

MEMORANDUM

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

To: Senate
From: David Mendeloff, Chair of SCCASP
Date: March 27, 2026
Subject: Regulation Changes for Approval

Items for Approval

SCCASP has reviewed and is recommending to Senate approval of major modifications to the following regulations:

- Bachelor of Engineering Year Status Prerequisites (Faculty of Engineering and Design Undergraduate Regulations)
- University Year Standing (Program Regulation 3.1.7 of the Undergraduate Calendar)
- Graduate Admission Requirements and Eligibility (General Regulation 2 of the Graduate Calendar)
- Graduate Academic Standing (General Regulation 11 of the Graduate Calendar)
- Graduate Thesis Requirements (General Regulation 12 of the Graduate Calendar)
- Graduate Time Limits for Program Completion (General Regulation 13 of the Graduate Calendar)

The proposed changes to the Bachelor of Engineering regulations have been recommended by the Faculty of Engineering and Design Faculty Board. The proposed Graduate Regulation changes have been recommended by Graduate Council.

A summary of the changes and individual motions is below. A single omnibus motion is presented in the interest of efficiency. Senators may request to pull any of the proposed changes out of the omnibus motion for individual consideration.

Senators are encouraged to read the accompanying Courseleaf documents prior to the Senate meeting as they will be voting on the Courseleaf language as presented.

Omnibus Motion: That Senate approve the revisions to the following as presented:

- R-UG-BENG Year Status Prerequisites
- R-UG-3.1.7 University Year Standing
- R-GR-2 Admission Requirements
- R-GR-11 Academic Standing
- R-GR-12 Thesis Requirements

- R-GR-13 Time Limits

Summary of Changes and Individual Motions

1. Bachelor of Engineering Year Status Prerequisites

Removal of the Engineering-specific "year status" prerequisite requirements from the Faculty of Engineering and Design Undergraduate Regulations. Progression will now be managed through individual course prerequisites or university year standing. In addition, this change necessitates an update to Regulation 3.1.7 (University Year Standing) to remove reference to Engineering "year status".

Motion: That Senate approves the revisions to Regulations R-UG-BENG Year Status Prerequisites and Regulations R-UG-3.1.7 University Year Standing effective for the 2026/27 Undergraduate Calendar as presented.

Attachment: R-UG-BENG Year Status Prerequisites and R-UG-3.1.7 University Year Standing

2. Fast-Track from Master's to Ph.D.

The addition of formal language to General Regulation 2 (Graduate Admissions Requirements and Eligibility) to permit programs to include an option to "fast-track" exceptional first-year Master's students into the corresponding Ph.D. program.

Motion: That Senate approves the revisions to Regulations R-GR-2 Admission Requirements and Eligibility effective for the 2026/27 Graduate Calendar as presented.

Attachment: R-GR-2 Admission Requirements and Eligibility

3. Graduate Student Progress Reporting

Rewording and strengthening language in General Regulation 11 of the Graduate Calendar (Graduate Academic Standing) specifying requirements for Master's and Ph.D. students around progress reporting and thesis supervision.

Motion: That Senate approves the revisions to Regulations R-GR-11 Academic Standing effective for the 2026/27 Graduate Calendar as presented.

Attachment: R-GR-11 Academic Standing

4. Manuscript-Based Thesis

Updating General Regulation 12 of the Graduate Calendar (Graduate Thesis Requirements) to clarify the expectations and requirements for an Integrated Thesis, including renaming it to "Manuscript-Based Thesis".

Motion: That Senate approves the revisions to Regulations R-GR-12 Thesis Requirements effective for the 2026/27 Graduate Calendar as presented.

Attachment: R-GR-12 Thesis Requirements

5. Regularly-Scheduled Break for Master's Students

Adding new language to General Regulation 13 of the Graduate Calendar (Time Limits for Program Completion) to clarify which Master's students are eligible for a regularly-scheduled break in the summer term.

Motion: That Senate approves the revisions to Regulations R-GR-13 Time Limits for Program Completion effective for the 2026/27 Graduate Calendar as presented.

Attachment: R-GR-13 Time Limits for Program Completion

Items for Information:

1. Minor Modifications

In addition to the major modifications presented above, SCCASP reviewed and approved minor modifications to both undergraduate and graduate courses and programs. These items are listed for Senate's review in the following attachments:

- a. UG_2627_MinorMods_2026Feb3
- b. UG_2627_Minor Mods_2026Mar3
- c. UG_2627_Minor Mods_2026Mar17
- d. GR_2627_MinorMods_2026Mar17

2. Glossary

At its last meeting, SCCASP approved changes to the Glossary to add definitions for *Accelerated Pathway*, *Advanced Entry*, *Advanced Standing*, *Direct Entry*, and *Fast-Track*. These new entries are presented for review in the following attachment:

- a. Glossary

3. 7-Year Academic Schedule

One of the responsibilities of SCCASP is to approve the undergraduate and graduate academic schedules based on the Guidelines for Determining the Academic Year established by Senate

(see attached). The schedule is approved annually for the following academic year. In addition, SCCASP approves a 7-Year Academic Schedule for longer-range planning. At its last meeting SCCASP reviewed and approved the 7-year Schedule for Academic Years 2027-2035. The approved schedule is provided for Senate's review in the following attachments:

- a. Senate Guidelines for Determining the Academic Year
- b. Master Schedule Fall 2027 to Winter 2035
- c. Master Schedule Summer 2028 to 2035

Program Change Request

Date Submitted: 03/11/26 1:57 pm

Viewing: **R-UG-BENG : R-UG-B.Eng.**

Last approved: 04/07/25 12:09 pm

Last edit: 03/11/26 1:57 pm

Last modified by: angelwagner

[Changes proposed by: angelwagner](#)

In Workflow

1. REGS RO UG Review
2. ENG FCC
3. ENG FBoard
4. PRE SCCASP
5. SCCASP
6. Senate
7. PRE CalEditor
8. CalEditor

Approval Path

1. 03/11/26 3:59 pm
Caitlin MacGregor
(caitlinmacgregor):
Approved for REGS RO
UG Review
2. 03/11/26 4:08 pm
Samuel Ajila
(samuelajila): Approved
for ENG FCC
3. 03/11/26 4:09 pm
Samuel Ajila
(samuelajila): Approved
for ENG FBoard

History

1. Oct 18, 2016 by Sandra
Bauer (sandrabauer)

2. Oct 18, 2016 by Sandra Bauer (sandrabauer)
3. Apr 12, 2017 by Sandra Bauer (sandrabauer)
4. May 15, 2017 by Sandra Bauer (sandrabauer)
5. Apr 16, 2019 by mikelabreque
6. Feb 9, 2021 by Sarah Cleary (sarahcleary)
7. Apr 26, 2021 by Sarah Cleary (sarahcleary)
8. Aug 9, 2021 by Natalie Phelan (nataliephelan)
9. Apr 20, 2022 by Jerome Talim (jerometalim)
10. Apr 7, 2025 by Angel Wagner (angelwagner)

Calendar Pages Using this Program [Bachelor of Engineering Degree Engineering](#)

Effective Date	2026-27
Workflow	majormod
Program Code	R-UG-BENG
Level	Undergraduate
Faculty	Faculty of Engineering and Design
Academic Unit	Engineering & Design (Faculty of) Regulations: DEPT
Degree	
Title	R-UG-B.Eng.

