



**University Regulations and Resources (Summer  
Studies)**

**Programs, Courses and University Regulations  
2012**



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This publication provides guidance to prospects, applicants, students and staff.

1. McGill University reserves the right to make changes to the information contained in this online publication - including correcting errors, altering fees, schedules of admission, and credit requirements, and/or cancelling particular courses or programs - without prior notice.
2. In the interpretation of academic regulations, the Senate is the final authority.
3. Students are responsible for informing themselves of the University's procedures, policies and regulations, and the specific requirements associated with the degree, diploma, or certificate sought.
4. All students registered at McGill University are considered to have agreed to act in accordance with the University procedures, policies and regulations.
5. Although advice is readily available on request, the responsibility of selecting the appropriate courses for graduation must ultimately rest with the student.
6. Not all courses are offered every year and changes can be made after publication. Always check the [Mines and Class Schedule](https://banweb.mcgill.ca/pban1/bwckschd.p_disp_dyn_sched) link at [https://banweb.mcgill.ca/pban1/bwckschd.p\\_disp\\_dyn\\_sched](https://banweb.mcgill.ca/pban1/bwckschd.p_disp_dyn_sched) for the most up-to-date information on whether a course is offered.
7. The academic publication year begins at the start of the fall semester and extends through to the end of the winter semester of any given year. Students who begin study at any point within this period are governed by the regulations in the publication which came into effect at the start of the fall semester.
8. Notwithstanding any other provision of the publication, it is expressly understood by all students that McGill University accepts no responsibility to provide any course of instruction, program or class, residential or other services including the normal range of academic, residential and/or other services in circumstances of utility interruptions, fire, war, strike, work stoppages, labour disputes, insurrection, the operation of war or acts of God or any other cause (whether similar or dissimilar to those enumerated) which reasonably prevent their provision.

Note: Throughout this publication, "you" refers to students newly admitted, readmitted or returning to McGill.

## Publication Information

Published by

Enrolment Services  
McGill University  
3415 McTavish Street  
Montreal, Quebec, H3A 0C8  
Canada

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## 1 General Policies and Information

### Revision, February 2012. Start of revision.

Students must inform themselves of University rules and regulations and keep abreast of any changes that may occur. The General Policies and Information section of this publication contains important details required by students during their studies at McGill and should be periodically consulted, along with other sections and related publications.

### Revision, February 2012. End of revision.

### 1.1 Authorization, Acknowledgement, and Consent

#### Revision, February 2012. Start of revision.

When applying for admission to the University, you are bound by and agree to obey all statutes, rules, regulations, and policies at McGill University and the faculty or faculties to which you may be accepted and registered in, including policies contained in the University Calendars and related fee documents. Your obligation as a student begins with your registration and ends in accordance with the University's statutes, rules, regulations, and policies.

You should verify all information or statements provided with your application. Incorrect or false information may jeopardize your admission. The University reserves the right to revoke an admission that is granted based on incorrect or false information in an application or supporting documents.

#### Revision, February 2012. End of revision.

### 1.2 Student Rights and Responsibilities

#### Revision, February 2012. Start of revision.

The Handbook on Student Rights and Responsibilities is produced jointly by the Office of the Dean of Students and the University Secretariat. It contains regulations and policies governing your rights and responsibilities as a student at McGill, and is available to you electronically at [www.mcgill.ca/secretariat/policies/students](http://www.mcgill.ca/secretariat/policies/students)

To find out more about this topic, see [www.mcgill.ca/students/srr](http://www.mcgill.ca/students/srr)

#### Revision, February 2012. End of revision.

### 1.3 Language Policy

#### Revision, February 2012. Start of revision.

The main language of instruction at McGill is English. You have the right to write essays, examinations, and theses in English or in French except in courses where knowledge of a language is one of the objectives of the course.

If you need to improve your English skills, you should take an intensive course in English as a second language before or at the start of your studies. Information concerning second-language courses can be found through the School of Continuing Studies at [www.mcgill.ca/conted/langprog](http://www.mcgill.ca/conted/langprog) and the French Language Centre at [www.mcgill.ca/c](http://www.mcgill.ca/c), and in the Summer Studies and School of Continuing Studies publications. There are special language requirements for Faculty of Education students; see Faculty of Education publication.



Note for Continuing Studies: For English language programs, see School of Continuing Studies Programs, Courses and University Regulations publication under Areas of Study > Languages > [The Language and Intercultural Communication Unit](#) [English Language Programs](#)



Note for Law: Due to the bilingual nature of the law program, examinations, term papers, and essays may be written in either English or French. Participation in Moot Courts may also be in either language. While examination questions are set in the language in which a course is given, they may contain materials in either English or French.



Note for Graduate and Postdoctoral Studies: You should refer to Graduate and Postdoctoral Studies University Regulations and Resources > Regulations > Registration > Courses Taken as Extra to a Program

#### Revision, February 2012. End of revision.



If you do not want to authorize the University to disclose personal information to the organizations mentioned above in 8, 9, 10, and 11, you must complete and submit an Opposition Form, available at Service Point ([www.mcgill.ca/students/servicepoint](http://www.mcgill.ca/students/servicepoint))

**Revision, February 2012. End of revision.**

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## 1.7 Email Communication

**Revision, February 2012. Start of revision.**

All students are assigned a McGill Email Address (usually in the form of `firstname.lastname@mcgill.ca`) and access to a McGill email mailbox. You can view your McGill Email Address and set your McGill Password on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)), under the Personal Menu.

Email sent to your McGill Email Address is an official means of communication between McGill University and its students. As with all official University communications, it is your responsibility to ensure you read and act upon University emails in a timely fashion. If you choose to forward University email to another email mailbox, it is your responsibility to ensure that the alternate email mailbox is valid.

You should read and familiarize yourself with the Code of Conduct for Use of McGill Computing Facilities and Email Communications with Students policies found under Information Technology on the University Secretariat website at [www.mcgill.ca/secretariat/policies/informationtechnology](http://www.mcgill.ca/secretariat/policies/informationtechnology). For more information on email for students, refer to [www.mcgill.ca/it](http://www.mcgill.ca/it) and see section 12 For your Information Technology (IT) needs.



Note for Continuing Studies: The above services are not available if you are registered in short courses or seminars not recorded on the official McGill transcript.

**Revision, February 2012. End of revision.**

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## 1.8 Responsible Use of McGill Information Technology Resources

**Revision, February 2012. Start of revision.**

You must comply with the Policy on the Responsible Use of McGill Information Technology Resources as approved by the University Senate. You can find this policy in the listing of University Policies, Procedures and Guidelines under Information Technology, at [www.mcgill.ca/secretariat/policies/informationtechnology](http://www.mcgill.ca/secretariat/policies/informationtechnology).

**Revision, February 2012. End of revision.**

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## 1.9 Non-smoking Policy

**Revision, February 2012. Start of revision.**

Quebec law prohibits smoking in public buildings. For more information, see [www.mcgill.ca/adminhandbook/adminiactive-policies-and-procedures/smoking](http://www.mcgill.ca/adminhandbook/adminiactive-policies-and-procedures/smoking)

**Revision, February 2012. End of revision.**

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## 1.10 Health Insurance International Students

**Revision, February 2012. Start of revision.**

By Senate regulation, all international students (full-time, part-time, half-time, additional session, Special, Exchange/Visiting) and their accompanying dependants must participate in the University's compulsory International Student Health Insurance Plan. The University and the Quebec 1 159.358 41dl61 hi98 Tm (V)



View your Permanent Code, citizenship, and Quebec residency status and fee information.

