MEMORANDUM

The Senate Committee on Curriculum, Admission and Studies Policy (SCCASP)

To: Senate
From: **David Mendeloff,** Chair of SCCASP
Date: September 26th, 2025
Subject: **Regulation Changes 2025/26**

<u>**For Senate approval**</u>

1. Revisions to the undergraduate admissions regulations clarifying English language proficiency requirements.

> **Motion: That Senate approves the revisions to Regulations UG-ADM-General-4: R-ADM-General-Section 4. English Language Proficiency effective for the 2026/27 Undergraduate Calendar as presented.**

Attachment: UG-ADM-General-4: R-ADM-General-Section 4. English Language Proficiency

2. Revision to the admissions regulations for the Bachelor of Accounting (B.Acc.) restricting advanced standing to students with 5.0 credits or less.

> **Motion: That Senate approves the revisions to Regulations TBD-2249: R-ADM-Program-B.Acc. effective for the 2026/27 Undergraduate Calendar as presented.**

Attachment: TBD-2249: R-ADM-Program-B.Acc.

<u>For Information</u>

1. *Attachment: R-UG-Academic Year Winter 2026*
   a) Revisions to Winter 2026 academic dates: Adding Bachelor of Science in Nursing to the March 1, 2026 application deadline | Adding "fall/winter term courses" to the April 8, 2026 deadline for term work.
2. *Attachment: TBD-1887: R-UG-4.3 Deferred Final Examinations*
   a. Updated to reflect the move to an online application with an integrated self-declaration form
3. *Attachment: UG_26-27_minor mods*

Program Change Request

Date Submitted: 09/02/25 5:20 pm

Viewing: **UG-ADM-General-4 : R-ADM-General-Section 4. English Language Proficiency**

Last approved: 06/12/25 5:01 pm

Last edit: 09/16/25 11:11 am

Last modified by: angelwagner

<u>Changes proposed by: jenniferelliott</u>

Approval Path

1. 09/03/25 9:55 am
   Jen Sugar (jensugar):
   Approved for REGS ADM
   Review
2. 09/12/25 10:52 am
   Angel Wagner
   (angelwagner): Approved
   for PRE SCCASP

History

1. Jan 20, 2016 by Sandra
   Bauer (sandrabauer)
2. Mar 22, 2017 by Sandra
   Bauer (sandrabauer)
3. May 15, 2017 by Sandra
   Bauer (sandrabauer)
4. May 29, 2017 by Sandra
   Bauer (sandrabauer)
5. May 29, 2017 by Sandra
   Bauer (sandrabauer)
6. Jan 8, 2018 by Jen Sugar
   (jensugar)
7. Mar 17, 2021 by Jen
   Sugar (jensugar)
8. Nov 16, 2021 by Jen
   Sugar (jensugar)
9. Oct 27, 2023 by Jen
   Sugar (jensugar)
10. Apr 7, 2025 by Jen Sugar
    (jensugar)
11. Jun 12, 2025 by Jennifer
    Elliott (jenniferelliott)

Calendar Pages Using this Program	General Admissions Requirements and Procedures
Effective Date	2026-27
Workflow	majormod
Program Code	UG-ADM-General-4
Level	Undergraduate
Faculty	Not Applicable
Academic Unit	Regulations: Admissions
Degree	
Title	R-ADM-General-Section 4. English Language Proficiency

Program Requirements

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4. English Language Proficiency

The language of instruction at Carleton University is English. To be admitted, applicants must demonstrate sufficient English proficiency for academic success. ~~For admission, students will need to demonstrate that their knowledge and use of English are strong enough for studies in an English languageuniversity.~~Applicants ~~Students~~ can demonstrate their English language proficiency in one of the following ways:

1. Proof of English Language Education

Applicants may submit ~~Students can present~~ transcripts showing ~~to show~~ they have studied full-time for the past ~~last~~ three years ~~years in a high school, college, or university~~ in one of ~~Canada,~~ the following settings: ~~United States, the United Kingdom, or any other country in which the primary language is English and where the language of instruction in the relevant educational institution was exclusively English.~~

- A Canadian high school where English was the primary language of instruction.
- A high school, college or university in a country where English is the primary language and the institution's instruction was predominantly in English. See the list of eligible countries/territories listed at: https://admissions.carleton.ca/esl.