Program Requirements

Regulations

The regulations presented in this section apply to all Bachelor of Engineering programs.

Academic Continuation Evaluation

In addition to the requirements presented here, students must satisfy the University regulations common to all undergraduate students including the process of Academic Continuation Evaluation (see [Section 3.2 Academic Progression](#), in the *Academic Regulations of the University*), with the following additions and amendments:

1. In Engineering programs, all credits are included in the Major CGPA, making it identical to the Overall CGPA.
2. Students who are not assigned the status *Eligible to Continue* (EC) or *Academic Warning* (AW) will be required to leave the degree with either the status *Continue in Alternate* (CA) or *Dismissed from Program* (DP).

Graduation

Students in Engineering programs are covered by the common University regulations regarding graduation, with the following additions and amendments.

1. Students entering an Engineering program with Advanced Standing will receive transfer credit for at most ten of the credits required for their program.
2. To be eligible for graduation, the most recent grade in every course used to meet the requirements of the Bachelor of Engineering degree must be a passing grade.

Course Load

Regulations regarding Course Load and Overload can be found in the *Academic Regulations of the University* section of this Calendar. The normal course load in Engineering is defined as the number of credits required in the student's program for the current year status of the students. Since the programs in Engineering require more than 20.0 credits in total, the normal course load is more than 5.0 credits in some years of the program. Registration in more than this number of credits constitutes an overload.

Co-operative Education Programs

All Engineering programs are available with or without participation in the Co-operative Education option.

~~Year Status Prerequisites Year Status in Engineering is used in some course prerequisites to limit access to only those students who have sufficient preparation. In particular, students will not have access to second, third or fourth year engineering, science or mathematics courses until they have achieved second year status. Similarly, to take some specific engineering, science and mathematics courses in third or fourth year, that year status must be achieved. For additional information on prerequisites, see the individual course descriptions.~~

~~2nd year status: Students may not continue into 2000-level (or higher) engineering courses unless all the following requirements are met: Successful completion of all ECOR 1040 series or ECOR 1030 series of courses with a minimum grade of C-; Successful completion of MATH 1004, MATH 1104, CHEM 1101 (or CHEM 1001 and CHEM 1002), and PHYS 1004 (or PHYS 1001 and PHYS 1002); Successful completion of all English as a Second Language Requirements, and any additional requirements as determined in the admission process. Students may not continue into 3000-level (or higher) engineering courses until they complete all first-year requirements (including ECOR 1055, ECOR 1056, and ECOR 1057).~~

~~3rd year status: Students may not take courses with third-year status in Engineering as a prerequisite until successful completion of all first-year requirements and at least 4.0 credits from the second-year requirements of their current program.~~

~~4th year status: Students may not take courses with fourth-year status in Engineering as a prerequisite until successful completion of all second-year requirements and at least 3.5 credits from the third-year requirements of their current program.~~

Time Limit

The Bachelor of Engineering degree must be completed within eight calendar years of initial registration. Students who do not complete their program requirements within this limit will be given the status *Continue in Alternate* (CA).

Academic Appeals

The Engineering Committee on Admission and Studies handles all academic appeals.

New Resources	No New Resources
Summary	Year Status Prerequisites regulation deleted.
Rationale for change	Year status prerequisites have been replaced with course or year standing prerequisites.
Transition/ Implementation	N/A
Program reviewer comments	

Program Change Request

Date Submitted: 03/11/26 2:00 pm

Viewing: **TBD-1859 : R-UG-3.1.7 University Year Standing**

Last approved: 04/11/22 9:35 am

Last edit: 03/11/26 2:00 pm

Last modified by: angelwagner

[Changes proposed by: angelwagner](#)

In Workflow

1. REGS RO UG Review
2. PRE SCCASP
3. SCCASP
4. Senate
5. PRE CalEditor
6. CalEditor

Approval Path

1. 03/11/26 3:59 pm
Caitlin MacGregor
(caitlinmacgregor):
Approved for REGS RO
UG Review

History

1. May 3, 2019 by
mikelabreque
2. Apr 11, 2022 by Natalie
Phelan (nataliephelan)

Calendar Pages Using this Program

[Academic Regulations for Degree Students](#)

Effective Date 2026-27

Workflow [majormod](#) [minormod](#)

Program Code	TBD-1859
Level	Undergraduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	
Title	R-UG-3.1.7 University Year Standing

Program Requirements

3.1.7 University Year Standing

Students in degree programs are given a Year Standing according to the number of credits completed with passing grades and counting towards the degree. The categories are as follows:

First Year:

Fewer than 4.0 credits completed successfully and counting towards the degree.

Second Year:

4.0 through 8.5 credits completed successfully and counting towards the degree.

Third Year:

9.0 through 13.5 credits completed successfully and counting towards the degree.

Fourth Year:

14.0 or more credits completed successfully and counting towards the degree and in a program requiring more than 15.0 credits.

~~Programs in the Faculty of Engineering and Design identify specific courses that must be completed for a particular year status in that program, which does not necessarily conform to the above formula. Refer to the Engineering and Design section of this Calendar for details.~~ Year standing assessment occurs regularly and as final grades are received.

New Resources	No New Resources
Summary	Engineering year status information removed.

Rationale for change Engineering is no longer using courses to determine year status.

