



COLLÈGE UNIVERSITAIRE
DOMINICAIN | DOMINICAN
UNIVERSITY COLLEGE

**FACULTY
OF
THEOLOGY**

**PRACTICAL GUIDEBOOK FOR
GRADUATE STUDIES**

**ACADEMIC YEAR
2020 – 2021**

Faculty of Theology

Practical Guidebook for Graduate Studies

Academic calendar 2020–2021	5
1. Program	7
1.1 Overview (Academic Year 2020-2021)	7
1.2 Fall Session (September-December 2020)	8
1.3 Winter Session (January-April 2021)	9
2. Graduate Studies – Masters Level	11
2.1 Objectives and General Orientation	11
2.2 Masters in Theology (M.Th.)	12
2.3 Master of Arts (M.A.Th.) and Licence in Theology	13
2.4 Thesis	15
3. Graduate Studies – Doctorate Level	17
3.1 Civil Doctorate (Ph.D.)	17
3.2 Canonical Doctorate	17
3.3 Thesis	18
4. Administrative Services	20
4.1 The Director of IDEST	20
4.2 The Professors	20
4.3 Administrative Officers	21
4.4 The Library	22
5. Deadlines	23
5.1 General Information	23
5.2 Fall Session (September-December 2020)	24
5.3 Winter Session (January-April 2021)	25

Academic Year 2020 – 2021

ACADEMIC CALENDAR 2020 – 2021

FALL SESSION (SEPTEMBER - DECEMBER 2020)

September 7, 2020	Labour Day (DUC closed)
September 8, 2020	Registration
September 9, 2020	Meetings, Students' Association Events, Mass
September 10, 2020	Beginning of courses
September 15, 2020	Last day of registration for fall term
September 24, 2020	Deadline for changes in course selection
September 30, 2020	Payment deadline for tuition fees
October 8, 2020	Authorized Withdrawal deadline
October 12, 2020	Thanksgiving Day
October 19-23, 2020	Study week
November 22, 2020	Convocation (in Montreal)
December 1, 2020	Pre-registration to the Courses of the Winter Session
December 10, 2020	End of courses
December 11-18, 2020	Exams
December 21 – January 3	Christmas Break (DUC closed)

WINTER SESSION (JANUARY - APRIL 2021)

January 4, 2021	Registration/Beginning of courses
January 15, 2021	Last day of registration for winter term
January 21, 2021	Deadline for changes in course selection
January 23, 2021	St. Thomas Aquinas Feast Day
January 31, 2021	Payment deadline for tuition fees
February 15, 2021	Authorized Withdrawal deadline
February 15, 2021	Family Day (DUC closed)
February 15-19, 2021	Study Week
April 1, 2021	Holy Thursday (DUC closed)
April 2, 2021	Good Friday (DUC closed)
April 5, 2021	Easter Monday (DUC closed)
April 15, 2021	End of courses
April 16-22, 2021	Exams

1. THE PROGRAM

1.1 Overview of the program (Academic Year 2019 – 2020)

GRADUATE STUDIES PROGRAM

Seminars	Professor	Room
DTHY 5/6080 Methodological Seminar (M.A. and Ph.D.)	3 cr. Team	
DTHY 6110 Seminar – Bible and Archeology	3 cr. H. Tremblay	
<i>DTHY 6463 Seminar – Sacraments and Liturgy</i>	<i>3 cr. S. Tremblay</i>	

Electives – Graduate Courses

DTHI 5120	Bible et questions contemporaines – Violence et paix I: Premier regard sur l’Ancien Testament	1 cr.	H. Tremblay
DTHI 5121	Bible et questions contemporaines – Violence et paix II : Deuxième regard sur l’Ancien Testament	1 cr.	H. Tremblay
DTHI 5119	Bible et questions contemporaines – Richesse et pauvreté: Face aux inégalités, l’apport de l’Évangile	1 cr.	M. Gourgues
DTHI 4002	Grec biblique This course is given in French over the fall and the winter semesters.	3 cr.	M. Gourgues

For other elective courses, see also the program in French.

Courses in italics are given in another institution and transmitted in Ottawa by videoconference.

