



McGill

# HEALTH SCIENCES

2013/14

UNIVERSITY CALENDAR



## ABOUT THIS CALENDAR

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# 1 Important Dates 2013–2014

For all dates relating to the academic year, consult  
[www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates).



## 2 The University

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### 2.1 The University

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

### 2.2 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 "Royal 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 Royal Institution, although authorized by law in 1801, had not been created, but was duly instituted in 1819. In 1821 it obtained a Royal Charter for a university to be called McGill College. Further delay was occasioned by litigation, and the Burnside estate was not acquired until March 1829. The Montreal Medical Institution, which had begun medical lectures at the Montreal General Hospital in 1822, was accepted by the College as its Faculty of Medicine in June 1829. After further litigation, the College received the financial endowment in 1835 and the Arts Building and Dawson Hall were erected. The Faculty of Arts opened its doors in 1843.

Progress, however, was slow until the 1821 Charter was amended in 1852 to constitute the members of the Royal Institution as the Governors of McGill College. Since that time the two bodies have been one. It was first called "The University of McGill College" but in 1885 the Governors adopted the name "McGill University." Even after the amended charter was granted, little advance was made until 1855 when William Dawson was appointed Principal. When he retired 38 years later, McGill had over 1,000 students and Molson Hall (at the west end of the Arts Building), the Redpath Museum, the Redpath Library, the Macdonald Buildings for Engineering and Physics, and a fine suite of medical buildings had been erected.

Since then the University has continued to grow vigorously. In 1884, the first women students were admitted and in 1899 the Royal Victoria College was opened, a gift of Lord Strathcona, to provide separate teaching and residential facilities for women students. Gradually, however, classes for men and women were merged.

In 1905 Sir William Macdonald established Macdonald College at Sainte-Anne-de-Bellevue, as a residential college for Agriculture, Household Science, and the School for

Teachers. Those components have since become the Faculty of Agricultural and Environmental Sciences, which includes the School of Dietetics and Human Nutrition, on the Macdonald campus, and the Faculty of Education, located on the Downtown campus. The University's general development has been greatly facilitated by the generosity of many benefactors, and particularly by the support of its graduates, as regular public funding for general and capital expenditures did not become available until the early 1950s. Since that time government grants have become a major factor in the University's financial operations, but it still relies on private support and private donors in its pursuit of excellence in teaching and research.

The University now comprises 11 faculties and 10 schools. At present over 32,000 students are taking credit courses; one in four is registered in Graduate Studies.

The University is also active in providing courses and programs to the community through the School of Continuing Studies.

### 2.3 Incorporated and Affiliated Colleges

#### INCORPORATED COLLEGE

##### Royal Victoria College

3425 University Street, Montreal, QC H3A 2A8

The Royal Victoria College, a non-teaching college of McGill University, provides residential accommodation for both men and women in a co-education environment.

#### AFFILIATED THEOLOGICAL COLLEGES

##### Montreal Diocesan Theological College

3473 University Street, Montreal, QC H3A 2A8

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

##### Presbyterian College of Montreal

3495 University Street, Montreal, QC H3A 2A8

Acting Director: Dr. Dale Woods; M.Div.(Vancouver School of Theology), D.Min.(Luther Seminary) (*Director of Pastoral Studies*)

##### United Theological College of Montreal

3521 University Street, Montreal, QC H3A 2A9

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

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

### 2.4 University Government

McGill University is a corporation created by a Royal Charter granted by the Crown of the United Kingdom, a general supervisory power being retained by the Crown and exercised through the Governor General as Visitor.

The Governors of the University constitute the Royal Institution for the Advancement of Learning, a corporation existing under the laws of the Province of Quebec. In them is vested the management of finances, the appointment of professors, and other duties. Twelve of the governors are elected by the Board from amongst those nominated by its membership committee; three are elected by the Alumni Association; two are elected by Senate from amongst its members; two elected by the full-time administrative and support staff from amongst its members; two elected by the full-time academic staff; and two elected by students from amongst the student body. The Board elects the Chancellor of the University and also, from amongst its members, a chair to preside at its meetings, who may also be the Chancellor. The Chancellor and the Principal are ex officio members.

The Chancellor is presiding officer of Convocation and of joint sessions of the Board of Governors and the Senate.

The Chair of the Board of Governors is President of the Royal Institution for the Advancement of Learning.

The Principal and Vice-Chancellor is the chief executive officer of the University, appointed by the Board of Governors after consultation with a Statutory Committee to Nominate a Principal. The Principal is, ex officio, Chair of Senate.

The Senate is the highest academic authority of the University and has control over admission, courses of study, discipline, and degrees. The regulations of Senate are executed by the various faculties and schools, which also carry primary responsibility for the educational work of the University.

## 2.5 Recognition of Degrees

The Royal Institution for the Advancement of Learning (McGill University) is a publicly funded institution and holds a Royal Charter dated 1821 (amended in 1852) as well as being incorporated under the laws of the Province of Quebec.

McGill University was a founding member of the organization that evolved into the current Association of Universities and Colleges of Canada (A.U.C.C.) in which it remains very active. In addition, McGill University is a member of the American Association of Universities (A.A.U.). It is also a member of the Association of Commonwealth Universities and the International Association of Universities. Its undergraduate, professional, and graduate degrees, including doctorates in a full range of disciplines, have been recognized by educational, government, and private organizations worldwide for decades.

All of McGill's degree programs are approved by the Government of Quebec and the *Conférence des recteurs et des principaux des universités du Québec* (CREPUQ).

## 2.6 Governance: Board of Governors

### 2.6.1 The Visitor

#### The Governor General of Canada

His Excellency The Right Honourable David L. Johnston

### 2.6.2 Board of Governors

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

**Chair**

Suzanne Fortier; B.Sc., Ph.D.(McG.) (*Effective Sept. 5, 2013*)  
**Principal and Vice-Chancellor**

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

**Chancellor**

#### Members

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

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

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

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

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

Kathy Fazel; B.Com.(McG.)

Claude Gagnéux; B.Eng.(McG.), M.A.(Oxf.)

David N. Harpp; A.B.(Middlebury), M.A.(Wesl.), Ph.D.(N. Carolina)

Kenneth Hastings; B.A., Ph.D.(McG.)

Bryan Haynes; B.A., LL.B.(McG.)

Juliet Johnson; A.B.(Stan.), M.A., Ph.D.(Princ.)

David Kalant; B.Sc.(McG.), Ph.D.(C'dia)

Samuel Minzberg; LL.B.(McG.)

Cynthia Price; B.Com.(McG.)

Martine Turcotte; B.C.L./LL.B.(McG.), M.B.A.(London Business School)

Thierry Vandal; B.Eng., M.B.A.(Montr.)

Ann Vroom; B.A.(McG.)

Edith A. Zorychta; B.Sc.(St. FX), M.Sc., Ph.D.(McG.)

TBA

TBA

#### Student Representatives

Students' Society of McGill (1)

Post-Graduate Students' Society of McGill (1)

*Observers*

McGill Association of Continuing Education Students (1)

Macdonald Campus Students' Society (1)

### 2.6.3 Governance: Members of Senate

#### 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

#### 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)

## 2.7 Administration

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

**Chancellor**

Suzanne Fortier; B.Sc., Ph.D.(McG.) (*Effective Sept. 5, 2013*)

**Principal and Vice-Chancellor**

Anthony C. Masi; A.B.(Colgate), Ph.D.(Brown)

**Provost**

Ollivier Dyens; B.F.A.(C'dia), M.A., Ph.D.(Montr.) (*Effective Sept. 1, 2013*)

**Deputy Provost (Student Life & Learning)**

Kathleen Massey; B.A.(York), M.A.(R. Roads)

**University Registrar and**

**Executive Director of Enrolment Services**

Jana Luker; B.A.(Guelph), B.Ed., M.Ed.(Tor.)

**Executive Director of Services for Students**

Nathalie M. Cooke; B.A.(Qu.), B.Ed., M.A.(Tor.), M.A.(C'nell), Ph.D.(Tor.)

**Associate Provost (Academic Staff & Priority Initiatives)**

Jan Jorgensen; B.A., M.A.(N. Carolina), Ph.D.(McG.)

**Associate Provost (Faculty Affairs & Resource Allocation)**

Lydia White; B.A., M.A.(Camb.), Ph.D.(McG.)

**Associate Provost (Policies, Procedures & Equity)**

Martin Kreiswirth; B.A.(Hamilton), M.A.(Chic.), Ph.D.(Tor.)

**Associate Provost (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'dia), M.P.P.A.(Col.), M.A.(Harv. Business School)

**Vice-Principal (Administration & Finance)**

Lynne B. Gervais; B.A.(C'dia)  
**Associate Vice-Principal (Human Resources)**

Robert Couvrette; B.Sc.(École Poly., Montr., HEC), MPM(UQAM)  
**Associate Vice-Principal (University Services)**

Marc Weinstein; B.A., B.C.L., LL.B.(McG.)  
**Vice-Principal (Development & Alumni Relations)**

David Eidelman; M.D., C.M.(McG.), FRCPC, FACP  
**Vice-Principal (Health Affairs) and Dean (Faculty of Medicine)**

Sam Benaroya; 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)**

Sarah Stroud; B.A.(Harv.), Ph.D.(Princ.)  
**Associate Vice-Principal (Research & International Relations)**

Olivier Marcil; B.A.(Sher.), M.A.(Montr.)  
**Vice-Principal (External Relations)**

### 2.7.1 Deans, Directors of Schools and Libraries

#### 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**

Judith Potter; B.Sc.(Tor.), M.Ad.Ed.(St. FX), Ed.D.(Tor.)  
**Continuing Studies**

Paul J. Allison; B.D.S., F.D.S.R.C.S., M.Sc.(Lond.), Ph.D.(McG.)  
**Dentistry**

Hélène Perrault; B.Sc.(C'dia), M.Sc., Ph.D.(Montr.) (Until July 31, 2013)  
**Education**

James Nicell; B.A.Sc., M.A.Sc., Ph.D.(Windsor), P.Eng. (Effective July 1, 2013)  
**Engineering**

Martin Kreiswirth; B.A.(Hamilton), M.A.(Chic.), Ph.D.(Tor.)  
**Graduate & Postdoctoral Studies**

Daniel Jutras; LL.B.(Montr.), LL.M.(Harv.)  
**Law**

Colleen Cook; B.A., M.L.S., M.A., Ph.D.(Texas)  
**Libraries**

Peter Todd; B.Com.(McG.), Ph.D.(Br. Col.)  
**Management**

David Eidelman; M.D., C.M.(McG.), FRCPC, FACP  
**Medicine**

Sean Ferguson; B.Mus.(Alta.), M.Mus., D.Mus.(McG.)  
**Music**

Ellen Aitken; A.B.(Harv.), M.Div.(U. of the South), Th.D.(Harv.)  
**Religious Studies**

Martin Grant; B.Sc.(PEI), M.Sc., Ph.D.(Tor.)  
**Science**

Andre Coustopoulos; B.A.(McG.), M.A.(Montr.), Ph.D.(Oulu)  
**Dean of Students**

#### Directors of Schools

Annmari Adams; B.A.(McG.), M.Arch., Ph.D.(Calif., Berk.)  
**Architecture**

Marc Pell; B.A.(Ott.), M.Sc., Ph.D.(McG.)  
**Communication Sciences & Disorders**

Gregory Dudek; B.Sc.(Qu.), M.Sc., Ph.D.(Tor.)  
**Computer Science**

Kristine G. Koski; B.Sc., M.Sc.(Wash.), Ph.D.(Calif.)  
**Dietetics & Human Nutrition**

Marilyn Scott; B.Sc.(New Br.), Ph.D.(McG.)  
**Environment**

France Bouthillier; B.Ed.(UQAM), M.B.S.I.(Montr.), Ph.D.(Tor.)  
**Information Studies**

Hélène Ezer; B.Sc., M.Sc.(McG.), Ph.D.(Montr.)  
**Nursing**

Annette Majnemer; B.Sc., M.Sc., Ph.D.(McG.)  
**Physical & Occupational Therapy**

Wendy Thomson; B.S.W., M.S.W.(McG.), Ph.D.(Brist.)  
**Social Work**

Raphael Fischler; B.Eng.(Technische Univ Eindhoven), M.C.P.(MIT), Ph.D.(Calif.)  
**Urban Planning**

## 2.8 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 representation on key 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-six members meets to discuss SSMU business.

The SSMU runs over 200 clubs and 21 services and provides a great deal of extra-curricular opportunities for students to balance a life of study with a life of play, and an opportunity to meet other students. The organization also provides event programming like freshman orientation (Orientation Week/Frosh), Activities Night, a holiday fair, movie screenings, Homecoming Bash, concerts, and speakers. Each faculty and each department also has organizations dedicated to providing extra-curricular involvement for their students.

Situated on the Downtown campus, the SSMU operates a five-floor building including a student lounge, cafeteria, campus bar, club office space, and a campus multipurpose venue.

The SSMU offices are located at 3600 McTavish Street, suite 1200 and operate between the hours of 9:00 a.m. and 5:00 p.m. during the year.

For more information regarding student government at McGill you can contact:

**President:** [pres@ssmu.mcgill.ca](mailto:pres@ssmu.mcgill.ca)

**Vice President Clubs and Services:** [cs@ssmu.mcgill.ca](mailto:cs@ssmu.mcgill.ca)

**Vice President Internal Affairs:** [internal@ssmu.mcgill.ca](mailto:internal@ssmu.mcgill.ca)

**Vice President External Affairs:** [external@ssmu.mcgill.ca](mailto:external@ssmu.mcgill.ca)

**Vice President Finance and Operations:** [operations@ssmu.mcgill.ca](mailto:operations@ssmu.mcgill.ca)

**Vice President University Affairs:** [ua@ssmu.mcgill.ca](mailto:ua@ssmu.mcgill.ca)

Or visit the website at [www.ssmu.mcgill.ca](http://www.ssmu.mcgill.ca).

Welcome to McGill and we look forward to representing your interests.





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## 3.1 General Policies and Information

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### 3.1.1 Admission

Admission requirements and applications procedures are outlined in the individual faculty and school sections.

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### 3.1.2 Authorization, Acknowledgement and Consent

When applying for admission to the University, you are bound by and agree to observe 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.

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### 3.1.3 Student Rights and Responsibilities

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).

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### 3.1.4 Language Policy

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 course offerings can be found through the School of Continuing Studies at [www.mcgill.ca/continuingstudies/programs-and-courses/languages](http://www.mcgill.ca/continuingstudies/programs-and-courses/languages) and the French Language Centre at [www.mcgill.ca/flc](http://www.mcgill.ca/flc), and in the *Programs, Courses and University Regulations > Faculties & Schools > Summer Studies and Programs, Courses and University Regulations > Faculties & Schools > School of Continuing Studies* publications (available at [www.mcgill.ca/study](http://www.mcgill.ca/study)). There are special language requirements for Faculty of Education students; see *Programs, Courses and University Regulations > Faculties & Schools > Faculty of Education*.

**Note for Medicine:** The language of instruction is English. Students are expected to have a working knowledge of the English language (comprehension, spoken, and written). Students are expected to be functional in the French language by the time clinical rotations commence (January of the second year of the program). Students will interact with francophone patients in the teaching hospitals and may also be assigned to francophone training sites for their clinical rotations. Additional language courses and workshop information is available at [www.medicine.mcgill.ca/ugme/studentsservices/languagecourse\\_en.htm](http://www.medicine.mcgill.ca/ugme/studentsservices/languagecourse_en.htm).

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### 3.1.5 Proof of Proficiency in English

Applicants are not required to submit proof of proficiency in English if they meet one of the following conditions: their mother tongue/first language is English; or they have completed both Secondary V and a Diploma of Collegial Studies in Quebec; or they have studied for five or more years in an institution where English is the primary language of instruction.

**All other applicants must demonstrate proficiency in English, using one of the following five options:**

#### Test of English as a Foreign Language (TOEFL)

Most undergraduate programs require 233 (577 for the paper-based version). Some programs require higher or lower scores.

#### McGill Certificate of Proficiency in English

For further information about the program, contact the Department of Language and Intercultural Communication, School of Continuing Studies, 688 Sherbrooke Street West, 11th floor, Montreal, Quebec, H3A 3R1.

Telephone: 514-398-6160

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

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

#### International English Language Testing System (IELTS)

A band score of 6.5 or better.

#### University of Michigan English Language Test (MELAB)

A minimum mark of 85%.

**Advanced Placement International English Language (APIEL)**  
A minimum score of 4.

### 3.1.6 Academic Integrity

Before submitting work in your courses, you must understand the meaning and consequences of plagiarism and cheating, which are serious academic offences. Inform yourself about what might be considered plagiarism in an essay or term paper by consulting the course instructor to obtain appropriate referencing guidelines. You should also consult *Fair Play*, the student guide to academic integrity available at [www.mcgill.ca/students/srr/honest](http://www.mcgill.ca/students/srr/honest). There you will also find links to instructional tutorials and strategies to prevent cheating. The *Code of Student Conduct and Disciplinary Procedures* includes sections on plagiarism and cheating. The possession or use of unauthorized materials in any test or examination constitutes cheating. You can find the *Code* in the *Handbook on Student Rights and Responsibilities* or at [www.mcgill.ca/students/srr/publications](http://www.mcgill.ca/students/srr/publications).

Responses on multiple-choice exams are normally checked by the Exam Security Computer Monitoring program. The program detects pairs of students with unusually similar answer patterns on multiple-choice exams. Data generated by this program can be used as admissible evidence in an investigation of cheating under Article 16 of the *Code of Student Conduct and Disciplinary Procedures*.

The Office of the Dean of Students administers the academic integrity process as described in the *Handbook on Student Rights and Responsibilities*.

### 3.1.7 University Student Assessment Policy

The *University Student Assessment Policy* includes all disparate policies with regard to all types of student assessments. This policy is meant to protect students from excessive workloads, and to ensure that all students are treated equally.

This policy applies to undergraduate and graduate courses offered by the University that are evaluated by any form of assessment. Except where otherwise indicated, this policy applies to all faculties, including those which administer their own examinations.

You can consult the policy at [University Student Assessment Policy](#).

### 3.1.8 Policy Concerning Access to Records

The University sends statements of account and all other correspondence directly to students. You retain full control over who has access to your records or accounts; however, officers and members of the University staff also have access to relevant parts of your records for recognized and legitimate use. The University does not send progress reports or any other information to your parents and/or sponsors unless you specifically request it in writing.

In accordance with Quebec's *Act respecting Access to documents held by public bodies and the Protection of personal information* (the "Access Act"), personal information, including transcripts of academic records, may be released only with the student's authorization. When you apply to McGill, you authorize the University to release certain personal information (name, address, telephone number, email address, date of birth, program, and student status) to specific persons and bodies.

The following persons and bodies are included in your information release authorization:

1. Libraries of other Quebec universities with which McGill has reciprocal borrowing agreements (ID number and bar code may also be disclosed to those libraries)
2. *Ministère de l'Immigration et des Communautés culturelles* and/or the *Régie de l'assurance-maladie du Québec* and the *Ministère de l'Enseignement supérieur, de la Recherche, de la Science et de la Technologie*

3. The appropriate authorities involved with the external or internal funding of your student fees (financial records may also be disclosed to those authorities)
4. The Association of Universities and Colleges of Canada
5. The Association of Registrars of Universities and Colleges of Canada and the *Conférence des recteurs et des principaux des universités du Québec*, or the member institutions of these organizations, for the purpose of admissions operations and the production of statistics
6. The school(s) or college(s) that you attended
7. Students and alumni who have volunteered to speak with admitted students
8. Student Associations recognized by McGill University for the student category(ies) to which you belong
9. The McGill Alumni Association
10. Professional bodies or corporations (e.g., engineers, dentists)
11. McGill Network and Communications Services for the purposes of listing your McGill email address in an online email directory

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 an *Opposition Form*, available at [www.mcgill.ca/students/records/forms](http://www.mcgill.ca/students/records/forms).

### 3.1.9 Email Communication

All students are assigned a McGill Email Address (usually in the form of [firstname.lastname@mcgill.ca](mailto:firstname.lastname@mcgill.ca)) and are given 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 policies on *Responsible Use of McGill Information Technology Resources* and *Email Communications with Students*, 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 4.7 "For Your Information Technology \(IT\) Needs"](#).

### 3.1.10 Responsible Use of McGill Information Technology Resources

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).

**Note for Medicine:** For guidelines regarding the use of social media by M.D., C.M. students, see [www.medicine.mcgill.ca/ugme/academicpolicies/guidelinespublic\\_en.htm#socialmedia](http://www.medicine.mcgill.ca/ugme/academicpolicies/guidelinespublic_en.htm#socialmedia) and [www.mcgill.ca/medwell/yourwellness/social](http://www.mcgill.ca/medwell/yourwellness/social).

### 3.1.11 Non-smoking Policy

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

### 3.1.12 Vaccination/Immunization Requirements for Health Sciences Programs

A **compulsory** immunization program exists at McGill for students in the Health Sciences programs. Health Sciences students must start the immunization process as soon as they are accepted at McGill and must complete it well before they are permitted contact with patients. Entry into the McGill University Teaching Hospitals may be delayed if immunizations are incomplete according to the information provided by the McGill Student Health Service: [www.mcgill.ca/studenthealth/forms](http://www.mcgill.ca/studenthealth/forms).

Proof of immunity must be written and signed by either a nurse or a physician. For details, see [www.mcgill.ca/studenthealth/immunize/vaccine](http://www.mcgill.ca/studenthealth/immunize/vaccine).

**There are no exceptions to these requirements. Students who do not meet these requirements will be asked to withdraw.**

Vaccination against other infectious diseases such as influenza may be required.

Current information indicates that there is a potential risk of transmission of Hepatitis B from practitioner to patients in the clinical dental setting. Therefore, applicants for the D.M.D. program, Multidisciplinary Residency Program in Dentistry and M.Sc. in Oral and Maxillofacial Surgery will be required to be tested for Hepatitis B surface antigen by the McGill Student Health Services. Applicants who test positive for Hepatitis B surface antigen will be tested for Hepatitis B "e" antigen and Hepatitis B viral DNA to help determine infectivity risk. If either Hepatitis B "e" or Hepatitis B viral DNA is positive, the offer of acceptance will be withdrawn and registration in the program will not be completed.

Health Sciences students who think they might be infected or think they have been exposed to a blood-borne disease should be tested for any or all blood-borne pathogens.

Students who are seropositive for Hepatitis B, C, HIV and/or any other blood-borne pathogens have an obligation to notify the Dean or Director of the school as soon as they know their serologic status. These students will be referred to the "Service d'évaluation du risque de transmission d'infections hématogènes", a provincial service responsible for all infected workers, including medical students. This service will make recommendations to the students and Faculty based on current scientific knowledge and relevant guidelines and practices. Students must follow the recommendations of the Service. The Service may recommend restricting the practice of these students. Students who carry blood-borne pathogens may not be permitted to perform procedures involving needles, scalpels or other sharp objects as this may pose a risk to patients and co-workers. **This means that they may not be able to complete their clinical requirements and may be required to withdraw.**

**Applicants who know they are carrying blood-borne pathogens should consider carefully their intention to become healthcare workers and govern themselves accordingly.**

Students involved in patient care who develop any contagious disease placing patients at risk must immediately discuss their condition with their supervisor and they may be required to temporarily stop clinical activities. McGill University considers it important for Health Sciences students to fulfil their ethical obligation to patients by taking appropriate measures to minimize the transmission of disease.

Students will receive details of the immunization requirements with their acceptance package and on the following website: [www.mcgill.ca/studenthealth/forms](http://www.mcgill.ca/studenthealth/forms). Immunizations can be completed at McGill Student Health Services which operates during the summer.

For information on how to make a Student Health Services clinic appointment see [www.mcgill.ca/studenthealth/appointments](http://www.mcgill.ca/studenthealth/appointments).

**Note:** You must also refer to your specific Faculty's or School's immunization section to be certain that all immunization requirements have been fulfilled.

**Note for Medicine and Dentistry:** M.D., C.M. and D.M.D. students must also refer to [www.medicine.mcgill.ca/ugme/studentaffairs/infection\\_immunization\\_en.htm](http://www.medicine.mcgill.ca/ugme/studentaffairs/infection_immunization_en.htm).