Update personal information such as address, telephone number and emergency contacts.

Submit an online course evaluation.

Submit an application to participate in an exchange program (not all faculties).

Apply to graduate.

View graduation status and graduation details.

Order official transcripts.

Retrieve tax receipts.

For information on logging in to the Minerva website, visit our IT Services website at [www.mcgill.ca/it](http://www.mcgill.ca/it) and select Logins and Passwords.

**Revision, February 2012. End of revision.**

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## 1.14 myMcGill

**Revision, February 2012. Start of revision.**

McGill's portal, myMcGill, gives students and staff personalized interface to the University's information systems.

myMcGill is a collection of useful links and offers an integrated web experience with a single sign-on (SSO) to all McGill web systems. This allows

You must update your address(es) and/or telephone number(s) and any contact information on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) under the Personal Menu

If you are away from campus and do not have access to the Internet, you can request changes by writing to your Resident





Check the phrase Fees currently calculated according to rules for. This will tell you if your tuition status is currently being billed at the international

Montreal, Quebec H3A 0C8

If there is a problem with your documents, contact:

Telephone: 514-398-7878

Email: <http://webforms.mcgill.ca/servicepoint/request.asp?bhcp=1>

#### 2.1.5.1 For the School of Continuing Studies

By Mail or in Person:

McGill University  
The School of Continuing Studies, Client Services Office  
688 Sherbrooke Street West  
11th Floor  
Montreal, QC H3A 3R1

By Fax:

514-398-2650

If there is a problem with your documents, contact Client Services at:

Telephone: 514-398-6200

Email: [info.conted@mcgill.ca](mailto:info.conted@mcgill.ca) / [legaldocuments.conted@mcgill.ca](mailto:legaldocuments.conted@mcgill.ca)

**Revision, February 2012. End of revision.**

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## 2.2 Identification (ID) Cards

**Revision, February 2012. Start of revision.**

As a student registered at McGill, you are required to present an ID card to:

- write examinations.
- use libraries and student services, including certain laboratories.
- access residence buildings.

To receive your ID card you must be a registered student, while also providing your Permanent Code information and proof of legal status in Canada (for a list of acceptable documents, see [section 2.1.2 Legal Documents What Documents Does McGill Need from You?](#)).

ID cards will not be issued if any of the following conditions apply:

### **2.2.2 ID Card Schedule for the Macdonald Campus:**

Registered students can obtain an ID card from June 11, 2012.

Student Affairs Office, Room 106, Laird Hall

Office hours:

Monday through Friday 9:00 a.m. to 4:00 p.m.

Friday throughout the summer 9:00 a.m. to 3:00 p.m.

Closed for Monday June 25, and Monday July 2.

Note for Continuing Studies: You must allow

You should verify the accuracy of your name on McGill's student records via Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)). To do this, go to Personal Menu > Name Change, where you can make minor corrections such as changing case (upper/lower), adding accents, and spacing.

Note that you cannot change the name on your record via Minerva. Requests for such changes must be made by presenting of official documents (see section 2.3 Name: Legal Name and section 2.4 Name: Preferred First Name) in person at Service Point, 3415 Avenue du Parc, Montreal, Quebec, H3A 0C8.



Note for Continuing Studies: Requests for such changes must be made by presenting of official documents (see section 2.3 Name: Legal Name) in person at the Client Services Office, School of Continuing Studies.

Revision, February 2012. End of revision.

### 3 Student Types and Registration Procedures

All students, including McGill students, Quebec Inter-University Transfer students, and Special Visiting Students from universities outside Quebec, must register using Minerva, McGill's web-based registration system at [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva). Once you have determined your student type, be sure to take note of the registration procedures in the corresponding column. Please note that students with outstanding fees from previous terms will be denied access to register on Minerva.

STUDENT TYPES	REGISTRATION PROCEDURES
<p>A) A McGill student is:</p> <p>One who is registered in the Winter term immediately preceding the Summer 2012 term in a McGill degree or diploma program; students who are graduating in June 2012, see instructions for D) Special Students</p> <p>One who has not registered or who withdrew in the Winter term and has received a letter of readmission from the faculty of choice.</p>	<p>Please remember to:</p> <p>Pay any outstanding fees on your student account;</p> <p>Verify the course and program requirements in the Undergraduate Programs, Courses and University Regulations publication at <a href="http://www.mcgill.ca/study">www.mcgill.ca/study</a></p> <p>Consult your faculty student affairs office for a list of Summer courses that are acceptable for credit towards your degree. Other courses may be taken, but may not count toward your degree;</p> <p>Obtain authorization from the appropriate department, if required;</p> <p>Go to <a href="http://www.mcgill.ca/students/coses/add/register">www.mcgill.ca/students/coses/add/register</a> and follow instructions on how to register. View your class schedule on Minerva to ensure you are correctly registered.</p>
Graduate students	Must register with Graduate and Postdoctoral Studies (see <a href="http://www.mcgill.ca/gps">www.mcgill.ca/gps</a> )
School of Continuing Studies students	Must register with the School of Continuing Studies (see <a href="http://www.mcgill.ca/potential/cort">www.mcgill.ca/potential/cort</a> )
Macdonald campus Summer session students	Must register with the Faculty of Agriculture and Environmental Sciences (see <a href="http://www.mcgill.ca/macdonald">www.mcgill.ca/macdonald</a> )
<p>B) A Quebec Inter-University Transfer student is:</p> <p>One who is currently registered at a Quebec university and wishes to transfer credits granted by McGill during the Summer to that university.</p>	<p>Currently registered students at other Quebec universities should follow the steps below:</p> <p>Initiate an online Inter-University Transfer (IUT) form to request the required authorizations. Complete the IUT form available online at <a href="http://www.crepuq.qc.ca">www.crepuq.qc.ca</a> and click on the indicated link and enter your application information.</p> <p>After the online Inter-University Transfer form is approved by your home university and McGill, you must re-Call 1 394.845 2654 25nd the</p>

## STUDENT TYPES

## REGISTRATION PROCEDURES

permission should state the course(s) and number of credits that may be taken and must accompany the documentation sent to McGill.)

### D) A Special Student is:

One who has received either a conditional or final letter of acceptance to a McGill undergraduate degree or diploma program.

Anyone who is not currently registered in a degree or diploma program either at McGill or elsewhere.

One who is graduating from McGill University in the month of June 2012.

Note: If you have received a final acceptance to a McGill undergraduate degree or diploma program for fall 2012 and have

Summer session, please visit [www.mcgill.ca/students/courses/add/register](http://www.mcgill.ca/students/courses/add/register) for instructions on how to register for your courses.

Note that you must provide your Permanent Code and supporting documents according to the regulations explained in [section 2.1.2 Legal Documents](#) [What Documents Does McGill Need from You?](#) Please read this section carefully before submitting your application.

If you bring your application in person, you will be issued a McGill ID number and Personal Identification Number (PIN) to access MyMCGill's web-based information system.

If you apply by mail, you will receive a letter of confirmation indicating your student number and indicating that you should use MyMCGill to add your course(s). Processing of mailed-in application forms will begin

The three numbers following the Subject Code refer to the course itself, with the first of these indicating the level of the course.