1.2 Fall Session (September – December 2019)

GRADUATE STUDIES PROGRAM

Seminars

DTHY 5080/6080 Methodological Seminar (M.A. and Ph.D.) 3 cr.

It is a methodological seminar for the elaboration of research projects and the development of skills suitable for a scientific research at the master's and doctoral levels: definition, presentation, criticism. This seminar is animated by some professors of the Faculty according to the areas of excellence.

DTHY 6110 Seminar – Bible and Archeology 3 cr.

For centuries, believers who read the Bible thought that all it tells happened exactly as told, in other words that all was “historical”. Nothing anyway would have led them to think in a different way since there were no other source and their world resembled the biblical one. Early archaeological surveys in the 19th century first seemed to show that this was right and to prove the “historicity” of the Bible. If there were disagreements, they were deemed minor. This is what has been called “Biblical archaeology”. All changed around 1990 with the new archaeology. Using new methods in under exploited areas until then, the results were astonishing and questioned the certainties. Almost nothing of what the Bible says seemed to have really happened or taken place. These opinions caused a heated debate in the scholarly world and an uproar in the general media. If the results of this new archaeology are right, the whole historical question in the Bible, especially the Old Testament, has to be completely rethought. What does this imply for the Judeo-Christian faith that is precisely built on history? These are the questions and issues that our research seminar will deal with.

DTHY 4002 Grec biblique 3 cr.

This course is given in French over the fall and the winter semesters.

1.3 Winter Session (January – April 2020)

GRADUATE STUDIES PROGRAM

Seminar

DTHY 6463 Seminar – Liturgy and Sacraments

3 cr.

During the 20th century, the close connection between sacraments and liturgy was rediscovered. Under the influence of the return to patristic and scriptural sources, the field of sacramentality has been reopened to better link it to concrete liturgical practice. The liturgical reform of Vatican II sought to rediscover these ties, which had weakened considerably over the centuries.

This seminar aims to highlight the different facets of sacramentality in the liturgy, inter alia through the rituals of the sacraments of Christian initiation, the Eucharist and the sacraments for the sick. It will also explore aspects of sacramentality that remain little known or little implemented, such as for example the sacramentality inherent in the liturgical year.

DTHI 5120	Bible et questions contemporaines – Violence et paix I : Premier regard sur l’Ancien Testament	1 cr.	H. Tremblay
DTHI 5121	Bible et questions contemporaines – Violence et paix II : Deuxième regard sur l’Ancien Testament	1 cr.	H. Tremblay
DTHI 5119	Bible et questions contemporaines – Richesse et pauvreté: Face aux inégalités, l’apport de l’Évangile	1 cr.	M. Gourgues

For a description, see the French version.

DTHY 4002 Grec biblique

3 cr.

This course is given in French over the fall and the winter semesters.

2. GRADUATE STUDIES: MASTER LEVEL

The Graduate Studies program includes:

- Required seminars on topics that vary from year to year, aiming at a systematic analysis of an exegetical, historical, patristic or theological issue.
- Every other year, one required course aiming to introduce students to theological methods and assist them in developing their research project. The first block aims at initiating the student to methodology of research in Theology and to help the research project. The two other blocks present the different methods used in the study of sources (biblical studies and history) and systematic or moral Theology.
- Optional Masters level courses, on topics that vary from year to year regarding various theological subjects.
- Courses common with the optional part of undergraduate studies or graduate studies in Philosophy that allow students to complete the number of required credits according to their personal interest.

2.1 OBJECTIVES AND GENERAL ORIENTATION

In relation to undergraduate studies, graduate studies aim at building on this basic undergraduate foundation. In this respect, students:

- Will be able to deepen their reflection on an aspect or a problem previously seen at the undergraduate level; to study key questions that affect the faith today; or to participate, with regard to a given subject, in interdisciplinary projects concerning exegetes, theologians, and historians;
- Will be able to take on the task of scientific work in theology while perfecting methods used at the undergraduate level or by acquiring other skills needed for research with a strong emphasis on the student's personal work.

Seminars

Seminars allow for the acquisition of a more developed knowledge of an area in theology and the progressive mastering of methods through the study of a particular question under the advisement of a professor. Seminars also permit the disciplined exchange of ideas in addition to collaborative research.