Transition/
Implementation N/A

Program reviewer
comments

Key: 1859

Program Change Request

Date Submitted: 02/27/26 11:47 am

Viewing: **R-GR-2 : R-GR-2 Graduate General Regulations 2. Admission Requirements and Eligibility**

Last approved: 02/18/26 9:09 am

Last edit: 03/04/26 3:37 pm

Last modified by: nataliephelan

[Changes proposed by: nataliephelan](#)

In Workflow

1. REGS RO GR Review
2. GRAD Dean
3. PRE SCCASP
4. SCCASP
5. Senate
6. CalEditor

Approval Path

1. 03/04/26 3:37 pm
Natalie Phelan
(nataliephelan):
Approved for REGS RO
GR Review
2. 03/13/26 9:12 am
Natalie Phelan
(nataliephelan):
Approved for GRAD Dean
3. 03/13/26 12:46 pm
Natalie Phelan
(nataliephelan):
Approved for PRE
SCCASP
4. 03/17/26 3:09 pm
Caitlin MacGregor
(caitlinmacgregor):
Approved for SCCASP

History

1. Nov 15, 2017 by Sandra Bauer (sandrabauer)
2. Nov 15, 2017 by Sandra Bauer (sandrabauer)
3. Nov 15, 2017 by Sandra Bauer (sandrabauer)
4. Feb 21, 2018 by mikelabreque
5. May 31, 2018 by mikelabreque
6. Apr 12, 2024 by Sandra Bauer (sandrabauer)
7. Apr 12, 2024 by Sandra Bauer (sandrabauer)

8. Apr 12, 2024 by Sandra Bauer (sandrabauer)
9. Apr 12, 2024 by Sandra Bauer (sandrabauer)
10. Jun 12, 2024 by Sandra Bauer (sandrabauer)
11. Feb 18, 2026 by Natalie Phelan (nataliephelan)

Calendar Pages Using this Program [General Regulations \(Graduate\)](#)

Effective Date	2026-27
Workflow	majormod
Program Code	R-GR-2
Level	Graduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	
Title	R-GR-2 Graduate General Regulations 2. Admission Requirements and Eligibility

Program Requirements

2. Admission Requirements and Eligibility

2.1 General Requirements

Graduates of recognized universities will be considered for admission to Graduate Studies at Carleton University. The University's general policy on admission is outlined below, but all applicants should refer to the departmental websites for details concerning the specific or additional requirements of each academic unit.

2.2 Eligibility

The eligibility of a candidate for admission into one of the graduate programs is based upon:

- the performance of the candidate and the assessment provided by their referees as a measure of the likelihood that the candidate can successfully complete the course of study and research defined by the Senate of the University for the given degree;
- the capacity of the graduate academic unit to provide a program of study and research that would meet the expectations of the candidate as defined in their statement of academic interests and ambitions;
- the availability of a faculty member competent to supervise the candidate's academic program of study and research.

2.3 Qualifying-Year Program

Applicants who do not qualify for direct admission to the master's program may be admitted to a qualifying-year program.

Admission to the qualifying-year program does not imply automatic admission to the master's program. At the end of the qualifying-year program the student will be required to apply for entry into the master's program, at which time the academic unit will determine the student's eligibility to enter the program. If successful, the student will be informed of this decision by the Vice Provost (Graduate Studies).

Applicants who require 3.0 credits or more of additional requirements to enter the master's program must complete a qualifying year.

Credits taken to fulfil the requirements of the qualifying-year program may not be used for credit for the master's degree. Courses taken extra to the program requirements of the qualifying year and which have been successfully completed may be considered for credit towards the master's degree.

2.4 Master's Program

For admission to the master's program, applicants must hold an honours bachelor's degree, or the equivalent, with, normally, B+ or better in the honours subject and B- or better overall. Applicants must also be recommended by the academic unit in which they plan to undertake their studies.

2.5 Doctoral Program

For admission to the Ph.D. program, applicants must ordinarily hold a master's degree, or the equivalent, from a recognized university, normally with an average of B+ or better in courses (including thesis where applicable) and normally with no grade below B-.

2.5.1 Fast-track from Master's to Direct Entry Ph.D.

Exceptional students enrolled in the first year of a Carleton master's program may be eligible to transfer into the corresponding Ph.D. program without first completing the master's credential. The academic unit may have additional requirements for fast-tracked students; consult the admission regulations on the individual program pages for information.

2.5.2 Direct Entry Ph.D.

Certain academic units offer direct entry to the Ph.D. program, for exceptional applicants holding an honours bachelor's degree in a relevant field, or the equivalent, normally with an average of A- or better and with demonstration of independent thought, extensive research experience, and advanced study. The academic unit may have additional requirements for applicants pursuing direct entry; consult the admission regulations on the individual program pages for information. Students admitted to a direct entry Ph.D. will follow the direct entry Ph.D. program requirements listed on the academic unit's program page.

2.6 Restriction on Degrees

Carleton University does not restrict the number of degrees (bachelor's, master's, Ph.D.) that may be taken in any one discipline at Carleton University, but some academic units may restrict the number to two.

2.7 Graduate Diploma Programs

For admission to the diploma programs, applicants are advised to consult with the academic unit offering the diploma.

Summary	Addition of a general graduate regulation governing fast-tracking.
Rationale for change	It has long been standard practice for units to fast-track exceptional master's students into a PhD, and Graduate Studies has a well-developed set of guidelines describing the process. With the introduction of direct entry from bachelor's to PhD, units have begun listing the various pathways of admission to their doctoral programs including fast-tracking, so we feel that adding the pathway to the overarching graduate regulations is timely, and invites units across campus to use this as a recruitment/retention strategy. Units retain individual control over the specific circumstances and requirements for fast-tracking.
Transition/Implementation	Formalisation of an existing practice so no new implementation plan needed beyond communication across campus. Grad Studies will assist programs in updating their specific admission regulations, as needed.
Program reviewer comments	nataliephelan (03/04/26 3:37 pm): Per feedback from Graduate Affairs, changed "allowed" to "eligible" to reinforce that units ultimately make the decision on who to fast track.