Courses numbered at the 100, 200, 300, and 400 are intended for undergraduate students. In most programs, courses at the 300 and 400 are normally taken in the student's last two years.

time at which each course section is held; do not register for course sections that have a time overlap; or  
departmental approval required: specified in the course description; and  
placement examination required: specified in the course description.

If you are currently a McGill student, please consult the Undergraduate Programs, Courses and University Regulations publication at [www.mcgill.ca/study](http://www.mcgill.ca/study) to check your course and program requirements and consult your faculty student affairs officer for a list of Summer courses that are admissible for credit toward your degree. Other courses may be taken but may not count toward your degree requirements.

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### 3.5 Department Approval

Some courses require that you first obtain department approval from the department offering the course (for Education courses, from the Student Affairs Office, Faculty of Education) before registering. A course requiring department approval will be listed as such in the Class Schedule. Department approval gives you the permission to register, but does not reserve a place in the course.

Since enrolment in these courses is on a first-come, first-served basis, you should register on Minerva as soon as you have your Department Approval.

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### 3.6 Course Changes

All students must use Minerva to make any changes to their course selection. You can use Minerva to add or drop courses at any time up to and including the fourth scheduled day of classes (which include lectures and laboratories). See the specific dates outlined in [Key Dates, Summer 2012](#)

Inter-University Transfer (IUT) students wishing to drop or withdraw from their course(s) should use Minerva to cancel the course on CREPUQ. Cancellation on CREPUQ is not sufficient. If you want to take a different course you must reapply on the CREPUQ site at [www.crepuq.qc.ca](http://www.crepuq.qc.ca) and, upon approval, register for the course using Minerva.

You are responsible for all courses in which you are registered unless you formally drop the courses online using Minerva before the deadline date. Neither notification of the course instructor nor discontinuing class attendance is sufficient. Please see [section 4 Fees](#) for information on refunds.

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### 3.7 Course Drop and Withdrawal

You may drop (with refund) a course on Minerva up to and including the fourth (4th) scheduled class, and withdraw (without refund) from a course from the 5th to 8th scheduled class. A withdrawal means that a grade of "W" will appear on your record and you will not be eligible for a fee refund. See the specific dates outlined in [Key Dates, Summer 2012](#)

Students who do not attend classes and examinations and/or who do not formally withdraw will receive a grade of "J" on their transcripts. If, after the eighth day of class, illness or special circumstances force you to stop attending class, permission may be granted for an official withdrawal (without a refund). In such cases, you must apply in writing to the Associate Dean/Director of the faculty in which you are registered. If permission is granted, a grade of "W" or "WF" will be assigned.



Note for the Faculties of Arts and Science (including B.A. & Sc.): Requests are made at the Service Point (3415 McEwen). However, it is important that you also see a faculty adviser in Mason Hall to talk about your options and the effects that your request may have on your studies. For more information, see [www.mcgill.ca/students/advising](http://www.mcgill.ca/students/advising)

If the course is cancelled due to insufficient enrolment, fees are refunded. There are no refunds under any circumstance if you withdraw from a course after the fourth scheduled day of classes (which include lectures and laboratories).

\* Note: The add/drop and withdrawal deadlines may be different for intensive courses. Please consult the course description for details.

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### 3.8 Your Responsibility

While departmental and faculty advisers and staff will provide advice and guidance, you have ultimate responsibility for:

- the completeness and correctness of your course selection and registration;
- compliance with the completion of the course requirements;
- observance of regulations and deadlines as outlined in the 2012 Summer Studies publication.



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### 3.9 Quebec Inter-University Transfer Agreement: McGill Students

#### Revision, February 2012. Start of revision.

The Quebec Inter-University Transfer (IUT) agreement permits concurrent registration at McGill and another Quebec institution.

If you are a regular McGill undergraduate or graduate degree, diploma, or certificate student, you may register with your faculty's permission, at a Quebec university for three, or in some cases six credits per term in addition to your registration at McGill. You may also obtain permission to complete a full term (i.e., 12 to 15 credits) at another Quebec university. These courses, subject to faculty regulations, will be recognized by McGill for the degree that you are registered for up to the limit imposed by the residency requirements of the program. Normally you must complete a minimum residency requirement of 60 credits at McGill in order to qualify for a McGill degree (you should check with your faculty). This privilege

### 3.11 Courses Taken under the Satisfactory/Unsatisfactory (S/U) Option

#### Revision, February 2012. Start of revision.

The principle of the Satisfactory/Unsatisfactory (S/U) option is to encourage you to take courses outside the area of your specialization with the objective of enabling you to acquire knowledge and skills in a variety of fields.

Where permitted by faculty and program regulations, you may take one elective course per term to be graded under the Satisfactory/Unsatisfactory (S/U) option, to a maximum of 10% of your credits taken at McGill to fulfill the degree requirements.

If you decide to have an elective course graded as Satisfactory/Unsatisfactory (S/U), you must do so before the Course Change deadline on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) as part of the Student Menu > Registration Menu > Quick Add or Drop Course Sections Menu. You cannot make any changes after the Course Change deadline even if you selected the option by mistake. If the course is a multi-term course, you must select the S/U option by the Course Change deadline of the first part of the course.

The instructor will report grades in the normal fashion. Grades of D through C are converted to "Satisfactory" (S), and grades of D- and J are converted to "Unsatisfactory" (U). The courses taken under the S/U option will be excluded from the grade point average (GPA) calculations, but they will be included in the attempted credits total. Credits for courses with a final grade of S will also be included in the number of credits earned.



Note: To be considered for in-course awards, including Dean's Honour List designations, and/or the various entrance scholarships, you must complete at least 27 graded credits in the regular academic session, not including courses completed under the S/U option.



Note: The S/U option is not available via Minerva to Visiting, Exchange, or Quebec Inter-University Transfer Agreement (IUT) students. These students must first contact their home university to ensure that a course taken under the S/U option is acceptable to their home university and that the credits are transferable. After receiving approval from their home university and before McGill's Course Change deadline, they must then consult their McGill faculty Student Affairs Office for approval. Students in the faculties of Arts or Science: you will need to go to Service Point (3415 McTavish Street) to make this request. However, it is important that you also see a faculty adviser in Dawson Hall to talk about your options and the effects that your request may have on your studies. For more information, see [www.mcgill.ca/students/advising](http://www.mcgill.ca/students/advising)



Note: Special Students are not eligible to select the S/U option.

For further information, contact your departmental adviser or student affairs office, as appropriate.



Note for Agricultural & Environmental Sciences, Arts, B.A. & Sc. and Science Freshman year (U0) students are not eligible to select the S/U option.



Note for Engineering:

You will only be permitted to take a course under the Satisfactory/Unsatisfactory (S/U) option if you are in Satisfactory Standing.

B.Eng. and B.S.E. students may use the S/U option for Complementary Studies courses (i.e., Group of Technology on Society and Group B Humanities and Social Sciences, Management Studies and Law). You cannot use the S/U option for courses in another category of the Engineering programs. If you choose not to use the S/U option, a grade of D is acceptable as a pass for these Complementary Studies courses. B.Sc.(Arch.) students may use the S/U option for elective courses taken outside the School of Architecture. You cannot use the S/U option for courses in another category of the Architecture program. If you choose not to use the S/U option, a grade of D is acceptable as a pass for these elective courses.

You cannot use the S/U option for courses that cannot satisfy a minor



Note for Law: The S/U option is only applicable to non-LL.B. electives.