### 3.1.13 Health Insurance – International Students

By Senate regulation, all international students (full-time, part-time, half-time, Additional Session, Special, Exchange, and Visiting) and their accompanying dependants must participate in the University's compulsory International Student Health Insurance Plan. The University and the Quebec Ministry of Education require a copy of your proof of health insurance on file. **Students covered by private health insurance are not exempt from the McGill plan.** You must pick up an International Health Insurance card from Service Point upon your arrival at McGill University.

Students who meet certain criteria may be eligible for an **exemption**. If you believe you are eligible, you must submit an online exemption request on Minerva and present valid documentation proving eligibility to Service Point before the **deadline**.

Service Point  
3415 McTavish Street  
Montreal, QC H3A 0C8

For enrolment procedures and details on the health insurance plan and information concerning rates, consult the website: [www.mcgill.ca/internationalstudents/health](http://www.mcgill.ca/internationalstudents/health).

All inquiries related to this University policy must be directed to International Student Services:

International Health Insurance  
Telephone: 514-398-6012  
Email: [international.health@mcgill.ca](mailto:international.health@mcgill.ca)  
Website: [www.mcgill.ca/internationalstudents/health](http://www.mcgill.ca/internationalstudents/health)

### 3.1.14 Health Insurance – Canadian Residents

If you are a Canadian student from outside Quebec, you should check with your provincial medicare office to ensure that you have valid health coverage while studying at McGill.

If you are a Canadian student who has been living abroad, you may not be eligible for provincial health insurance coverage. To ensure adequate health insurance coverage, you may enrol in the group plan offered through International Student Services ([www.mcgill.ca/internationalstudents/health/canadian-non-resident](http://www.mcgill.ca/internationalstudents/health/canadian-non-resident)). Please note that this option is available only during the first month of each new semester at McGill.

All undergraduate students who pay tuition fees at either the Canadian or Quebec rates and who are members of the Students' Society of McGill University (SSMU) or the Macdonald Campus Students' Society (MCSS) are automatically covered by their applicable Students' Society's Health and Dental Plans. For details on fees, change of coverage dates, and on what is covered by the plans, refer to [www.ihaveaplan.ca](http://www.ihaveaplan.ca). If you're not sure of your eligibility, contact the *Alliance pour la santé étudiante au Québec* (ASEQ) at 514-789-8775 or 1-866-795-4435, Monday to Friday, from 9 a.m. to 5 p.m. ([www.aseq.com](http://www.aseq.com)).

### 3.1.15 Special Medical Needs

If you have special medical needs, have your physician submit appropriate information, on a confidential basis, directly to the Student Health Service; see [section 4.4.2 "Student Services – Downtown Campus"](#) or ([www.mcgill.ca/studenthealth/clinic](http://www.mcgill.ca/studenthealth/clinic)) for contact information on the Downtown campus, and see [www.mcgill.ca/macdonald-studentservices/feeling-sick](http://www.mcgill.ca/macdonald-studentservices/feeling-sick) for Macdonald campus.

**Note for Medicine and Dentistry:** In addition, see [www.mcgill.ca/medwell](http://www.mcgill.ca/medwell).



### 3.1.16 Minerva

Minerva is McGill's web-based information system serving applicants, students, staff, and faculty. To access Minerva, go to [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) and log in. Once logged in, you can:

- Apply to McGill and view your application status
- View class schedules, including course descriptions and spaces available in course sections
- Register and make course changes
- Change your major or minor program (not all faculties)
- View your unofficial transcript and degree evaluation reports
- View your McGill login information to access the Internet and email
- 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 convocation 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**.

### 3.1.17 myMcGill

McGill's portal, myMcGill, gives students and staff a 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 several McGill web systems. This allows you to access multiple McGill systems without being prompted for additional logins.

Systems that you can access through the portal are:

- Athletics
- Classroom A/V instructions
- Exchange (email)
- FAMIS
- Gateway ([www.mcgill.ca](http://www.mcgill.ca))
- InfoEd
- Library
- Minerva
- myCourses
- myFuture
- myLab

To access myMcGill, click **Quick Links**, available at the top of any McGill web page (e.g., [www.mcgill.ca/students](http://www.mcgill.ca/students)), and then click myMcGill, or go to <https://mymcgill.mcgill.ca>. Sign in with your McGill Username and McGill Password.

## 3.2 Personal Information

Students must inform themselves of University rules and regulations and keep abreast of any changes that may occur. The *Personal Information* section of this publication contains important details pertaining to nominative information, legal documents, ID Cards, as well as other topics, and should be consulted periodically.

### 3.2.1 Updating Personal Information

It is important to keep your official records up to date, especially your mailing or billing address, because these are used by the University year round. If your address information on file is invalid, incomplete, or missing, the University will hold your mail. Once you have provided a valid address, the University will resume sending your mail.

You must update your address(es) and/or telephone number(s) and emergency 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 Student Affairs Office or to Service Point. Your written request must include your signature.

If you need to change important personal information that requires the University to verify official documents, such as a name or citizenship change, or correction of your birth date, you must go in person (as soon as possible) to Service Point, 3415 McTavish Street, Montreal, Quebec, H3A 0C8. Macdonald campus students can request changes in person at the Student Affairs Office, Laird Hall, Room 106.

**Note for Nursing:** Students must register a Quebec address on Minerva to meet OIIQ registration requirements.

### 3.2.2 Immigration Information

**Unless** their studies at McGill will be completed in less than six (6) months, all students, other than Canadian citizens and Permanent Residents of Canada, must obtain proper authorization from both Quebec and Canadian Immigration officials prior to proceeding to Canada and/or commencing studies. The process begins with a Letter of Acceptance from McGill University.

Details on Canadian immigration regulations may be obtained from the closest Canadian Visa Service (CVS) of Immigration Canada.

In addition, International Student Services prepares a "Getting Started" pamphlet along with a detailed Handbook for international students, which is sent to all accepted applicants. The Handbook is also available on the web.

For further information, please contact:

International Student Services  
Brown Student Services Building  
3600 McTavish Street, Suite 3215  
Montreal, QC H3A 0G3  
Telephone: 514-398-4349  
Website: [www.mcgill.ca/internationalstudents](http://www.mcgill.ca/internationalstudents)  
Email: [international.students@mcgill.ca](mailto:international.students@mcgill.ca)

### 3.2.3 Legal Documents

#### 3.2.3.1 Why Does McGill Collect Legal Documents from You?

Your tuition status at McGill will vary depending on your status in Canada. In order for us to determine your appropriate rate of tuition (Quebec, Canadian out-of-province, or international), we require legal documents confirming your current status. We also require these documents to confirm your valid citizenship/immigration status. To find out which documents you must provide—and when they are required—refer to: [section 3.2.3.2 "What Documents Does McGill Need from You?"](#).

Some of the documents McGill requests of you help us obtain your **Permanent Code** from the Government of Quebec. This unique 12-character code is issued by the Government of Quebec, and is obligatory for all students registered in a Quebec institution.

If you have previously attended school in Quebec, you already possess a Permanent Code, which can be found on your school report card or your CEGEP and/or university transcripts. After you have accepted the University's offer of admission, you can check on Minerva (under the *Personal Menu*) to see if McGill has received your Permanent Code.

You can consult your tuition and legal status (including your Permanent Code) on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)). Select *Student Menu > Student Accounts Menu > View your Tuition and Legal Status*.

**Note for Medicine:** Students admitted to the Faculty of Medicine will be required to provide additional documentation for the purposes of admission and registration. Details are provided in the application instructions. For more information, see [www.mcgill.ca/medadmissions/applying/elements](http://www.mcgill.ca/medadmissions/applying/elements).

### 3.2.3.2 What Documents Does McGill Need from You?

Follow the instructions in the first row of this table that apply to you. **Send clear, legible copies of documents (not originals).**

#### Quebec and Canadian-Out-Of-Province Students

You have applied to McGill directly from CEGEP or you already have a student record at McGill	<ul style="list-style-type: none"> <li><b>Usually</b> no documents are required for your Canadian and/or Quebec status, based on McGill's records or as confirmed by the Government of Quebec</li> </ul>
You have applied to McGill from another Quebec university	<ul style="list-style-type: none"> <li>Proof of Canadian status is required: Canadian birth certificate; or Canadian citizenship card (both sides of the card); or Certificate of Indian status card; or Makivik Society card; or valid Canadian Confirmation of Permanent Residence (Note 2); or valid Canadian Permanent Resident card (both sides of the card)</li> <li>Additionally, for your Quebec residency status, <b>usually</b> no documents are required, unless McGill cannot confirm this from the Government of Quebec</li> </ul>
You were born in Quebec	<ul style="list-style-type: none"> <li>Quebec <b>birth certificate</b> (Note 4)</li> <li>Permanent Code Data Form (Notes 1 and 5)</li> </ul>
You were born in (or are a Landed Immigrant from) a Canadian province other than Quebec	<ul style="list-style-type: none"> <li>Canadian birth certificate; or Canadian citizenship card (both sides of the card); or Certificate of Indian status card; or Makivik Society card; or valid Canadian Confirmation of Permanent Residence (Note 2); or valid Canadian Permanent Resident card (both sides of the card)</li> <li>Permanent Code Data Form (Notes 1 and 5)</li> </ul>
You are a Quebec resident as defined by one of the other situations outlined by the Government of Quebec	<ul style="list-style-type: none"> <li>Canadian birth certificate; or Canadian citizenship card (both sides of the card); or Certificate of Indian status card; or Makivik Society card; or valid Canadian Confirmation of Permanent Residence (Note 2); or valid Canadian Permanent Resident card (both sides of the card)</li> <li>Permanent Code Data Form (Notes 1 and 5)</li> <li>Attestation of Residency in Quebec Form (Note 5)</li> <li><b>Other supporting documents</b>, depending on which situation you checked on the above Attestation of Residency Form</li> </ul>

#### International Students

You will be studying at McGill for less than six months (i.e., for only one academic semester) as a non-degree student (e.g., Exchange, Special, Visiting)	<ul style="list-style-type: none"> <li>Visitors Permit issued at your port of entry into Canada by Citizenship and Immigration Canada</li> <li>Photo page of your passport and the page date-stamped by Citizenship and Immigration Canada at your port of entry</li> <li>Permanent Code Data Form (Notes 1 and 5)</li> </ul>
You will be in Canada for more than six months (i.e., you are enrolled in a degree, certificate, or diploma program, usually for two or more consecutive academic semesters)	<ul style="list-style-type: none"> <li>Certificate of Acceptance of Quebec (CAQ)</li> <li>Permanent Code Data Form (Notes 1 and 5)</li> <li>Study Permit issued by Immigration Canada (Note 3)</li> </ul>

**Note 1:** Your signed Permanent Code Data Form is usually required. If the names of your parents appear on your birth certificate, or if you have already provided McGill with your Permanent Code, you do not need to supply this form.

**Note 2:** Your valid Canadian Permanent Resident status can be proved by a copy of your Canadian Confirmation of Permanent Residence (IMM 5292 or IMM 5688) document or with your Canadian Permanent Resident card (copy of both sides required). Alternatively, you may provide your Immigration Record of Landing (IMM 1000) document. Note that McGill reserves the right to ask you for copies of both your PR card and your IMM document.

**Note 3:** If you are a refugee, your Convention Refugee status document is required instead of a Study Permit.

**Note 4:** Usually McGill needs your birth certificate to prove your place of birth in Quebec. If you already have a valid Quebec Permanent Code, McGill will accept a copy of your valid Canadian passport that indicates your birth place as being within the province of Quebec, as proof that you qualify for Quebec residency.

**Note 5:** You can find links to download and print the Permanent Code Data and Attestation of Quebec Residency forms at [www.mcgill.ca/legaldocuments/forms](http://www.mcgill.ca/legaldocuments/forms).

#### Fee Exemptions

Exemption from the out-of-province or international supplement tuition fees is possible for students in any of the following three categories, as authorized by the Government of Quebec:

- French Course Fee Exemptions – Non-Quebec Canadian and international students are automatically assessed fees for certain eligible French courses at the Quebec tuition rate (note exclusions as listed at [www.mcgill.ca/student-accounts/tuition-fees/general-information/tuition-fee-exemptions](http://www.mcgill.ca/student-accounts/tuition-fees/general-information/tuition-fee-exemptions)).
- Out-of-province Tuition Supplement Exemptions – Non-Quebec Canadian students in the following categories are exempted from out-of-province tuition supplements (details at [www.mcgill.ca/student-accounts/tuition-fees/general-information/tuition-fee-exemptions](http://www.mcgill.ca/student-accounts/tuition-fees/general-information/tuition-fee-exemptions)):
  - Students in a Ph.D. program
  - Students in a Post-Graduate Medical Education program: Medical Residents, Clinical Fellows, Clinical Research Fellows, Research Fellows
  - Students registered full-time in the Masters in French (Maîtrise en français). The exemption begins at the moment the student registers in the program, without retroactive effect.

3. International Students Eligible for Fee Exemptions Based on Legal Status in Canada – Students with one of the following statuses may be exempt from International Supplements (certain categories may be assessed at the Canadian tuition rate; full details regarding eligibility criteria are listed at [www.mcgill.ca/legaldocuments/exemption](http://www.mcgill.ca/legaldocuments/exemption)):

- Citizens of France
- Citizens of certain countries with an agreement with the Government of Quebec
- Diplomatic, consular or other representatives of international organizations
- Convention refugees
- Students awaiting permanent residency in Canada and holding an eligible CSQ
- Students whose spouse or unmarried students whose parent holds a Temporary Work Permit in Canada
- Students funded by the FRSQ (*Fonds de la recherche en santé du Québec*)

These exemptions lower your fees to the Quebec rate of tuition. More detailed information for the categories listed above are available at [www.mcgill.ca/student-accounts/tuition-fees/general-information/tuition-fee-exemptions](http://www.mcgill.ca/student-accounts/tuition-fees/general-information/tuition-fee-exemptions) as well as at [www.mcgill.ca/legaldocuments/exemption](http://www.mcgill.ca/legaldocuments/exemption).

Note that this information may be subject to change.

### 3.2.3.3 Has McGill Received Your Documents?

#### Quebec/Canadian/International Fees

Once McGill has received your documents, it usually takes one week to process them and update your file accordingly.

- Check your tuition status on the Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) Student Accounts menu: *Student Menu > Student Accounts Menu > View Tuition Fee and Legal Status*.
- 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 rate, the Canadian rate, or at the Quebec rate. For information on fees, see [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts).
- Electronic billing is the official means of delivering fee statements to all students; you may view your e-bill on Minerva. For more information, see the following website: [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts).

**If you do not agree with your tuition status, notify McGill right away. If you provide additional documentation in support of your file after the last day of classes for the given term, McGill will be unable to accept your requested changes, or to update your tuition status rate for that term.**

#### Permanent Code

The Government of Quebec usually takes one to four weeks to verify or issue your Permanent Code.

- Check your Permanent Code on Minerva: *Personal Menu > Name Change* or alternately via *Student Menu > Student Accounts Menu > View Tuition Fee and Legal Status*. If your 12-character Permanent Code appears there, your documents are in order. If not, you have not yet provided McGill with your documents listed in section 3.2.3.2 “What Documents Does McGill Need from You?” or the Government of Quebec has not yet confirmed that your documents are sufficient to create a Permanent Code.

### 3.2.3.4 What Are the Consequences of Not Providing Your Documents?

The deadline to submit documents in support of a change to your tuition status effective for that term is the last day of classes for that term (e.g., December 1st for changes to be made to your tuition status for the Fall term, or April 1st for changes to be made for the Winter term).

McGill will not produce your ID card until all of your legal documents have been received. Your ID card is essential to the use of many services on campus, and to take your final exams.

If we are missing the required legal documents, a hold will be added to your record preventing you from registering or dropping any courses, and from obtaining your official transcript.

International students who have not provided their valid immigration documents to McGill may be de-registered.

If your tuition status is changed and your fees are reduced as a result of the document review process, McGill will waive the difference on any accumulated late payment or interest charges.

### 3.2.3.5 Where Do I Send my Documents?

You must send in all your documents after you have been accepted to McGill but before the start of classes. Do not send originals. Email or mail clear and legible copies of your documents. Write your McGill student ID on each document so that McGill can match them to your record. The sooner you submit your documents, the sooner the University can update your status and ensure that your record is in order. Refer to [www.mcgill.ca/legaldocuments](http://www.mcgill.ca/legaldocuments) for further details.

#### By Email:

Follow these steps to submit your legal documents electronically.

##### 1. Save the attached file in an accepted format.

Standard PDF (.pdf) – encrypted PDFs will not be accepted.

Tagged image format (.tif, .tiff for scanned images).

Ensure that you save your documents properly in one of the above formats—do not just rename the file extension. Due to the possibility of computer viruses, McGill does not accept Microsoft Word documents (.doc), hypertext files (.htm, .html), JPG, GIF, or any other format.

##### 2. Ensure that the resolution used is at least 300 dpi (dots per inch) for an electronic replica (scan) of documentation (e.g., a scan of your birth certificate).

The preferred file size is 100KB per image.

##### 3. Address your email to [legaldocumentation@mcgill.ca](mailto:legaldocumentation@mcgill.ca) and attach your relevant scanned document(s). Attach the file(s) to your email; do not include the documents in the body of your email.

##### 4. Put your First Name, Last Name, and McGill ID number in the subject line of your email.

**Note:** Individual email size (including your attachments) should not exceed 5 MB (5120 KB).

#### By Mail or Courier:

McGill University  
Enrolment Services  
Student Records  
Room MS-13  
3415 McTavish St.  
Montreal, QC H3A 0C8 CANADA

#### In Person:

**Service Point**  
3415 McTavish Street  
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>

#### 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  
Suite 1199  
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)**3.2.4 Identification (ID) Cards**

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;
- access meal plans;
- access the inter-campus shuttle bus.

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 3.2.3.2 "What Documents Does McGill Need from You?"](#)).

**ID cards will not be issued if any of your legal documents are missing.**

The Student Identification Card is the property of the University, for use by the cardholder only, and is not transferable. If you withdraw from all of your courses, you must attach your ID card to the withdrawal form or return it to Enrolment Services (or the Faculty of Agricultural and Environmental Sciences, Student Affairs Office, Macdonald Campus).

- New students must be registered for at least one course to obtain an ID card.
- You must allow at least three hours after you have registered before applying for your ID card.
- If you do not register for consecutive terms, you should retain your ID card to avoid having to replace it when you re-register.
- If your card has expired, there is no charge for a replacement as long as you hand in the ID card.
- If you change programs or faculties, there is no charge as long as you hand in the ID card.
- If your card has been lost, stolen, or damaged, there is a \$25 replacement fee.
- If you need security access to labs or other facilities, see [www.mcgill.ca/security/services-0/access-control](http://www.mcgill.ca/security/services-0/access-control).

**ID Card Schedule for the Downtown Campus:**

The locations and opening hours of ID card centres can be found on the Student Information website at [www.mcgill.ca/students/records/id](http://www.mcgill.ca/students/records/id).

- **New Quebec CEGEP students** (once they register for at least one course) can obtain their ID cards as of June 10, 2013.
- **New Canadian and International students** (once they register for at least one course) can obtain their ID cards as of June 17, 2013.
- Returning students must be registered for at least one course, and may present themselves at an ID card centre at any time in order to obtain a replacement card.

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

Registered students can obtain an ID card from June 10, 2013. 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 24, and Monday, July 1

**3.2.5 Name****3.2.5.1 Legal Name**

This is the name that will appear on your e-bills, tax receipts, degree, diploma, or certificate on graduation, and on your transcript. It is also used by the Government of Quebec to create a Permanent Code.

All students are registered under their legal name as it appears in one of the following documents:

1. Canadian birth certificate
2. Canadian Immigration Record of Landing (IMM 1000 or IMM 5292 or IMM 5688 and Permanent Residence card, both sides)
3. Canadian Immigration Study or Work Permit document
4. Certificate of Acceptance of Quebec (CAQ)
5. International passport (for Canadians, a Canadian citizenship card is required. Note that a Canadian passport is not acceptable.)
6. Letter from international student's consulate or embassy in Canada
7. Marriage certificate issued outside of Quebec (translated into English or French by a sworn officer if in another language). Note that Quebec marriage certificates are only acceptable if issued prior to 1984.
8. Certificate of Name Change issued by the Quebec *Directeur de l'état civil*

In the case of a variation in the spelling of the name among these documents, the University will use the name on the document that appears first on the above list.

**3.2.5.2 Preferred First Name**

You can provide a preferred first name on your application for admission or, once admitted, on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)), under the *Personal Menu*. From the *Personal Menu*, select *Name Change* and you will be able to add/modify this field.

Your preferred first name appears on class lists (in parentheses beside your legal name) for use by instructors. Note that your legal name will continue to appear on your e-bills, tax receipts, transcript and diploma.

You can request to have your preferred first name display as part of your McGill Email Address by submitting a change to Network and Communication Services via REGGIE ([www.mcgill.ca/reggie](http://www.mcgill.ca/reggie)). For more information, see [www.mcgill.ca/students/records/address](http://www.mcgill.ca/students/records/address).

**3.2.6 Verification of Name**

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 official documents (see [section 3.2.5.1 "Legal Name"](#) and [section 3.2.5.2 "Preferred First Name"](#)) in person at **Service Point**, 3415 McTavish Street, Montreal, Quebec, H3A 0C8.

### 3.3 Registration / Student Records / Exams

The information contained in this section applies to the University in general; students are advised to consult the appropriate faculty or school section for academic policies and regulations specific to their programs.

**Note:** U3 medical students need to have registered prior to July 22, 2013.

#### 3.3.1 Registration

Once you have confirmed your intention to attend McGill on Minerva at [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva), you must register by adding courses to your record during the registration periods listed at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates). You must register on Minerva and can continue to do so throughout the registration period by adding and dropping courses until you have finalized your schedule.

All course descriptions are available at [Class Schedule](#). If you are a new student, you should refer to [section 3.3.3 "Course Information and Regulations"](#) to familiarize yourself with McGill's course numbering system ([section 3.3.3.2 "Course Numbering"](#)), multi-term course rules ([section 3.3.3.3 "Multi-term Courses"](#)), and course terminology ([section 3.3.3.4 "Course Terminology"](#)).

For fee policies related to registration and withdrawal from courses or withdrawal from the University, please refer to [section 3.4, "Fees"](#).

**Note for Medicine and Dentistry:** All M.D., C.M. and D.M.D. students must complete registration for 2013–2014 on the web, as per [section 3.3.2 "Registration Periods"](#), by adding the confirmation of registration course on Minerva in the Fall 2013 term. Based on your addition of this registration course, all courses in the curriculum for 2013–2014 will be added to your record.

**Note for Physical and Occupational Therapy:** All B.Sc. (Rehabilitation Science) students must complete registration for 2013–2014 on the web, as per [section 3.3.2 "Registration Periods"](#), by adding the confirmation of registration course on Minerva in the Fall 2013 term. Based on the addition of this registration course, all the required courses in the curriculum for 2013–2014 will be added to your record. You must add any complementary/elective courses separately on Minerva.

#### 3.3.2 Registration Periods

The dates given below were accurate when this publication was finalized. Although changes are not anticipated, you should confirm the dates at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates).

##### 3.3.2.1 Returning Students

Registration for undergraduates will take place between Tuesday, April 9 and Wednesday, August 14, 2013.

Registration will open in the following order:

##### Opening Registration Dates

**Year 3 and Year 4 students:** Tuesday, April 9

**Year 2 students:** Wednesday, April 10

**All other returning students:** Thursday, April 11

On each of these days, registration is phased in over the morning: 8:00 a.m., 10:00 a.m., and 11:30 a.m. Please see [Important Dates](#) for details.

Some faculties and departments set their own schedules for advising and registration as of these dates. Further information is available at the faculty student affairs offices and website. For more information, see [www.mcgill.ca/students/advising/advisordirectory](http://www.mcgill.ca/students/advising/advisordirectory).

To successfully complete registration, you must have an acceptable Academic Standing from the previous session and have paid any outstanding fees and/or fines.

**Note for Medicine:** U3 medical students need to have registered prior to July 22, 2013 (Fall term begins with clinical rotations).

**Note for Health Sciences:** The information contained in this section applies to the University in general; students are advised to consult the appropriate faculty or school section for academic policies and regulations specific to their programs.