Key: 1792

Program Change Request

Date Submitted: 02/27/26 11:58 am

Viewing: **R-GR-11 : R-GR-General Regulations: 11. Academic Standing**

Last approved: 06/12/24 4:32 pm

Last edit: 03/04/26 3:37 pm

Last modified by: nataliephelan

[Changes proposed by: nataliephelan](#)

In Workflow

1. REGS RO GR Review
2. GRAD Dean
3. PRE SCCASP
4. SCCASP
5. Senate
6. CalEditor

Approval Path

1. 03/04/26 3:37 pm
Natalie Phelan (nataliephelan):
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2. 03/13/26 9:12 am
Natalie Phelan (nataliephelan):
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3. 03/13/26 12:46 pm
Natalie Phelan (nataliephelan):
Approved for PRE SCCASP
4. 03/17/26 3:10 pm
Caitlin MacGregor (caitlinmacgregor):
Approved for SCCASP

Calendar Pages Using this Program [General Regulations \(Graduate\)](#)

Effective Date	2026-27
Workflow	majormod
Program Code	R-GR-11
Level	Graduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	

History

1. Nov 15, 2017 by Sandra Bauer (sandrabauer)
2. Nov 15, 2017 by Sandra Bauer (sandrabauer)
3. Mar 9, 2020 by Sandra Bauer (sandrabauer)
4. Jun 10, 2021 by Natalie Phelan (nataliephelan)
5. Apr 5, 2024 by Sandra Bauer (sandrabauer)
6. Apr 12, 2024 by Sandra Bauer (sandrabauer)
7. Jun 12, 2024 by Sandra Bauer (sandrabauer)

Title R-GR-General Regulations: 11. Academic Standing

Program Requirements

11. Academic Standing

11.1 Qualifying-Year

Students should note that admission to the master's program from qualifying year is governed by the admission requirements in Section 2, Admission Requirements and Eligibility.

11.2 Graduate Diploma Programs

Type 2 Graduate Diplomas

Students enrolled in Type 2 (concurrent) graduate diplomas are governed by the academic standing regulations of their primary degree (master's or doctoral).

Type 3 Graduate Diplomas

Type 3 (stand-alone, direct entry) graduate diplomas are governed by master's degree academic standing regulations.

11.3 Master's Programs

A grade of B- or better must normally be obtained in each course credited towards the master's degree. A candidate may, with the support of the departmental graduate supervisor/associate chair (graduate affairs) and the approval of the Vice Provost (Graduate Studies), be allowed a grade of C+ in 1.0 credit. Some programs do not permit the C+ option and apply a B-minimum rule.

Full-Time Continuation

Full-time master's students who fail to achieve a weighted GPA of 7.0 after two terms of study, or to maintain it subsequently, will be required to withdraw from the program. In the event of special or extenuating circumstances, the student may apply through the program graduate supervisor/associate chair (graduate affairs) to the Vice Provost (Graduate Studies) for permission to continue in the program.

Part-Time Continuation

Part-time master's students who fail to achieve or maintain a weighted GPA of 7.0 after completing 2.0 credits, or to maintain it subsequently, will be required to withdraw from the program. In the event of special or extenuating circumstances, the student may apply through the program graduate supervisor/associate chair (graduate affairs) to the Vice Provost (Graduate Studies) for permission to continue in the program.

11.4 Doctoral Programs

Doctoral students must obtain a grade of B- or better in each course credited towards the degree.

11.5 Progress Reporting

Master's thesis students must secure and retain a thesis supervisor. ~~Master's thesis 11.5-Doctoral Progress Reporting~~ Doctoral students must make consistent progress in their studies and must regularly document their progress ~~by completing an annual progress report that details the previous year's achievements and the objectives for the following year.~~ Students must ~~complete their progress report~~ in consultation with their supervisor.

~~supervisor and committee.~~

Doctoral students must secure and retain a thesis supervisor. Doctoral students must make consistent progress in their studies and must regularly document their progress and complete an annual progress report that details the previous year's achievements and the objectives for the following year. Students must complete their progress report in consultation with their supervisor. Reports must be submitted to the program graduate chair/director or equivalent for review and approval.

For all graduate students, in ~~in~~ the event that progress is deemed unsatisfactory or unsatisfactory, the supervisory relationship is terminated, the program director or ~~or~~ equivalent may recommend to the ~~the~~ Vice Provost (Graduate Studies) that the ~~the~~ student be required to withdraw.

11.6 Religious Accommodation

Carleton University accommodates students who, by reason of religious obligation, must miss an examination, test, assignment deadline, laboratory, or other compulsory event.

Accommodation will be worked out directly and on an individual basis between the student and the instructor(s) involved. Students should make a formal request to the instructor(s) in writing for alternative dates and/or means of satisfying requirements. Such requests should be made during the first two weeks of any given academic term, or as soon as possible after a need for accommodation is known to exist. Instructors will make reasonable accommodation in a way that shall avoid academic disadvantage to the student.

Students unable to reach a satisfactory arrangement with their instructor(s) should contact the Office of Equity and Inclusive Communities. Instructors who have questions or wish to verify the nature of the religious event or practice involved should also contact this office.

New Resources

No New Resources

Summary

Addition of language surrounding the supervisor-student relationship for thesis students.

Rationale for change

It has long been practice for students to be removed from their graduate program if they were unable to retain a supervisor. We are adding this explicitly to the graduate regulations to give units a reference that empowers them to take action in these circumstances.

Transition/Implementation N/A

Program reviewer
comments

Key: 1801

Program Change Request

Date Submitted: 03/02/26 9:21 am

Viewing: **R-GR-12 : R-GR-General Regulations:
12. Thesis Requirements**

Last approved: 06/12/24 4:32 pm

Last edit: 03/17/26 1:39 pm

Last modified by: nataliephelan

[Changes proposed by: nataliephelan](#)

In Workflow

1. REGS RO GR Review
2. GRAD Dean
3. PRE SCCASP
4. SCCASP
5. Senate
6. CalEditor

Approval Path

1. 03/02/26 9:57 am
Natalie Phelan
(nataliephelan):
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2. 03/02/26 9:58 am
Natalie Phelan
(nataliephelan):
Approved for GRAD Dean
3. 03/11/26 11:48 am
Natalie Phelan
(nataliephelan):
Approved for PRE
SCCASP

History

1. Nov 15, 2017 by Sandra Bauer (sandrabauer)
2. Nov 15, 2017 by Sandra Bauer (sandrabauer)
3. Aug 28, 2019 by Sarah Cleary (sarahcleary)
4. Jul 14, 2023 by Sandra Bauer (sandrabauer)
5. Apr 12, 2024 by Sandra Bauer (sandrabauer)
6. Apr 29, 2024 by Sandra Bauer (sandrabauer)
7. Jun 12, 2024 by Sandra Bauer (sandrabauer)

Calendar Pages Using this Program [General Regulations \(Graduate\)](#)

Effective Date	2026-27
Workflow	majormod
Program Code	R-GR-12
Level	Graduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	
Title	R-GR-General Regulations: 12. Thesis Requirements

Program Requirements

12. Thesis Requirements

Guidelines for the preparation of graduate theses and information on the procedures for examination of graduate theses are available at the [Graduate Studies website](#).