~~Students choosing this option shouldnote:~~Time spent in English as a Second Language (ESL) courses do ~~will~~ not count ~~be counted~~ towards meeting the three-year requirement. ~~these requirements.~~

Letters from educators will not waive the language requirement.

If a student submits both transcripts and an English language test score, Carleton reserves the right to reassess the admission decision.

~~Language requirements will not be waived based on letters written by educators, or as a result of completing senior-level high school Englishcourses.~~**2. French Speaking Students**

Students whose first language is French may submit ~~can present~~ transcripts showing ~~to indicate that~~ they have completed ~~taken~~ four years of *anglais* during their ~~the~~ final four years at ~~of study in~~ a Canadian secondary school.

3. Previous Carleton Students

Students who ~~Previous Carleton students can demonstrate their English proficiency if they~~ have completed ESLA 1900 at Carleton ~~ESLA 1900~~ with a minimum grade of B- meet the English language proficiency requirement. ~~or higher.~~

4. English Language Test Results / Qualifications

Students may submit official ~~an~~ English language test scores / qualifications. See the list of accepted tests and score requirements / qualifications at https://admissions.carleton.ca/esl. ~~result (see options below).~~

Note: Carleton may request a test from any applicant, regardless of academic background.

Admission Pathways Based on English Proficiency

Option 1: ~~Option 1~~
Admission with no English as a Second Language Requirements (ESLR)

Students who meet the ~~demonstrate~~ English language proficiency criteria through test ~~by submitting transcripts that meet the requirements above, or who submit any of the~~ scores or transcripts listed ~~shown~~ in Table 1 at: ~~https:// admissions.carleton.ca/esl/ , may be eligible for an offer of admission with no further ESL requirements, and may begin full-time studies in an undergraduate degree, or as a Specialstudent.Option 2 Admission with English as a Second Language Requirements (ESLR) — ESL course(s) required Applicants who do not meet the requirements stated in Option 1, and who submit official English language test scores within the ranges listed in Table 2at:~~https://admissions.carleton.ca/esl/, may be admitted directly to: ~~offered admission with an English as a Second Language Requirement (ESLR).~~

- An undergraduate degree program, or
- As a Special student.

No ESL courses will be required.

Option 2: ~~Option 2~~
Admission with English as a Second Language Requirements (ESLR)

Students ~~(ESLR) — ESL course(s) requiredApplicants~~ who do not meet Option 1 but ~~the requirements stated in Option 1, and who~~ submit ~~official English language test~~ scores within the ranges in ~~listed in~~ Table 2 at https://admissions.carleton.ca/esl may be admitted with an English as a Second Language Requirement (ESLR). ~~at:~~ These students:

- Begin their degree or Special student studies while taking ESLA courses.
- Earn academic credit for degree courses taken alongside ESL courses.

Note: ~~These applicants may be offered admission to an undergraduate degree program or as a Specialstudent.When they first start their program, these students will be required to take one or more of Carleton's ESLA course(s) along with a limited number of courses from their degreeprogram.This admission with an ESLR allows students to earn academic credits from degree courses taken while completing the English languagerequirements.~~Students ~~Please note that students~~ beginning their studies with an English Language Requirement (ESLR) are not eligible for admission to the following programs:

- Architectural Studies
- Health Sciences
- Humanities
- Industrial Design
- Information Technology
- International Business

- Journalism
- Journalism and Humanities
- Media Production and Design
- Nursing
- Public Affairs and Policy Management
- Post-Baccalaureate Diploma (all) ~~Students admitted with an~~

ESLR Requirements and Policies

~~are required to:~~

Students admitted with an ESLR must:

1. Complete the ESLR within one calendar year of starting ~~their first enrolment in~~ credit courses.

- Earn ~~To satisfy the ESLR, students must earn~~ a minimum grade of B- in ESLA 1900 [1.0] Advanced English as a Second Language for Academic Purposes, or
- ~~ESLA 1900 [1.0] Advanced English as a Second Language for Academic Purposes.~~ Submit a qualifying test score from Table 1.

