



MA Students' Handbook

2024-2025

Department of Political Studies

Updated September 1, 2024

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THE M.A. PROGRAM

We offer a twelve-month MA in Political Studies. We also offer an MA in Political and Legal Thought in collaboration with 1 (a)-12.n3 (at)-13 Dn3 11.4 ep(bor)-6.3 a

Graduate students cannot register themselves in their courses through the student system (SOLUS); all course requests must go through the POLS Graduate Coordinator. Registration in courses from other departments may require an Academic Change form; for more information, please contact the Graduate Coordinator.

The non-credit Course of Research Ethics (CORE) is mandatory for all graduate students who will engage in research involving human subjects. It is a web-based tutorial providing familiarity with and practical application of Canada's national standard of ethics for research (as outlined in the Tri-Council Policy Statement). For more information and to access the course please go to

If the instructor confirms the original grade, and if the student still has concerns or questions about the original grade, the student may appeal in writing to the Graduate Chair, stating the grounds on which the grade should be raised. The Graduate Chair will initiate a review of the grade. The review process is for the assignment to be graded / regraded by two faculty members in the field, one of whom is the original instructor. These two grades plus any comments or supporting materials then go to the Head of department, who decides what the final grade will be. In principle, this grade could be higher or lower than the original grade. The Graduate Chair, Graduate Coordinator or Head will inform all parties of the result of the review in writing, with a copy to the Dean of the School of Graduate Studies.

Please note that it is not possible to appeal or request a review of grade of a presentation or oral exam beyond the level of the course instructor.

Further appeal of an assigned grade can be made only on the basis of a specific procedural error(s) made in the grade review procedures of the department. Such an appeal would be lodged with the Academic Appeal Board of the School of Graduate Studies as outlined in the Graduate Calendar:

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<https://www.queensu.ca/academic-calendar/graduate-studies/>

When a student has reached the 250-copy limit, they are required to purchase an additional 250 copies, for which there is a charge of \$15. Students are provided with a letter at the beginning of the term which provides their account number, information on photocopy charges, and further information about use of the photocopier.

RESEARCH CENTRES

The department is affiliated with a number of research centres, which focus on some of our main strengths. These centres bring in guest speakers, hold seminars, and more broadly, provide an opportunity for established scholars and students to engage in intellectual activity around shared interests. Sometimes, additional Research Assistantship opportunities become available through the centres. Be sure to get involved!

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misconduct both on University property and off University property, where students are taking place in sanctioned events, or students' conduct has a substantial connection to legitimate interests of the University, or a student represents, or would reasonably be perceived as representing, the University. The Code also applies to communication via electronic media, where there is a clear connection to the University community.

Sexual Violence and Harassment

Queen's is committed to protecting its members against sexual violence, and all forms of harassment, both as a matter of principle and as an element of academic freedom. Such protection is also a legal duty under Ontario and Federal law.

Queen's has a [Policy on Sexual Violence](#), which defines consent and lays out the University's approach to addressing sexual violence and harassment. The policy is available on the University's website at [www.queensu.ca/sexualviolence](#).

Intimate relationships between instructors and students over whom the instructor exercises pedagogical, supervisory, financial, or administrative authority constitute a conflict of interest and should be avoided. Where they occur, such relationships should be disclosed to Head of Department.

Professional Standards

It is the instructor's responsibility to maintain professional standards in their relationships with students.

It is always inappropriate to:

- x comment on a student or colleague's physical appearance or attractiveness
- x use language, gestures, humour or innuendo which could be interpreted to suggest that bias, discrimination, preferential treatment, sexual practices, or other non-academic criteria will be used in evaluating academic work
- x use humour which, regardless of intent, could be interpreted to be offensive; issues such as ethnic or religious practices, sexual activities or preferences, or academic bias should not be subject to jest or sarcasm
- x act in an unprofessional manner, including any of the above, at events organized by and/or for members of the Department; this includes social events or off campus.

It is advisable to:

- x maintain a high level of professionalism and set an positive example of inclusive, respectful conduct at all times, especially at University or Departmental events
- x remember that in addition to high-quality research and teaching, there is an expectation of collegiality; the latter demands pro-12.1 (i)3.1 (nc)-8 (l)DC /C2 al esler iuades sdgt.1 (s.1 (t)-1.1 (h)-2 (o hi)-8on

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- x <https://www.queensu.ca/secretariat/policies/senate/harassmentdiscrimination-complaint-policy-and-procedure>
- x <http://www.ohrc.on.ca/en/sexual-harassment-employment-fact-sheet>
- x <http://www.queensu.ca/humanrights>
- x <https://www.queensu.ca/academic-calendar/graduate-studies/>

ADVISING AND OTHER RESOURCES

The Society of Graduate and Professional Students (SGPS) maintains a 6.4 (o (ns)-8 NBT/Span <</MCID 144 BDC 0.18 0

July	<ul style="list-style-type: none"><i>f</i> Complete writing<i>f</i> Submit first draft of MRP to Supervisor by date agreed upon date.<i>f</i> Make revisions based on Supervisor's comments
August	<ul style="list-style-type: none"><i>f</i> Submit final draft of MRP (one electronic