Ombuds Services
Focus on fairness.

Carleton University Ancillary Fee Referenda – Writ of Election (2026)

Issued by: Melanie Chapman, University Ombudsperson and Chief Electoral Officer (CEO)

Important note: These questions are being posed to undergraduate and graduate students within the Azrieli School of Architecture and Urbanism (ASAU).

Preamble:

The Carleton School of Architecture Association of Students (CSAAS) Computer Fee generates funds for the ASAU to purchase software for computer labs and the ongoing maintenance, renewal, and upgrade of student computing facilities. These facilities include student computer labs and computer systems that are required for printing, laser cutting, and other model making procedures within our Fabrication Lab and Wood Shop. The fee is currently $60 per full-time undergraduate student and is charged once on an annual basis.

Adobe Creative Cloud licenses are an essential tool throughout students' studies in the ASAU. The cost of these licenses has historically been covered by Information Technology Services and more recently by the Faculty of Engineering and Design. Beginning in 2026-27, there will no longer be centralized funding available to cover these costs. The ASAU is proposing an increase in the cost of the CSAAS Computer fee (and renaming it ASAU Computing Fee) to (1) include the cost of an Adobe Creative Cloud license, or equivalent, for undergraduate students, and to (2) introduce the same fee to graduate students.

An increase to the current fee, along with the expansion of scope to include graduate students would bring the ASAU in alignment with other units in the Faculty of Engineering and Design, such as the School of Industrial Design, whose ancillary fees cover the costs of computing and software fees. Introducing a fee for graduate students would make student contributions to the ASAU's computing facilities equitable. If the referendum is unsuccessful, the original $60 fee and structure will remain.

Question (for undergraduate students): Do you support the switch to a per-term levy (Fall/Winter) in the amount of $100, to be applied to all ASAU undergraduate students registered in a minimum of one course, beginning in September 2027 and indexed annually to the Consumer Price Index?

Question (for graduate students): Do you support the introduction of a $100 per-term levy (Fall, Winter) to be applied to all ASAU graduate students registered in a minimum of one course, beginning in September 2027 and indexed annually to the Consumer Price Index?

Undergraduate Students

YES and NO vote:

A YES vote supports the switch to a per-term levy, starting in September of 2027.

A NO vote does not support the switch to a per-term levy, starting in September of 2027.

Budget:

Per the University's referendum protocol, there shall be only one YES committee and one NO committee. The CEO will grant each committee a credit allowance up to the maximum of $400.

Each committee must prepare a final, complete, and accurate report of all expenditures made, including all receipts, and other evidence of expenditures to be submitted to the CEO before the polls close on November 19, 2026.

Campaign Period:

The campaign period will begin on Tuesday, November 3, 2026 at noon (12:00pm), with the last day of campaigning ending on Monday, November 16, 2026 at 11:59pm.

Voting Days:

Voting days will be held on Wednesday, November 18, 2026, and Thursday, November 19, 2026.

Polling:

Voting will be held online. All ballots will be conducted electronically and sent to students' University-issued email account.

Further Information:

All enquiries or concerns regarding the referendum, campaigning, polling process, and conduct should be referred to the CEO via e-mail: melaniechapman@cunet.carleton.ca.

Campaign rules and referendum protocol will be posted on the website (see below) prior to the commencement of the campaign period.

Website:

Please visit the referendum website for additional information. The site will be updated with details as they become available.

https://students.carleton.ca/referendum

Graduate Students

YES and NO vote:

A YES vote supports the introduction of a per-term levy, starting in September of 2027.

A NO vote does not support the introduction of a per-term levy, starting in September of 2027.

Budget:

Per the University's referendum protocol, there shall be only one YES committee and one NO committee. The CEO will grant each committee a credit allowance up to the maximum of $400.

Each committee must prepare a final, complete, and accurate report of all expenditures made, including all receipts, and other evidence of expenditures to be submitted to the CEO before the polls close on November 19, 2026.

Campaign Period:

The campaign period will begin on Monday, November 2, 2026 at noon (12:00pm), with the last day of campaigning ending on Monday, November 16, 2026 at 11:59pm.

Voting Days:

Voting days will be held on Wednesday, November 18, 2026, and Thursday, November 19, 2026.

Polling:

Voting will be held online. All ballots will be conducted electronically and sent to students' University-issued email account.

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