#### 3.3.2.2 Newly Admitted Students Entering in September 2013

Registration will take place between Monday, June 10 and Wednesday, August 14, 2013.

Registration will open in the following order:

**Monday, June 10,** registration opens for students admitted from Quebec CEGEPs.

**Monday, June 17,** registration opens for students **whose highest level of education** prior to registering at McGill is a French Baccalaureate, International Baccalaureate, or at least one year of university, or who were admitted on the basis of Advanced Levels, CAPE, or other academic qualifications, which provides for Advanced Standing credit, and who have classification of Year 1 (U1) or higher.

**Tuesday, June 18,** registration opens for students **whose highest level of education** prior to registering at McGill is **high school, and who have been admitted to the following faculties/schools/degrees: Arts (including School of Social Work), B.A.&Sc., Education, Management, Music, and Religious Studies.**

**Wednesday, June 19,** registration opens for students whose **highest level of education** prior to registering at McGill is **high school, and who have been admitted to the following faculties/schools: Agricultural and Environmental Sciences, Engineering (including Architecture), Nursing, Occupational Therapy, Physical Therapy, and Science.**

If you are a newly admitted student in September 2013 and you want to register for courses in the Summer of 2013, you can do so on Minerva. Please check *Programs, Courses and University Regulations > Faculties & Schools > Summer Studies* for further information at [www.mcgill.ca/study](http://www.mcgill.ca/study) or see [www.mcgill.ca/summer](http://www.mcgill.ca/summer).

**Note for Medicine and Dentistry:** You must confirm your registration prior to the Faculty of Medicine and Faculty of Dentistry mandatory orientation & registration session held from August 27–30, 2013, in the McIntyre Medical Sciences Building, 6th floor lobby.

#### 3.3.2.3 Newly Admitted Students Entering in January 2014

Registration will take place between Tuesday, December 3, 2013, and Monday, January 6, 2014.

Some faculties and departments require that you meet with an adviser before registration and set specific dates for advising and registration within these dates. Please refer to the faculty sections of this publication, as well as the *Welcome to McGill* publication (or website at [www.mcgill.ca/newstudents](http://www.mcgill.ca/newstudents)) or the *Essential Guide for New Students, Macdonald Campus* (see [www.mcgill.ca/macdonald/studentinfo](http://www.mcgill.ca/macdonald/studentinfo)), which are included with your acceptance package.

#### 3.3.2.4 Late Registration

If you fail to register during the normal registration period, you can register within the period designated by the University for late registration with the payment of a late registration fee. For late registration fees, see Late Registration and Course Change Charges on the Student Accounts website at: [www.mcgill.ca/student-accounts/tuition-fees/non-tuition-charges/other](http://www.mcgill.ca/student-accounts/tuition-fees/non-tuition-charges/other).

**Returning Students:** You may register late via Minerva from Thursday, August 15 until and including Tuesday, September 17, 2013.

**New, Readmitted, and Returning Students (Fall):** You may register late via Minerva from Thursday, August 15 until Tuesday, September 17, 2013.

**New and Readmitted Students (Winter):** You may register late via Minerva from Tuesday, January 7 until Tuesday, January 21, 2014.

**Special Late Registration:** If you cannot register online during the late registration period, usually due to late admission, you may receive special permission to register in person. This information is included with your letter of acceptance.

### 3.3.3 Course Information and Regulations

Students are advised to also refer to [section 3.3.1 "Registration"](#) and [section 3.5 "Student Records"](#).

The University reserves the right to make changes without prior notice to the information contained in this publication, including the revision or cancellation of particular courses or programs.

At the time this publication was finalized, new courses and modifications to some existing courses were under consideration. Students preparing to register are advised to consult Class Schedule on the web at [www.mcgill.ca/students/courses](http://www.mcgill.ca/students/courses) for the most up-to-date information on courses to be offered in 2013–2014.

Not all courses listed are offered every year.

**Note for Health Sciences:** For information, you should refer to your Faculty/School section in this publication.

#### 3.3.3.1 Class Schedule

**Class Schedule** for the upcoming Fall and Winter terms normally becomes available in March prior to the opening of advising. The Summer term schedule is normally published in early February. Class Schedule includes the days and times when courses are offered, class locations, names of instructors, and related information. You can also access the details of scheduled courses by clicking the course reference number (CRN) that appears with each course section shown in Class Schedule.

You should make a note of any preregistration requirements for a course, such as placement tests or departmental approval/permission required.

Class Schedule information is subject to change and is updated as courses are added, cancelled, rescheduled, or relocated. It is your responsibility to consult Class Schedule at the time of registration, and again before classes begin, to ensure that changes have not caused conflicts in your schedule.

Once you have selected some courses from the Class Schedule, try **Visual Schedule Builder (VSB)** to view your possible class schedules in an easy-to-read weekly schedule format. Please note that you cannot use Visual Schedule Builder to register but you can copy your choice of course reference numbers (CRNs) from VSB to have handy for registration in Minerva.

**Note for Health Sciences:** For information, you should refer to your Faculty/School section in this publication.

**Note for Medicine:** This section is not applicable to M.D.,C.M. students; see [www.medicine.mcgill.ca/ugme](http://www.medicine.mcgill.ca/ugme).

#### 3.3.3.2 Course Numbering

Each McGill course is assigned a unique seven-character course "number".

**The first four characters (Subject Code)** refer to the unit offering the course.

These codes were implemented in September 2002, replacing the three-number Teaching Unit Codes previously used. A complete list of Teaching Unit Codes and their Subject Code equivalents can be found at [www.mcgill.ca/students/records/transcripts/key](http://www.mcgill.ca/students/records/transcripts/key) in the section *Grading and pre-2002 course numbering*.

**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 levels are intended for undergraduate students. In most programs, courses at the 300 and 400 levels are normally taken in the student's last two years.
- Courses at the 500 level are intended for qualified senior undergraduate students but are also open to graduate students.
- Courses at the 600 and 700 levels are intended for graduate students only.

**Two additional characters (D1, D2, N1, N2, J1, J2, J3) at the end of the seven-character course number identifies multi-term courses.**

#### 3.3.3.3 Multi-term Courses

Most courses at McGill are single term (Fall or Winter or Summer) courses with final grades issued and any credits earned recorded at the end of that term. Single term courses are identified by a seven-character course number.

A unit may, however, decide that the material to be presented cannot be divided into single term courses or it is preferable that the work to be done is carried out over two, or three, terms. Under such circumstances, courses are identified by a two-character extension of the course number.

In some cases, the same course may be offered in various ways: as a single term and/or in one or more multi-term versions. The course content and credit weight is equivalent in all modes, the only difference being the scheduling, and students cannot obtain credit for more than one version.

**Courses with numbers ending in D1 and D2** are taught in two consecutive terms (most commonly Fall and Winter). Students must register for the same section of both the D1 and D2 components. When registering for a Fall term D1 course on Minerva, the student will automatically be registered for the Winter term D2 portion. No credit will be given unless both components (D1 and D2) are successfully completed in consecutive terms, e.g., Fall 2013 and Winter 2014.

**Courses with numbers ending in N1 and N2** are taught in two non-consecutive terms (Winter and Fall). Students must register for the same section of both the N1 and N2 components. No credit will be given unless both components (N1 and N2) are successfully completed within a twelve (12) month period.

**Courses with numbers ending in J1, J2 and J3** are taught over three consecutive terms. Students must register for the same section of all three components (J1, J2, J3). No credit will be given unless all three components are successfully completed.

#### Important Conditions for Multi-term Courses

1. Students must be registered for each component of the multi-term course. Students must ensure that they are registered in the same section in each term of the multi-term course.
2. Students must successfully complete each component in sequence as set out in the multi-term course. Credit is granted only at the end of the multi-term course; no credit is given for partial completion.

#### 3.3.3.4 Course Terminology

**Prerequisite:** Course A is prerequisite to course B if a satisfactory pass in course A is required for admission to course B.

**Corequisite:** Course A is corequisite to course B if course A must be taken concurrently with (or may have been taken prior to) course B.

**Credits:** The credit weight of each course is indicated in parentheses beside the course title. For D1 and D2 courses, the credit weight is indicated after the course number. For further information, refer to [section 3.5.2 "Credit System"](#).

### 3.3.3.5 Course Nomenclature in Program Descriptions

**Required Courses:** Mandatory courses that must be completed to fulfil the requirements of a program (e.g., major, minor, etc. at the undergraduate level or specific courses at the graduate), unless the student receives exemptions. Students have no choices among required courses.

**Complementary Courses:** Courses selected from a restricted list, a particular subject area, or a discipline. In some programs, students must include a number of these to meet program requirements. **Complementary courses are not electives.**

**Elective Courses:** Courses, in some cases, taken outside of a student's program of study that do not count toward the fulfilment of the specific program requirements. Some restrictions may apply, but students have the most choice in selecting elective courses. Some faculties also permit students to take elective courses using the Satisfactory/Unsatisfactory (S/U) Option. Undergraduate students should consult their faculty regulations concerning electives; graduate students require the approval of their Program Director and Enrolment Services.

### 3.3.4 Course Load

It is your responsibility to follow the faculty regulations listed below. When registering on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)), you must not exceed the maximum credits permitted by your faculty. For information on course load requirements for entrance scholarships' renewal and in-course awards, see [section 3.7.1 "Entrance Awards for McGill Students"](#).

#### 3.3.4.1 Normal Course Load

The normal course load in most undergraduate faculties is 15 credits per term. If you carry fewer than 12 credits per term, you are considered to be a part-time student in that term.

**Note for Health Sciences:** For information, you should refer to your Faculty/School section in this publication.

**Note for Medicine:** M.D., C.M. students, please refer to [www.medicine.mcgill.ca/ugme](http://www.medicine.mcgill.ca/ugme).

#### 3.3.4.2 Course Load for Students in Probationary Standing

Students in Probationary Standing may take up to 12 credits per term, with the following exceptions:

- Agricultural and Environmental Sciences: 14 credits
- Arts: up to 14 credits
- Engineering: 13 credits maximum, including repeated courses
- Management: 12 credits maximum of new material
- Music: 14 credits
- Science: up to 14 credits

In some cases, a student in Probationary Standing may add a repeated course in which a grade of D or F was obtained.

#### 3.3.4.3 Course Information and Regulations

For course information and regulations, see [section 3.3.3 "Course Information and Regulations"](#) in this publication.

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

**Note for Health Sciences:** This section applies only to the Ingram School of Nursing.

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 any 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 will be granted if there are valid academic reasons.

If you want to take advantage of this agreement, consult your Student Affairs Office for details. Note that this agreement is subject to the following conditions:

- The Quebec universities concerned may, at their discretion, refuse the registration of a student for any of their courses.
- You must complete your faculty and program requirements.
- You are responsible for ensuring that the McGill Class Schedule permits you to take these courses without conflict.
- The Quebec universities concerned are not responsible for special arrangements in cases of examination or class schedule conflicts.
- Grades earned at the host university will not be included in your McGill grade point averages (GPA) or show on your McGill transcripts.
- If you are attending McGill as an Exchange student from outside Quebec, you are not eligible to take courses at another Quebec institution through the IUT agreement.
- Any grades received late from host universities may delay your graduation.

If you are a scholarship holder, you should consult with your Student Affairs Office and the scholarships coordinator concerning eligibility for continuation or renewal of your award(s).

You must initiate an online Quebec Inter-University Transfer (IUT) application to request the required authorizations at [www.mcgill.ca/students/transferecredit/current/iut](http://www.mcgill.ca/students/transferecredit/current/iut). You may find additional information posted on your faculty website.

**Note:** Once the Quebec Inter-University Transfer (IUT) application is approved by both the home and host universities, you must register in the course that was approved. The method of registration of the host university will vary (e.g., web, in-person, phone, etc.). **You must allow sufficient time to complete and submit your electronic application, because you are responsible for adhering to all the host university's registration deadlines.** If you decide later to drop or withdraw from the approved course(s), you will need to drop or withdraw from the course using the host university's registration method AND submit this change on the online Quebec Inter-University Transfer (IUT) application.

The host institution will automatically submit your grades to McGill for any completed courses.

**Note for Nursing:** You must obtain the Ingram School of Nursing's permission to register at another Quebec university for three, or in some cases six, credits per term in addition to your registration at McGill. These courses, subject to the Ingram School of Nursing's 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 (i.e. courses taken at McGill) requirement of 60 credits at McGill in order to qualify for a McGill degree (you should check with the Ingram School of Nursing). This privilege will be granted if there are valid academic reasons. If you want to take advantage of this agreement, please go to

[www.mcgill.ca/students/transferecredit/current/iut](http://www.mcgill.ca/students/transferecredit/current/iut), for more information and for the application procedure.

**Note for Physical and Occupational Therapy:** The final grades earned at the host university must meet the minimum requirements as set by the Physical Therapy or Occupational Therapy programs.



### 3.3.6 Quebec Inter-University Transfer Agreement: Visiting IUT Students

**Note for Health Sciences:** This section applies only to the Ingram School of Nursing.

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

If you are a student at another Quebec university and you want to take courses at McGill using the Quebec Inter-University Transfer (IUT) agreement, you must initiate an online application to request the required authorizations at [www.mcgill.ca/students/transferecredit/current/iut](http://www.mcgill.ca/students/transferecredit/current/iut). You should also refer to your home university website for regulations on the number of credits allowed, as well as the policies for transferring the credits.

**Note:** Once the Quebec Inter-University Transfer (IUT) application is approved by both the home and host universities, you remain responsible for registering in the course that was approved. At McGill, you have to register on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)). You will be informed via email of the necessary registration steps once your application has been approved. **You must allow sufficient time to complete and submit your electronic application, because you are responsible for adhering to all McGill's registration deadlines.** If you decide later to drop or withdraw from the approved course(s), you will need to drop or withdraw from the course on Minerva AND submit this change on the online Quebec Inter-University Transfer (IUT) application.

McGill will automatically submit your grades for any completed courses to your home university.

### 3.3.7 Course Change Period

You may make changes to your course registrations (add or drop courses), subject to the requirements and restrictions of your program and individual courses from the opening date of registration until the end of the Course Change period. The Course Change deadline coincides with the deadline for late registration. See [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates).

If you drop all Fall courses **before** the end of August (or drop all Winter courses **before** the end of December), you will not be registered in that term. If you are a newly admitted student, you may be able to defer your admission (see *Programs, Courses and University Regulations > University Regulations and Resources > Undergraduate > Registration > Deferred Admission* available at [www.mcgill.ca/study](http://www.mcgill.ca/study)), or you may have to apply for a later term. If you are a returning student and want to register in a later term, you must follow the procedures for readmission (see *Programs, Courses and University Regulations > University Regulations and Resources > Undergraduate > Registration > Readmission* available at [www.mcgill.ca/study](http://www.mcgill.ca/study)).

If you drop all Fall courses **after** the end of August (or drop all Winter courses **after** the end of December) you are considered University Withdrawn and your transcript will display a notation in that term. Whether you are a newly admitted or returning student, you must follow the procedures for readmission (see *Programs, Courses and University Regulations > University Regulations and Resources > Undergraduate > Registration > Readmission* available at [www.mcgill.ca/study](http://www.mcgill.ca/study)).

If you are registered in the Fall term, you may add and drop Winter term courses throughout the Fall term until the Winter term deadline for course change/late registration.

After the Course Change deadline, you may add courses only with written permission of the instructor, and the Associate Dean or Director of your faculty. A fee will be charged for each course you add.

**Note for Health Sciences:** For information on readmission procedures, you should refer to your Faculty/School section in this publication.

### 3.3.8 Regulations Concerning Course Withdrawal

After the Course Change deadline in the Fall and Winter terms, there is a period of a few days during which you may withdraw, with a grade of W, and receive a full refund of course fees.

After the Withdrawal (with refund) deadline, there is a period during which withdrawal from a course will also result in a grade of W but no course fees will be refunded.

#### Courses that Begin in the Fall Term

Deadline for withdrawal (grade of W) with refund:

- Tuesday, September 24, 2013

Deadlines for withdrawal (grade of W) without refund:

- Single-term courses: Tuesday, October 15, 2013
- Multi-term courses that begin in Fall term: Tuesday, January 21, 2014

#### Courses that Begin in the Winter Term

Deadline for withdrawal (grade of W) with refund:

- Tuesday, January 28, 2014

Deadline for withdrawal (grade of W) without refund:

- Single-term courses: Tuesday, February 18, 2014
- Multi-term courses that begin in Winter term: Thursday, May 15, 2014\*

\* Note that if you are in multi-term courses with course numbers ending in N1 and N2 (course begins in the Winter term, skips the Summer term, and is completed in the subsequent Fall term) you may withdraw after May 15 and until the end of the Fall term Course Change period by contacting your Faculty Student Affairs Office.

After the withdrawal (without refund) deadline but before the end of term, and only under exceptional circumstances, you may be granted permission to withdraw from a course. Permission will not be granted merely because you are doing unsatisfactory work. A grade of W or WF, as appropriate, will appear on your transcript but will not be calculated in your GPA. For further information, consult your Faculty Student Affairs Office.

**Note for Dietetics:** Intensive internship courses, like Professional Practice (Stage) in Dietetics, may have different start dates and withdrawal dates than other courses. Students should consult the course outline.

**Note for Nursing:** To withdraw from any courses after the withdrawal (without refund) deadline, you need to obtain permission from your Program Director. To do so, submit a formal request by email to your Nursing Faculty Student Affairs Office along with proper documentation to support this request.

**Note for Physical and Occupational Therapy:** The Physical Therapy and Occupational Therapy programs are highly structured and students must receive the approval of the Program Director to determine what course changes, if any, are allowed. Students can consult the Student Affairs Office for information on policies and procedures.

**Note for Health Sciences:** Withdrawal (W) deadline dates are listed at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates). The health profession programs described in this Calendar are highly structured and students should consult their adviser or Student Affairs Office to determine what course changes, if any, are allowed. Note 1 below is not applicable to Medicine, Dentistry, and Nursing. For information, you should refer to your Faculty/School section in this publication.

#### Note:

1. To withdraw from required or complementary courses after the withdrawal (without refund) deadline, you may need to obtain permission from your adviser, and you must fill out and submit a course withdrawal form, available from your Faculty Student Affairs Office. Additional restrictions for Music courses are indicated in *Programs, Courses and University Regulations >*

*Faculties & Schools > Schulich School of Music* (available at [www.mcgill.ca/study](http://www.mcgill.ca/study)).

- It is solely your responsibility to initiate a course withdrawal on Minerva. Neither notification of the course instructor nor discontinuing class attendance is sufficient. The date on which you withdraw on Minerva is the official date of withdrawal, even if you had stopped attending lectures earlier.
- You may still withdraw from a course after the Course Change deadline without academic penalty provided that you do so within the appropriate withdrawal deadlines for the term. Otherwise, after this time, your name will continue to appear on the class list and grade reports and, in the event that you do not take the exam, you will be given a J grade.
- Fee refunds, if any, will be in accordance with section [3.4.7 "Fees and Withdrawal from the University"](#).

### 3.3.9 Regulations Concerning University Withdrawal

If you are considering withdrawing from the University, you are strongly encouraged to consult with your adviser and your Student Affairs Office ([www.mcgill.ca/students/advising/advisordirectory](http://www.mcgill.ca/students/advising/advisordirectory)) before making a final decision.

#### Student's Responsibility

It is solely your responsibility to initiate University withdrawal by submitting a form or writing to your Student Affairs Office. Neither notification of the course instructor nor discontinuing class attendance is sufficient. The date on which you dropped or withdrew from all courses is entered on Minerva and is the official date of withdrawal, even if you had stopped attending lectures earlier.

#### 3.3.9.1 Deadlines for University Withdrawal

If you decide not to attend the term(s) you are registered in, you must officially withdraw from the University within the deadlines indicated. See Withdrawal (W) deadline dates at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates). If you drop or withdraw from your last Fall or Winter course by the end of the add/drop period of that term, you are withdrawn from the University. To return to your studies, you must follow the procedures for readmission. For more information, see, see the *Readmission* section in the *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

**Note for Health Sciences:** For information on readmission procedures, you should refer to your Faculty/School section in this publication.

To withdraw from the University by the deadlines indicated below, you must drop or withdraw from all courses on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)).

#### Fall Term:

Deadline for University withdrawal with refund (minus \$200 for returning and the registration deposit for new students): Tuesday, September 24, 2013

Deadline for University withdrawal without refund: Tuesday, October 15, 2013

#### Winter Term:

Deadline for University withdrawal with refund (minus \$200 for returning and the registration deposit for new students): Tuesday, January 28, 2014

Deadline for University withdrawal without refund: Tuesday, February 18, 2014

If you are blocked from dropping or withdrawing from your last course on Minerva, you are required to contact your Student Affairs Office, which will supply any forms necessary to complete the University withdrawal as long as you have not missed the **deadline for University withdrawal**.

#### Note for the Faculty of Agricultural and Environmental Sciences:

If you wish to withdraw after the deadlines indicated above, please contact the Faculty Adviser in the Student Affairs Office for further information.

#### 3.3.9.2 Consequences of University Withdrawal

Any applicable fee refunds for the term of withdrawal will be according to [section 3.4.7 "Fees and Withdrawal from the University"](#).

Once you withdraw, you must return your ID card to the University as stated in [section 3.2.4 "Identification \(ID\) Cards"](#).

If you withdraw from the University in the Fall term, you are considered to be withdrawn from the entire academic year; i.e., Fall and Winter terms. If you plan on returning for the Winter term, you must follow the procedures for readmission.

**Note:** If you withdraw from the University and want to re-register in a later term, you must follow the procedures for readmission, except if you are in the following faculties (in which case you must contact your Student Affairs Office): Music, and Agricultural and Environmental Sciences. See *Programs, Courses and University Regulations > University Regulations and Resources > Undergraduate > Registration > Readmission* (available at [www.mcgill.ca/study](http://www.mcgill.ca/study)) for more information.

### 3.3.10 Undergraduate Leave of Absence Policy

**Note for Medicine:** Students in the M.D.,C.M. program should refer to the Faculty of Medicine [section 7.3.7.2 "Leaves of Absence"](#).

A leave of absence may be granted to undergraduate students for reasons related to:

- maternity or parenting
- personal or family health
- professional development
- required military service

Such a leave must be requested on a term-by-term basis and may be granted for a period of up to 52 weeks. A leave of absence request should be submitted to your faculty Advising or Student Affairs Office along with appropriate documentation. Refer to specific instructions on your faculty website.

Students who are granted such a leave will have "leave of absence" recorded on their transcript.

No tuition fees will be charged for the duration of the authorized leave. During a leave of absence, you maintain an active student ID card and have access to McGill mail and use of the libraries. You are not permitted to register for courses or to participate in student internships or undergraduate research. You may not normally attend another academic institution; exceptions may be requested for professional development. Faculties may request documentation of a student's readiness to resume studies; they will apply "withdrawn" status after one year of approved leave of absence if the student has not returned to the University.

#### Notes:

- Personal objectives, such as travel or time off, and financial matters are not grounds for a leave of absence.
- Normally, a student shall be in Satisfactory Standing when requesting a leave of absence; exceptions may apply and will be determined by the faculty and, if applicable, the professional program.
- Since students on a leave of absence pay no fees, the Student Services are not available; however, an opt-in option is available at the usual rate.
- Students who are eligible for scholarship renewal will not have scholarship monies transferred to their account while they are on leave of absence but will maintain eligibility for renewal upon registration in subsequent terms.
- Terms and conditions vary among loan and bursary providers; student consultation with an adviser in Scholarships and Student Aid is recommended.

- Professional programs may impose constraints to application of the undergraduate leave of absence policy due to accreditation requirements or placement limitations.
- International students are advised to contact International Student Services (ISS) regarding individual circumstances.

**Note:** When on a leave of absence, if you wish to be covered by the undergraduate supplemental health insurance and/or international health insurance, you must contact your respective campus-wide student association (e.g., Students' Society of McGill University, Macdonald Campus Students' Society) and International Student Services to make arrangements. Note that there will be additional student society fees to be paid in order to be considered a member eligible for the insurance plans. For information about the student societies' supplemental health and dental coverage, click [here](#). For information about international health insurance, click [here](#).

**Note:** Once a leave of absence is granted, you must consult the **Student Aid Office** in order to assess the impact of the leave on student aid (e.g., government loans and bursaries, etc.).

