accommodation Form ([click here](#)).

**Religious obligation:** write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. For more details [click here](#).

**Academic Accommodations for Students with Disabilities:** [The Paul Menton Centre for Students with Disabilities \(PMC\)](#) provides services to students with Learning Disabilities (LD), psychiatric/mental health disabilities, Attention Deficit Hyperactivity Disorder (ADHD), Autism Spectrum Disorders (ASD), chronic medical conditions, and impairments in mobility, hearing, and vision. If you have a disability requiring academic accommodations in this course, please contact PMC at 613-520-6608 or [pmc@carleton.ca](mailto:pmc@carleton.ca) for a formal evaluation. If you are already registered with the PMC, contact your PMC coordinator to send me your Letter of Accommodation at the beginning of the term, and no later than two weeks before the first in-class scheduled test or exam requiring accommodation (if applicable). After requesting accommodation from PMC, meet with me to ensure accommodation arrangements are made. Please consult the PMC website for the deadline to request accommodations for the formally-scheduled exam (if applicable).

### **Survivors of Sexual Violence**

As a community, Carleton University is committed to maintaining a positive learning, working and living environment where sexual violence will not be tolerated, and where survivors are supported through academic accommodations as per Carleton's Sexual Violence Policy. For more information about the services available at the university and to obtain information about sexual violence and/or support, visit: <https://carleton.ca/equity/sexual-assault-support-services>

### **Accommodation for Student Activities**

Carleton University recognizes the substantial benefits, both to the individual student and for the university, that result from a student participating in activities beyond the classroom experience. Reasonable accommodation will be provided to students who compete or perform at the national or international level. Write to me with any requests for academic accommodation during the first two weeks of class, or as soon as possible after the need for accommodation is known to exist. <https://carleton.ca/senate/wp-content/uploads/SCCASP-Accommodation-for-Student-Activities-Clean-copy-final-Sept-2022-2.pdf>

**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 extenuating circumstances beyond their control, which forces them to delay submission of the work. Requests for academic consideration are made in accordance with the [Academic Consideration Policy for Students in Medical or Other Extenuating Circumstances](#).

1. Students who claim short-term extenuating circumstances (normally lasting up to five days) as a reason for missed term work are held responsible for immediately informing the instructor concerned and for making alternate arrangements with the instructor. If the instructor requires supporting documentation, the instructor may only request submission of the University's self-declaration form, which is available on the [Registrar's Office website](#). The alternate arrangement must be made before the last day of classes in the term as published in the academic schedule.
  1. 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 extenuating circumstances lasting for a significant period of time/ long-term (normally more than five days), 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 consideration or did not provide reasonable accommodation, the student should follow the appeals process described in the [Academic Consideration Policy](#).
4. If academic consideration 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: [Undergraduate](#) | [Graduate](#)).

## Deferred Final Exams

Students who are unable to write a final examination because of extenuating circumstances, as defined in the [Academic Consideration Policy](#), 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 (3) working days after the original final examination or the due date of the take-home examination; and,

2. be fully supported by appropriate documentation. In cases of short-term extenuating circumstances normally lasting no more than five (5) days, students must include the University's self-declaration form, which can be found on [the Registrar's Office website](#). Additional documentation is required in cases of extenuating circumstances lasting longer than five (5) days and must be supported by a medical note specifying the date of 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](#).

**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.

## **Mental Health and Wellness at Carleton**

Discover the tools and resources Carleton offers to help understand, manage and improve your mental health and wellness while at university.

[Counselling](#)  
[Residence Counselling](#)  
[Supporting Your Mental Health](#)

**[Get Help Now](#)** **If in crisis call:** Counselling Services: 613-520-6674 (press 2)  
Monday-Friday, 8:30 a.m. – 4:30 p.m.

## After Hours

If you need assistance with an urgent situation outside of our regular operating hours, contact:

- [Distress Centre of Ottawa and Region](#): Available 24/7-365 days/year and is bilingual (English/French).
  - **Distress:** 613-238-3311
  - **Crisis:** 613-722-6914
  - **Text:** 343-306-5550 (available 10:00 am – 11:00 pm, 7 days/week, 365 days/year)
  - Web Chat: blue chat icon at the bottom right corner of the website.
  - Text Service is available in English only to residents of Ottawa & the Ottawa Region.)
- [Good2Talk](#): Available 24/7-365 days/year and is available in English, French and Mandarin
  - Call: **1-866-925-5454**
  - Text GOOD2TALKON to 686868
  - [Facebook Messenger](#)
- [Empower Me](#): A 24/7 resource service for undergraduate students. 1-833-628-5589 (toll-free)
- International SOS's Emotional Support: Offers 24/7 access to mental health professionals in more than 60 languages through their dedicated line +1 215-942-8478. Students can call this number collect (the person being telephoned receives the charges) to access services.

## The Centre for Indigenous Support and Community Engagement

The Centre for Indigenous Initiatives is proud to offer culturally centered individual counselling to students who self-identify as First Nation, Metis or Inuk. Through this service, Indigenous students [can access confidential, individual sessions for support with personal, mental health or academic challenges.](#)

## Department Contact Information

**Bachelor of the Humanities** 300 Paterson Hall  
[CollegeOfHumanities@cunet.carleton.ca](mailto:CollegeOfHumanities@cunet.carleton.ca)

**Greek and Roman Studies** 300 Paterson Hall  
[GreekAndRomanStudies@cunet.carleton.ca](mailto:GreekAndRomanStudies@cunet.carleton.ca)

**Religion** 2A39 Paterson Hall  
[Religion@cunet.carleton.ca](mailto:Religion@cunet.carleton.ca)

**Digital Humanities (Graduate)** 2A39 Paterson Hall  
[digitalhumanities@carleton.ca](mailto:digitalhumanities@carleton.ca)

**Digital Humanities (Undergraduate Minor)** 300 Paterson Hall  
[digitalhumanities@carleton.ca](mailto:digitalhumanities@carleton.ca)

**MEMS (Undergraduate Minor)** 300 Paterson Hall  
[CollegeOfHumanities@cunet.carleton.ca](mailto:CollegeOfHumanities@cunet.carleton.ca)