~~Students can satisfy the ESLR at any time by submitting an approved English Language assessment result that meets the levels stated in Table 1.~~Extensions may ~~In exceptional circumstances, permission to continue registration in ESLA courses after the one calendar year deadline has passed (an ESLR extension) will~~ be granted by the ~~University's~~ School of Linguistics and Language Studies (SLaLS) in exceptional cases. ~~(SLaLS).~~

~~**Registration will be denied to students who have not satisfied the ESLR if they do not show continuous registration, attendance, and progress in their required ESLA courses (as determined bySLaLS).**~~**2. Register in ~~and attend the required credit~~ ESLA course(s) every term until the ESLR is fulfilled. ~~has been satisfied.~~**

- ESLA registration must begin ~~start~~ in the ~~student's~~ first term. ~~term of study.~~
- Students must be registered ~~ESLA registration is required~~ in ESLA ~~order~~ to register for ~~in~~ any other courses. ~~course(s).~~

Students ~~who have~~ not meeting registration rules ~~registered appropriately~~ will be deregistered from all ~~credit~~ courses.

Progression Policy: ~~This includes those students registered in credit courses but not the required ESLA course registration, those registered in more non-ESLA credits than their test results permit, those registered with expired ESLA placements, and those whose ESLR period has not beenextended.~~Students who fail ~~do not achieve the minimum final grade required~~ to advance ~~to the next level of an ESLA course~~ after three attempts at the same ESLA level ~~one level~~ will ~~not~~ be suspended from ~~permitted to register in any~~ credit courses for one ~~calendar~~ year. They ~~Such students~~ must take a SLaLS-approved ~~English language proficiency~~ test and place into a higher ESLA ~~course~~ level before returning. ~~returning to their studies.~~

Breaks in Study: Students planning to pause ~~considering a break in study~~ or withdraw ~~withdrawing~~ from ~~their~~ ESLA courses must ~~course should~~ contact SLaLS. ~~SLaLS to discuss their ESLR standing.~~ After a break ~~in studies or lack~~ of ~~completion of an ESLA course for~~ three terms or more, ~~longer,~~ students may need ~~be required~~ to retake ~~re-take~~ a placement test ~~SLaLS-approved English language proficiency test,~~ and get approval ~~must receive permission~~ to resume ESLA courses. ~~continue registration in ESLA courses before returning to their studies.~~

For further information regarding English language proficiency requirements and admission, contact Admissions Services (undergraduate degree applicants) or the Registrar's Office (special student applicants). For information on English as a Second Language (ESLA) credit courses, placement, and ESLR standing, contact the School of Linguistics and Language Studies (SLaLS).

New Resources   No New Resources

Summary	Updating English Language Proficiency requirements in consultation with SLALS for undergraduate admissions and special students
Rationale for change	Providing transparency and clarity around English speaking countries; updating language to reflect curricula that satisfy Carleton's English language requirements.
Transition/ Implementation	N/A
Program reviewer comments	**angelwagner (09/16/25 11:11 am):** Changes to wording as discussed at SCCASP.