Seminar Reports

Participation in seminars includes, in the course of the session, writing a paper of around 20 pages, in accordance to the requirements given by the professor.

Courses

The courses aim at enlarging the student's reflection on one or several theological problems.

Final Exam

The final exam consists of a limited number of questions that require from the student an ordered knowledge of the Christian mystery and a rigorous method.

Thesis

The research thesis allows the students to work on one question and to expound their method. This thesis must follow the requirements listed further below according to whether the student is enrolled in a Master of Theology (M. Th.) or Master of Arts in Theology (M.A. Th.).

Tutorials

The thesis advisor can also take on the role of tutor. This also pertains to areas external to the topic of the thesis.

2.2 MASTER IN THEOLOGY (M. Th.)

Conditions for Admission

To be admitted to the M.Th. program, applicants must have:

- A bachelor's degree in theology (B.Th.), or studies judged equivalent, with a minimum average of B (75%);
- A perfect command of French or English and a working knowledge (reading and listening) of the other language (English or French).

The possibility of admitting an applicant who does not have any previous knowledge of the required languages and who cannot acquire one before the beginning of the Master's program will be evaluated on an individual basis at the time of admission.

Coursework

The Master in Theology program consists of a total of 24 credits and is completed full-time over the course of a year or 3 semesters: 2 semesters of coursework or 18 credits, and 1 semester during which the student will write the master's thesis. The requirements of scholarship are as follows:

- 6 Seminar credits;
- At least 6 credits within the Graduate Studies Course Program;
- A maximum of 6 credits of courses in common with the undergraduate level and tutorials;
- Comprehensive exam (6 credits), explained in the next paragraph.

Exams

The student must follow the course program and take part in research seminars. In addition to written or oral exams for each of the courses in the program, students are required to pass, at the end of their coursework, an oral Candidacy exam of one hour before a committee of two members of the Faculty. This Comprehensive exam consists of nine important subjects in theology, structured as follows:

- 3 subjects in relation to theological questions studied at the undergraduate level and researched in more detail at the graduate level;
- 3 subjects in relation to theological questions studied at the graduate level;
- 3 subjects in relation to the thesis research domain.

Thesis

Students must also, with the agreement of the Director of IDEST, ask a member of the Faculty to advise them on a chosen thesis topic. This thesis must be at least 50 pages long. It must demonstrate the student's ability to carry out theological work and a good knowledge of the scientific research areas on the chosen thesis topic. The thesis must be handed in within 2 years, at the latest, after the completion of the courses and examinations. It will be submitted to a jury of at least two members appointed by the Faculty.

Requirements

To graduate, the candidate must:

- Maintain an average of not less than B- for all courses and seminars, having obtained a grade of at least C for each course or seminar.
- Obtain a mark of at least C on the special examination.
- Obtain a grade of at least C for the thesis.

Any student who fails an exam can retake the exam only once; if he fails a total of 6 credits, then he fails the entire program.

2.3 MASTER OF ARTS (M.A.Th.) AND LICENCE IN THEOLOGY

Conditions for Admission

Masters of Arts in Theology (M.A. Th.)

To be admitted to the M.A. Th. Program, applicants must have:

- A bachelor's degree in theology (B.Th.), or studies judged equivalent, with a minimum average of B (75%);
- A perfect command of French or English and a working knowledge (reading and listening) of the other language (English or French).

Licence in Theology (ecclesiastical degree)

To be admitted to the Licence in Theology Program, applicants must have:

- A canonical degree in theology (S.T.B. or civil B.Th. with philosophy training equivalent to two years full-time);
- A perfect command of French or English and a working knowledge (reading and listening) of the other language (English or French);
- A knowledge of Latin and Greek.

The possibility of admitting an applicant who does not have any previous knowledge of the required languages and who cannot acquire one before the beginning of the Master program will be evaluated on an individual basis at the time of admission.

Coursework

The Master of Arts in Theology (M.A.Th.) program consists of 36 credits and is normally completed full-time over the course of 2 years of 2 sessions each. The requirements of scholarship are as follows:

- 12 credits in seminars (one per semester);
- At least 10 credits from the Graduate Studies Course Program;
- A maximum of 8 credits of courses in common with the undergraduate level;
- Comprehensive exam 6 credits, detailed below.