If you need to take a leave of absence because of pregnancy or because you need to care for a dependant, please consult [section 3.3.11 "Guidelines for the Academic Accommodation of Pregnant Students and Students Caring for Dependants"](#).

### 3.3.11 Guidelines for the Academic Accommodation of Pregnant Students and Students Caring for Dependants

**Note for Medicine:** Students in the M.D.,C.M. program should refer to the Faculty of Medicine [section 7.3.7.2 "Leaves of Absence"](#).

McGill acknowledges the particular challenges facing you as a pregnant student and as a student caring for a dependant.

McGill supports you in your desire to further your education while meeting your family obligations.

Wishing to provide an environment in which you may be able to continue in your program of study and fulfil your university commitments when faced with exceptional circumstances related to particular family commitments, these guidelines aim to set out how, and in what exceptional circumstances, you may request academic accommodation.

You can consult the guidelines at [www.mcgill.ca/secretariat/policies/students](http://www.mcgill.ca/secretariat/policies/students).

### 3.3.12 Inter-Faculty Transfer

If you are a McGill student, have not graduated and want to transfer into another undergraduate faculty, you may apply using the Minerva *Faculty Transfer/Readmission Menu* ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)), unless otherwise indicated in the table below.

You must also refer to your faculty website for faculty-specific rules and to determine what supporting documents must be submitted for your application. To access the faculty websites, and for more information on faculty transfers, please see [www.mcgill.ca/student-records/inter-faculty-transfers](http://www.mcgill.ca/student-records/inter-faculty-transfers).

Faculty/School	Notes	Fall Term Application Deadline	Winter Term Application Deadline
<b>Agricultural and Environmental Sciences, Dietetics and Human Nutrition</b>	There are no Winter term transfers into Dietetics and Human Nutrition.	June 1	N/A
<b>Nursing</b>		August 15	December 15
<b>Physical and Occupational Therapy</b>	There are no Winter term transfers into Physical and Occupational Therapy.	April 1	N/A

### 3.3.13 Auditing of Courses

McGill does not permit auditing of courses.

## 3.4 Fees

The information in this publication was updated in early May 2013. **The University reserves the right to make changes without notice in the published scale of fees.**

Further information regarding fees can be found on the Student Accounts website: [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts).

For information on financial support, see [section 3.7 "Scholarships and Student Aid"](#).

**Note:** This section relates only to fees for the undergraduate programs listed in this Calendar. Graduate program fee information can be found in *Programs, Courses and University Regulations > University Regulations and Resources > Graduate > Fees* available at [www.mcgill.ca/study](http://www.mcgill.ca/study), or obtained from the unit concerned.

### 3.4.1 Access to Fee Information

You can view your Account Summary by Term on Minerva. The Fall 2013 term fees will be accessible as of August 1.

### 3.4.2 Tuition Fees

**Tuition rates are subject to change each academic year.**

Please access the *Schedule of Fees* at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts). The 2013–2014 schedule of fees is updated as soon as the rates are known.

#### 3.4.2.1 Quebec Students and Non-Quebec Students (Canadian or Permanent Resident)

In accordance with provincial government requirements, students must provide proof that they qualify for assessment of fees at the Quebec or non-Quebec Canadian rates; see [www.mcgill.ca/legaldocuments](http://www.mcgill.ca/legaldocuments) for details. In certain cases, non-Quebec Canadian students pay the same rate of tuition as Quebec students—for further information about these exceptions, see the Student Accounts [website](#) under *Tuition and Fees > General Information*.

**Note:** Students who are required to submit appropriate documentation and do not do so by the stipulated deadlines (December 1st – Fall; April 1st – Winter) are billed at the non-Quebec Canadian or the international rate, depending on the documentation submitted. Should your tuition status be changed during the evaluation period, any late payment and/or interest charges accumulated on the difference between the Quebec and Canadian tuition rates will also be waived.

### 3.4.2.2 International Students

Exemption from International Tuition Fees may be claimed by students in certain categories. Such students, if eligible, are then assessed at the Quebec student rate (certain categories may be assessed at the Canadian tuition rate). These categories and the required documentation for each of them, may be viewed at [www.mcgill.ca/legaldocuments](http://www.mcgill.ca/legaldocuments). Further information regarding these reductions of International Tuition Fees by the Quebec government is available on the Student Accounts [website](#) under *Tuition and Fees > General Information*.

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

### 3.4.2.3 Tuition Assistance for McGill Staff

McGill staff may be entitled to a tuition waiver equivalent to 100% of the portion of eligible tuition fees. For complete details, refer to the policies and procedures found at [www.mcgill.ca/hr/bp/benefits/forms](http://www.mcgill.ca/hr/bp/benefits/forms). Here you can complete an online request form as you register. Should you not successfully complete the courses as detailed in the policy, the exemption will be cancelled and you will be required to pay these fees according to regular payment deadlines.

### 3.4.2.4 Staff Dependent Waivers

Students who are dependents of staff members or pensioners may qualify for a fee reduction. You may download the application form from [www.mcgill.ca/hr/bp/benefits/forms](http://www.mcgill.ca/hr/bp/benefits/forms) and forward the completed form either by email to [student.accounts@mcgill.ca](mailto:student.accounts@mcgill.ca) or fax to Student Accounts at 514-398-2656.

The fee reduction will be credited to your McGill fee account once eligibility has been confirmed and all appropriate signatures have been obtained. This fee reduction will be reflected in a T4A slip issued to the student in February by the University.

For more information, refer to the MUNACA Collective Agreement, or the Staff Dependent Policy at [www.mcgill.ca/adminhandbook/personnel/stafftuition](http://www.mcgill.ca/adminhandbook/personnel/stafftuition).

## 3.4.3 Compulsory Fees

Rates are updated and available on the Student Accounts website, [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts), as soon as they become available.

### 3.4.3.1 Student Services Fees

Student Services fees are governed by the Senate Committee on the Coordination of Student Services, a parity committee composed equally of students and University staff.

These fees are complemented by revenue from the Quebec government, the University, and numerous generous donors, to support the following programs and services: Student Health (including Dental), Mental Health, Counselling and Tutorial, Chaplaincy, Career Planning (CaPS), Student Aid and International Student Services, the Office for Students with Disabilities, First-Year Office (including the Francophone Assistant), Off-Campus Housing, and the First Peoples' House.

### 3.4.3.2 Athletics and Recreation Fee

The Athletics and Recreation fee supports programs offered on the Downtown and Macdonald campuses. The fee provides access to most athletics facilities; however, registration to fitness and recreation courses, intramural sports, pay-as-you-go programs, or the Fitness Centre carries a supplemental charge.

Please consult the Athletics and Recreation website at [www.mcgillathletics.ca](http://www.mcgillathletics.ca) for further information.

### 3.4.3.3 Student Society Fees

Student Society fees are collected on behalf of student organizations and are compulsory. These fees must be approved by the student body through fee referenda according to the constitutional rules of the association or society.

Students may vote on changes to Student Society fees during either the Spring or Fall referendum periods.

For Canadian students, the Student Society fees include health and dental insurance. For international students, the Student Society fees include a dental insurance plan. International students are required to participate in the University's compulsory International Health Insurance (IHI) plan. For more information, please visit International Health Insurance at [www.mcgill.ca/internationalstudents/health](http://www.mcgill.ca/internationalstudents/health).

Rates for the current year may be found at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts).

## 3.4.4 Administrative Charges

The University charges a number of administrative fees to students, which include:

**Registration Charge** – All students in courses and programs are assessed a registration fee.

**Information Technology Charge** – The purpose of the information technology fee is to enhance certain technology services provided to students as well as to provide training and support to students in the use of new technology.

**Transcripts and Diploma Charge** – The University charges a transcripts and diploma fee to all students which entitles you to order transcripts free of charge as well as covers the costs of your graduation.

**Copyright Fee** – All students in courses and programs are charged the copyright fee, which covers the cost of the annual fee that all Quebec universities are required to pay to Copibec (a consortium that protects the interests of authors and editors) for the right to photocopy materials protected by copyright.

**General Administrative Charge** – This fee originated from increases in ancillary fees that were allowed by the Quebec government between 2010 and 2013. The University will now comply with the Quebec government's 2013 regulation on administrative fee increases by applying a 2.6% indexation factor to this charge starting in the Fall 2013. A portion of the amount continues to be directed to Athletics (except in the School of Continuing Studies). As a result, students may see a decrease in their General Administrative Charge to take into account their additional contribution to Athletics. For further information about administrative charges, see [www.mcgill.ca/student-accounts/tuition-fees/non-tuition-charges/society-services-and-administrative-fees](http://www.mcgill.ca/student-accounts/tuition-fees/non-tuition-charges/society-services-and-administrative-fees).

## 3.4.5 Other Fees

### (Rates as of 2012–2013)

International Student Health and Accident Plan (compulsory)	
Single	\$813
Dependent (one student with one dependent)	\$2,334
Family (one student with two or more dependents)	\$4,437
Application for Admission	
Undergraduate* and Graduate** programs	\$100
* Note that for registered students, the Undergraduate Application Fee is partially refunded at the end of the first term as follows:	
CEGEP applicants	\$40
all non-CEGEP applicants	\$20



\*\* All students making application to Graduate and Postdoctoral Studies are required to pay this fee, including those already registered at McGill. If a department or an applicant defers an admission within the following year, the application fee need not be paid again.

Reconsideration of Application (excluding Medicine and Dentistry)	\$40
Undergraduate Admission appeals charge (excluding Medicine)	\$100
Late Registration	
After the regular registration deadline (August 14th):	
• All eligible returning and new students, except Special Students, Graduate part-time students, additional session students, and thesis evaluation term students.	\$125
• Special Students, Graduate part-time students, additional session students, and thesis evaluation term students.	\$62.50
Late Course Change Fee	\$50
Registration Cancellation Fee upon withdrawal (or if newly admitted students, the deposit)	\$200
Rereading Examination Paper (refundable if the letter grade is increased)	\$35
Supplemental Examinations, each written paper	\$35
Duplicate ID Card	\$25
Late Payment Fee (charged at the end of October for the Fall term, or at the end of February for the Winter term):	
• Balances between \$100.01 and \$300	\$25
• Balances between \$300.01 and \$1,000	\$50
• Balances greater than \$1,000	\$75
Interest on outstanding balances (rate determined in February, to be applicable on June 1, is 1.24% monthly or 14.88% annually)	
Returned cheque or Pre-Authorized Debit payment***	\$35
*** Please note that the \$35 fee for returned cheques and pre-authorized debit payments is in addition to the value of the amount debited for the returned item in question. For transactions in Canadian dollars, the amount debited is the same as the amount paid. For transactions in other currencies, including pre-authorized debit payments in US dollars, accounts will be debited at the exchange rate charged by the bank to the University. This sometimes represents a significant difference from the amount originally paid, depending on the rate of exchange on the date of the return.	
Cheque Refund charge:	
on balances less than \$100	\$5
on balances \$100 and over	\$10
Reinstatement Penalty	\$150
(see section 3.4.8.3 "Cancelling Registration for Non-Payment" in section 3.4.8 "Other Policies Related to Fees: Overdue Accounts")	
Prepayment Fee:	
Dentistry	\$500
Pre-Dentistry	\$300
Medicine	\$500

#### Communication Sciences and Disorders Fees

M.Sc.A. ID Badge – First Year	\$23.70
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#### Dentistry – Purchases of Equipment and Materials Fee

In addition to the fees shown on the list of fees for Dentistry, students must purchase certain items of equipment and supplies from the Faculty of Dentistry. The fee also includes an amount for general supplies in the laboratories and clinics and will be billed on your e-bill.

The cost of these purchases (including GST and QST) in 2012–2013 was as follows:

First Year (starting 2013–2014)	\$400
Second Year	\$21,564
Third Year	\$3,888
Fourth Year	\$1,539

You will receive an e-bill in August with the exact breakdown of costs related to your equipment purchase.

#### Dental Clinic/Lab Usage Fee:

Second Year	\$1,000
Third Year	\$2,000
Fourth Year	\$2,000

#### Dentistry – Laptops

The Faculty of Dentistry uses web-based courseware and examinations. Students will be required to be equipped with laptops that meet certain minimum requirements.

#### Dentistry and Medicine – Microscopes

In order to ensure that each student is adequately equipped for the microscopic work in histology, microbiology and pathology, a binocular microscope is provided for all students in first and second year.

#### Nursing Fees

Books, Uniform, Stethoscope, etc.	\$2,000
Graduate Pins – Third Year	\$50 to \$160
Nursing Explorations – 3 years	\$55 to \$75 per year
Name Badge – First Year	\$23
OIIQ registration fee	\$200 (for duration of program)
(paid at the OIIQ)	

#### Physical and Occupational Therapy Fees

Books and Other Equipment	\$1,000
Laboratory Materials	\$57

### 3.4.6 Billings and Due Dates

#### 3.4.6.1 Confirmation of Acceptance Deposit

When you are admitted to the University, you are required to confirm your acceptance of the offer of admission on Minerva under the *Applicant Menu* at [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) and you must pay the required deposit (may vary by program) by credit card (AMEX, Visa or MasterCard) at that time.

#### 3.4.6.2 Invoicing of Fees

Fees are assessed on a term-by-term basis.

Electronic billing is the official means of delivering fee statements to all McGill students. Your e-bill includes all charges to your account, including tuition, fees, health insurance, and miscellaneous charges. The University generally produces e-bills at the beginning of the month and sends an email notification to your official McGill email address stating that your e-bill is available for viewing on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)). Charges or payments that occur after the statement date appear on the next month's statement, but you can view them immediately on the *Account Summary by Term* under the *Student Accounts Menu* on Minerva (this is the online dynamic account balance view).

Failure to check email on a regular basis in no way warrants the cancellation of interest charges and/or late payment fees. Refer to the Student Accounts website at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts) for information on payment due dates.

Term	Payment Due Date
<b>Fall Term</b>	
Returning and new students	August 30, 2013

Winter Term	
Returning and new students	January 6, 2014

**Late Payment Fees:** If you have an outstanding balance greater than \$100 on your account on October 31 (February 28 for the Winter term), you are charged a late payment fee as per the fee schedule found at [section 3.4.5 “Other Fees”](#).

### 3.4.6.3 Guest Access on Minerva

You may choose to give access privileges to a guest on Minerva. These privileges include viewing e-bills/account summaries, tax receipts, and e-payment.

The [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts) web page describes how to set up this access. You must provide certain information about the individual to whom you wish to grant access to your fee-related information. The guest will be contacted by email and provided with a link to use within a designated time period.

You can cancel guest access privileges at any time.

Note that Service Point staff may respond to questions from your authorized guest regarding the information to which they have been given access.

If you do not want to give a guest access privileges to Minerva, you can enter an alternative student billing email address on Minerva to which Student Accounts will send a copy of the monthly e-bill notification. However, if someone has been granted access as a guest and their guest email is the same as a student billing email address, the University will deactivate the student billing email address in order to only notify your guest about the billings once.

You should NOT share your PIN (personal identification number) with anyone, including a guest on Minerva. *Guest Access* allows your guest to view your account information without knowing your PIN.

## 3.4.7 Fees and Withdrawal from the University

If you decide not to attend the term(s) in which you are registered, you must officially withdraw from the University in accordance with [section 3.3.9 “Regulations Concerning University Withdrawal”](#).

**Otherwise, you are liable for all applicable tuition and other fees.**

If you use Minerva to drop your last course between September 1 (January 1 for the Winter term) and the end of the withdrawal period with full refund, you will be deemed withdrawn from the University. You are automatically charged a registration cancellation fee of \$200 (or your registration deposit fee, whichever is higher) to cover administrative costs of registration.

**If you stop attending classes without dropping your courses, you are liable for all applicable tuition and other fees.** See [section 3.3.9 “Regulations Concerning University Withdrawal”](#).

### 3.4.7.1 Fee Refund Deadlines

The deadline dates for course refunds are independent of the deadline dates given for withdrawal from courses.

#### Fall Term – up to and including September 24:

Returning students – 100%\* refund (less registration cancellation fee of \$200 in the case of complete withdrawal).

New students – 100%\* refund (less registration deposit or \$200, whichever is higher).

#### Fall Term – after September 24:

No refund.

#### Winter Term – up to and including January 28:

Returning students – 100%\* refund (less registration cancellation fee of \$200 in the case of complete withdrawal).

New students – 100%\* refund (less registration deposit or \$200, whichever is higher).

#### Winter Term – after January 28:

No refund.

\* Includes tuition and compulsory student fees.

If you want to discuss the refund policy applicable to a special case, contact your faculty Student Affairs Office (Associate Dean or Director).

### 3.4.7.2 Refund Procedures

You are not automatically refunded your credit balance as many students choose to keep the balance on account for use for a future term. You may, however, request your credit balance to be refunded at any time, after the course withdrawal with full refund period has passed. For directions on requesting your refund online in Minerva, see [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts).

## 3.4.8 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 Minerva for any 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 evaluated each Spring, and then is set for the following academic year.

**Note:** You should regularly verify your account balance on Minerva.

The University has no obligation to issue any 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.

### 3.4.8.1 Information for Registered Students

If you register for a term but still owe amounts from previous terms, you must either pay your account or make 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.

### 3.4.8.2 Information for Students Who Are No Longer Registered

When students fail to settle their debt or reach a suitable payment arrangement, or fail to provide the Student Accounts Office with up-to-date contact information, the University refers these delinquent accounts to a collection agency. **If 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 University is entitled to use all legal means to obtain payment and that students are responsible for all costs associated with such actions.

### 3.4.8.3 Cancelling Registration for Non-Payment

In accordance with the fee policy stated in [section 3.4.8 “Other Policies Related to Fees: Overdue Accounts”](#), the Student Accounts Office will make all reasonable efforts to notify you if your account is delinquent, or if you owe more than \$100 from the previous term, before the University cancels your registration for non-payment. The cancellation is effective the last day of the add/drop period unless you settle the account or make payment arrangements with the University by then. If you pay or make payment arrangements with the Student Accounts Office after the add/drop deadline and you want the University to reinstate your registration for the current or subsequent term(s), you must complete the *Request for Reinstatement* form ([www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts)) and submit it to the Student Accounts Office, which will forward it to Enrolment Services for approval and processing. Your fee account will be

charged \$150 (Reinstatement Penalty) for the processing of the re-enrolment.

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### 3.4.9 Other Policies Related to Fees: Acceptance of Fees vs. Academic Standing

Acceptance of fees by the University in no way guarantees that students will receive academic permission to pursue their studies. If it is subsequently determined that your academic standing does not permit you to continue, all fees paid in advance will be refunded.

For directions on requesting your refund online in Minerva, see [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts).

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### 3.4.10 Other Policies Related to Fees: Deferred Admission, Degree Transfers, Break in Enrolment

**Deferred Admission:** Students who defer their admission to the University will be subject to the tuition rates that are in effect for the term in which they are starting and not the term in which they were originally admitted. This is of interest to International students in particular programs where tuition rates have been guaranteed for the duration of their program as long as there is no break in enrolment.

**Degree Transfers:** International students who transfer to degrees in Computer Science, Engineering, Law, Management, or Science will be charged the tuition rate in effect for newly admitted students to those degrees in their term of transfer.

**Break in Enrolment:** International students in Computer Science, Engineering, Law, Management or Science who apply for re-admission after an absence of four consecutive terms or more, will be charged the tuition rate in effect for newly admitted students in their term of readmission.

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### 3.4.11 Other Policies Related to Fees: Fees for Students in Two Programs

Students in two programs normally are billed additional fees for their second program. Depending on the level of the two programs (e.g., one at the undergraduate versus one at the graduate level), you may incur both society and faculty fees and/or additional tuition fees. Consult the Student Accounts website at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts) for further details.

You should consult the Student Accounts Office at [student.accounts@mcgill.ca](mailto:student.accounts@mcgill.ca) for information on tuition fees. Adjustments to bills are made throughout the term in cases where fees cannot be automatically calculated.

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### 3.4.12 Other Policies Related to Fees: Quebec Inter-University Transfer Agreements

If you are taking courses as part of the Quebec Inter-University Transfer (IUT) agreement, you are required to pay the fees at your home university; see [section 3.3.5 "Quebec Inter-University Transfer Agreement: McGill Students"](#). The agreement covers only the transfer of academic credits.

International students in undergraduate programs are not usually permitted to take IUT courses.

IUT students taking courses at McGill are required to pay additional course charges that are compulsory upon registration, such as special activity charges or course material costs.

The University reserves the right to refuse course registrations in non-government-funded activities.

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### 3.4.13 Other Policies Related to Fees: Senior Citizens

Financial aid is available for students in need who are aged 65 or over and who are enrolled in full-time degree programs. Contact

the Scholarships and Student Aid Office for more information at 514-398-6013.

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### 3.4.14 Sponsorships/Awards/Fee Deferrals

#### 3.4.14.1 Students with Sponsors

If your fees will be paid by an external organization or agency (e.g., Department of Veterans Affairs, Saudi Bureau, foreign government), you must have your sponsor confirm the conditions of their sponsorship (sometimes called a financial guarantee) in writing on their corporate letterhead and send this letter to the University. Once received by the University and if registration has occurred, your account will be adjusted. Sponsors must confirm annually the list of eligible students by August 1st of each year or one month prior to the start of the term. For more information, please refer to [www.mcgill.ca/student-accounts/parents-and-sponsors/third-party-sponsorship](http://www.mcgill.ca/student-accounts/parents-and-sponsors/third-party-sponsorship).

If the sponsor does not pay the promised fees within 90 days of invoicing, you are responsible for paying the fees plus the late payment fee and accrued interest.

#### 3.4.14.2 Students Receiving McGill Awards

Student awards may be paid directly to your student fee account or direct deposited to your bank. Please verify the payment schedule and the method of payment on Minerva's *Financial Aid/Awards* menu if you are expecting a scholarship or award.

Please note that credit balances in student fee accounts that result from payment from scholarships and awards are refundable only after the official "course withdrawal with full refund" deadline for each term.

#### 3.4.14.3 External Scholarships

You may also receive external scholarships from other organizations, outside agencies, parents' employers, or community groups. These awards are typically sent directly to the University. You should provide the Student Accounts Office with a letter from the external body indicating the details and requirements of how the scholarship funds should be distributed, including any conditions for the award. If such information is not specified, the amount of the scholarship will be split into two terms and will be credited to your account as soon as you have registered, with the second instalment credited the first working day in January. If you do not meet the requirements of the scholarship, the funds will be returned to the external body.

You may need an anticipated scholarship to reduce your balance owing for a given term. If so, email [student.accounts@mcgill.ca](mailto:student.accounts@mcgill.ca), with "External Scholarships" in the subject line, at least one week before the fee deadline as stated on the e-bill, and indicate the amount, currency (Canadian or US dollars) and agency or company issuing the scholarship. A fee deferral for the expected amount will reduce the amount owed. The deferral will expire by the end of September for the Fall term or January for the Winter term. Interest will be assessed at the prevailing rate on outstanding amounts beyond the deferral deadline.

Please note that credit balances in student fee accounts that result from payment from scholarships and awards are refundable only after the official "course withdrawal with full refund" deadline for each term.

#### 3.4.14.4 Tuition & Fees – Payment Deferral

Students with no prior outstanding tuition/fees may request that payment(s) of tuition and fees be deferred based on self-reported demonstrated sources of funding from the University, government or other external agencies. Such requests will be granted on a term by term basis during which time no interest or late payment charges will be applied on the fees covered by the deferral. The length of time that a fee deferral is in effect will depend on the nature of the fee deferral. For the list of deferrals and their duration, please refer to the Student Accounts [website](#).

Students may apply for a fee deferral via "Defer Payment of Tuition and Fees" through the *Financial Aid/Awards* menu on Minerva, selecting the category applicable to their situation. All

applicants will be verified to ensure they have self-reported their situation accurately.

The Minerva application for deferral of tuition fees form is available in mid-July for the Fall term (mid-December for the Winter, and early April for the Summer). Students who apply up to the fee deadline can be assured that the deferral will be in effect prior to interest being charged on their account. Note that students who apply late may not request cancellation of interest.

A fee deferral generally covers the amount of the Fall (Winter or Summer) term charges, which include tuition, administrative, and certain academic fees, and health and dental insurance. Charges not covered by the tuition deferral include, but are not limited to, housing charges, meal plans, printing charges, or any other amounts owing that are not considered registration charges. Interest on outstanding already-billed amounts will continue to be charged on a monthly basis excluding amounts covered by the student aid tuition deferral.