12.1 General Remarks

The thesis is a major requirement of many master's and all doctoral programs and, in conjunction with the research for it, makes up at least one half of the time normally required for the program. The thesis must be expressed in a satisfactory literary form, consistent with the discipline concerned, and must display a scholarly approach to the subject and thorough knowledge of it. A critical review of previous work related to the subject should usually be provided.

Students will not be permitted to submit a thesis for which they have previously received a degree; however, with the permission of the Vice Provost (Graduate Studies), they may incorporate into the thesis material that was included in a previous thesis.

12.2 Master's Thesis

The master's thesis should exhibit a competence in the research process by applying an existing body of knowledge in the critical analysis of a new question or of a specific problem or issue in a new setting. On the basis of that conceptual understanding and methodological competence, it should demonstrate at least one of the following:

1. the development and support of a sustained argument in written form
2. originality in the application of knowledge

Oral Examinations

Students are required to undertake an oral examination of the thesis. Please refer to Thesis Specifications, Section 12.5, Master's, for submission deadlines. The master's thesis will be examined by a board consisting of at least four members, including the thesis supervisor, the chair of the department concerned, an examiner from a department other than that of the candidate, and one additional member from the department concerned. The chair of the department concerned will announce the constitution of the examination board. Consult the [Thesis Examination Policy](#) for details.

Thesis Weight

Thesis weight must be identified at the time of admission. A change in the thesis weight at a later date requires the approval of the Vice Provost (Graduate Studies).

12.3 Doctoral Thesis

The doctoral dissertation must report, in an organized and scholarly fashion, the results of original research. The thesis must be a contribution to knowledge, and must demonstrate the ability to conceptualize, design and implement research for the generation of new knowledge, applications, or understanding at the forefront of the discipline, and to adjust the research design or methodology in the light of unforeseen problems.

Oral Examinations

The thesis must be defended successfully at an oral examination. Please refer to Thesis Specifications, Section 12.5, Doctoral, for submission deadlines. The doctoral thesis will be examined by a board consisting of at least five members, including the thesis supervisor, an examiner from a department other than that of the candidate, the members of the candidate's advisory committee, and an external examiner who is a recognized authority on the subject of the thesis. The Vice Provost (Graduate Studies), the dean of the candidate's Faculty, and the chair/director of the candidate's department, institute or school are ex officio members of the board. The Vice Provost (Graduate Studies) appoints an independent chair of the board, who is not from the candidate's department, institute or school.

The Vice Provost (Graduate Studies) will announce the constitution of the examination board; both it and the thesis examination process are defined by the [Thesis Examination Policy](#).

Thesis Weight

Thesis weight must be identified at the time of admission. A change in the thesis weight at a later date requires the approval of the Vice Provost (Graduate Studies). The work of each Ph.D. candidate will be assisted by an advisory committee of faculty members who will aid the candidate in their preparation for the final comprehensive examination, and assist in the evaluation of the thesis and its oral examination.

12.4 [Manuscript-Based Thesis](#) [Integrated Thesis Policy](#)

Many [disciplines](#) ~~disciplines, especially in engineering and the sciences,~~ accept [theses that integrate the student's](#) ~~a thesis consisting of student~~ work ~~from~~ [based on](#) published papers, conference proceedings, or papers [in preparation for](#) ~~awaiting~~ publication. Known as [a manuscript-based, article-based, the 'integrated article,' 'manuscript,' 'sandwich,' or integrated 'chapter'](#) thesis, this type of thesis contrasts with the [traditional](#) monograph [format](#). ~~thesis traditionally offered for examination.~~ However, the same quality and ethical standards apply to each thesis type and the authority of the Thesis Examination Committee remains the same for both. Each individual academic unit decides the thesis format(s) suitable for its discipline.

A. Criteria for [Manuscript-Based Theses](#) [Integrated Article Thesis](#)

The [manuscript-based](#) ~~integrated article~~ thesis [format](#) is acceptable under the following conditions:

- The [manuscript-based](#) ~~integrated~~ thesis must consist of a coherent account of a [student's](#) ~~unified~~ research [project\(s\)](#). ~~project. It is not a collection of loosely connected papers.~~ The student will provide a document that locates a body of work within the context of existing theoretical and methodological debates in the literature, identifies the contributions of the thesis research to that literature and indicates potential directions for further research based upon knowledge gained through the thesis research.
- The thesis must be original and present the student's own work completed during the program of study for which the thesis is being submitted. ~~The student should be the sole author or principal author of any included materials.~~ The student must have played a major or sole role in [conceptualizing](#), setting [up](#), ~~up~~ and conducting the research, ~~obtaining~~

~~data and~~ analyzing results, ~~and as well as preparing and~~ writing the documents submitted for examination. In the case where co-authored articles are included, the rules and procedures itemized in Section D "~~Section D~~" below must be followed. ~~adhered to:~~

~~The thesis must contain a statement from the thesis supervisor verifying the student's contribution to the originality of the material presented in the thesis and clarifying in what way the included materials became part of the thesis.~~B. Manuscript-Based Integrated Article Thesis Format

Published articles that which do not follow the traditional thesis formatting rules may be included as thesis chapters.

The body of a manuscript-based an integrated article thesis will typically include ~~should contain~~ the following sections and chapters:

- **Abstract**

The abstract includes a brief description of the subject matter and summarizes the main themes presented in the thesis.

- **Preface**

The preface must provide full bibliographical details for each article included in the thesis, as well as whether the article is reproduced in whole or in part. In the case of a partially reproduced article, the preface must include a description of the changes that have been made to the published version. Use of copyrighted research chapters material must be acknowledged in the preface, including a full citation of any current or to-be-published work. ~~preface and tables and figures must have "Reprinted with permission of..." in their captions.~~ See Section C below "~~Section C~~" on copyrighted material for more information. ~~material. Students must also indicate how others are to cite material from this thesis.~~In the case where the thesis includes co-authored material, see the rules and procedures for co-authored material in Section D "~~Section D~~", below.

- **Introductory Chapter**

The thesis should have an introductory chapter typical of a standard thesis, which includes:

- the substantive context and conceptual framework;
- Introductory Chapter /Literature ReviewThe introductory chapter provides a comprehensive review of the literature (this can sometimes be included as a separate chapter, or can be incorporated that establishes the student's familiarity with relevant work in the field; sets out the objectives of the thesis; places the research into the individual research larger context of the candidate's discipline; and provides an overall thematic cohesiveness of the chapters for multiple research chapter theses, subject (research papers) to unit/discipline standards and supervisor approval);
- the reader: justification of the need for the research;
- clear statement of the research question(s), hypotheses, and/or objectives;
- the thesis structure; and
- how the paper(s) are related to the overarching study.