Note for Management: The S/U option is not available on Minerva for Management students. Requests for the S/U option can only be made during the official add/drop period. Please contact the BCom Office ([www.mcgill.ca/desautels/bcom/contact](http://www.mcgill.ca/desautels/bcom/contact)) for details on the conditions that apply



Note for Music: Music students may use the S/U option for elective courses taken outside the Schulich School of Music (non-music courses). Please note that the S/U option is not permitted for courses that cannot satisfy a minor

#### Revision, February 2012. End of revision.

### 3.12 Auditing of Courses

#### Revision, June 2011. Start of revision.

McGill does not permit auditing of courses.



[Student Accounts](#) website under Tuition and Fees > General Information International students who already hold a valid International Student Fee Exemption may use it for Summer courses.

For more information concerning Fee Exemptions, contact Service Point [www.mcgill.ca/students/records/contact](http://www.mcgill.ca/students/records/contact)

#### 4.2.3 Other Policies Related to Fees: Overdue Accounts

All tuition and fees assessed by the University must be paid in full or arrangements must be made to settle the debt.

Students' accounts are considered delinquent if they are not paid in full within 60 days after the bill is issued. McGill places a financial hold on these accounts, preventing students from obtaining official academic transcripts and from accessing MyMCGILL registration functions.

Interest: Interest is charged on overdue balances at the monthly rate of 1.24%, multiplied by the balance outstanding at the end of the month (14.88% annually). The rate is re-evaluated each Spring, and then is set for the following academic year.



Note: You should regularly verify your account balance on MyMCGILL.

The University has no obligation to issue an transcript of record, award any diploma, or re-register a student if you do not pay your tuition fees, library fees, residence fees or loans by their due date.

##### 4.2.3.1 Information for Registered Students

If you register for a term but still owe amounts from previous terms, you must either pay your account or payment arrangements with the Student Accounts Office before the end of the course add/drop period. If you have financial difficulty, first contact the Student Aid Office (Brown Student Services Building, Room 3200; 514-398-6013) to discuss the possibility of obtaining financial aid.

If you fail to pay the previous term's fees or to make arrangements to settle your debt prior to the add/drop deadline, the University will cancel your registration in the current and subsequent terms.

##### 4.2.3.2 Information for Students who are No Longer Registered

When students fail to settle their debt or reach a suitable payment arrangement, to provide the Student Accounts Office with up-to-date contact information, the University refers these delinquent accounts to a collection agency. Neither the University nor the collection agency is able to collect on the account, the University reserves the right to have the student reported to a credit bureau. You should be aware that the Uni

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### 4.3 Other Information: Payment Procedures

Please see the Student accounts website at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts)

## 5.1 Academic Standing

You enter the University in satisfactory standing, and your academic standing is determined soon after the end of a term based on your regulations. Standing codes are generated in January for the Fall term, in May for the Winter term, and in September for the Summer term, and are displayed on your McGill of cial and unof cial transcripts. If you receive unsatisfactory standing, you must apply to your faculty for readmission. Consult the appropriate section of this publication for the regulations on academic standing for your faculty.



**Note for Continuing Studies:** If you are in unsatisfactory standing, you must apply to the Appeals Committee of your academic area.

### 5.1.1 Academic Standing: Fine Arts (including B.A. & Sc.)

Your academic standing is based primarily on your cumulative grade point average (CGPA), but may also be affected by your term grade point average (TGPA). The standing in each term determines if you are allowed to continue your studies in the next term, and if any conditions will be attached to your registration.

Decisions about academic standing in the Fall term are based only on grades that are available in January, e.g., if you have deferred examinations or Fall/Winter spanned courses, grades for those courses do not affect your Fall academic standing. They will only affect your Fall TGPA. Therefore, academic standings for the Fall term are designated as interim. Note that interim standings do not appear on your official transcript. Consult the appropriate section of this publication for the regulations on Interim standing decisions.

#### 5.1.1.1 Satisfactory/Interim Satisfactory Standing: F.22 Studies of Arts and Science (including B.A. & Sc.)

If you are in interim satisfactory or satisfactory standing:

- you may continue in your program;
- you have a CGPA of 2.00 or greater

#### 5.1.1.2 Probationary/Interim Probationary Standing: F.22 Studies of Arts and Science (including B.A. & Sc.)

If you are in interim probationary standing (at the end of the Fall term):

- you may continue in your program;
- you should evaluate your course load and reduce it as appropriate;
- you are strongly advised to consult a departmental adviser before withdrawal deadlines about your course selection for the Winter term;
- you should see your faculty adviser to discuss degree planning.

If you are in probationary standing:

- you may continue in your program;
- you must carry a reduced load (maximum 14 credits per term);
- you must raise your CGPA to return to satisfactory standing;
- you should see your departmental adviser about your course selection;
- you should see your faculty adviser to discuss degree planning.

You will be placed in probationary standing:

- if your CGPA falls between 1.50 and 1.99 and if you were previously in satisfactory standing;
- if your CGPA falls between 1.50 and 1.99 and your CGPA in Fall or Winter is 2.50 or higher and if you were previously in probationary or interim unsatisfactory standing;
- if you were previously in unsatisfactory readmitted standing and you satisfied the relevant conditions specified in your letter of readmission, your CGPA is still less than 2.00.

#### 5.1.1.3 Unsatisfactory Readmitted Standing: F.22 Studies of Arts and Science (including B.A. & Sc.)

If you are in unsatisfactory readmitted standing:

- you were previously in unsatisfactory standing and were readmitted by your faculty or the Committee on Student Standing;
- you must meet the conditions specified in your letter of readmission to be allowed to continue in your program;
- you should see your departmental adviser to discuss your course selection;
- you should see your faculty adviser to discuss degree planning.

#### 5.1.1.4 Unsatisfactory/Interim Unsatisfactory Standing: Faculties of Arts and Science (including B.A. & Sc.)

If you are in interim unsatisfactory standing (at the end of the fall term):

- you may continue in your program;
- you should evaluate your course load and reduce it as appropriate;
- you are strongly advised to consult an academic advisor before withdrawal deadlines, about your course selection;
- you should see your Faculty adviser to discuss degree planning.

If you are in unsatisfactory standing:

- you have failed to meet the minimum standards set by the faculties;
- you may not continue in your program, and your registration will be cancelled.

You will be placed in unsatisfactory standing:

- if your CGPA falls or remains below 1.50;
- if your TGPA in the Fall or Winter falls below 2.50 and your CGPA is below 2.00 and if you were previously in probationary, unsatisfactory readmitted, or interim unsatisfactory standing;
- if you were previously in unsatisfactory standing and were readmitted by the faculty or the Committee on Student Standing that you have not satisfied the conditions specified in the letter of readmission.

Appeals for readmission by students in unsatisfactory standing should be received no later than July 15 for readmission to the fall term, November 15 for the winter term, and June 10 for the summer term. Readmission will be considered only when extenuating circumstances that affected academic performance can be provided (e.g., medical or other documentation). If you are in unsatisfactory standing for the second time, you must withdraw permanently.

Normally, supplemental examinations are not permitted; however, if you are in unsatisfactory standing, you may appeal for permission to write a supplemental examination, clearly stating the reasons for special consideration and supporting proof as appropriate.