Students are reminded that tuition and student housing fees have first call upon financial aid received from any source.

### 3.4.15 Other information: Payment Procedures

Please see the Student Accounts website at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts) for the various methods of payment available to students and their guests.

### 3.4.16 Other Information: Tax Slips/Receipts

T4A (RL-1); T2202A and Relevé 8 slips are issued on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) under the *Student Accounts Menu* by the end of February each year. Note that a social insurance number and a valid mailing address are required to be transmitted to *Revenu Québec* by the University as part of its tax reporting for both the T4A and the Relevé 8 slip; therefore, it is highly recommended that if you expect to be completing a Quebec income tax return, you provide this information to the University upon registration. More information on these slips is available at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts).

### 3.4.17 Yearly Fees and Charges by Faculty

Tuition fees at the undergraduate level are based on the number of credits you take.

Please consult the Student Accounts website at [www.mcgill.ca/student-accounts](http://www.mcgill.ca/student-accounts) for tables of fees by residency status and faculty.

## 3.5 Student Records

Students must inform themselves of University rules and regulations and keep abreast of any changes that may occur. The Student Records section of this publication contains important details pertaining to academic standing, grading and grade point averages (GPA), and transcripts, as well as other topics, and should be periodically consulted.

### 3.5.1 Academic Standing

You enter the University in Satisfactory Standing, and your Academic Standing is determined at the end of each term based on your faculty's 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 official and unofficial 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.

### 3.5.2 Credit System

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 term, but this does not apply to all faculties. Laboratory contact hours usually count for fewer credits. Credits also reflect the amount of effort required of the student and generally assume two hours 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 suffixes: D1, D2; N1, N2; J1, J2, J3) is granted only after successful completion of all components in the specified time frame. For 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 Science:** 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.

### 3.5.3 Grading and Grade Point Averages (GPA)

**Note for Physical and Occupational Therapy:** A grade of C+ is a minimum required passing grade for courses with the subject codes of OCC1, PHTH, and POTH. A grade of C is a minimum required passing grade for all other courses. For complete details, refer to the *Rules and Regulations*, available at [www.mcgill.ca/spot/programs](http://www.mcgill.ca/spot/programs).

Courses can be graded either by letter grades or in percentages, but 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 verification forms.

Grades A through C represent satisfactory passes, D a conditional (non-continuation) pass, and F a failure. Certain courses have been approved for Pass/Fail (P/F) grading. Students may also designate elective courses to be graded under the S/U option; consult the faculty/school chapters of this publication to see if this is applicable to you.

You must obtain a grade of C or better in courses that you take to fulfil 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%
D	1.0	50 - 54%
F (Fail)	0	0 - 49%

The University assigns grade points to letter grades according to the table above. Your Academic Standing is determined by a grade point average (GPA), which is calculated by multiplying the course credit by the grade points, and dividing the sum by the total course GPA credits. The result is not rounded up to the nearest decimal point.



GPA credits are the credits of courses with grades that are assigned grade points.

$$\text{GPA} = \frac{\sum (\text{course credit} \times \text{grade points})}{\sum (\text{GPA course credits})}$$

The *term grade point average* (TGPA) is the GPA for a given term calculated using all the applicable courses at the same level in that term. The *cumulative grade point average* (CGPA) is the GPA calculated using your entire record of applicable courses at McGill at the same level; if you change levels, e.g., from undergraduate to graduate, the CGPA starts again.

This policy took effect in January 2003. Prior to January 2003, if your degree program had changed, e.g., from B.Sc. to B.A., the CGPA started again. For students with academic information prior to Fall 2002, who are registered in a different program or in a different level post-Fall 2002, the transcript displays a special message regarding the CGPA restarting.

If you repeat courses, all results are included in the GPA calculation. Therefore, grades of D or F continue to be used in the CGPA calculation even after you repeat the course or if you take a supplemental examination. Note that credits are only granted once for a repeated course regardless of the passing grade.

You must obtain a minimum CGPA of 2.00 to be considered for graduation with a McGill degree.

**Note:** During the first week of lectures, each instructor will provide you with a written course outline. This information should include, where appropriate:

- whether there will be a final examination in the course;
- how term work will affect the final mark in the course;
- how term work will be distributed through the term;
- whether there will be a supplemental examination in the course, and if so, whether the supplemental exam will be worth 100% of the supplemental grade, or whether term work will be included in the supplemental grade (courses with formal final examinations must have supplementals);
- whether students with marks of D, F, J, or U will have the option of submitting additional work, and, if so, how the supplemental mark will be calculated with the extra work (applicable only to students in Science and B.A. & Sc.).

### 3.5.3.1 Other Grades

<b>J</b>	— unexcused absence (failed); the student is registered for a course but does not write the final examination or do other required work; calculated as a failure in the TGPA and CGPA
<b>K</b>	— incomplete; deadline extended for submission of work in a course
<b>KE or K*</b>	— further extension granted
<b>KF</b>	— failed to meet the extended deadline for submission of work in a course; calculated as a failure in TGPA and CGPA
<b>KK</b>	— completion requirement waived; not calculated in TGPA or CGPA
<b>L</b>	— deferred examination
<b>LE or L*</b>	— permitted to defer examination for more than the normal period
<b>NR</b>	— no grade reported by the instructor (recorded by the Registrar)
<b>P</b>	— pass; not calculated in TGPA or CGPA

<b>Q</b>	— course continued in next term (applicable only to courses taken pre-Fall 2002)
<b>S</b>	— satisfactory; equivalent to C or better in an elective course; not calculated in TGPA or CGPA (See <i>Programs, Courses and University Regulations &gt; University Regulations and Resources &gt; Undergraduate &gt; Registration &gt; Courses Taken under the Satisfactory/Unsatisfactory (S/U) Option</i> at <a href="http://www.mcgill.ca/study">www.mcgill.ca/study</a> .)
<b>U</b>	— unsatisfactory; equivalent to D or F in an elective course; not calculated in TGPA or CGPA (See <i>Programs, Courses and University Regulations &gt; University Regulations and Resources &gt; Undergraduate &gt; Registration &gt; Courses Taken under the Satisfactory/Unsatisfactory (S/U) Option</i> at <a href="http://www.mcgill.ca/study">www.mcgill.ca/study</a> .)
<b>W</b>	— withdrew; a course dropped, with permission, after the Course Change deadline; not calculated in TGPA or CGPA
<b>WF</b>	— withdrew failing; a course dropped, with special permission in an exceptional case, after faculty deadline for withdrawal from course, the student's performance in the course at that stage being on the level of an F; not calculated in TGPA or CGPA (Not used by Music.)
<b>WL</b>	— faculty permission to withdraw from a deferred examination; not calculated in TGPA or CGPA
<b>NA or &amp;&amp;</b>	— grade not yet available
<b>W-- or --</b>	— no grade; student withdrew from the University, not calculated in TGPA or CGPA

**Note for Physical and Occupational Therapy:** Grades of S/U are not applicable.

**Note for Medicine:** Refer to [www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo\\_numericgrades\\_en.htm](http://www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo_numericgrades_en.htm) and [www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo\\_performancerecord\\_en.htm](http://www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo_performancerecord_en.htm).

### 3.5.4 Unexcused Absences

All students who miss a final exam are given a J grade. You then have the following options:

1. Ask to be assigned a grade based only on the grades earned for your work submitted up to, but not including, the final exam.

The grade earned is calculated by adding the grades obtained on the individual pieces of work and a grade of 0 for the portion of the final grade allocated to the final exam. This option is not available if the professor stipulated in the course outline that the final exam is a required part of the evaluation.

2. Request a deferred exam, if you have the appropriate reasons and documentation.

3. Apply for a supplemental exam if permitted by your faculty.

You must request option 1) no later than four months after the end of the examination period of the original course.

You must request option 2) by the faculty deadlines as indicated in *Programs, Courses and University Regulations > University Regulations and Resources > Undergraduate > Examinations: General Information > Final Examinations > Final Examinations: Deferred Examinations* (available at [www.mcgill.ca/study](http://www.mcgill.ca/study)).

You must request option 3) by the faculty deadlines as indicated at [www.mcgill.ca/students/exams](http://www.mcgill.ca/students/exams).

If you wish to appeal a J grade, you should write to your Associate Dean or Director.

### 3.5.5 Incomplete Courses

If the instructor decides there is sufficient reason to permit a delay in the submission of required term work, an extension of the deadline after the end of the course may be granted to the student. In this case, the instructor will submit a grade of K (incomplete).

**Note:** If the instructor submits a grade of K, he or she will also indicate the date by which the student must complete the work. Consult the faculty sections for maximum extensions.

**Note:** If the instructor submits a new grade within the deadline, both the new grade and the grade of K will appear on your verification forms and unofficial and advising transcript. However, the new grade will replace the K on your official transcript.

**Note:** If you do not complete the required work before the deadline, a grade of KF will be updated on your record. A KF denotes a failed course and is calculated in the TGPA and CGPA as an F.

**Note:** In exceptional circumstances, and with the approval of the Associate Dean or Director, the deadline may be extended further, in which case the grade of KE (further extension granted) appears. If you do not meet the extended deadline, a grade of KF will replace the KE.

### 3.5.6 Verification of Student Records: Unofficial Transcripts

Subject to [section 3.5.8, "Changes to Student Records after Normal Deadlines"](#), you are responsible for verifying your academic record on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) using the unofficial transcript to ensure that you are registered in the proper courses, and that the correct program information and expected term of graduation appear on your record.

If you are graduating, verify your record on Minerva before the end of your final term to ensure that the correct expected graduation term appears on your unofficial transcript; if not, you may be overlooked for graduation. You should direct any questions or problems with your record to your Student Affairs Office.

### 3.5.7 Verification of Student Records: Degree Evaluation

*Degree Evaluation* is a Minerva tool to help students and advisers compare the student's academic record with the requirements of a specific program. If you have access to Degree Evaluation on Minerva under the *Student Records Menu* ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) you can review your progress within your current program. Also, if you are considering a program change, you can generate a "what-if" comparison of your academic record with the requirements of another program.

The presentation in the Degree Evaluation Report may have a different appearance than the requirements listed in this publication. For example, a long listing of courses may be grouped into one course "attribute" on the Minerva report.

Degree Evaluation also provides a central record of adviser/faculty-approved adjustments to your program of study (e.g., the replacement of one specified course with another or acceptance of a non-McGill course for credit).

Please note that Degree Evaluation is an advising tool only. A Degree Evaluation Report that indicates program requirements have been satisfied does NOT constitute approval to graduate.

For details regarding Degree Evaluation, including reading a degree evaluation report, see [www.mcgill.ca/students/courses/plan/evaluation](http://www.mcgill.ca/students/courses/plan/evaluation).

**Note for Medicine and Dentistry:** The Degree Evaluation tool is not used in the faculties of Medicine and Dentistry.

**Note for Nursing:** You may view Degree Evaluation Reports on Minerva. However, if you have completed courses that differ from the School's defined "Course of Study" for the program you are completing, it is highly recommended that you do so in consultation with your academic adviser. Any questions about a Degree Evaluation Report or requests for adjustments should be discussed with your adviser.

### 3.5.8 Changes to Student Records after Normal Deadlines

#### 3.5.8.1 Student Record Changes

Student record changes include the following: course add or course drop, course withdrawal, university withdrawal, program change (including changing majors, minors, or concentrations). They also include changes to tuition status based on the submission of legal documents.

#### 3.5.8.2 Registrar Deadlines

Fall term – January 31

Winter term – June 1

Summer term – October 1

#### 3.5.8.3 Before Registrar Deadlines

For record changes after the normal deadlines published in this publication, but before the Registrar deadlines listed in [section 3.5.8.2 "Registrar Deadlines"](#), you must make a request in writing to your Associate Dean or Director, clearly explaining why you could not request the change before these dates. The Associate Dean or Director will review your request and make a decision. If your request is approved, the change is processed according to existing faculty and Enrolment Services student record procedures.

#### 3.5.8.4 After Registrar Deadlines

The University does not normally consider a change requested after the Registrar deadlines listed in [section 3.5.8.2 "Registrar Deadlines"](#) have passed. In situations where there are "extraordinary personal" or "extraordinary academic" circumstances that could not have been foreseen prior to these deadlines, you may formally request a student record change from your Associate Dean or Director. If your Associate Dean or Director approves the request, the change will be processed according to faculty and Enrolment Services student-record procedures. You may be assessed a fee for a change requested after Registrar deadlines. For all changes other than grade changes, the faculty will file full documentation that supports the extraordinary circumstances with Enrolment Services.

#### 3.5.8.5 Fee Assessment Consequences

When a change to your student record is made, the revised fee assessment appears on your next fee statement.

If you want to contest the fee assessment, you must make a written request to Enrolment Services. Enrolment Services reviews the extraordinary circumstances described in the supporting documentation provided by your faculty, and consults with the Student Accounts Office if necessary, to decide whether or not to consider the request. Enrolment Services then sends you a letter explaining the decision.

#### 3.5.8.6 Student's Citizenship and/or Immigration or Fee Exemption Status

Note that your faculty/school or Graduate and Postdoctoral Studies does not handle changes related to your citizenship and/or immigration or fee exemption status; see [section 3.2.3.1, "Why Does McGill Collect Legal Documents from You?"](#). You may be assessed a fee for a change requested after the submission deadline.



### 3.5.9 Transcript of Academic Record: Unofficial Transcripts

If you require a copy of your student record, access Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) to view and print an unofficial transcript. This applies to records from 1976 to the present. For pre-1976 records, you must order an official transcript. See [section 3.5.10 "Transcript of Academic Record: Official Transcripts"](#).

### 3.5.10 Transcript of Academic Record: Official Transcripts

Use Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) to order an official transcript at *Student Menu > Student Records Menu > Request Printed/ Official Transcript*. For more information on transcripts, delivery method, and processing time, see [www.mcgill.ca/student-records/transcripts](http://www.mcgill.ca/student-records/transcripts).

**Alumni who were registered or graduated prior to Fall 2002:** Please visit the IT Knowledgebase ([www.mcgill.ca/it](http://www.mcgill.ca/it)) to view how your McGill ID & Minerva PIN has changed.

**Alumni who were registered or graduated prior to 1972 (archived records):** You are unable to submit a request in Minerva. Complete and sign a *Request for Release of Official Document* form located on: [www.mcgill.ca/student-records/forms](http://www.mcgill.ca/student-records/forms) and submit the form to Service Point ([www.mcgill.ca/students/records/contact](http://www.mcgill.ca/students/records/contact)).

**Note:** Proxy requests will be accepted only with written authorization.

### 3.5.11 Transcript of Academic Record: General Information

The University issues official transcripts free of charge and will mail them by regular mail to the address(es) indicated on the request made in Minerva. Alternatively, they may be picked up in person at **Service Point** in sealed envelopes.

**Note:** You cannot submit a transcript request in Minerva if you have **holds** on your record (e.g., accounting, registrar, library, etc.). Please verify your unofficial transcript in Minerva for any holds.

A McGill transcript includes all attempted work and final grades obtained in any and all programs. The University does **not** issue partial transcripts under any circumstances.

Requests are processed in about 3 to 5 working days (5 to 7 during peak periods). Requests for archived transcripts (pre-1972), however, will take longer.

The University may not be held responsible for the loss or delay of transcripts in the mail.

Official transcripts are printed on secure paper that cannot be copied.

For more information on requesting official transcripts refer to: [section 3.5.10 "Transcript of Academic Record: Official Transcripts"](#).

### 3.5.12 Transcript of Academic Record: Course Numbering on the Transcript

Prior to September 2002, course numbers had seven-character designations beginning with a three-number code indicating the teaching unit/department. The next three digits specified the course, with the first of these indicating its level. The final character was a letter indicating the term, or terms, during which the course was offered. For example:

107-200A = Philosophy (107) course (200) in Fall term (A);

301-202B = Architecture (301) course (202) in Winter term (B);

154-230D = Economics (154) course (230) extending for two terms, Fall and Winter (D).

A list of the former Teaching Unit Codes and their Subject Code equivalents is available at [www.mcgill.ca/student/records/transcripts/key](http://www.mcgill.ca/student/records/transcripts/key).

For information on our current course numbering, see [section 3.3.3.2 "Course Numbering"](#).

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## 3.6 Examinations

### 3.6.1 Examinations: General Information

**Note:** The University Exam Regulations governed by the University Student Assessment Policy are available at [www.mcgill.ca/students/exams/regulations](http://www.mcgill.ca/students/exams/regulations).

In addition to the [University Student Assessment Policy](#) and the general examination regulations listed at [www.mcgill.ca/students/exams/regulations](http://www.mcgill.ca/students/exams/regulations), you should also consult the faculty sections of this publication for particular regulations. You will be informed of the evaluation method used in each course by the end of the Course Change period.

Every student has a right to write term papers, examinations and theses in English or in French, except in courses where knowledge of a language is one of the objectives of the course.

You are not permitted to write an examination in any course unless you have fulfilled the requirements of the course to the satisfaction of the instructor and your Associate Dean or Director. Once you have presented yourself for an examination or test, you must submit all written work to the invigilator before leaving.

You must have your valid McGill student ID card with you to write an examination. Forgetfulness is not an acceptable excuse.

**You are reminded that cheating in any examination is considered a serious offence that could lead to expulsion from the University. Students are not permitted to have in their possession, or to use, any unauthorized materials during an examination. This includes electronic devices such as cell phones, iPods, MP3 players, PDAs, and other web-access devices. Unauthorized items found on the student or desk area during an exam will be confiscated and turned over to the Disciplinary Officer.**

Responses on multiple-choice examinations are normally checked by the Exam Security Computer Monitoring Program. The program detects pairs of students with unusually similar answer patterns on multiple-choice examinations. Data generated by the program can be used as admissible evidence either to initiate or corroborate an investigation or a charge of cheating under Section 16 of the *Code of Student Conduct and Disciplinary Procedures*.

All students are responsible for familiarizing themselves with the [University Student Assessment Policy](#) and the *Code of Student Conduct and Disciplinary Procedures* (available at [www.mcgill.ca/students/exams/regulations](http://www.mcgill.ca/students/exams/regulations)).

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 Medicine:** Refer to [www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo\\_exams\\_en.htm](http://www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo_exams_en.htm).

#### 3.6.1.1 Class Tests

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

#### 3.6.1.2 Special Examination Facilities for the Disabled

If you have a permanent or temporary disability, consult the Coordinator, Office for Students with Disabilities, about the possibility of arranging special examination facilities. For more information, see: [www.mcgill.ca/osd](http://www.mcgill.ca/osd).

#### 3.6.1.3 Credit by Examination

In certain exceptional cases and in certain faculties, you can apply to the Associate Dean or Director to write a final examination in order to obtain credit in a course that you were not registered in. This is possible only in those courses where there is no other assessment except the final examination.

### 3.6.2 Final Examinations

Formal final examinations are held during an examination period at the end of the course term. The dates of the examination periods are listed at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates).

**Important Note:** You are advised not to make travel plans prior to the release of the Final Exam Schedule. Vacation plans do not constitute grounds for the deferral or re-scheduling of final exams.

In some courses there is no final examination; your standing in these courses is determined by term work and class tests.

#### 3.6.2.1 Final Examinations: University Regulations Concerning Final Examinations

##### 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.

##### 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 Fall and Winter terms, except where a pattern of continuous evaluation has been established, in which case the total value 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 given as a final written examination, and it shall take place during the examination period after the last day of scheduled lectures in December or April.
4. A final examination given during the examination period shall be worth at least 25% of the final mark.
5. Students shall be informed of all course requirements by the end of the course change period. All term work shall be assigned early enough in the term for students to complete the assignment(s) by the last day of class.
6. The due date for term work in courses to which these regulations apply shall be no later than the last day of classes.
7. In courses that span the Fall and Winter terms (course pairs with numbers ending D1 and D2), instructors who wish to give a mid-year examination in December must schedule it in the formal examination period.
8. The principles enunciated in these regulations shall be applied, appropriately modified, to courses given during the summer, to other courses of less than a 13-week duration, and to courses in the Faculties of Law, Medicine, Dentistry, and Education that do not follow the normal University Timetable.
9. Individual faculties may propose variations in these regulations to the Academic Policy and Planning Committee in order to meet their special needs.
10. These regulations, and any variations to them, shall be made known to students by each faculty.

**Instructors are not permitted to grant any special treatment regarding examinations to any student.** Students who believe there are circumstances which might justify making special examination arrangements for them or which might legitimately be taken into account in evaluating their performance should apply to the Associate Dean or Director of their faculty.

**It is the responsibility of the student to confirm the date, time and place of the examination by checking examination schedules posted on notice boards on campus and at [www.mcgill.ca/students](http://www.mcgill.ca/students).** This information is not available by telephone. No student will be allowed to enter an examination later than one hour after it has started.

**Note for Medicine:** Refer to [www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo\\_exams\\_en.htm](http://www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo_exams_en.htm).

#### 3.6.2.2 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 examiner. 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.

### 3.6.3 Examinations: Invigilation (Exams from Other Universities)

Upon request, McGill will act as proctor for exams from other universities or professional accreditation associations. Exams are scheduled on weekdays at 10:00 a.m., and cannot be scheduled on evenings, weekends, statutory holidays, or McGill holidays. This service is limited to written and paper-based exams.

#### 3.6.3.1 The Cost

The cost for invigilation and administration is \$80 per student, per exam to be returned in Canada; and \$100 for each international exam. Unless otherwise specified by the home institution, you are expected to pay by debit card (bank card) or cheque on the day of the exam.

Any student/institution wishing to have the exam returned by courier/express post must provide a prepaid envelope.

#### 3.6.3.2 Setting Up

Information for students: please confirm the exam date at least two weeks in advance of the scheduled exam and provide a telephone number and email address. The meeting point with the invigilator is at Enrolment Services—see address below. If your plans change and you decide not to write the exam, you must contact Enrolment Services as soon as possible.

#### 3.6.3.3 Mailing Address for Exams

Exams and examination booklets, along with full instructions, should be sent to:

McGill University  
Enrolment Services, Room MS - 72  
3415 McTavish Street  
Montreal (QC) H3A 0C8  
Attention: Proctor Exams

#### Meeting point for students on the day of the exam:

McGill University  
Service Point  
3415 McTavish Street  
Montreal (QC) H3A 0C8  
Telephone: 514-398-2207  
Email: [proctor.es@mcgill.ca](mailto:proctor.es@mcgill.ca)  
Website: [www.mcgill.ca/students/exams/proctor](http://www.mcgill.ca/students/exams/proctor)

### 3.7 Scholarships and Student Aid

The Scholarships and Student Aid Office offers a complete range of merit and need-based awards for entering and in-course undergraduate students. As well, the office administers all federal, provincial, and U.S. government student aid programs. For information and links to government websites, see [www.mcgill.ca/studentaid](http://www.mcgill.ca/studentaid). Comprehensive information concerning all undergraduate awards also appears in the *Undergraduate Scholarships and Awards Calendar* available at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars) or from the Scholarships and Student Aid Office.

#### 3.7.1 Entrance Awards for McGill Students

Undergraduate Entrance Scholarships are available to students entering McGill University for the first time in a full-time undergraduate degree program.

You should consult [www.mcgill.ca/studentaid/scholarships/prospective](http://www.mcgill.ca/studentaid/scholarships/prospective) for details. Highlights include:

- Entrance Scholarships are entirely merit-based; financial need is not considered.
- Value ranges from \$3,000 to \$10,000.
- There are two types: the One-Year, where eligibility is based solely on academic achievement; and the renewable Major, based on academic achievement as well as leadership qualities in school and/or community activities.

##### 3.7.1.1 Application Procedures

- **One-Year Scholarships:** by applying to McGill, all eligible applicants are automatically considered. No separate application is required.
- **Major (renewable) Scholarships:** candidates can apply on the web after their application for admission has been submitted and they have received an email acknowledgment.
- You must ensure that you send in all required supporting documentation.
- Dentistry, Law, Medicine, and Music applicants should inquire at their own faculty's admissions office regarding availability of entrance awards.
- If you hold a renewable scholarship from the Committee on Enrolment and Student Affairs, the scholarship is renewed only if you meet the McGill standards for renewal. See [www.mcgill.ca/studentaid/scholarships/prospective/regulation](http://www.mcgill.ca/studentaid/scholarships/prospective/regulation).