- **Methods Chapter (Optional)**

Where appropriate, a ~~The~~ methods chapter can be included to provide ~~should include~~ an overview of the methodological approaches approach used in the thesis and the common methodological assumptions or techniques that link the research paper data chapters into a a cohesive entity. ~~A crucial feature of the scientific method is repeatability. The thesis must thus contain detailed descriptions of the experimental procedures followed to obtain results, so as to ensure that readers may be able to test the validity of research outcomes.~~In cases where essential methodological ~~such detailed~~ descriptions do not appear in the subsequent research paper integrated chapters, a methods chapter should then ~~they must~~ be included. ~~included in the Methods Chapter.~~ It is also acceptable to include this information in an Appendix, if the explanation is so protracted and tedious that it detracts from the readability of the main body of the text.

- **Manuscript Data (Research Paper) Chapters**

Typically, one Normally, 3 or more research article(s) (according to discipline/unit standards for master's 4 articles form the body of the thesis and Ph.D.) forms the body of the thesis, with each article forming a are divided into separate chapter. chapters. For transparency and consistency with This work must be smoothly integrated into the published record, these chapters may be very similar flow of the thesis to the published/submitted version of the article. produce a unified and appropriately sequenced argument. To do so may require some additions, deletions or re-writing of the original material. In cases where a published article is directly reproduced as a chapter without reformatting, additional pages at the beginning and the end of the chapter should be added to ensure logical and coherent transition between chapters. However, these ConclusionThe conclusion chapter summarizes and critiques the research chapters

should have formatting conventions (such as figure naming, subheadings, order a whole, offers an analysis of sections, etc.) that are consistent between the limitations existing in the study and suggests potential areas of future research chapters and with the rest of the thesis. based on the thesis findings:

- **Conclusion**

The conclusion chapter integrates Tables and summarizes the results from the research paper figures should be included in appropriate chapters and then critiques the research findings and topic as a whole. numbered consecutively using the chapter number e.g. Bibliography and References and Citations Bibliographic format should be appropriate to the discipline. It offers an analysis Methods of the limitations existing in the study handling and suggests potential areas of future research based on the thesis findings. listing references in the text vary:

- **Bibliography, References, Bibliography and References and Citations**

Given that methods of handling and listing references vary, the bibliographic Bibliographic format should be appropriate to the discipline and consistent throughout the thesis. the discipline: Because the body of the thesis contains chapters representing a separate pieces piece of published work, each chapter may contain its own bibliography. The Depending upon the situation, the literature review and/or summary chapter may also contain bibliographies to reflect individual citations made in those sections. Tables and figures should be included in their corresponding chapters and numbered consecutively using the chapter number (e.g. Tables and figures should be included in appropriate chapters and numbered consecutively using the chapter number e.g. Chapter 2 would be numbered Table 2-1, 2-2 and so on). on: This practice avoids the table number repetition that may occur if separate published article material is used.

- **Appendices**

Appendices are optional. Normally, appendices are included to provide information that detracts from the readability of the main body of the text or to present data or information used in the thesis but not directly obtained by the thesis author. Lengthy tables, detailed explanation of laboratory procedures, and computer programs may be included in the appendices.

- **Excluded Material: Texts from Prior Thesis**

A Theses A prior graduate thesis or sections of a prior graduate thesis cannot be included as an article in the Ph.D. thesis. The goal is to present a coherent body of research rather than a collation of every piece of work that the student has produced. In the case where doctoral research is closely related to work already completed at the master's level, students will be requested to include a statement attesting to the fact that no text in the thesis has appeared in another thesis.

C. Copyrighted Materials and Permissions

Deposit Use of copyrighted material must be acknowledged in the thesis into Carleton University's online repository is mandatory. Preface and the thesis will be available to the general public as open access.

tables and figures must have "reprinted with permission of..." in their captions:

If the student's thesis includes student wishes the work to include text that has already been published as a journal article or book chapter, the student must obtain permission from the publisher and include this evidence of permission it along with the thesis as a separate document when the thesis is uploaded. document: Students The candidate must obtain permission from the co-authors to use this work and supervisors should therefore consider provide a given journal/publisher's specific requirements, policies, and documentation relating to graduate theses prior to publishing work that is anticipated to form statement of permission along with the thesis as a research chapter. separate document. Note that Library and Archives Canada also requests request that these permissions be submitted separately with the thesis. For research chapters that are not yet submitted for publication, In a case where a thesis includes papers co-authored by the student and supervisor should be aware that they will be required others, the thesis must state explicitly who contributed to disclose to the publisher that the such work is available online as a thesis, and the nature and extent of that contribution. Further information on copyright compliance considerations as it relates to all elements of a thesis, including full manuscript chapters and individual research elements, can be found on the Carleton Library website: <https://library.carleton.ca/copyright/thesis>

The candidate must obtain permission from the co-authors to use this work and provide a statement of permission along with the thesis as a separated document. Each co-author must include in the statement of permission the extent of her/his contribution to the article(s) included in the thesis. See Section D below: D. Rules and Procedures for Manuscript-Based Integrated Theses that which Include Co-Authored Material

Co-authored publications are a common practice in many disciplines. The thesis, however, must represent the work of the student submitting it for credit. It is thus imperative that rules and procedures be followed to ensure that a student submitting a manuscript-based an-integrated thesis that which includes co-authored article(s) be examined and evaluated on their own contribution to the collective publication(s).

Preface and additional documents

The preface must include a statement from the supervisor and the student where they outline their contribution with respect to the conception of indicating that the student was fully involved in setting up and conducting the research, analysis, and obtaining data and analyzing results, as well as preparing and writing of the text. the material presented in the co-authored article(s) integrated in the thesis: Data that was collected or experimental techniques that were conducted by someone other than the student There must also be a statement that clearly indicated in this preface, including who contributed to such work and distinguishes the specific contributions of the nature and extent of each contribution. student from those of all other collaborators or co-authors. The student supervisor must also include a statement in the preface confirming that all co-authors are aware and amenable to which confirms the joint work being included in information provided by the thesis. In providing these statements, the student must take into consideration the rules and regulations of Carleton University's Academic Integrity Policy. student in the preface:

~~Additionally, each co-author must confirm in a signed statement the extent of her/his contribution to the co-authored article(s) included in the thesis. These statements must be provided along with the thesis as separate documents. The objective of this requirement is to assure examiners that there has been full disclosure of collaborative activity. In providing these statements, all parties involved must take into consideration the rules and regulations of Carleton University's Academic Integrity Policy. Multiple use of the same co-authored article(s) As a general rule, the same text from a co-authored published article should not be used in more than one thesis. In the case of students who have worked collaboratively on projects leading to a published article which comprises different sections of text with different single-author attribution, the relevant section(s) of the article may be included in different theses. In the case of a wholly collaborative article where individual contributions cannot be determined, the same article may be used in more than one thesis, but to a maximum of three theses. Multiple use of the In cases where the same co-authored article(s)~~

In cases where the same article appears in more than one students' thesis, each thesis must include a statement from all students and all theses supervisors involved confirming that all students collaborated equally in the role of each student in the collaborative article. production of the article(s). These statements must be provided along with the thesis as separate documents.