Appeals for readmission or permission for supplemental examinations must be submitted to:

- Arts: Associate Dean (Student Affairs)
- Science and B.A. & Sc.: Director of Advising Services



Note for students in the Concurrent B.Sc.-B.Ed. Program: If you receive an F or J in an Education Field Experience course, you are placed in unsatisfactory standing. Although you may complete your term, you are required to withdraw from the Concurrent Program. However, you may apply to transfer to a conventional B.Sc. program as outlined in the undergraduate Programs, Courses and University Regulations publication under Faculty of Science: [Science](#) or [Mathematics](#) for teachers.

#### 5.1.1.5 Incomplete Standings: Faculties of Arts and Science (including B.A. & Sc.)

- Standing waits deferred exam.
- Must clear K's, L's or Supplementals.
- Standing Incomplete.

If you are a student with an incomplete standing (in winter or summer term):

- you may register for the fall term, but your standing must be resolved by the end of the course change period for that term;
- you may continue in the program if incomplete standing changes to satisfactory, probationary or interim unsatisfactory standing;
- you may not continue in your program and your registration will be cancelled if standing changes to unsatisfactory standing.

If your standing changes to unsatisfactory:

- you may ask for permission to continue in your program;
- you must make a request for readmission as soon as you are placed in unsatisfactory standing;
- you must provide proof of extenuating circumstances that affected your academic performance (e.g., medical or other documentation).

Requests for readmission following an unsatisfactory standing must be submitted to:

- Arts: Associate Dean (Student Affairs)
- Science and B.A. & Sc.: Director of Advising Services

If your standing is still incomplete by the end of course change period, you should immediately consult with your Student Affairs Office.

At the end of the winter term, if you have a mark of K or L, you will be placed in the appropriate standing in June, if the outstanding mark in the course will not affect your standing. Otherwise, standing decisions will be made only once incomplete marks are cleared. For more information about incomplete grades, please refer to [Incomplete Courses](#).

Note: Requests are made at Service Point (3415 McEwen Street). However, it is important that you also see an advisor in Dawson Hall to talk about your options and the costs that your request may have on your studies. For more information, see [www](#)



For more information about academic standing, see [www.mcgill.ca/engineering/student/sao/policies/academic](http://www.mcgill.ca/engineering/student/sao/policies/academic)

### 5.1.3 Academic Standing: Faculty of Law

If you do not obtain a sessional Grade Point Average (GPA) at the end of Fall and Winter terms combined) of 1.50, you will be required to withdraw from the Faculty. If your sessional GPAs between 1.50 and 1.99, you will be permitted to continue with your program, but you must obtain a subsequent sessional GPA of 2.50 or a Cumulative GPA (CGPA) of 2.00. You must have a CGPA of 2.00 to be considered for graduation. Students who are required to withdraw from the Faculty may be authorized to continue in their program by the Faculty Admissions Committee if there are exceptional reasons for the required withdrawal.

### 5.1.4 Academic Standing: Continuing Studies

If you are in unsatisfactory standing, you must apply to the Appeals Committee of your academic area.

### 5.1.5 Academic Standing for Degree Students Registered in the Summer Term

If you are in Unsatisfactory Standing, you may register in Summer courses but will be blocked from Fall term registration unless you have been readmitted by your faculty. Consult the student affairs office of your faculty for more information ([www.mcgill.ca/students/advising/advisingdirectory](http://www.mcgill.ca/students/advising/advisingdirectory)).

If you are graduating at the end of the Winter 2012 term, you can still register in Summer courses, but you will be classified as a Special Student. Please contact Enrolment Services on the Downtown campus or the Student Affairs Office on the Macdonald campus for Change of Program Status Form and for further information.

You are reminded that you cannot graduate at the end of the Summer 2012 term and attend the Spring 2012 convocation if you complete your degree requirements during Summer 2012, you will be granted your degree at the Fall 2012 convocation.

## 5.2 Credit System

### Revision, February 2012. Start of revision.

The faculties listed in this publication use the credit system, where each course is assigned a credit rating reflecting the number of weekly contact hours. In general, a three-credit course indicates three hours of lectures per week for one semester. This does not apply to all faculties. Laboratory contact hours usually count for fewer credits. Credits also reflect the amount of time required of the student and generally assume one hour of personal study for each contact hour.

The credit weight of each course is indicated in parentheses beside the course title.



Note: Credit for multi-term courses (courses with the suffix D1, D2; N1, N2; J1, J2, J3) is granted only after successful completion of all components in the specified time frame. Example, a student would have to take D1 and D2 components in consecutive terms and successfully complete them both in order to obtain credit.



Note for Agricultural and Environmental Sciences, and Sciences: As a guideline, a one-credit course would represent approximately 45 hours total work per course. This is, in general, a combination of lecture hours and other contact hours such as laboratory periods, tutorials, and problem periods as well as personal study hours.



Note for Engineering: One credit normally represents three hours total work per week. This is, in general, a combination of lecture hours and other contact hours such as laboratory periods, tutorials and problem periods as well as personal study hours. As a guideline, the average number of hours per week of course activities is indicated in hours in the course listing after the course credit. Example, (3-0-6) indicates a course consisting of three lecture hours per week, no other contact hours, and six hours of personal study per week.



Note for Summer Studies: For Summer courses, a three-credit course usually indicates ten hours of lectures per week starting in either the May, June, or July session and spanning a maximum period of six weeks.

### Revision, February 2012. End of revision.

## 5.3 Grading and Grade Point Averages (GPA)

Courses can be graded either by letter grades or in percentages. The official grade in each course is the letter grade. Where appropriate, a class average appears on transcripts expressed as the letter grade most representative of the class performance.

Since Fall 2002, the University has only used letter grades on transcripts and graduation forms.

Grades A through C represent satisfactory passes, D a conditional (non-continuation) pass, and F a fail. Certain courses have been approved for Pass/Fail (P/F) grading. Students may also designate selected courses to be graded under the S/U option. See [Section 3.11 Courses Taken under the Satisfactory/Unsatisfactory \(S/U\) Option](#)

You must obtain a grade of C or better in courses that you take in program requirements. You may not register in a course unless you have passed all the prerequisite courses with a grade of C or better, except by written permission of the appropriate department chair.

Grades	Grade Points	Numerical Scale of Marks
A	4.0	85 100%
A-	3.7	80 84%
B+	3.3	75 79%
B	3.0	70 74%
B-	2.7	65 69%
C+	2.3	60 64%
C	2.0	55 59%

Grades have the following designations:

B+, B, B-	Good
C+, C	Satisfactory
D	Conditional Pass
F	Fail

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#### 5.4 Grading and Grade Point Averages (GPA): Other Grades

##### Other Grades

J	unexcused absence(s); the student is registered for a course but does not write the final examination or do other required work; calculated as failure in the GPA and CGPA
K	incomplete; deadline extended for submission of work in a course
KE or K*	further extension granted
	failed to meet the extended deadline for submission of work in a course; calculated as failure in GPA and CGPA /F4 8.1

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## 5.5 Grading and Grade Point Averages (GPA): Unexcused Absences

All students who miss a ~~na~~am are given a J grade. You then ~~ha~~ve the following options:

1. Ask to be assigned a grade based only on the grades earned for your w





You can find information about issues related to academic integrity at [www.mcgill.ca/students/srr/honest](http://www.mcgill.ca/students/srr/honest)



Note for Engineering Students You should also refer to the Engineering website for more information at [www.mcgill.ca/engineering/student/sao/policies/examinations/examination](http://www.mcgill.ca/engineering/student/sao/policies/examinations/examination)



Note for Law Students You should also refer to the Law website for more information at [www.mcgill.ca/law-studies/information/exams](http://www.mcgill.ca/law-studies/information/exams)



Note for Continuing Studies Students You should consult the academic sections of this publication for particular regulations.