##### 3.7.1.2 Need-Based Entrance Financial Aid

This program offers financial aid to students from families of modest means who require assistance to attend McGill. Upon acceptance to the University, first-year, undergraduate degree students can apply for an entrance bursary on Minerva. The value of the entrance bursary depends on the student's degree of need. Since financial need is the primary factor in the selection of aid recipients, applicants for this program are expected to apply for government student aid programs where eligible. For more information, see [www.mcgill.ca/studentaid](http://www.mcgill.ca/studentaid).

#### 3.7.2 In-Course Awards for McGill Students

Faculty scholarships and awards are decided by the faculty scholarships committees. You should consult the appropriate section of the *Undergraduate Scholarships and Awards Calendar* for regulations and information concerning these awards at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars), or the following website: [www.mcgill.ca/studentaid/scholarships/current](http://www.mcgill.ca/studentaid/scholarships/current).

- Most undergraduate scholarships and awards are granted on the basis of the combined GPA for the Fall and Winter terms (i.e., your sessional GPA), or a ranking in the top 5% of the faculty, subject to the faculty's budget. Applications are not

required unless specifically indicated in the terms of an award.

- To be considered for in-course awards and/or the renewal of entrance scholarships, you must complete at least 27 graded credits in the regular academic year. Courses completed under the Satisfactory/Unsatisfactory (S/U) option, and Summer courses, are not considered. Program content and number of credits may also be considered.
- Up to a maximum of 6 credits from courses taken at other Quebec universities through the Inter-University Transfer (IUT) agreement can be counted toward the requirements for scholarship renewal or for consideration for other academic awards. Eligibility is based on all courses taken during the regular academic year, on both the McGill GPA and the global GPA, which includes the IUT credits.
- You should review all regulations regarding in-course awards by consulting [www.mcgill.ca/studentaid/scholarships/current/eligibility](http://www.mcgill.ca/studentaid/scholarships/current/eligibility).
- A maximum of the top 10% of students in each faculty are named to the Dean's Honour List. This designation is based on the combined GPA for the Fall and Winter terms (i.e., your sessional GPA) and the minimum required combined GPA is determined by each faculty. It is an official University recognition of the student's achievements and appears on the transcript. There is no monetary reward.
- All awards, with the exception of prizes, are credited to the tuition fee accounts of students for the following academic year. Students must be registered on a full-time basis to receive the funds.
- If you hold a renewable scholarship from the Committee on Enrolment and Student Affairs, it will only be renewed if you meet the McGill standards for renewal. See [www.mcgill.ca/studentaid/scholarships/prospective/regulation](http://www.mcgill.ca/studentaid/scholarships/prospective/regulation).

##### 3.7.2.1 In-Course Financial Aid

The University offers an In-Course Financial Aid program to full-time undergraduate degree students on the basis of demonstrated financial need. This aid includes bursaries, short- and long-term loans, and a Work Study Program. To be considered for McGill financial aid, the University recommends that applicants apply for the maximum government student assistance for which they are eligible. The Scholarships and Student Aid Office oversees all provincial, federal, and U.S. student aid programs and disburses government funds.

Student Aid Counsellors are available for consultation on an individual basis to provide advice on budgeting and debt management, and to award financial assistance to needy and deserving students. For more information, see [www.mcgill.ca/studentaid](http://www.mcgill.ca/studentaid).

#### 3.7.3 Work Study Program

The Work Study Program provides students with financial assistance through part-time employment on campus. Students are accepted into the program based primarily on financial need, though academic standing is also considered. There are a variety of Work Study positions available, ranging from clerical work in an administrative office to research with a professor. In addition to helping you cope with your financial obligations, Work Study also provides practical work experience that may enhance future employment opportunities.

Further information is available on McGill's Work Study website at [www.mcgill.ca/studentaid/workstudy](http://www.mcgill.ca/studentaid/workstudy) and at the Scholarships and Student Aid Office:

William & Mary Brown Student Services Building  
3600 McTavish Street, Suite 3200  
Montreal, QC H3A 1Y2 Canada

Telephone: 514-398-7297

Email: [work.study@mcgill.ca](mailto:work.study@mcgill.ca)

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



**Student Aid**

Telephone: 514-398-6013

Email: [student.aid@mcgill.ca](mailto:student.aid@mcgill.ca)

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

**Scholarships**

Telephone: 514-398-6014

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

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

**3.8 Graduation**

In order to graduate, you must complete faculty and program requirements. **It is your responsibility to meet all faculty and program requirements before graduation.**

At the time of graduation from an undergraduate degree, you must be in Satisfactory Standing with a minimum CGPA of 2.00.

You should contact your adviser (Music students should contact the Senior Student Adviser; graduate students should contact their department) early in the graduating year to make sure you will meet your program requirements by graduation time. For contact information on advisers, see [www.mcgill.ca/students/advising/advisordirectory](http://www.mcgill.ca/students/advising/advisordirectory).

**Note for Physical and Occupational Therapy:** You must be in Satisfactory standing with a minimum CGPA of 2.30.

**Minimum Residency Requirement**

The total number of McGill credits required to graduate is known as the minimum residency requirement. You must successfully complete a minimum of 60 McGill credits in order to obtain a McGill undergraduate degree. Some programs have specific requirements on the type of credits that must be completed at McGill. For example, two-thirds of all program requirements must be completed at McGill. For specific information refer to your faculty section of this publication.

Students completing a second undergraduate degree at McGill must successfully complete a minimum of 60 McGill credits to obtain their degree. You should check with your Faculty adviser for any conditions applicable to the McGill credits required toward your degree.

Graduate students should refer to *Programs, Courses and University Regulations > Faculties & Schools > Graduate > Program Requirements* (available at [www.mcgill.ca/study](http://www.mcgill.ca/study)) for information on minimum residency requirements for graduate programs.

**Note for Medicine:** The information about *Minimum Residency Requirement* in this section is not applicable to students in the M.D.,C.M. program. You must refer to [section 7.4.1 "Courses for the Degree of M.D.,C.M."](#).

**3.8.1 Graduation Honours: Dean's Honour List**

If you are graduating with an undergraduate degree, you may be awarded the designation Dean's Honour List under the following conditions:

1. you have completed a minimum of 60 McGill credits toward your degree; and
2. you are in the top 10% of the faculty's graduating class of students; this calculation is based on the CGPA.

**Note for transfer students:** This designation may be withdrawn if your CGPA at another university or in another faculty at McGill is not comparable to the CGPA earned in your graduating faculty.

**3.8.2 Graduation Honours: Distinction**

If you are graduating with an undergraduate degree, you may be awarded the designation Distinction under the following conditions:

1. you have completed a minimum of 60 McGill credits toward your degree; and
2. you are in the top 25%, but below the top 10%, of your faculty's graduating class of students; this calculation is based on the CGPA.

**Note for transfer students:** This designation may be withdrawn if your CGPA at another university or in another faculty at McGill is not comparable to the CGPA earned in your graduating faculty.

**Note:** The Faculties of Education, Dentistry, Law, Medicine, and the Ingram School of Nursing, as well as the School of Continuing Studies do not assign the designation of Distinction to graduating students.

**Note:** The designation of Great Distinction is no longer awarded at graduation. Prior to September 2009, Distinction and Great Distinction were awarded at graduation according to faculty-specific regulations. You can find these rules in the faculty chapters of the *2008–2009 Undergraduate Programs Calendar* or any earlier version at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

**3.8.3 Apply to Graduate**

**Most undergraduate students and non-thesis graduate students (master's, certificates, diplomas) must use Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) to apply to graduate** (go to *Student Records > Apply for Graduation for Your Primary Curriculum*). It is your responsibility to inform McGill of your intention to graduate. You need a minimum residency requirement of 60 credits at McGill to qualify for a McGill undergraduate degree. For more information, see [section 3.8, "Graduation"](#). The minimum CGPA required to graduate is 2.00, and you must be in Satisfactory Standing.

**Note for Physical and Occupational Therapy:** You must be in Satisfactory standing with a minimum CGPA of 2.30.

The Application for Graduation is available on Minerva when you register for your final year (e.g., U3 or U4), except if you are in the Faculty of Medicine or Faculty of Dentistry, where you are automatically flagged for graduation in your final year. For more information on how to apply on Minerva, go to [www.mcgill.ca/students/graduation/applying](http://www.mcgill.ca/students/graduation/applying).

Once you apply to graduate, you are authorizing the University to include your name in the Convocation program. If you want your name to be omitted from this publication you must send an email to Enrolment Services at [studentrecords@mcgill.ca](mailto:studentrecords@mcgill.ca) by March 15 for Spring convocation, and September 15 for Fall convocation.

**3.8.3.1 Deadlines**

- Fall term graduation (courses completed in December; transcript will indicate "Degree Granted" in February; Spring convocation): You must apply on Minerva by the end of November.
- Winter term graduation (courses completed in April; transcript will indicate "Degree Granted" in May; Spring convocation): You must apply on Minerva by the end of February.
- Summer term graduation (courses completed by August; transcript will indicate "Degree Granted" in October; Fall convocation): You must apply on Minerva by the end of March.

If you miss one of these deadlines, contact your Faculty Student Affairs Office immediately.

**3.8.4 Graduation Approval Query**

As a graduating student, you can view the status of your graduation record on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)) during the Faculty review and approval process (go to *Student Records > Graduation Approval Query*). The *Graduation Approval Query* form becomes available to graduating students approximately three to four weeks before the *Degree Granted* notation is updated on their records.

If you have met all requirements for graduation, your student record on Minerva will display the *Degree Granted* notation at the appropriate time:

- Late February, for Fall term graduation (Convocation in Spring)
- Late May, for Winter term graduation (Convocation in Spring)
- Late October, for Summer term graduation (Convocation in Fall)

See [www.mcgill.ca/students/graduation/convocation](http://www.mcgill.ca/students/graduation/convocation) for information regarding convocation ceremonies.

**Note for Medicine and Dentistry:** The Application for Graduation is available on Minerva when you register for your final year (e.g., U3 or U4), except if you are in the Faculty of Medicine or Faculty of Dentistry, where you are automatically flagged for graduation in your final year.

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### 3.8.5 Replacing a Diploma

#### 3.8.5.1 Required Documents

##### Replacing a lost diploma

You must provide a written request indicating that your original diploma was lost. Your request should include your full name, address, phone number, and date of birth, as well as your degree and the year it was granted. You must clearly state your reason for requesting a replacement.

##### Replacing a damaged diploma or modifying your name

You must provide your original diploma. For name changes, enclose a photocopy of your birth certificate, change of name certificate, marriage certificate, proof of divorce, or other legal documents that support your name change, corrections, additions, or deletions. Also include a letter listing your full name, student number, address, phone number, and date of birth. You must state your reason for requesting a replacement diploma, and clearly indicate any changes you want made.

#### 3.8.5.2 Making Your Request

There are two ways to submit a request:

1. Mail a written request to **Service Point**, along with the required supporting documents, and a certified cheque or money order in the amount of CAD\$120 (includes trackable mail delivery) payable to McGill University.
2. Come to **Service Point** in person with the required documents. You can pay the replacement fee of CAD\$120 (includes trackable mail delivery) via debit card. If you choose this option, please allow for appropriate delays in diploma printing and mailing time.

**Note:** Requests made on behalf of a student must be accompanied by a signed letter of authorization from the student.

#### 3.8.5.3 Certified Copies and Translations

Enrolment Services will certify and translate copies of your diploma at no charge. To make a request, assemble the documents below and either apply in person at **Service Point** or submit your request by mail or email ([servicepoint@mcgill.ca](mailto:servicepoint@mcgill.ca)). For mail/email requests, please allow at least 5–7 working days of processing time plus appropriate mailing time.

**Note:** McGill provides only one original diploma per student.

##### Requesting certified copies of your diploma

McGill can provide you with certified copies of your diploma as required; simply provide us with, or attach to your email:

- a photocopy of your original diploma on 8.5" x 11" paper in landscape mode, making certain to reduce it so that all seals and signatures are visible;
- for mail/email requests: a cover letter\* bearing your signature, full name, student number (if available), address, phone number, and number of copies required.

\* If originating from a McGill email account, a cover letter is not required.

##### Requesting a translation of your diploma

McGill can provide you with certified English or French translations of your diploma, as required.

For mail/email requests, please provide us with, or attach to your email:

- a cover letter\* bearing your signature, full name, student number (if available), address, phone number, the degree to be translated, and number of copies required.

\* If originating from a McGill email account, a cover letter is not required.

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### 3.8.6 Aegrotat Standing and Degree at McGill University

Aegrotat standing is awarded in rare cases where a student, based on serious medical or similar evidence, is unable to complete course requirements within a reasonable time, or at all.

At McGill, this designation is currently applied toward the end of a student's degree program resulting in the awarding of an aegrotat degree. An aegrotat indicator of 'Y' at graduation signifies that a student was awarded such a degree. An aegrotat degree is awarded only to students in good standing who have been unable to complete their degree due to special circumstances. Information on this degree designation is included only in the convocation program, and not on the transcript.

Aegrotat standing is rarely granted at McGill University. A formal request must be submitted to the Dean of the faculty in which the student is registered during the graduating year. The approval of the Dean and the Deputy Provost, Student Life and Learning, is necessary to grant this status.

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### 3.9 Admission to Professional and Graduate Studies

If you intend to proceed into Dentistry, Law, or Medicine, consult the faculties concerned about their prerequisites for admission.

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#### 3.9.1 Language Requirements for Professions

Quebec law requires that candidates seeking admission to provincially recognized professional corporations\* must be able to communicate verbally and in writing in French. To demonstrate a working knowledge of French, the professional corporation requires one of the following:

- Evidence that you have completed three years of full-time instruction in a French post-primary school
- A certificate that shows you completed your secondary education in Quebec in 1986 or later
- Successful completion of a written examination set by Quebec's *Office québécois de la langue française* (OQLF). See below for more information.

If you are a registered student and are within two years of graduating with a degree that will give you access to a professional corporation, you can write the OQLF examination. You should contact Enrolment Services for an application form. Examinations take place every three months and may be attempted an unlimited number of times. Priority is given to students closest to graduation.

More information may be obtained from the *Office québécois de la langue française*, 125 Sherbrooke Street West, Montreal, Quebec, H2X 1X4. Telephone: 514-873-6565. Website: [www.oqlf.gouv.qc.ca](http://www.oqlf.gouv.qc.ca).

If you need to acquire a functional level of proficiency in French, you can take courses from either the French Language Centre (Faculty of Arts [www.mcgill.ca/flc](http://www.mcgill.ca/flc)) or the School of Continuing Studies, 688 Sherbrooke Street West, telephone: 514-398-6200 ([www.mcgill.ca/continuingstudies/programs-and-courses/languages](http://www.mcgill.ca/continuingstudies/programs-and-courses/languages)).

If you are already strong in French and want to maintain or improve your proficiency, you may consider taking courses in the

Department of French Language and Literature, Faculty of Arts or the School of Continuing Studies.

**Note:** You cannot apply non-credit language courses, and certain credit language courses, completed at the School of Continuing Studies to program/degree requirements. Consult your faculty for clarification.

\* McGill degrees and diplomas currently give access to corporations regulating the activities of the following professional groups:

#### Professional Groups

Agrologists	Lawyers
Architects	Licensed General Accountants
Chartered Accountants	Nurses
Chartered Appraisers	Occupational Therapists
Chemists	Physicians
Dentists	Physiotherapists
Dietitians	Psychologists
Engineers	Social Workers
Geologists	Speech Therapists and Audiologists
Industrial Administration Accountants	Urbanists
Industrial Relations Counsellors	Vocational Guidance Counsellors

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### 3.9.2 Graduate Programs

McGill University offers over 250 Doctoral and Master's degree programs in more than 85 fields of study. We award degrees in a full range of academic disciplines, and are committed to providing you with an excellent graduate education and a rewarding student experience.

Please see [www.mcgill.ca/gradapplicants](http://www.mcgill.ca/gradapplicants) to learn about graduate programs, research, admission requirements, and funding opportunities. You can also view *Programs, Courses and University Regulations > Faculties & Schools > Graduate* (available at [www.mcgill.ca/study](http://www.mcgill.ca/study)).





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### 4.10.6 Libraries

## 4.1 Undergraduate Advising

McGill offers students access to a variety of advisers, mentors and counselors with different skills, expertise, and levels of authority. To help determine whether you need to speak to a faculty adviser, departmental/school adviser, professor/lecturer, or peer adviser, see [section 4.1.2, "The Role of Student Advising"](#) and [section 4.1.3, "Types of Advising and Advisers"](#).

### 4.1.1 Advising and the University Mission

The Mission Statement of the University expresses the commitment to offer students *the best education available*. An essential component of this is the advising process. Because advising takes place in many ways and locations at McGill, it is important that you learn about the different types of advisers (see [section 4.1.3, "Types of Advising and Advisers"](#)) and how they can help you reach your goals.

### 4.1.2 The Role of Student Advising

Your active participation in the advising process is essential for accessing the full range of academic opportunities during your studies. You must be proactive in seeking meetings with various advisers, professors, and counsellors to ensure that you receive the advice you need to formulate a personal plan of study and to meet your academic goals. While advisers are there to provide you with guidance, you are ultimately responsible for meeting your degree or diploma requirements. It is your responsibility to learn the rules and regulations of the University, your faculty, and your program. With your cooperation, advisers and counsellors will assist you throughout your undergraduate studies.

### 4.1.3 Types of Advising and Advisers

While at McGill, you have access to a variety of advisers, mentors, and counsellors who have different skills, expertise, and levels of authority. You can talk about your situation freely with your advisers; they will respect your wish for confidentiality. Typical types of advisers are described below. You should refer to your faculty's section of this publication for additional advising information specific to your degree program. Note that some academic matters require approval of more than one adviser, e.g., the faculty adviser and the department/school academic adviser.

**Faculty Advisers** are normally located in the Student Affairs Office of each faculty and are available throughout the calendar year.

Faculty advisers:

- are experts in the rules, regulations, and requirements pertaining to specific degree programs;
- provide ongoing advice and guidance on program selection, course registration, credit load, deadlines, and majors and minors;
- offer help managing academic situations during periods of personal, financial, or medical difficulties, by working with you to identify various possibilities and strategies for making informed decisions;
- communicate with other advisers within the University and, with your permission, serve as a direct link to other University resources;
- may assist you in planning for, and applying to, university exchange programs and may also provide, or direct you to, information about scholarships, awards, research fellowships, and opportunities within a given field;

- are a valuable source of information about the various resources available at McGill;
- offer support, guidance, and appropriate referral to help you manage academic situations during periods of personal, financial, or medical difficulties;
- and identify various possibilities and strategies for making informed decisions.

**Department/School Academic Advisers** are normally located closer to the offices of professors in your program and may only be available during specific times of the year (e.g., prior to registration for the next session or during the add/drop period) or during regularly scheduled office hours. If you are completing a major or minor in more than one unit, you will likely have an adviser in each unit. The departmental academic adviser may be either a professor or a member of the administrative staff. You should contact your department's administrative office to determine the identity and availability of your academic adviser. You should check your progress with your departmental academic adviser from time to time—and certainly before your final year.

Departmental academic advisers:

- guide you through course selection to meet the subject matter requirements of the major or minor;
- consider requests for course equivalencies, recommend prior approval for inter-university transfer credits, or explain the rationale for the design of a department/school program;
- may assist you in planning for, and applying to, university exchange programs, and may also provide, or direct you to, information about scholarships, awards, research fellowships, and opportunities within a given field;
- are a valuable source of information about the various resources available at McGill;
- can provide support, guidance, and appropriate referrals if you experience academic or personal difficulties while studying at McGill;
- are often responsible for confirming that you have met major or minor program requirements for graduation.

**Professors/Lecturers** may act in a voluntary capacity to mentor you as you progress through your program. The faculty adviser or department/school academic adviser may be able to help you identify a good resource person in your program.

Professors/lecturers:

- may provide advice on the latest trends in a specific field of study and make recommendations on related advanced readings;
- may discuss opportunities for a student research experience and help you connect with a professor or lecturer who best suits your interests or learning style;
- refer you back to the faculty adviser or departmental academic adviser for signatures and permission related to program requirements.

**Peer Advisers** are students who have been trained by faculty advisers or department/school academic advisers. They normally offer drop-in hours for advice on University life and will help you find the information you need in this publication or through other University resources. Peer advisers are only available in some faculties or departments.

#### 4.1.3.1 Related Services

**The First-Year Office (FYO)** (Brown Student Services Building; [www.mcgill.ca/firstyear](http://www.mcgill.ca/firstyear)) can help new students navigate their way through this publication and the information contained in the *Welcome to McGill* publication ([www.mcgill.ca/newstudents](http://www.mcgill.ca/newstudents)). They help newly admitted students prepare for the course registration period on Minerva. To maximize this help, you are strongly urged to read the sections in the *Welcome to McGill* publication that apply to your faculty. The FYO staff are always available to provide advice and referrals to the many support mechanisms at McGill.

**Counselling Service** (Brown Student Services Building; [www.mcgill.ca/counselling](http://www.mcgill.ca/counselling)) has professional counsellors and psychologists who are available to discuss personal, academic, and career goals or problems. They provide individual counselling, therapy, psychoeducational workshops, and crisis intervention. A walk-in service is available.

**Career Planning Service (CaPS)** (Brown Student Services Building; [www.mcgill.ca/caps](http://www.mcgill.ca/caps)) provides career education, guidance, and individual advising to help you in your search for permanent, part-time, or summer jobs and internships.

**Enrolment Services** (Service Point, 3415 McTavish Street, Montreal (QC) H3A 0C8; 514-398-7878; [www.mcgill.ca/students/records](http://www.mcgill.ca/students/records)) is the place to start if you have questions related to credits on entrance or Advanced Standing based on previous studies.

On the Macdonald campus, information is provided by the Student Affairs Office, Laird Hall, Room 106; [www.mcgill.ca/macdonald](http://www.mcgill.ca/macdonald).

**Note for Medicine:** The Faculty of Medicine's Office of Student and Resident Affairs ([www.mcgill.ca/medwell](http://www.mcgill.ca/medwell)) also provides services to M.D., C.M. students, including career planning advising offered by the Faculty's Undergraduate Career Planning Office ([www.medicine.mcgill.ca/careerplan](http://www.medicine.mcgill.ca/careerplan)).

### 4.1.4 Student-For-A-Day Program

If you visit our **Downtown campus** in October/November (Fall term) or February/March (Winter term), you can choose to sit in on a class that is open to visitors and experience McGill from a student's perspective.

**You do not need to pre-register:** consult the list of courses available at [www.mcgill.ca/undergraduate-admissions/introducing-mcgill/visit-mcgill/student-day](http://www.mcgill.ca/undergraduate-admissions/introducing-mcgill/visit-mcgill/student-day) and select the courses you wish to attend. Pick up your Student-For-A-Day pass at the Welcome Centre on the day of your visit. Please note that only 100-level and 200-level lectures are available. For further information, contact the Welcome Centre (514-398-6555).

If you visit our **Macdonald campus**, you can participate in the Student-For-A-Day program that provides a total immersion in the Macdonald experience. Prospective students tour the campus, sit in on classes, meet professors and students, and visit labs, facilities, and residences. For further information, please contact the Macdonald Campus Student Affairs Office at [studentinfo.macdonald@mcgill.ca](mailto:studentinfo.macdonald@mcgill.ca) or at 514-398-7925. Tours can be booked directly at: <https://mcgillinmind.mcgill.ca/mcgill/campustours>.

## 4.2 Service Point

Service Point has brought together newly 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 and graduate students:

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

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

- course and 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

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>.

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### **4.3 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 to families, 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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### **4.4 Student Services**

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

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#### **4.4.1 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/studentservices](http://www.mcgill.ca/studentservices)

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, office, or department. Funding is also available for projects, initiated by students and/or staff, that enhance student life and learning.

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#### **4.4.2 Student Services – Downtown Campus**

Unless otherwise indicated, all Student Services on the Downtown campus are located in the William and Mary Brown Student Services Building, 3600 McTavish Street, Montreal, Quebec, H3A 0G3.

A list of services available is given below. For further information, see the Student Services website: [www.mcgill.ca/studentsservices](http://www.mcgill.ca/studentsservices).