Key: 1338

Program Change Request

Date Submitted: 09/02/25 10:27 am

Viewing: **TBD-2249 : R-ADM-Program-B.Acc.**

Last approved: 04/24/25 4:47 pm

Last edit: 09/16/25 11:12 am

Last modified by: angelwagner

Changes proposed by: jenniferelliott

Approval Path

1. 09/03/25 9:54 am
   Jen Sugar (jensugar):
   Approved for REGS ADM
   Review
2. 09/12/25 10:52 am
   Angel Wagner
   (angelwagner): Approved
   for PRE SCCASP

History

1. Apr 24, 2025 by Natalie
   Phelan (nataliephelan)

Calendar Pages Using this Program	Business Accounting

Effective Date	2026-27
Workflow	majormod
Program Code	TBD-2249
Level	Undergraduate
Faculty	Sprott School of Business
Academic Unit	School of Business Regulations: Admissions
Degree	
Title	R-ADM-Program-B.Acc.

Program Requirements

Admissions Information

Admission requirements are based on the Ontario High School System. Prospective students can view the admission requirements through the Admissions website at admissions.carleton.ca. The overall average required for admission is determined each year on a program-by-program basis. Holding the minimum admission requirements only establishes eligibility for consideration; higher averages are required for admission to programs for which the demand for places by qualified applicants exceeds the number of places available. All programs have limited enrolment and admission is not guaranteed. Some programs may also require specific course prerequisites and prerequisite averages and/or supplementary admission portfolios. Consult admissions.carleton.ca for further details.

Note: If a course is listed as *recommended*, it is not mandatory for admission. Students who do not follow the recommendations will not be disadvantaged in the admission process.

Degree

- Bachelor of Accounting (B.Acc.) (Honours)

Admission Requirements

First Year

Bachelor of Accounting (B.Acc.) (Honours)
The Ontario Secondary School Diploma (OSSD) or equivalent including a minimum of six 4U or M courses. The six 4U or M courses must include English (or *anglais*), Advanced Functions, and either Calculus and Vectors or Mathematics of Data Management. Note that Calculus and Vectors is preferred.

Applicants submitting an English language test to satisfy the requirements of the English Language Proficiency section of this Calendar may use that test to also satisfy the 4U English prerequisite requirement.

Advanced Standing

Bachelor of Accounting (B.Acc.) (Honours)
Application ~~Applications~~ for admission with advanced standing is restricted to students with 5.0 credits ~~the second~~ or fewer. Applicants ~~subsequent years will be assessed on their merits. Applicants~~ must present an overall CGPA of 9.00 (B+) or higher.

Students may also be assessed for admission to second year ~~and subsequent years~~ if they present with a minimum of 3 out of the following 6 courses (or equivalent): BUSI 1001, BUSI 1002, ECON 1001, ECON 1002, BUSI 1800, and MATH 1009 with no individual grade below C + and with a Major CGPA of 7.00 or higher. Note that MATH 1007, MATH 1004, MATH 1052, or ECON 1401 are acceptable for transfer in lieu of MATH 1009. Advanced standing will be granted only for those courses that are determined to be appropriate

Applications by B.Com. (Honours) and B.I.B. (Honours) students with 5.0 credits or fewer for admission to the second year ~~or subsequent years~~ of B.Acc. (Honours) will be assessed on their merits. Students must present a Major CGPA and an Overall CGPA consistent with the Academic Continuation Evaluation requirements for B.Acc. (Honours) students. Advanced standing will be granted for those courses determined to be appropriate.

Co-op Option

Direct Admission to the First Year of the Co-op Option
Applicants must:

1. meet the required overall admission cut-off average and prerequisite course average. These averages may be higher than the stated minimum requirements;
2. be registered as a full-time student in the Bachelor of Accounting (Honours) program;
3. be eligible to work in Canada (for off-campus work placements).

Meeting the above requirements only establishes eligibility for admission to the program. The prevailing job market may limit enrolment in the co-op option.

Note: continuation requirements for students previously admitted to the co-op option and admission requirements for the co-op option after beginning the program are described in the Co-operative Education Regulations section of this Calendar.

New Resources	No New Resources
Summary	Updating B.Acc Advanced Standing regulations for admission into second year for students with 5.0 credits or fewer.
Rationale for change	Regulation update for admission with Advanced Standing to second year until third and fourth year courses are available.
Transition/ Implementation	N/A
Program reviewer comments	

Key: 2249