Revision, February 2012. End of revision.

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## 6.1 Class Tests

Members of the teaching staff may give interim class tests from time to time.

## 6.5.1 Final Examinations: University Regulations Concerning Final Examinations

### 6.5.1.1 Preamble

The objectives of these regulations are as follows:

1. to protect students from excessive workloads;
2. to use the full 15-week term to maximum advantage.

### 6.5.1.2 Regulations

1. These regulations shall apply to undergraduate courses up to and including the 500 level that are evaluated by the use of written examinations. They shall not apply to clinical, field, laboratory, performance, and seminar courses, or to other courses that are evaluated solely by means of a design, paper program, or project.
2. Written examinations (including take-home examinations) shall not be held during the last two weeks of scheduled classes during the first and second Winter terms, except where a pattern of continuous evaluation has been established, in which case the total of examinations given in this period shall comprise no more than 10% of the final mark.
3. If the written examinations in a course constitute 50% or more of the final mark, one of these shall be a final written examination, and it shall take place during the e



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## 6.7 Final Examinations: Reassessments and Rereads

In accordance with the Charter of Students' Rights and subject to its stated conditions, you have the right to consult any written submission for which you have received a grade. You also have the right to discuss this submission with the instructor. If you want to have a formal final examination reread, you must apply in writing to your Student Affairs Office (the Associate Dean, Student Affairs, in the Faculty of Agricultural and Environmental Sciences and in the Schulich School of Music), or Service Point if you are a student in the Faculty of Arts or the Faculty of Science. You should check with that office regarding application deadlines for formal rereads.

### 6.7.1 Reassessments and Rereads: Faculties of Arts and Science (including B.A. & Sc.)

There are two recognized types of impartial reviews, i.e., reassessments or rereads:

- reassessment of coursework (term papers, mid-terms, assignments, quizzes, etc.);
- reread of a final exam.

In both cases, rather than recorrect the work and then grade it as they would have done themselves, re

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## 7 Service Point

Service Point has brought together the integrated, front-line Undergraduate and Graduate student administrative services. Located on the ground floor of the McLennan Library Building in the heart of the downtown campus, Service Point will address a wide variety of students' needs.

Among the many services offered at Service Point for Undergraduate & Graduate students:

- certified or translated copies of diplomas
- degree verification
- help with admissions
- help with Minerva
- international health insurance cards & exemptions
- McGill ID cards
- official transcript pick-up
- replacement diplomas
- student exchanges/study abroad
- submitting legal documents
- tuition & fees info
- pick-up of alternative U.S. Loans

Arts or Science students will also be able to inquire about:

- course & program registration
- exams (including deferred and supplemental)

For a complete list of student services and resources at McGill, see [www.mcgill.ca/students](http://www.mcgill.ca/students)

For more information about Service Point, see [www.mcgill.ca/students/servicepoint](http://www.mcgill.ca/students/servicepoint)

Service Point Location

3415 McTavish Street (corner Sherbrooke)  
Montreal, QC  
H3A 0C8

**Revision, February 2012. Start of revision.**

Opening hours: please refer to [www.mcgill.ca/students/servicepoint](http://www.mcgill.ca/students/servicepoint)

Telephone: 514-398-7878

Email for current students: <http://webforms.mcgill.ca/servicepoint/request.asp?bhcp=1>

Email for applicants/prospective students: <http://webforms.mcgill.ca/servicepoint/contact.asp?bhcp=1>

**Revision, February 2012. End of revision.**

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## 8 Support for Students: Office of the Dean of Students

The Dean and the Associate Dean of Students coordinate and promote initiatives concerned with important aspects of the student experience, such as advising, academic integrity, student discipline, student recognition programs, and outreach activities, the McGill community, and the broader local community.

William and Mary Brown Student Services Building  
3600 McTavish Street, Suite 4100  
Montreal, QC H3A 0G3

For information, contact (Dean/Associate Dean):

Telephone: 514-398-4990

Email: [deanofstudents@mcgill.ca](mailto:deanofstudents@mcgill.ca)

Website: [www.mcgill.ca/deanofstudents](http://www.mcgill.ca/deanofstudents)

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## 9 Student Services

McGill offers a full range of student services and resources that support your life, learning, personal, and academic life.

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### 9.1 Office of the Executive Director, Services for Students

William and Mary Brown Student Services Building  
3600 McTavish Street, Suite 4100  
Montreal, QC H3A 0G3

For information, contact:

Telephone: 514-398-3825  
Website: [www.mcgill.ca/studentsservices](http://www.mcgill.ca/studentsservices)

The Executive Director Services for Students (EDSS), coordinates all student services at McGill to help promote student success and well-being. The EDSS is available to provide assistance and/or information on almost all aspects of non-academic student life. Concerns of an academic nature are directed to the proper individual, of

3505 Peel Street  
Telephone: 514-398-3217  
Email: [rstpeopleshouse@mcgill.ca](mailto:rstpeopleshouse@mcgill.ca)  
Website: [www.mcgill.ca/fph](http://www.mcgill.ca/fph)

First-Year Office: Helps ease the transition of all students to the McGill. Coordinates "Discover McGill," a one-day campus-wide University and faculty orientation.

Brown Student Services Building, Suite 2100  
Telephone: 514-398-6913  
Email: [rstyear@mcgill.ca](mailto:rstyear@mcgill.ca)  
Website: [www.mcgill.ca/rstyear](http://www.mcgill.ca/rstyear)

Health Services and Dental Clinic: Provides access to experienced physicians, nurses and health educators who offer health services and information in a confidential atmosphere. Also operates a laboratory offering a wide array of testing, and a dental clinic.

Brown Student Services Building, Suite 3300  
Telephone: 514-398-6017  
Website: [www.mcgill.ca/studenthealth](http://www.mcgill.ca/studenthealth)

International Student Services: Offers support to international students on non-academic matters (immigration, health insurance, etc.), runs a Buddy Program and an orientation program.

Brown Student Services Building, Suite 3215  
Telephone: 514-398-4349  
Email: [international.students@mcgill.ca](mailto:international.students@mcgill.ca)  
Website: [www.mcgill.ca/internationalstudents](http://www.mcgill.ca/internationalstudents)

Mental Health Service: A psychiatric clinic that offers easily accessible treatment for mental health problems.

Brown Student Services Building, Suite 5500  
Telephone: 514-398-6019  
Website: [www.mcgill.ca/mentalhealth](http://www.mcgill.ca/mentalhealth)

Scholarships and Student (Financial) Aid Office: Provides assistance in the form of loans, bursaries, and Work Study programs to students requiring financial aid.

Brown Student Services Building, Suite 3200  
General Information: 514-398-6013/6014  
Telephone: 514-398-4807 (Scholarships)  
Email: [student.aid@mcgill.ca](mailto:student.aid@mcgill.ca)  
Website: [www.mcgill.ca/studentaid](http://www.mcgill.ca/studentaid)

Office for Students with Disabilities: Coordinates services to meet the needs of students with disabilities.