~~These statements must be provided along with the thesis as separate documents. Issues of copyright must be addressed by the student as outlined in the copyright section above. The candidate must obtain permission from the co-authors to use this work and include a statement of permission along with the thesis as a separate document. Each co-author must include in the statement of permission the extent of her/his contribution to the article(s) included in the thesis. E.~~
Manuscript-Based Thesis Examination Integrated

Article ~~Thesis Examinations Article~~ publication ~~or publication~~ does not supersede the authority or responsibility of the Examination Committee to Examination Committee to evaluate the thesis during the examination process and to to recommend or require changes.

Thesis examination rules, policies, rules/policies and procedures are not changed to accommodate the manuscript-based integrated article thesis.

The oral examination concentrates on testing the candidate's knowledge as much as on questioning the written document.

12.5 Deadlines

Consult The Academic Year page for submission deadlines for master's and doctoral theses. Theses must be supervisor-approved and in examinable form. Should the department require further approvals, these must be obtained prior to the submission deadline.

12.6 Specifications

- Prior to the examination, the candidate must submit the examinable version of the thesis, which must comply with the departmental requirements governing the form of the thesis, including methods of bibliographical entry and the use of diagrams and tables.
- The examinable version of the thesis must be accompanied by a suitable abstract. The abstract of a master's thesis should not exceed 150 words, while the abstract of a doctoral thesis may be up to 350 words in length.
- Regulations regarding style, pagination, certification, acceptance, abstracts, reproduction, electronic dissemination, and the constitution of the examining board will be prescribed by Graduate Studies.

Master's Thesis

Students are expected to notify their supervisor and the chair of the department at least two weeks in advance of the date on which they intend to submit the completed thesis. The examinable thesis must be submitted to the department at least four weeks in advance of the intended date of examination. The thesis examination and defense will then be scheduled, and the date will be announced at least two weeks in advance.

Doctoral Thesis

The candidate is expected to notify their supervisor and the chair of the department at least two weeks in advance of the date on which they intend to submit the completed thesis. The candidate is then expected to submit the examinable thesis to the department at least six weeks in advance of the intended date of examination. The thesis examination and defense will then be scheduled, and the date will be announced by the Vice Provost (Graduate Studies) at least four weeks in advance. The academic unit must forward the examinable thesis to Graduate Studies at least four weeks in advance of the actual date for the examination and defense.

12.7 Licence to the University and to Library and Archives Canada

In the interest of facilitating research by members of the Carleton community and by interested outsiders, and in consideration of their having been accepted as a graduate student at Carleton, the author of a thesis or dissertation submitted in partial fulfilment of the requirements for an advanced degree shall grant to the University a license to disseminate the thesis electronically, solely for the purpose of private study and research.

Students wishing to deposit their thesis with Library and Archives Canada and participate in electronic distribution of their research are advised to review the revised procedures available online at [Library and Archives Canada](#).

It is understood that the author retains other publication rights, and that neither the thesis nor extensive extracts from it may be printed or otherwise reproduced without the author's written permission.

12.8 Withholding of Thesis Deposition

If, at the time of submitting their thesis, students elect to protect any rights to immediate commercial publication, or to obtain a patent which may arise from their research, or to keep their thesis out of circulation, they may apply in writing to the Vice Provost (Graduate Studies) requesting that the thesis be withheld from deposit in the library:

- for an additional period of three months, without reason
- for each additional period of six months, with reason (total period of restriction not to exceed two years).

A request for extension of the restriction must be submitted one month prior to the termination of the approved s period. Justification for extension of the restriction is required.

12.9 Degree Completion

A registered candidate who completes their degree requirements by depositing the thesis prior to the last day for withdrawal in any term (as specified in the academic schedule) is required to request formal withdrawal for refund purposes if they anticipate any refund of fees. This applies to thesis or research essay registration.

New Resources	No New Resources
Summary	Updating the regulation governing manuscript-based theses (previously called integrated article theses).
Rationale for change	Section 12.4 has undergone significant revision following consultation between graduate units and Grad Studies. The edits aim to clarify what constitutes a manuscript-based thesis, with a mind to allowing units across campus to utilise the format if it's appropriate in their discipline. Increased flexibility is afforded according to unit-specific needs, acknowledging that the content of this type of thesis can vary greatly, while maintaining Carleton's academic standards and equitable application of regulations and processes.
Transition/Implementation	For 26-27 calendar implementation.

Program reviewer comments	<p>nataliephelan (03/02/26 9:58 am): Grad Council voted to approve this regulation change in their meeting on February 25th 2026.</p> <p>nataliephelan (03/17/26 1:39 pm): Following SCCASP on March 17 2026, Section 12.4 sub-section B, the words "should contain" were replaced with "will typically include"; the committee felt this better captures the balance between setting guidelines and allowing for flexibility according to the academic discipline in question. Section 12.4 sub-section D heading: changes "which" to "that".</p>
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Key: 1802

Program Change Request

Date Submitted: 02/09/26 9:44 am

Viewing: **R-GR-13 : R-GR-13 Graduate General Regulations 13. Time Limits for Program Completion**

Last approved: 02/09/26 9:29 am

Last edit: 03/17/26 2:21 pm

Last modified by: nataliephelan

[Changes proposed by: nataliephelan](#)

In Workflow

1. REGS RO GR Review
2. GRAD Dean
3. PRE SCCASP
4. SCCASP
5. Senate
6. CalEditor

Approval Path

1. 02/19/26 11:31 am
Natalie Phelan (nataliephelan):
Approved for REGS RO GR Review
2. 02/26/26 9:49 am
Natalie Phelan (nataliephelan):
Approved for GRAD Dean
3. 03/02/26 9:58 am
Natalie Phelan (nataliephelan):
Approved for PRE SCCASP

Calendar Pages Using this Program [General Regulations \(Graduate\)](#)