#### **Student Services:**

Brown Student Services Building, suite 4100  
3600 McTavish Street  
Montreal, Quebec, H3A 0G3  
General Information: 514-398-8238  
Website: [www.mcgill.ca/studentsservices](http://www.mcgill.ca/studentsservices)

**Career Planning Service (CaPS):** Provides career education, guidance, and individual advising to help you in your search for permanent, part-time, or summer jobs and internships.

Brown Student Services Building, Suite 2200  
Telephone: 514-398-3304  
Email: [careers.caps@mcgill.ca](mailto:careers.caps@mcgill.ca)  
Website: [www.mcgill.ca/caps](http://www.mcgill.ca/caps)

**Chaplaincy Service:** Concerned with the spiritual and mental well-being of all students.

Brown Student Services Building, Suite 4400  
Telephone: 514-398-4104  
Email: [chaplaincy@mcgill.ca](mailto:chaplaincy@mcgill.ca)  
Website: [www.mcgill.ca/students/chaplaincy](http://www.mcgill.ca/students/chaplaincy)

**Counselling Service:** Assists with psychological, emotional, and interpersonal issues as well as vocational and academic concerns.

Brown Student Services Building, Suite 4200  
Telephone: 514-398-3601  
Email: [counselling.service@mcgill.ca](mailto:counselling.service@mcgill.ca)  
Website: [www.mcgill.ca/counselling](http://www.mcgill.ca/counselling)

**First Peoples' House:** Fosters a sense of community for Aboriginal students studying at McGill.

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

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

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

**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)

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

Redpath Library Building, 3459 McTavish, Suite RS-56  
Telephone: 514-398-6009  
TDD: 514-398-8198  
Email: [disabilities.students@mcgill.ca](mailto:disabilities.students@mcgill.ca)  
Website: [www.mcgill.ca/osd](http://www.mcgill.ca/osd)

**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)

**Tutorial Service:** Sponsors an extensive tutorial program for students.

Brown Student Services Building, Suite 4200  
Telephone: 514-398-6011  
Email: [tutoring.service@mcgill.ca](mailto:tutoring.service@mcgill.ca)  
Website: [www.mcgill.ca/tutoring](http://www.mcgill.ca/tutoring)

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### 4.4.3 Student Services – Macdonald Campus

Students who study on the Macdonald campus may make full use of all Student Services on both campuses. All Macdonald campus Student Services are located in the Centennial Centre.

A list of services available is given below. For detailed information, please visit our website at [www.mcgill.ca/macdonald-studentservices](http://www.mcgill.ca/macdonald-studentservices), and the main Student Services website: [www.mcgill.ca/studentservices](http://www.mcgill.ca/studentservices).

Macdonald Campus Student Service Centre  
Centennial Centre, Room CC1-124  
21,111 Lakeshore Road  
Sainte-Anne-de-Bellevue, Quebec H9X 3V9  
Telephone: 514-398-7992  
Fax: 514-398-7610  
Email: [stuserv.macdonald@mcgill.ca](mailto:stuserv.macdonald@mcgill.ca)

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

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

**Counselling Service:** Offers confidential counselling with a psychologist for personal, social, emotional, vocational, and academic issues, among others. Appointments are required.

Telephone: 514-398-7992  
Website: [www.mcgill.ca/counselling](http://www.mcgill.ca/counselling)

**Health Services:** Offers health services in a confidential environment for a variety of health-related issues including general check-ups, STI testing as well as routine and travel vaccinations. Appointments are available with our Nurse and Doctor.

Telephone: 514-398-7992  
Website: (Macdonald campus) [www.mcgill.ca/macdonald-studentservices/feeling-sick](http://www.mcgill.ca/macdonald-studentservices/feeling-sick)  
Website: (Downtown campus) [www.mcgill.ca/studenthealth](http://www.mcgill.ca/studenthealth)

**Student Financial Aid:** Information and assistance is available for all students concerning government aid programs (includes all Canadian provinces), McGill Loans and Bursaries, and the Work Study Program. Appointments can be arranged with a Loan Administrator through the Student Service Centre at Macdonald campus to help students with specific financial concerns.

Telephone: 514-398-7992  
Website: [www.mcgill.ca/studentaid](http://www.mcgill.ca/studentaid)

Macdonald Campus Student Services also provides international health insurance (Blue Cross cards), administers mid-term examinations for students registered with the Office for Students

with Disabilities, and offers the Winter Coat Project, which provides students with slightly used winter coats and accessories.

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### 4.4.4 Ombudsperson for Students

The Office of the Ombudsperson for students offers confidential, informal, independent, and neutral dispute resolution services to all members of the student community by providing information, advice, intervention, and referrals.

The mandate of the Ombudsperson at McGill University is to intervene at the beginning of the complaint process, and to attempt to resolve issues informally before they proceed to more formal processes. To learn more about the role and scope of the Ombudsperson for Students, visit the University Secretariat website at: [www.mcgill.ca/secretariat/policies/students](http://www.mcgill.ca/secretariat/policies/students) to consult the mandate of the Office of the Ombudsperson for Students.

Office of the Ombudsperson  
3610 McTavish (above Dr. Penfield)  
Main Floor, Suite 14  
Telephone: 514-398-7059 (for an appointment)  
Website: [www.mcgill.ca/ombudsperson](http://www.mcgill.ca/ombudsperson)

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### 4.4.5 Extra-Curricular Activities

There are over 250 activities, clubs, and services that students may join. These include international clubs; religious groups; political clubs; communications groups such as Radio McGill (CKUT), the McGill Tribune, and the McGill Daily; and some 50 miscellaneous groups (e.g., science clubs; literary, theatrical, and musical societies; a chess club; and the McGill Outdoors Club).

The University Centre, 3480 McTavish Street, provides club rooms for these activities in a four-storey building with cafeterias, a ballroom, lounges and an experimental theatre. Activities for graduate students are centred in David Thomson House at 3650 McTavish Street. On the Macdonald campus, facilities are located in the Centennial Centre. Refer to *Programs, Courses and University Regulations > Faculties & Schools > Faculty of Agricultural and Environmental Sciences* (available at [www.mcgill.ca/study](http://www.mcgill.ca/study)).

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### 4.4.6 Bookstore

The McGill University Bookstore stocks new and used textbooks, a full range of books for the academic and professional community, stationery supplies, and McGill insignia clothing and gift items. Visit the Bookstore website or in person to sign up for email reminders so you are the first to know about services such as used textbook buy-back and other events.

3420 McTavish Street  
Telephone: 514-398-7444  
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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### 4.4.7 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  
Telephone: 514-398-5025  
Email: [sales.mcs@mcgill.ca](mailto:sales.mcs@mcgill.ca)  
Website: [www.mcgill.ca/mcs](http://www.mcgill.ca/mcs)

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### 4.4.8 Day Care

The McGill Childcare Centre is an independently run centre that can accommodate 106 children, ranging in age from four months



to four years. Early application is required as placement is limited, especially for certain age groups.

The Centre is located at:

3491 Peel Street  
Montreal, Quebec H3A 1W7  
Telephone: 514-398-6943  
Website: [www.mcgill.ca/daycare](http://www.mcgill.ca/daycare)

A Campus Day Care Centre, located adjacent to the Macdonald campus, is an independently run centre that can accommodate approximately 60 children, ranging in age from four months to five years. Preference is given to the Macdonald campus community. Early application is recommended.

The Centre is located at:

1 Maple Avenue  
Ste.-Anne-de-Bellevue, Quebec H9X 2E3  
Telephone: 514-398-7951

## 4.5 Residential Facilities

McGill Residences offers you a variety of accommodations that reflect the diversity of our student population on both the Downtown and Macdonald campuses.

### Mission statement

To continuously develop a safe home and nurturing community for our students through the following means:

- Keeping the value of Respect for ourselves, others, and the physical environment as our cornerstone
- Making environmentally and economically sustainable choices
- Being responsive to student needs and supporting student initiatives
- Maintaining open lines of communication and collaborative decision-making
- Working together to provide a comfortable, clean, and secure environment
- Keeping current with developing technology, practices, and professional development
- Maintaining integrity and accountability
- Thinking critically about what we do and having the courage to change
- Honouring our rich history and strong residence tradition

### 4.5.1 University Residences – Downtown

McGill Residences house approximately 3,000 undergraduate students in dormitories, apartments, and shared-facilities houses. McGill's dormitories are primarily for first-year students and feature full meal service. McGill's apartment-style residences and shared-facilities houses are mainly for first-year students who desire a more independent residence experience.

Trained upper-year student leaders (Floor Fellows) and Academic Staff (Directors) live in all McGill Residences and provide support for the residents. An elected Residence Council serves as the voice of students.

All residence rooms have telephone and high-speed network-access services which are available at extra cost. All McGill Residences are connected to the McGill Wireless Network.

Residence Admissions Office  
3473 University Street, room 150  
Montreal, QC H3A 2A8  
Telephone: 514-398-6368  
Fax: 514-398-2305  
Email: [housing.residences@mcgill.ca](mailto:housing.residences@mcgill.ca)  
Website: [www.mcgill.ca/students/housing](http://www.mcgill.ca/students/housing)

### 4.5.1.1 Dormitory-style Residences

McGill has nine dormitory residences:

- The four co-ed Bishop Mountain Residences (Gardner, McConnell, Molson, and Douglas Halls) are located on the slope of Mount Royal and overlook the campus.
- Royal Victoria College (RVC), which has one all-female and one co-ed wing, is located one block from the McGill gates.
- The co-ed New Residence Hall is located five short blocks from the campus.
- University Hall and Prez Rez are co-ed dorms located directly across from the Milton Gates to campus.
- The newest residence, Carrefour Sherbrooke, is a co-ed hall located two blocks from campus.

Dormitory residents have compulsory meal plans and have access to multiple cafeterias.

Rooms at the Bishop Mountain Residences, University Hall, Prez Rez, and RVC are mostly single occupancy. Carrefour Sherbrooke and the New Residence Hall have mostly double rooms. Each student gets a bed, desk, desk lamp, chair, dresser, closet, and small fridge (one fridge per double room).

In all Halls, residents are responsible for the cleanliness of their rooms. Common bathrooms and showers are located on each floor, except in Carrefour Sherbrooke and the New Residence Hall, where there are private bathrooms within each room. Each Hall has a laundry room, including card-operated washers and dryers, and ironing facilities. All Halls have a TV and recreation room, pay telephones, and a small storage area for suitcases, ski equipment, etc.

### 4.5.1.2 Apartment-style Residences

Solin Hall is a modern, award-winning apartment-style residence that has two-, three- and four-bedroom apartments. Located four Metro stops west of the main campus, Solin features large common areas (TV and game rooms) as well as a computer lab, and houses mostly first-year students. Each apartment has a living room, dining room, kitchen, and bathroom(s), with basic furniture such as stove, fridge, table, chairs, sofa, lamps, and drapes. Bedrooms have a bed, desk, chair, and dresser. All apartments and public-area floors are carpeted. Shopping areas are within short walking distance. Limited indoor parking is available.

The Greenbriar Apartments residence is located one block from the campus. It houses mostly first-year undergraduate students in self-contained studio and double-occupancy, one-bedroom apartments. Apartment kitchens have a stove, fridge, and sink, and bedrooms have a bed, desk, table, chairs, dresser, and blinds.

Although these residences do not offer full meal plans (Solin Hall residents have a small meal plan included with their lease, from which they can opt out), residents may purchase one from Food and Dining Services for use at the residence cafeterias or elsewhere on campus. For more information, see [www.mcgill.ca/foodservices/mealplans](http://www.mcgill.ca/foodservices/mealplans).

### 4.5.1.3 Shared-facilities Houses

McGill Residences maintains a number of beautifully renovated older buildings, each housing between 15 and 30 first-year students. These shared-facilities houses are located a few blocks from the campus and have both single- and double-occupancy bedrooms with large shared kitchens, bathrooms, and common areas. Each bedroom has a desk, chair, bed (some are loft beds), dresser, closet, and blinds. Common areas are also fully furnished.

Although these residences do not include meal plans, residents may purchase one from Food and Dining Services for use at the residence cafeterias or elsewhere on campus. For more information, see [www.mcgill.ca/foodservices/mealplans](http://www.mcgill.ca/foodservices/mealplans).

### 4.5.1.4 Residence Fees

Residence fees for the 2013–2014 session had not been set at the time this publication was finalized. These are proposed rates that have been approved by the University Residence Council.



Rates for Gardner, McConnell, Molson, University Hall, and Prez Rez are \$7,788 for regular single rooms and \$7,132 for regular double rooms. The rates at Royal Victoria College are \$8,944 for regular single rooms and \$8,202 for a double room. These rates do not include the cost of a mandatory meal plan. Meal plan rates for the 2013–2014 session had not been set at the time this publication was finalized. In 2012–2013, the meal plan rate ranged from \$4,900 to \$5,450. These rates are for the regular session: September 1 to April 30.

At the New Residence Hall and Carrefour Sherbrooke, room rates are \$8,604 per person for regular double rooms and \$9,906 for regular single rooms. These rates do not include the cost of a mandatory meal plan. Meal plan rates for the 2013–2014 session had not been set at the time this publication was finalized. In 2012–2013, the meal plan rate ranged from \$4,900 to \$5,450. These rates are for the regular session: September 1 to April 30.

La Citadelle is a newly renovated residence that opened its doors to its first batch of students in September 2012. Room rates are \$8,896 for a double room and \$10,222 for a single room. Residents of La Citadelle have two reduced mandatory meal plan options, but can opt for a larger plan if they choose. Meal plan rates for the 2013–2014 session had not been set at the time this publication was finalized. In 2012–2013, the reduced meal plan rates were \$1,250 and \$2,850. These rates are for the regular session: September 1 to April 30.

The rooms in Solin Hall are leased on an 11-month basis: September 1 to July 31. The room rates are \$10,098 for a regular single room in a shared apartment and \$10,736 to \$11,594 for a studio (single occupancy) apartment. Residents of Solin Hall are also assessed a \$300 meal plan, from which they have the choice to opt out.

Units in Greenbriar Apartments are also leased on an 11-month basis: September 1 to July 31. The rates are \$11,704 for a studio (single-occupancy) apartment and \$8,062 per person for a regular double apartment. Rates at Greenbriar do not include a meal plan.

Shared-facilities houses are also leased on an 11-month basis: September 1 to July 31. Room rates range from \$9,494 to \$11,146 for a single room, depending on the dimensions of the room. The rates for a double room range from \$7,161 to \$9,183. Rates do not include a meal plan.

These rates are also available at [www.mcgill.ca/students/housing/downtown-undergrad/fees](http://www.mcgill.ca/students/housing/downtown-undergrad/fees).

#### 4.5.1.5 Meal Plans

All dormitory residents have compulsory meal plans that can be used seven days a week. La Citadelle has a reduced, compulsory meal plan that is meant to be used in conjunction with the community kitchen. Residents at Molson, McConnell, and Gardner Halls dine in the large, centrally located Bishop Mountain Hall. Carrefour Sherbrooke, New Residence Hall, and RVC have their own dining areas. Residents of La Citadelle, University Hall, and Prez Rez are welcome to use their meal plan at the residence cafeterias. All of the Halls have kitchenettes, where residents can prepare snacks or meals at any time.

Leases for Solin Hall include a \$300 meal plan, from which you can opt out. Leases for the Greenbriar Apartments and the shared-facilities houses do not include meal plans. The apartments and houses have fully-equipped kitchens where students can prepare their own meals. However, residents are welcome to purchase a meal plan from Food and Dining Services for use at the residence cafeterias or elsewhere on campus. For more information, see [www.mcgill.ca/foodservices/mealplans](http://www.mcgill.ca/foodservices/mealplans).

#### 4.5.1.6 Student Government

Each Hall has a Residence Council, elected at the start of the academic year. It is the job of the council to gather Hall opinions, supervise financial affairs, and organize recreational and social activities within the residences. McGill's residences are run for the convenience and advantage of the students living in them. Residence Councils play a significant role in deciding and administering their community standards.

**Note:** Residence fees include an activity fee of \$24 collected by the University on behalf of the Residence Council of each Hall and the Inter-Residence Council. These funds comprise each Council's budget with which to plan activities for the Hall and across residences.

### 4.5.2 University Residences – Macdonald Campus

Campus Housing Office

P.O. Box 188

Macdonald Campus of McGill University

Sainte-Anne-de-Bellevue, QC H9X 3V9

Telephone: 514-398-7716

Fax: 514-398-7953

Email: [residences.macdonald@mcgill.ca](mailto:residences.macdonald@mcgill.ca)

Website: [www.mcgill.ca/students/housing/macdonald](http://www.mcgill.ca/students/housing/macdonald)

Residence life is an integral part of Macdonald campus activities. Laird Hall, with a capacity of 250 students, is a co-ed residence that provides accommodation for undergraduate, graduate, and Farm Management Technology students. Residents enjoy comfortable rooms, modern kitchens, cozy lounge facilities, and other amenities that help make their residence life a complete and meaningful part of their university experience. All dorm rooms have telephone and high-speed network access services, which are available at extra cost.

The EcoResidence, accommodates 100 students. This residence will appeal to students who enjoy independent living in self-contained fully furnished apartments of two or six single-bedroom units. Units are split-level with large, airy, common living areas.

#### 4.5.2.1 Residence Fees – Macdonald Campus

Residence fees are paid separately from tuition, in accordance with regulations of the Fee Payment Option selected at the time of signing a Residence Lease.

The residence fees for the 2013–2014 session had not been set at the time this publication was finalized. The 2012–2013 session rates for Laird Hall were: \$2,960 (double occupancy) and \$3,280 (single occupancy). Rates for the EcoResidence varied from \$460 to \$475 per month. An updated fee sheet will be available on the Macdonald residence website at: [www.mcgill.ca/students/housing/macdonald](http://www.mcgill.ca/students/housing/macdonald).

There is no meal plan offered on the Macdonald Campus. Students may purchase a Commuter meal plan. Refer to [www.mcgill.ca/foodservices/mealplans](http://www.mcgill.ca/foodservices/mealplans) for additional information. Meals are also available on a cash basis from the Link Café, located on the ground floor between the Macdonald-Stewart Building and Barton Library. For budgeting purposes, the cost of meals for the academic year is approximately \$3,200.

#### 4.5.2.2 Residence Occupancy – Macdonald Campus

The residence fees cover the period from August 25, 2013 to April 30, 2014. You must vacate your room at the end of the lease term. Only under exceptional circumstances will you be granted permission to arrive prior to the beginning date of the lease or remain in residence during the summer months. In these cases, you must apply to the Campus Housing Office; an additional fee will be charged if permission is granted.

You can request permission to extend your stay in residence (at the normal weekly charge) if you are taking extended courses after the regular session, employed on campus, or registered for summer courses.

In exceptional circumstances, international students or students coming from a distance may be admitted early. Permission from the Campus Housing Office must be obtained prior to arrival. Student Monitors may be admitted before the opening date of courses, if permission is granted by the Campus Housing Office.

#### 4.5.2.3 Facilities for Non-Resident Students – Macdonald Campus

The Centennial Centre features common rooms for studying. Lockers are available in the Macdonald-Stewart Building. You can rent them at the Students' Society counter in Centennial Centre.

The Link Café is located on the ground floor between the Macdonald-Stewart Building and Barton Library and is open Monday through Thursday 8:00 a.m. to 8:00 p.m. and Friday 8:00 a.m. to 2:30 p.m. The Link Café is not open Saturdays, Sundays, or holidays designated by the University.

**Note:** Non-resident students cannot stay overnight in any residence without permission from the Campus Housing Office.

#### 4.5.2.4 Student Parking – Macdonald Campus

Parking permits are available from Macdonald Campus Security, Room 101 Laird Hall. A parking decal is \$200 for one year and \$120 for one semester and can be picked up Monday to Friday from 8:15 a.m. to 4:00 p.m.

Daily passes for students are \$6 and can be purchased from the parking meter located in the Upper East Gravel lot. The meter is coin-operated and exact change is required. All students obtaining a daily pass must park in the Horticulture lot, east of the Highway 20 overpass. If you are not sure of the location, you can pick up a map from the Campus Security office in Laird Hall. For more information, see [www.mcgill.ca/transport/parking/mac](http://www.mcgill.ca/transport/parking/mac).

## 4.6 Athletics & Recreation

### 4.6.1 Downtown Campus

#### Department of Athletics & Recreation

Offers a wide range of facilities, activities, and equipment. Facilities include a gymnasium, fully-equipped fitness centre, varsity weight room, pool, arena, Fieldhouse, stadium, indoor and outdoor running tracks and tennis courts, squash & racquetball courts, spinning, dance and martial arts studios, and various playing fields.

McGill students can participate in instructional, recreational, intramural, and intercollegiate activities, as well as sports clubs. There are nominal fees for instructional courses and membership to the Fitness Centre.

McGill Sports Complex  
475 Pine Avenue West  
Telephone: 514-398-7000  
Email: [perry.karnofsky@mcgill.ca](mailto:perry.karnofsky@mcgill.ca) (recreational sports) or [lisen.moore@mcgill.ca](mailto:lisen.moore@mcgill.ca) (intercollegiate sports)  
Website: [www.mcgillathletics.ca](http://www.mcgillathletics.ca)  
Mobile Website: [m.athletics.mcgill.ca](http://m.athletics.mcgill.ca)  
Facebook: [www.facebook.com/mcgillathleticsandrecreation](https://www.facebook.com/mcgillathleticsandrecreation)  
Twitter: [www.twitter.com/McGillAthletics](https://www.twitter.com/McGillAthletics)

### 4.6.2 Macdonald Campus

#### 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 offices 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)

## 4.7 For Your Information Technology (IT) Needs

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

- 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, new 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 IT announcements and scheduled downtimes.

Take an interactive video tour of IT services at <http://kb.mcgill.ca/it/welcome-students>. Here 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, and downloading free software available to students.

### 4.7.1 Logging In

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

For some systems, such as uPrint, you may sign in using your McGill Short Username, i.e., the first letter of your first name + first five letters of your last name, usually followed by a number (e.g., jsmith5).

To find out your McGill Username and Short Username, and to create or reset 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 PIN).
2. Go to *Personal Menu > Password for McGill Username*.
3. Follow the onscreen instructions.

### 4.7.2 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.

Click myMcGill in the Quick Links menu, at the top of any McGill web page ([www.mcgill.ca](http://www.mcgill.ca)), and sign in using your McGill Username and McGill Password.

#### 4.7.2.1 Browser Compatibility

myMcGill currently supports the latest versions of the following browsers:

- Internet Explorer (IE) (Windows)
- Firefox (Mozilla) (Windows/Macintosh)

### 4.7.3 myCourses

Many of your courses will have online materials or activities such as assignments and readings, syllabuses, project guidelines, discussion forums, calendars, etc.

Access your online course content via the myCourses link within the myMcGill portal.

- Verify your browser settings by clicking **System Check** in the **Support** widget on the myCourses home page.
- Watch [myCourses videos for students](#) and access help documentation from the IT Knowledge Base.

Find more information on myCourses for students at:  
[www.mcgill.ca/it](http://www.mcgill.ca/it).

#### 4.7.4 Email

Your McGill Email Address (usually in the form of firstname.lastname@mail.mcgill.ca) is the University's official means of email communication with you. For information on the policy, see *E-mail Communications with Students* at [www.mcgill.ca/secretariat/policies/informationtechnology](http://www.mcgill.ca/secretariat/policies/informationtechnology). Access your email at <http://exchange.mcgill.ca> or through the myMcGill portal using your McGill Username and McGill Password. View your McGill Username, McGill Email Address and set up your McGill Password on the Minerva *Personal Menu*.

#### 4.7.5 Online Student Directory

You can opt in to the student directory and make it easier for your fellow classmates to contact you. Find more on this service at [www.mcgill.ca/directory/students](http://www.mcgill.ca/directory/students).

#### 4.7.6 Getting Connected

You will need to use your McGill Username and McGill Password to access the services listed below. You can find more details on these services at [www.mcgill.ca/it](http://www.mcgill.ca/it):

**Wireless:** Through the McGill Wireless network, you can access the Internet using your laptop or other mobile device from virtually anywhere on campus and also on the inter-campus shuttle buses. Log in to the Wireless network using your McGill Username and McGill Password. Find configuration instructions for your computer/phone in the IT Knowledge Base at [www.mcgill.ca/it](http://www.mcgill.ca/it).