Elective Courses

For the students interested in learning more about different theological milieus and to enrol in a special course or to take part in research seminars that relate directly to their thesis, the Faculty can recognize a maximum of 6 credits obtained at another Faculty of Theology. In this case, the student must consult the Director of IDEST beforehand concerning this option.

Exams

The students must follow the course program and take part in research seminars. In addition to written or oral exams for each of the courses in the program, the students are required to pass an oral Candidacy exam of 1 hour before a committee of 2 members of the Faculty. This Comprehensive exam consists of 9 important subjects in theology structured as follows:

- 3 subjects in relation to theological questions studied at the undergraduate level and further researched at the graduate level;
- 3 subjects in relation to theological questions studied at the graduate level;
- 3 subjects in relation to the thesis research domain.

Thesis

Having completed their courses and examinations, students in accordance with the Director of IDEST must ask a member of the Faculty to advise them on a chosen thesis topic. This thesis must have at least 100 pages and not more than 150 pages. It must demonstrate the student's ability to carry out serious theological work on the chosen thesis topic of Theology. The M.A.Th. thesis resembles doctoral research in its aim to be original. The thesis must be completed within 3 years, at the latest, after having completed scholarship. It will be submitted to a jury of at least two members appointed by the Director of IDEST. During the writing of the thesis, student must be registered for the three semester of the academic year.

Requirements

To graduate, the candidate must:

- Maintain an average of not less than B for all courses and seminars, having obtained a grade of at least B- for each course or seminar.
- Obtain a mark of at least B- on the special examination.
- Obtain a grade of at least B for the thesis.

Any student who fails an exam can retake the exam only once; if he fails a total of 6 credits, then he fails the entire program.

2.4 THESIS

Choosing a Thesis Topic and Advisor

M.Th. or M.A.Th. candidates must, in accordance with the Director of IDEST and **before October 15** of the first year choose a thesis topic and a thesis advisor, fill the form and submit it to the Director of IDEST.

The Advisor's Role

The thesis advisor will accompany the candidate:

- In delineating the thesis topic;
- In researching the thesis bibliography;
- In overseeing the elaboration of the thesis.

Progress Report and Research Proposal – Master's Thesis

During the three months following the end of the first academic year (M.Th.) or the beginning of the second year (M.A. Th.), students enrolled in the master program will complete the *Progress Report and Research Proposal* form for the Master's Thesis. The report form is handed out at the beginning of the academic year along with the *Student's Manual: Graduate Studies*. If need be, an electronic version of the form can be requested by contacting academic services (room 309).

Deadlines

The M.Th. thesis must be submitted no later than 2 years after the completion of courses, and the M.A.Th. thesis no later than 3 years. **Two copies of this thesis must be deposited bound or in ringed binder in room 309.**

Thesis Evaluation

The thesis presented by the candidate is submitted to a jury of at least 2 members designated by the Director of IDEST. Members of the jury have two months to complete their evaluation. To be accepted, the M.Th. must receive a mark of at least C and the M.A. Th. thesis must receive a mark of at least B+. Once the required corrections are made (and only those), **the candidate will submit one final hard copy version of his/her thesis and one copy on a USB key** to the academic secretary, room 309.

3 GRADUATE STUDIES: DOCTORATE LEVEL

3.1 CIVIL DOCTORATE (Ph.D.)

Conditions for Admission

To be admitted to the Ph.D. program (civil degree), applicants must have:

- A Masters of Arts in Theology (M.A. Th.) or studies deemed equivalent with a minimum average of A- (80%);
- A perfect command of French or English and a working knowledge (reading and listening) of the other language; a working knowledge of another modern language is also required if the research subject requires it;
- A working knowledge of one or more of the ancient languages (Latin, Greek, Hebrew) necessary for the development of the research subject and the study of the documentary source required for the research;

The possibility of admitting an applicant who does not have any previous knowledge of these languages and who cannot acquire one before the beginning of the Ph.D. program will be evaluated on an individual basis at the time of admission.