Effective Date	2026-27
Workflow	majormod
Program Code	R-GR-13
Level	Graduate
Faculty	Not Applicable
Academic Unit	Regulations: RO
Degree	
Title	R-GR-13 Graduate General Regulations 13. Time Limits for Program Completion

Program Requirements

History

1. Nov 15, 2017 by Sandra Bauer (sandrabauer)
2. Nov 15, 2017 by Sandra Bauer (sandrabauer)
3. Jan 16, 2018 by Sandra Bauer (sandrabauer)
4. Mar 19, 2019 by mikelabreque
5. Mar 9, 2020 by Sandra Bauer (sandrabauer)
6. Apr 7, 2022 by Sandra Bauer (sandrabauer)
7. Apr 12, 2024 by Sandra Bauer (sandrabauer)
8. Jun 12, 2024 by Sandra Bauer (sandrabauer)
9. Feb 9, 2026 by Natalie Phelan (nataliephelan)

13. Time Limits for Program Completion ~~13.1 General Remarks~~

There are maximum time limits for the completion of [programs and continuous registration requirements \(detailed in Section 13.2 below\)](#). ~~programs~~. Students may also be subject to time constraints prescribed by individual programs to ensure orderly and timely progress through their programs. ~~13.2 Master's Program Full-time Studies All master's students admitted as full-time students must normally complete their degree requirements within six terms after the date of initial registration, unless their program states otherwise and regardless of any subsequent change of status to part-time. Terms of non-registration are equated to full-time registration terms when calculating the overall time to program completion. Part-time Studies All master's students admitted as part-time students must normally complete their degree requirements within 18 terms after the date of initial registration, unless their program states otherwise. Terms of non-registration are equated to part-time registration terms when calculating the overall time to program completion. A change of a student's status from part-time to full-time status will result in a pro-rated reduction in the required time to completion for each subsequent term of full-time study.~~ Failure to complete the program within the prescribed timelines or failure to maintain continuous registration will require reevaluation of the student's entire program and may result in removal from the program.

13.1 Regularly Scheduled Break

Master's students will get a regularly scheduled break in the summer term (May to August) approved by the University. Students should resume full-time studies in September. Exceptions are listed in Section 13.2 below.

13.2 Master's Program

Continuous registration in every term (fall, winter, summer) is required for:

- all thesis master's students;
- any student registered in a thesis, research essay, or research project course, as required by Section 8.2;
- all students in the programs listed below:
 - M.Sc. Economics
 - M.A. English
 - M.A. History

- [M. Journalism](#)
- [M. Social Work](#)

Students in these categories do not have a regularly scheduled break in the summer term as described in Section 13.1 above.
13.2 Master's Program

Full-time Studies

All master's students admitted as full-time students must normally complete their degree requirements within six terms after the date of initial registration, unless their program states otherwise and regardless of any subsequent change of status to part-time. Terms of non-registration are equated to full-time registration terms when calculating the overall time to program completion.

Part-time Studies

All master's students admitted as part-time students must normally complete their degree requirements within 18 terms after the date of initial registration, unless their program states otherwise. Terms of non-registration are equated to part-time registration terms when calculating the overall time to program completion. A change of a student's status from part-time to full-time status will result in a pro-rated reduction in the required time to completion for each subsequent term of full-time study.

13.3 Doctoral Program

All Ph.D. students are subject to the Continuous Enrolment requirement described in Section 8.2 of the Graduate Calendar.

Full-time Studies

At the end of six years of full-time registration in a Carleton Ph.D. program, a formal extension must be requested through the Office of Graduate Studies.

Part-time Studies

All Ph.D. students admitted as part-time students are expected to complete their program of study within nine years (27 terms). Terms of non-registration are equated to part-time registration terms when calculating the overall time to program completion. A change of a student's status from part-time to full-time status will result in a pro-rated reduction in the required time to completion for each subsequent term of full-time study.

Failure to complete the program within the prescribed timelines or failure to maintain continuous registration will require reevaluation of the student's entire program and may result in removal from the program.

Doctoral Candidacy

A Ph.D. student who has completed all of their program milestones except the Ph.D. thesis shall be given the status of Ph.D. Candidate. It is expected that full-time Ph.D. students will advance to candidacy by the end of their third year (ninth term) of study. Failure to achieve candidacy by the end of the third year of study will result in loss of status and removal from the program. In exceptional circumstances, at the end of the third year, a student may apply for a formal extension of up to one year (maximum three terms) through the Office of Graduate Studies.

Part-time Ph.D. students must achieve candidacy by the end of their fifth year (15th term) of study.

13.4 Leave of Absence

When exemption from registration for a term or terms has been approved by the Vice Provost (Graduate Studies), this period will be exempt from the overall time limit allowed for completion of the program.

Leave of Absence requests are made using the [Graduate Studies Academic/Registration Change Form](#).

13.5 Extension of Time Limit

Students will submit requests for an extension of time limits to the academic department for review. The department must then submit the request to Graduate Studies following [Graduate Studies Program Extension Policies and Procedures](#).

13.6 Course Obsolescence

At the time of graduation, all courses taken at Carleton (or taken at another institution for which a student received advanced standing at Carleton) must have been completed within the previous 10 calendar years. Individual departments may impose a shorter duration, which will be specified on the individual program pages in the Graduate Calendar.

New Resources	No New Resources
Summary	<p>Section 13.1: moved the introductory remarks out of this section. Added regularly scheduled break language to the graduate regulations.</p> <p>Section 13.2: added a list of the master's programs in which all students are required to maintain continuous enrolment, regardless of their pathway.</p>
Rationale for change	<p>With the introduction of the per-credit tuition fee structure for course-based master's programs, students who are not writing a thesis are permitted flexible enrolment and may opt to not register for a term during their studies. The listed programs are designed such that continuous registration is required of all students regardless of their pathway, and thus we are listing them in the regulations as specifically requiring continuous registration for everyone. By moving the regularly scheduled break language into the regulations, we no longer need a statement in all program-specific regulation pages. Changes to the tuition fee structure for non-thesis master's students means that an RSB is available in all programs.</p>
Transition/Implementation	To be enforced beginning in fall 2026, for new and existing students.
Program reviewer comments	<p>nataliephelan (03/03/26 10:42 am): Based on feedback in the SCCASP meeting of March 3 2026, section 13.2 has been reorganised.</p> <p>nataliephelan (03/17/26 11:40 am): Based on feedback from the March 17 2026 SCCASP meeting, some further edits have been made to sections 13.1 and 13.2.</p>

Key: 1803