Brown Student Services Building, Suite 3100  
Telephone: 514-398-6009  
TDD: 514-398-8198  
Email: [disabilityprograms@mcgill.ca](mailto:disabilityprograms@mcgill.ca)  
Website: [www.mcgill.ca/osd](http://www.mcgill.ca/osd)

Tutorial Service: Sponsors and sponsors

Macdonald Campus Student Services Office  
Centennial Centre, Room CC1-124  
21,111 Lakeshore Road  
Telephone: 514-398-7992  
Fax: 514-398-7610  
Email: [stuser@macdonald.mcgill.ca](mailto:stuser@macdonald.mcgill.ca)

Career Planning Service (CaPS): Assists you in your career development and search for permanent, part-time, and summer jobs. Offering workshops, individual advising, a comprehensive job posting service, Career Fairs, and a Career Resource Centre.

Telephone: 514-398-7582  
Website: [www.mcgill.ca/caps](http://www.mcgill.ca/caps)  
Email: [caps.macdonald@mcgill.ca](mailto:caps.macdonald@mcgill.ca)

Website: [www.mcgill.ca/bookstore](http://www.mcgill.ca/bookstore)

Macdonald Bookstore

Centennial Centre

Telephone: 514-398-8300

Website: <http://mcss.mcgill.ca/index.php?pg=bookstore>

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## 9.6 Computer Store

The McGill Computer Store, located on the second floor of the University Bookstore, sells a full range of computer hardware, software, peripherals, and consumer electronics at educational prices.

3420 McTavish Street

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Facebook: [www.facebook.com/mcgillathleticsandrecreation](http://www.facebook.com/mcgillathleticsandrecreation)  
Twitter: [www.twitter.com/McGillAthletics](http://www.twitter.com/McGillAthletics)

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## 11.2 Macdonald Campus

### 11.2.1 Athletics & Recreation

Offers a wide range of facilities, activities, and equipment, free of charge. Facilities include a gymnasium, weight room (with fitness trainers on hand four evenings per week), arena, tennis courts, playing fields, and large expanses of green space. Students can participate in instructional, recreational, intramural, and intercollegiate activities. There are nominal fees for instructional courses.

Athletics facilities are located in the Stewart Athletic Complex, just west of the Centennial Centre.

Stewart Athletic Complex  
Telephone: 514-398-7789  
Website: [www.macdonaldcampusathletics.mcgill.ca](http://www.macdonaldcampusathletics.mcgill.ca)

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## 12 For your Information Technology (IT) needs

McGill's IT Services website is your one-stop shop for all central IT services at McGill [www.mcgill.ca/it](http://www.mcgill.ca/it):

Find details on all IT services, including available training and support. Services are organized by categories such as "Telephone, Network and Wireless".

Search the McGill IT Knowledge Base for FAQs and supporting articles on all IT services. Search by keywords such as "myMcGill", or by specific article number

Send us your feedback or get help on an IT issue.

Read featured articles on computer security software and other timely tips.

Find out about new IT projects on the horizon.

Check the status of IT systems at a glance and view announcements and scheduled downtimes.

Take an interactive video tour of IT services <http://knowledgebasemcgill.ca/it/welcome-students> where you'll learn about myMcGill, the University portal, and myCourses (for online course content). You'll also find information on accessing your McGill email, connecting to the McGill wireless network, taking computer clinics, and downloading free software available to students.

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### 12.1 Logging In

You need to use your McGill Username (usually in the form of `firstname.lastname@mail.mcgill.ca`) and **myMcGill** to access most central IT services including: myMcGill, myCourses, email, wireless and Virtual Private Network (VPN).

To find out your McGill Username and set your McGill Password:

1. Log in to Minerva [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) (using your 9-digit McGill ID number and your 6-character PIN).
2. Go to Personal Menu > Password for McGill Username
3. Follow the onscreen instructions.

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### 12.2 myMcGill (the University portal)

myMcGill is the central access point where you:

Read your email.

Check myCourses.

Get direct links to Minerva to view and update your student records and account information.

Search the McGill Library Catalogue.

Keep abreast of the latest McGill news.





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## 12.7 Safe Computing

Computing Safety iCare Clinic: Attend this free clinic and learn how to prevent viruses, spyware, adware and other malicious programs from infecting your computer. Find out how to register for IT Training at [www.mcgill.ca/it](http://www.mcgill.ca/it)

Free software: Download free antivirus software and other campus software from McGill's Software Licensing site at [www.mcgill.ca/software](http://www.mcgill.ca/software). Find out more about campus software and protecting your computer at [www.mcgill.ca/it](http://www.mcgill.ca/it)

Note: Be sure to uninstall an



Note: Placement tests are required for admission to most CESL Undergraduate courses. Please consult the MWC website at [www.mcgill.ca/mwc](http://www.mcgill.ca/mwc) for details of the date and location of placement tests. In the case of CEAP 250, students write a brief composition IN CLASS on the first day of classes.

CEAP, CESL, and CCOM courses are not open to students who have taken them previously under the corresponding EAPR, ESLN, and EDEC codes.

List of Graduate Courses: (please take note of course number changes)

Previous Course Number	New Course Number	Course Title	Credits
ESLN 640	CESL 640	Fundamentals of Academic Writing for Graduate Students	3
ESLN 650	CESL 650	Pronunciation & Communication	3
ESLN 660	CESL 660	Pronunciation: Independent Study	N/A
ESLN 690	CESL 690	Writing for Graduate Students	3

Note:





The Medical Museum is a repository of material dating from the late 19th century that documents the study and practice of Medicine at McGill University and its associated teaching hospitals. The major part of the collection consists of pathologic specimens, including those of Abbot and Osler collections. The material is housed in the Jean Dufresnoy Medical Building. A showcase in the Pine Street entrance way displays temporary exhibits. For more information, see the Museum website [www.mcgill.ca/medicalmuseum](http://www.mcgill.ca/medicalmuseum)

The McGill Physics Department has specialized collections that may be viewed by appointment:

The Rutherford Museum contains original apparatus and other items used by Professor Ernest Rutherford in his Nobel Prize-winning research at McGill University on radioactivity (1898-1907). For more information, see [www.physics.mcgill.ca/museum/rutherfordmuseum.htm](http://www.physics.mcgill.ca/museum/rutherfordmuseum.htm)

The McPherson Collection comprises a wide range of historical apparatus and instruments used for measurement and investigation, with special emphasis on 19th-century physics. For more information, see [www.physics.mcgill.ca/museum/macpherson\\_collection.htm](http://www.physics.mcgill.ca/museum/macpherson_collection.htm)

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## 20 The University

McGill University is one of Canada's best-known institutions of higher learning and one of the country's leading research universities. With students coming to McGill from about 150 countries, our student body is the most international of any medical-doctoral university in Canada.

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### 20.1 History

The Hon. James McGill, a leading merchant and prominent citizen of Montreal, who died in 1813, bequeathed an estate of 46 acres called Burnside Place together with £10,000 to the Real Institution for the Advancement of Learning upon condition that the latter erect upon the said tract or parcel of land, an University or College, for the purpose of education and the advancement of learning in this Province; and further upon condition that one of the Colleges to be comprised in the said University shall be named and perpetually be known and distinguished by the appellation of McGill College.

At the time of James McGill's death, the Real Institution, although authorized by law in 1801, had not been created, but was duly instituted in 1819. In 1822 it was directed by the University of Lower Canada (McGill College). Further delay was occasioned by litigation, and the Burnside estates were not acquired until March 1829. The Montreal Medical Institution, which had given medical lectures at the Montreal General Hospital in 1822, was accepted by the College as its Faculty of Medicine in June 1829.