3.2 CANONICAL DOCTORATE

Conditions for admission are the same as for the civil doctorate degree, plus the following conditions:

- To hold a canonical license (S.T.L or L.Th.) (including the requirement to have a philosophy degree equivalent to two years full-time);
- To have a knowledge of the ancient languages: Latin, Greek and Hebrew.

Coursework

The doctoral program in Theology (Ph.D.) requires a residency of at least 2 years of 3 semesters and the coursework consists in 3 seminars. During the first year, students must complete:

- Two research seminars among which, as far as possible, one in the field of specialisation of the student;
- The methodological seminar for doctorate (DTHY 6080) that continues on two semesters (fall and winter).

Comprehensive Examination

At the end of the coursework, students must successfully pass an oral comprehensive exam of 2 hours and a half on 9 topics related to the thesis and the research seminars. Those questions must be approved by the Faculty.

It is a real qualification exam in which the student must show clear abilities for research and also a level of thinking and analysis proper to the doctorate.

On each question, the candidate can write a one-page sketch that will be used as a reminder during the exam. Submitted to the Director of IDEST a week before the exam, the sketches are given to the professors and then given back to the candidate at the beginning of the exam.

The jury is composed of five professors of the Faculty. The passing mark must be at least B-.

Thesis

After satisfying the requirements of coursework, the students must, in accordance with the Director of IDEST, ask a member of the Faculty to advise them on a chosen thesis topic. This thesis must have a maximum of 300 pages and be a substantial scholarly work showing mastery of a specific field and making an original contribution to theological science. The canonical degree also requires at least the partial publication (at least 50 pages) of the thesis.

3.3 THESIS

Choosing a Thesis Topic and Advisor

In accordance with the Director of IDEST, the doctoral candidates in Theology (Ph.D) must, in the first year of their inscription, choose a thesis topic and a thesis advisor, fill the form (room 309) and submit it to the Director of IDEST.

The Advisor's Role

The thesis advisor must accompany the candidates:

- In delineating the thesis topic;
- In the assimilation of the latest research on this topic;
- In overseeing research method, approach, and thesis' process;
- In finalizing methodology;
- In overseeing the elaboration of the thesis.

Research Proposal – Doctoral Thesis

During the three months following the end of the coursework or, at the latest, at the comprehensive examination, students enrolled in the doctoral programme will complete the *Research Proposal* form for the Doctoral Thesis. The form is handed out at the beginning of the academic year along with the *Student's Practical Guidebook: Graduate Studies*. If need be, an electronic version of the form can be requested by contacting academic services (room 309).

Once the writing of the thesis has begun, all the students of the program will be required to attend twice every academic year a meeting with the director of IDEST and the professors who advise them. The purpose of such a meeting is: 1- to present the evolution of their

research project and to answer the questions of the professors and their fellow students; 2- to submit a chapter or part of a chapter of the thesis. The dates of these meetings will be communicated through email and will take place in the middle of December and April. They are mandatory.

Thesis Evaluation and Oral Defence

The thesis must be defended within 7 years following the first registration. **Five copies of this thesis must be deposited bound or in ringed binder** to the office of the Academic Services Secretary room 309. These copies are considered property of the College. The thesis can be written in French or English.

The doctoral thesis (Ph.D) is defended before a jury of four members (civil degree) or five (canonical degree) designated by the Director of IDEST. The jury members have three months to submit their evaluation. If the thesis receives favourable evaluations, the Director of IDEST convenes the doctoral candidate and the jury members for the final oral defence of the thesis.

The defense lasts 2 hours and a half and is done in the following way: The candidate presents his/her thesis and each member of the jury discusses with him / her for half an hour.

Once the required corrections and changes are made (and only those), **the candidate will submit one final hard copy version of his/her thesis and one copy on a USB key** to the academic secretary, room 309.

3.4 CONDITIONS FOR FURTHER STUDIES AND GRADUATION

To be able to stay in the program the candidate must:

- Maintain an average of not less than **B-** at the end of the three seminars (having obtained for each a grade of at least **B-**).
- Get a grade of at least **B-** on the doctoral examination.
- Submit their thesis proposal no later than the end of the first year.