## 20.2.2 Affiliated Theological Colleges

### Montreal Diocesan Theological College

3473 University Street, Montreal, QC H3A 2A8

Principal: J. M. Simons; B.A.(Bishop's), S.T.(Trin. Coll. (Tor.)), Ph.D.(G'town)

### Presbyterian College of Montreal

3495 University Street, Montreal, QC H3A 2A8

Principal: J.Vissers; B.A.(Tr.), M.Div.(Knox, Tor.), Th.M.(Princ.), Th.D.(Knox, Tor.)

### United Theological College of Montreal

3521 University Street, Montreal, QC H3A 2A9

Principal: P.Joudry; B.A., M.Div.(Acad.), D.Min.(Andover Newton)

The above three colleges train students for the ministry and grant certificates for ordination. They have remitted their degree-granting powers, except with respect to the M.Div. and honorary doctorates, to the University.

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## 20.3 University Government

McGill University is a corporation created by a Ro

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## 20.5 Governance: Board of Governors

### 20.5.1 The Visitor

His Excellency The Right Honourable David L. Johnston

The Governor General of Canada

### 20.5.2 Board of Governors

Stuart (Kip) Cobbett; B.A., B.C.L.(McG.)

Chair

Heather Munroe-Blum; O.C., O.Q., B.A., B.S.(McM.), M.S.W.(W. Laur.),  
Ph.D.(N. Carolina) Principal and Vice-Chancellor

H. Arnold Steinberg; C.M., B.Com.(McG.), M.B.A.(Harv), LL.D.(McG.) Chancellor

#### 20.5.2.1 Members

##### Revision, February 2012. Start of revision.

Michael T. Boychuk; B.Com.(McG.)

Gerald Butts; B.A., M.A.(McG.)

Roshi Chadha

Morna Flood Considine; B.A.(Qa), M.Ed., D.Ed.(McG.)

Peter Coughlin; B.Com.(Car), M.B.A.(Western)

Ronald Harry Critchley; B.A.(C'ordia-Loyola), M.A.(York)

Lili de Grandpré; B.A.(Western), M.B.A.(McG.)

Kathy F



## 20.6 Governance: Members of Senate

### 20.6.1 Ex-officio

The Chancellor  
 The Chair of the Board of Governors  
 The Principal and Vice-Chancellor  
 The Provost, Deputy Provost, and the vice-principals  
 The deans of faculties  
 The Dean of Continuing Studies  
 The Dean of Graduate and Postdoctoral Studies  
 The Dean of Students  
 The Dean/Director of Libraries

### 20.6.2 Elected Members

63 members elected by the faculties, the University Libraries, the Board of Governors, and administrative and support staff  
 Medical Residents or Postdoctoral Scholars Group (1)  
 Student Members (19)

## 20.7 Administration

### Revision, February 2012. Start of revision.

#### Administration

H. Arnold Steinberg; C.M., B.Com.(McG.), M.B.A.(Harv), LL.D.(McG.)	Chancellor
Heather Munroe-Blum; O.C., O.Q., B.A., B.S.(McM.), M.S.W.(W. Laur), Ph.D.(N. Carolina)	Principal and Vice-Chancellor
Anthony C. Masi; A.B.(Colgate), Ph.D.(Brown)	Provost
Morton J. Mendelson; B.Sc.(McG.), Ph.D.(Harv)	Deputy Provost (Student Life & Learning)
Kathleen Masse; B.A.(York), M.A.(R. Roads)	University Registrar and Executive Director of Enrolment Services
Jana Luler; B.A.(Guelph), B.Ed., M.Ed.(Uf.)	Executive Director of Services for Students
Nathalie M. Cooke; B.A. (Qu.), B.Ed., M.A.(Tr.), M.A. (C'nell), Ph.D.(Tr.)	Associate Povost (Academic Staff & Priority Initiatives)
Jan Jorgensen; B.A., M.A.(N. Carolina), Ph.D.(McG.)	Associate Povost (Faculty Affairs & Resource Allocation)
Lydia White; B.A., M.A.(Camb), Ph.D.(McG.)	Associate Povost (Policies, Procedures & Equity)
Martin Kreiswirth; B.A.(Hamilton), M.A.(Chic.), Ph.D.(Uf.)	Associate Povost (Graduate Education) and Dean (Graduate & Postdoctoral Studies)
Chandra Madramootoo; B.Sc., M.Sc., Ph.D.(McG.)	Associate Vice-Principal (Macdonald Campus) and Dean (Faculty of Agricultural & Environmental Sciences)
Ghilaine Roquet; B.A.(UQAM), M.Sc.A.(Montr)	Chief Information Officer
Stephen Strople; B.A.(Dal.), M.A.(York)	Secretary-General
Michael Di Grappa; B.A.(C'odia), M.P.A.(Col.), M.A.(Harv Business School)	Vice-Principal (Administration & Finance)
Lynne B. Gerrais; B.A.(Codia)	Associate Vice-Principal (Human Resources)
Jim Nicell; B.A.Sc., M.A.Sc., Ph.D.(Wdsor), B.Eng.	Associate Vice-Principal (University Services)

## Administration

Marc Weinstein; B.A., B.C.L., LL.B.(McG.)	Vice-Principal (Development & Alumni Relations)
David Eidelman; M.D.,C.M.(McG.), FRCPC/AACP	Vice-Principal (Health Affairs) and Dean (Faculty of Medicine)
Sam Benayra; B.Sc., M.D.,C.M.(McG.)	Associate Vice-Principal (Health Affairs) and Associate Dean (Inter-Hospital Affairs)
Rose Goldstein; B.Sc., M.D.,C.M.(McG.)	Vice-Principal (Research & International Relations)
Rima Rozen; B.Sc., Ph.D.(McG.)	Associate Vice-Principal (Research & International Relations)
Olivier Marcil; B.A.(Shef), M.A.(Montr.)	Vice-Principal (External Relations)

**Revision, February 2012. End of revision.**

## 20.7.1 Deans, Directors of Schools and Libraries

### 20.7.1.1 Deans

**Revision, February 2012. Start of revision.**

## Deans

Chandra Madramootoo; B.Sc., M.Sc., Ph.D.(McG.)	Agricultural & Environmental Sciences
Christopher Manfredi; B.A., M.A.(Calg.), M.A., Ph.D.(Claremont)	Arts Continuing Studies

## Directors of Schools

Annette Majnemer; B.Sc., M.Sc., Ph.D.(McGill) (Érim)	Physical & Occupational Therapy
Wendy Thomson; B.S.W M.S.W(McG.), Ph.D.(Brist.)	Social Work
Raphael Fischler; B.Eng. (Technische Uni Eindhoven), M.C.R(MIT), Ph.D.(Calif.)	Urban Planning

**Revision, February 2012. End of revision.**

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## 20.8 Student Governance

All students registered in an undergraduate program on the Downtown (McGill) campus are registered members of the accredited Students' Society of McGill University, affectionately known as SSMU. SSMU acts as your representative on issues inside and outside of the campus. There are six elected executives of the SSMU who represent all 20,000-plus undergrads on the Downtown campus. There is a legislative council that meets with representatives from faculty associations and other student groups around campus on a bi-weekly basis. This council of thirty-five members meets to discuss SSMU business. The SSMU runs over 200 clubs and services and provides a great deal of e