To obtain their diploma, the candidate must also:

- Defend their thesis successfully (at least a grade of **B**) during a thesis defence, preceded by an authorization to submit and a jury evaluation of five professors, including one external to the DUC.
- Publish, at least partially (50 pages), his thesis (required only for the canonical doctorate).

4. ADMINISTRATIVE SERVICES

4.1 The Director of IDEST

Usually, the Director of IDEST is available during regular office hours or, preferably, by appointment.

Any changes in course selection, topics for papers and dissertation, type of degree, full-time/part-time registration and extension periods for papers/dissertations or exams must be authorized by the Director of IDEST. Requests for these changes must be submitted in writing to the Registrar (room 310).

4.2 The Professors

Professors are more than willing to meet students and help them out in their studies. However, professors request that appointments be made with them in order to better plan their work and use of time.

4.3 Administrative Officers

In order to ensure a smooth running of the administrative services, please note the following distribution of responsibilities:

Registrar– (room 310)

- Modifications to the student’s academic file
- Transcript, diploma and attestation
- Financial aid
(OSAP, Prêts et bourses Québec, Foundation Bursary, OGS, SSRHC)
- Income tax declaration
(T2202A and Relevé 8)
- Student Card
- Change of program, course registration and modification
- Complaints
(Sexual violence and harassment policy)
- Submission of papers and dissertations
- Portal *Dominicus*

Co-ordinator – Academic and University Services – (room 309)

- Submission of exam selection forms
- Codes and payments for photocopies
- Information on courses (timetables, credits, rooms),
- Room reservations
- Locker allocation
- Course evaluation
- Submission of masters dissertation
- Submission of doctorate thesis

Vice-President, Finance and Administration – (room 303)

- Payment of tuition fees

4.4 Library

The opening hours of the Library are the following:

- Monday to Friday 8:30 a.m. – 9:00 p.m.
- Saturday and Sunday Closed

Students must obey the Library's rules regarding the use and borrowing of books and periodicals, the reserving of work stations, and the use of computers and copiers.

Whenever students have directly taken a book or a periodical from a shelf, they must place a cardboard (called "phantom") indicating the number of the work station where the book or the periodical is being used. When use is over, please put the book or the periodical on the borrowing counter, at the Library's entrance.

5. DEADLINES

5.1 General Information

Deadlines

The students will bring back their filled and signed inscription form at the deadline date. Lateness will not be tolerated. A **fine of \$5.00 / day** will be charged until the form is in.

Incomplete file

If students receive an incomplete mark (DFR), they will remain at their status as students. They will accordingly pay the fees relative to this status until they obtain a final mark completing the program for which they have enrolled.

Unauthorized absence

If students, after having abandoned their studies without having first applied for a leave of absence form and received the authorization for it, wish to reactivate their academic file, they will have to pay a monetary penalty equivalent to three semesters of full-time studies.

5.2 Fall Session (September – December 2020)

Registration

September 8

Registration deadline: **September 15**

** Late fees: \$5.00 per working day as from September 16*

Change in Course Selection

Deadline for changes in course selection: **September 24**

Tuition Fees

Tuition fees payment deadline: September 30

** Late fees: \$100.00 + \$5.00 per working day as from October 1st*

Deadline for Authorized Withdrawal

October 8 – without mention of failure

Choice of Thesis Topic and Advisor

Deadline: October 15

Submit the subject of thesis and name of Director.

Form available to room 309. Submission of appropriate form to the Director of IDEST.

Pre-registration to the Seminars and Courses of the Winter Session

Deadline: December 1st

5.3 Winter Session (January – April 2021)

Beginning of Term

January 4

Registration

Registration deadline: **January 15**

** Late fees: \$5.00 per working day as from January 16*

Change in Course Selection

Deadline for changes in course selection: **January 21**

Tuition Fees

Tuition fees payment deadline: **January 31**

** Late fees: \$100.00 + \$5.00 per working day as from February 1st*

Deadline for Authorized Withdrawal

February 15 -without mention of failure

Candidacy Exam Questions

Deadline: March 15

Submit a list of 9 chosen subjects for the Candidacy exam in M.Th. or M.A.Th.