**EZproxy:** If you are off-campus, you will need to sign into EZproxy before gaining access to restricted McGill Library databases and other library resources. For more details on EZproxy, search the IT Knowledge Base at [www.mcgill.ca/it](http://www.mcgill.ca/it).

**McGill Residences Telecommunications:** For students living in McGill Residences and McGill Off-Campus Residences, there is REZ Voice and Data service (wired and wireless). For more information search the IT Knowledge Base at [www.mcgill.ca/it](http://www.mcgill.ca/it).

**Computer Labs:** Many faculties and departments offer their students computer labs. For lab locations and software/peripheral availability, see <http://webforms.mcgill.ca/labs>.

#### 4.7.7 Safe Computing

**Free antivirus software:** Download free antivirus software to protect your computer at <http://kb.mcgill.ca/it/antivirus>.

**Note:** Be sure to uninstall any previous antivirus software from your computer before installing new antivirus software.

**Tips for keeping information secure:** Read about steps you can take to protect your data and identity at [www.mcgill.ca/it/information-security](http://www.mcgill.ca/it/information-security).

#### 4.7.8 Set Up Your Security Questions in myMcGill

Setting up your security questions and answers for your McGill Password allows you to use the **Forgot Password?** link found on several McGill applications, in case you forget it.

Once you have set up your McGill Password in Minerva, log in to myMcGill (<https://mymcgill.mcgill.ca>) and click the link in the McGill Password Security portlet. Follow the onscreen instructions to set up your own security questions and responses.

#### 4.7.9 Need Help?

**Welcome New Students:** Take an interactive guided tour of IT services: at <http://kb.mcgill.ca/it/welcome-students>.

**McGill IT Knowledge Base:** Search the IT Knowledge Base at <http://kb.mcgill.ca> for setup instructions and answers to commonly asked questions about IT.

##### 4.7.9.1 Getting Help

Contact the ICS Service Desk by submitting your request via a web form at [www.mcgill.ca/it/get-started-it/need-help](http://www.mcgill.ca/it/get-started-it/need-help), or check phone and walk-in support hours at [www.mcgill.ca/it](http://www.mcgill.ca/it).

### 4.8 The McGill Writing Centre

The McGill Writing Centre (MWC) offers credit courses in academic writing for both native and non-native speakers of English. In addition to its credit course offerings, the MWC offers non-credit courses, workshops, and individualized tutoring. For further information, please visit the MWC website: [www.mcgill.ca/mwc](http://www.mcgill.ca/mwc).

Courses coded as CEAP (for native speakers of English) and CESL (for non-native speakers of English) may be taken to fulfil language requirements or as electives in some degree programs. In some faculties, you need to obtain approval from your Student Affairs Office as well as from your academic adviser before you take courses outside of your faculty, especially if the courses are part of your program requirements.

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

Previous Course Number	New Course Number	Course Title	Credits
EAPR 250	CEAP 250	Research Essay and Rhetoric	3
ESLN 299	CESL 299	ESL: Academic English Seminar	3
ESLN 300	CESL 300*	ESL: Academic English 2	3
ESLN 400	CESL 400*	ESL: Essay & Critical Thinking	3
ESLN 500	CESL 500*	ESL: Research Essay and Rhetoric	3
EDEC 206	CCOM 206**	Communication in Engineering	3

##### Notes:

\* **Placement tests are required for admission to CESL 300, CESL 400, and CESL 500.** 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.**

\*\* CCOM 206 is a required course for and restricted to students in Engineering.

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

Previous Course Number	New Course Number	Course Title	Credits
ESLN 690	CESL 690	Writing for Graduate Students	3

**Note:** CESL courses are not open to students who have taken them previously under the corresponding ESLN codes. CESL graduate courses are not open to postdoctoral fellows.

Course for School of Continuing Studies Students	
CCOM 205	Communications in Management 1

**Note:** CCOM 205 is required for and restricted to students in Career and Professional Development programs offered by the School of Continuing Studies.

#### 4.8.1 Contact Information for the McGill Writing Centre

The McGill Writing Centre  
 McLennan-Redpath Library  
 Redpath Main, Room #02  
 3459 McTavish Street  
 Montreal, Quebec H3A 0C9  
 Telephone: 514-398-7109  
 Fax: 514-398-7416  
 General Inquiries: [mwc@mcgill.ca](mailto:mwc@mcgill.ca)  
 Website: [www.mcgill.ca/mwc](http://www.mcgill.ca/mwc)

Inquiries concerning CCOM 205 should be directed to:

Prof. Sue Laver  
 McLennan-Redpath Library  
 Redpath Main, Room #03  
 Telephone: 514-398-2351  
 Email: [sue.laver@mcgill.ca](mailto:sue.laver@mcgill.ca)

Inquiries concerning CESL 299, CESL 300, CESL 400, CESL 640, and CESL 650 should be directed to:

Prof. Carolyn Samuel  
 McLennan-Redpath Library  
 Redpath Main, Room #02F  
 Telephone: 514-398-1712  
 Email: [carolyn.samuel@mcgill.ca](mailto:carolyn.samuel@mcgill.ca)

Inquiries concerning CCOM 206, CEAP 250, CESL 500, and CESL 690 should be directed to:

Prof. Robert Myles  
 McLennan-Redpath Library  
 Redpath Main, Room #02D  
 Telephone: 514-398-3320  
 Email: [robert.myles@mcgill.ca](mailto:robert.myles@mcgill.ca)

Administrative inquiries should be directed to [mwc@mcgill.ca](mailto:mwc@mcgill.ca).

## 4.9 Resources for Study and Research

### 4.9.1 Libraries

The McGill Library consists of 12 branch libraries and three special collections located across both campuses. Numbering over six million items, the Library's vast holdings include 2.5 million books, textbooks, and course-readers, thousands of journal titles, vast manuscript and pictorial collections, and thousands of sound and video recordings. The Library's e-resources are extensive, and include over 60,000 e-journals, multimedia, and two million e-books on subjects ranging from early English literature to nutrition.

A comprehensive website ([www.mcgill.ca/library](http://www.mcgill.ca/library)), an online catalogue, and a wide range of library services link the Library's resources to those who need them for learning, research, and scholarship. Hundreds of databases on topics from art history to

zoology guide users to relevant journal articles and research materials, while subject guides on topics like chemistry and social work provide comprehensive and clear direction for users undertaking research. The Library's website also provides access to items such as past examination papers, McGill theses, and foreign newspapers. All electronic resources are available for use from home using the VPN (Virtual Private Network) or laboratories anywhere on the campus—access any time, any place.

The staff in each branch library can help you locate information for coursework, assignments, or research topics. Training is provided at all student levels to ensure you know how to find and use information. Information skills programs are undertaken as part of course curricula. Liaison Librarians specialize in specific disciplines, and are available to assist students and staff in person, on the phone, online, by email, and via online chat.

Although opening hours vary, most libraries are open up to 90 hours per week, and several branch libraries extend opening hours during examination periods, including 24-hour-access to the Humanities and Social Sciences Library. Hundreds of computers are available for email, word-processing, accessing online courses, reading library materials, preparing assignments, and searching the Internet. Designed to enhance the learning experiences of diverse users, the Library's facilities offer a variety of comfortable and attractive spaces, including quiet individual study areas, dynamic e-zones, and group study rooms that can be booked for use. Wireless access is available throughout the library, and all libraries have card-operated printing and copying facilities. Special facilities are available for vision- and hearing-impaired users. Laptops and e-readers are also available for loan.

You can use special library services such as the Electronic Data Resources Service, which supports empirical and statistical research. Unique scholarly materials from the Rare Books and Special Collections are being digitized and theses are being submitted electronically. The Course Reserve collection in each branch library includes copies of textbooks and high-demand items on course reading lists. You can borrow materials from any library and return them anywhere across the system. If you need material not owned by McGill University Library, our Interlibrary Loan & Document Delivery Service will source it for you and pickup is available at any branch.

### 4.9.2 University Archives

The McGill University Archives (MUA) acquires, preserves, and makes available to researchers (including students) more than 5,000 metres of records dating from 1797 to the present. These records document McGill University faculty, research, alumni, and student organizations, and certain Montreal-based organizations. Archived media include textual records, photographs, audio-tapes, film, video, plans, University publications, and artifacts.

The MUA acquires private records to support University research goals and manages the University's corporate memory and information assets through its records management program. This program regulates the flow of administrative records and protects vital evidence of University functions and activities according to Quebec archives and records legislation.

The MUA Reading Room is open Monday to Friday, from 9:00 a.m. to 12:30 p.m. and from 1:45 p.m. to 4:45 p.m.; however, appointments are recommended. The MUA website features virtual exhibitions, tools to search the MUA holdings, and a large bank of digitized images.

McGill University Archives  
 McLennan Library Building – 6th Floor, Room 17B  
 Telephone: 514-398-3772  
 Fax: 514-398-8456  
 Email: [refdesk.archives@mcgill.ca](mailto:refdesk.archives@mcgill.ca)  
 Website: [www.archives.mcgill.ca](http://www.archives.mcgill.ca)



## 4.9.3 Museums

### 4.9.3.1 Redpath Museum

The Redpath Museum is an academic unit of McGill University. Its mission is to foster understanding and appreciation of the diversity of our biological, geological, and cultural heritage through scientific research, collections-based study, and education. Its collections have been growing for over a century, and provide resources for research and for graduate and undergraduate education in biology, geology, anthropology, and other fields. Its largest collections include fossils from the ancient sea floor of eastern Quebec, the oldest land plants, a vast range of minerals, molluscs from around the world, Egyptian and classical antiquities, and artifacts from Central Africa. The Museum also houses research laboratories and classrooms.

The Museum welcomes McGill students and staff to visit its permanent exhibit, which presents the history of life through the ages illustrated by material from Quebec and neighbouring regions, as well as displays that feature the mineral and mollusc collections. The Museum also features an ethnology gallery devoted to cultures throughout the world, including ancient Egypt, classical Greece and Rome, Asia, and Africa.

859 Sherbrooke Street West  
Telephone: 514-398-4086  
Email: [redpath.museum@mcgill.ca](mailto:redpath.museum@mcgill.ca)  
Website: [www.mcgill.ca/redpath](http://www.mcgill.ca/redpath)

### 4.9.3.2 McCord Museum of Canadian History

The McCord Museum houses one of the finest historical collections in North America. It possesses some of Canada's most significant cultural treasures, including the most comprehensive collection of clothing—comprising over 16,000 garments or accessories—made or worn in Canada; an extensive collection of First Nations artifacts—the most important of its kind in Quebec with a corpus of over 13,000 objects from across Canada; and the renowned Notman Photographic Archives, which contain over one million historical photographs and offers a unique pictorial record of Canada from pre-Confederation to the present. The McCord also houses paintings by renowned artists such as Théophile Hamel, Cornelius Krieghoff, James Pattison Cockburn, and George Heriot. The Museum's Textual Archives include some 185 linear metres of documents relating to Canadian history. Finally, the McCord's website ([www.mccord-museum.qc.ca](http://www.mccord-museum.qc.ca)) features award-winning virtual exhibitions, innovative learning resources, and a vast, searchable database of information on the Museum's collections.

Exhibitions at the McCord provide innovative interpretations of the social and cultural history of Montreal, Quebec, and Canada. In addition to guided tours, school programs, cultural activities, and lectures, the McCord offers a range of services including the Museum Café and boutique.

Researchers are welcome by appointment.

690 Sherbrooke Street West  
Telephone: 514-398-7100  
Email: [info@mccord.mcgill.ca](mailto:info@mccord.mcgill.ca)  
Website: [www.mccord-museum.qc.ca](http://www.mccord-museum.qc.ca)

### 4.9.3.3 Lyman Entomological Museum and Research Laboratory

Located on the Macdonald campus, this institution is the insect collection and systematic entomology laboratory of McGill University. The collection houses 2.8 million specimens of insects and other arthropods, making it the second-largest insect collection in Canada, and the largest university insect collection in the country. The Lyman Museum is not generally open to the public since its main functions are research and teaching, not exhibitions. However, tours are available by appointment to interested parties.

Telephone: 514-398-7914  
Website: <http://lyman.mcgill.ca>

### 4.9.3.4 Other Historical Collections

In addition to the McGill museums, there are other collections and exhibits of a specialized nature, ordinarily open only to students. For access, contact the appropriate department. These include the Medical Museum.

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 in the Abbott and Osler collections. The material is housed in the Lyman Duff Medical Building. A showcase in the Pine Street entrance hallway displays temporary exhibits. For more information, see the Museum website [www.mcgill.ca/medicalmuseum](http://www.mcgill.ca/medicalmuseum).

The McGill Physics Department has two 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/rutherford\\_museum.htm](http://www.physics.mcgill.ca/museum/rutherford_museum.htm).

The McPherson Collection comprises a wide range of historical apparatus and instruments used for measurements and investigations, 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).

## 4.10 Facilities

### 4.10.1 Buildings

#### 3605, de la Montagne Street

Montreal, QC H3G 2M1

This building, built in 1925, comprises the administrative offices of the Faculty of Medicine.

#### McIntyre Medical Sciences Building

3655 Promenade Sir-William-Osler, Montreal, QC H3G 1Y6

This 15-storey building, completed in 1965, contains the students' related administrative services of the Faculty of Medicine, as well as the Life Sciences Library, the Osler Library of the History of Medicine, the Departments of Biochemistry, Pharmacology and Therapeutics, Physiology, and a number of special research units.

#### McGill University Life Sciences Complex

3649 Promenade Sir-William-Osler, Montreal, QC H3G 0B1  
1160 Pine Avenue West, Montreal, QC H3A 1A3

Opened in 2008, this 340,000-square-foot system of buildings houses over a dozen core facilities expressly designed to encourage cross-disciplinary research and interaction. This complex encompasses the existing McIntyre Medical Sciences Building and the Stewart Biological Sciences Building and integrates two new state-of-the-art facilities: the Francesco Bellini Life Sciences Building and the Rosalind and Morris Goodman Cancer Research Centre. It is home to 60 principal investigators and 600 researchers, with 50 percent of floor space dedicated to laboratories.

#### Strathcona Anatomy and Dentistry Building

3640 University Street, Montreal, QC H3A 0C7

This building, opened in 1911, houses administrative offices, research and teaching laboratories of the Faculty of Dentistry, and offices and laboratories of the Department of Anatomy and Cell Biology, as well as the Polypeptide Hormone laboratory.

#### Lyman Duff Medical Building

3775 University Street, Montreal, QC H3A 2B4

Opened for use in 1924, the building is situated on the northeast corner of University Street and Pine Avenue. It is occupied by the Pathology Department, the Department of Biomedical Engineering, the Nephrology Division, the Departments of Microbiology and Immunology, and the Sheldon Biotechnology Centre.

**Note:** The Sheldon Biotechnology Centre's address is 3773, University Street, Montreal, QC H3A 2B4.

**Irving Ludmer Research and Training Building**

1033 Pine Avenue West, Montreal, QC H3A 1A1

In 1943 a large building and site were donated as a basis for the development of an Institute of Psychiatry. The building was reconstructed to permit the establishment of a 50-bed unit, together with extensive research laboratories, and opened in 1944.

In 1946 the first day-hospital in the world was opened at the Institute and in 1953 a 50-bed wing was added. In 1985, another wing, housing in-patient services, psychology and occupational therapy, was added.

The Irving Ludmer Research and Training Building of the Department of Psychiatry was built by McGill University in 1963, providing an extensive and modern research facility.

**McGill University Genome Quebec Innovation Centre**

740 Doctor Penfield Avenue, Montreal, QC H3A 0G1

Completed fall 2002, the six-storey structure was constructed to help meet the critical demand for modern and cross-disciplinary research space. The Centre is shared by seven groups: the Montreal Genome Centre, the Montreal Proteomics Centre, the Genome Quebec Expertise Centre, the Mass Spectrometry Unit, the Bone Research Centre, bio-business incubators and the Centre for Research on Pain.

**Arnold and Blema Steinberg Medical Simulation Centre**

3575 Park Avenue, Montreal, QC H2X 3P9

The Arnold and Blema Steinberg Medical Simulation Centre is located in La Cité Complex. This 18,000 square feet of space contains a surgical skills area, high fidelity simulation labs and ten clinical encounter rooms. The Centre has debriefing rooms and a conference room with audiovisual links to the practice areas. All types of simulation modalities will be used there including standardized patients, task trainers, high fidelity simulation and surgical simulation. This Centre will provide the next generation of doctors, nurses, occupational therapists and physical therapists with unique educational opportunities to prepare them for the demands of clinical practice.

**Lady Meredith House**

1110 Pine Avenue West, Montreal, QC H3A 1A3

This building currently houses the Division of Experimental Medicine, the Centre for Medical Education, the offices of Occupational Health and Distance Education, as well as the Faculty Development Office, the Centre for Continuing Medical Education and the Molson Informatics Project.

**Lady Meredith Annex**

3706/3708 Peel Street, Montreal, QC H3A 1W9

This annex is the new on-campus social space for medical students, complete with computers, study desks, sofas and other furnishings, and also houses the Faculty of Medicine Communications Office and the Offices of Student and Resident Affairs.

**Charles Meredith House**

1130 Pine Avenue West, Montreal, QC H3A 1A3

This elegant building, built for Charles Meredith, houses the Institute for Health and Social Policy. The Occupational Health teaching program also has some faculty offices, student offices and teaching laboratories located there.

**Purvis Hall**

1020 Pine Avenue West, Montreal, QC H3A 1A2

Purvis Hall, one of several old mansions in the historic "Golden Square Mile" of Montreal, is situated at the corner of Peel and Pine. This building is dedicated to the administrative offices, teaching and research activities of the Department of Epidemiology, Biostatistics, and Occupational Health.

**Beatty Hall**

1266 Pine Avenue West, Montreal, QC H3G 1A8

Built in 1912, this heritage building was designed by Hogle and Davis architectural firm. In 1946 it was acquired by McGill and currently houses the School of Communication Sciences and Disorders.

**Davis House**

3654 Promenade Sir-William-Osler, Montreal, QC H3G 1Y5

Built in 1909 for contractor James T. Davis, this heritage building, designed by architects Edward and W.S. Maxwell, houses teaching and research facilities of the School of Physical and Occupational Therapy.

**Hosmer House**

3630 Promenade Sir-William-Osler, Montreal, QC H3G 1Y5

Built in 1901, for Ogilvie Flour Mill founder Charles Hosmer, this heritage building and its coach house, designed by architect Edward Maxwell, houses teaching and research facilities of the School of Physical and Occupational Therapy.

**Hosmer House Annex**

3541 de la Montagne, Montreal, QC H3G 2A2

The School of Physical and Occupational Therapy occupies this building.

**Hugessen House**

3666 McTavish Street, Montreal, QC H3A 1Y2

The Department of Psychiatry occupies this building.

**Rabinovitch House**

3640, rue de la Montagne, Montreal, QC H3G 2A8

This building houses the Centre for Research on Brain, Language and Music, and the McGill Phonathon.

**Wilson Hall**

3506 University Street, Montreal, QC H3A 2A7

The Ingram School of Nursing shares this main campus building with the School of Social Work.

**3647 Peel Street, Montreal, QC H3A 1X1**

This building houses the Departments of Social Studies of Medicine and Biomedical Ethics.

**515 - 517 Pine Avenue West, Montreal, QC H2W 1S4**

The Department of Family Medicine occupies this building.

**Gerald Bronfman Centre**

546 Pine Avenue West, Montreal, QC H2W 1S6

This building houses the Department of Oncology.

**Morrice House**

1140 Pine Avenue West, Montreal, QC H3A 1A3

This building houses the Department of Clinical Health and Informatics Research.

**MACDONALD CAMPUS****Macdonald-Stewart Building**

21,111 Lakeshore Rd., Ste-Anne-de-Bellevue, QC H9X 3V9

This building, completed in 1978, houses the administrative offices and laboratories for the School of Dietetics and Human Nutrition and the Faculty of Agricultural and Environmental Sciences.

**4.10.2 Hospitals****MCGILL UNIVERSITY TEACHING HOSPITALS**

The teaching hospital network of McGill University is an integral part of the research, teaching, and clinical activities of the Faculty of Medicine. By agreement and tradition, the administration, medical staff, and scientific personnel of these institutions are closely integrated with McGill University and form the basis for the clinical departments of the Faculty of Medicine:

**McGill University Health Centre (MUHC) / Centre universitaire de santé McGill (CUSM)** is a merger of six teaching hospitals affiliated with the Faculty of Medicine at McGill University. The activities of the MUHC are carried out at the following locations:

**The Montreal Children's Hospital**

2300 Tupper Street

Montreal, Quebec

H3H 1P3

Telephone: 514-412-4400

**The Montreal General Hospital**

1650 Cedar Avenue

Montreal, Quebec

H3G 1A4

Telephone: 514-934-1934



**The Royal Victoria Hospital**

687 Pine Avenue West  
Montreal, Quebec  
H3A 1A1  
Telephone: 514-934-1934

**The Montreal Neurological Institute and Hospital**

3801 University Street  
Montreal, Quebec  
H3A 2B4  
Telephone: 514-398-6644

**The Montreal Chest Institute**

3650 St-Urbain  
Montreal, Quebec  
H2X 2P4  
Telephone: 514-934-1934

**The Lachine Campus**

650 16<sup>th</sup> Avenue  
Lachine, Quebec  
H8S 3N5  
Telephone: 514-634-2351

Each year the MUHC receives almost 712,107 ambulatory visits (clinics only), approximately 40,000 in-patient stays, and trains over 600 residents and 300 clinical fellows, as well as 700 undergraduate medical students and 400 foreign students. In addition, the MUHC Nursing Department and the McGill School of Nursing train nearly 200 student nurses, as well as nurses pursuing graduate degrees.

The MUHC has close to 14,000 healthcare and other personnel working within the organization's seven clinical missions – The Montreal Children's Hospital, Medicine, Surgery, Neurosciences, Mental Health, Women's Health and Cancer Care.

The Research Institute of the McGill University Health Centre (RI MUHC) is a world-renowned biomedical and healthcare hospital research centre. The Institute is the research arm of the MUHC affiliated with the Faculty of Medicine at McGill University and a major training and teaching centre to over 1,200 graduate students, postdocs, and fellows devoted to a broad spectrum of fundamental and clinical research. Operating at the forefront of knowledge, innovation and technology, it is inextricably linked to the clinical programs of the MUHC, ensuring that patients benefit directly from the latest research-based knowledge. More information is available at [www.muhc.ca/research](http://www.muhc.ca/research).

The MUHC is currently engaged in a three-campus redevelopment project, which involves the modernization of the Montreal General Hospital (the Mountain Campus), renovations to the Lachine Campus and the construction of a new facility at the Glen Campus. The New MUHC will support our continued excellence in patient care, teaching and research, and will contribute to the transformation of health care for generations to come. For more information on the MUHC, visit [www.muhc.ca](http://www.muhc.ca).

There are three other principal teaching hospitals:

**Jewish General Hospital** is located at 3755 Côte Ste-Catherine Road, Montreal, QC H3T 1E2.

Since 1934, the Jewish General Hospital has served patients from diverse religious, linguistic and cultural backgrounds in Montreal, throughout Quebec and beyond. As one of the province's largest acute-care hospitals, this 637-bed McGill University teaching hospital admits nearly 25,000 patients per year, while handling approximately 645,000 outpatient visits, 69,000 emergency visits and 4,400 births. The JGH is widely recognized for excellence in various specialties, including oncology at the Segal Cancer Centre, cardiology, neonatology, orthopedics, family medicine, aging and emergency medicine. As a result, the hospital has been designated by the government of Quebec as one of Montreal's five major service centres; a provincial centre for high-risk obstetrical and neonatal care; and a breast referral and investigation centre. Treatment is provided by approximately 695 affiliated doctors many of whom have teaching appointments at McGill University, as well as 235 medical residents per year, together with nursing and a wide range of allied health services. The Jewish General

Hospital carries out more than 22% of the training for McGill's Faculty of Medicine and is home to several of the University's programs, including the McGill AIDS Centre, the McGill Centre for Translational Research in Cancer, the McGill Head and Neck Surgery and Oncology Program, and the McGill Menopause Clinic. The hospital's Lady Davis Institute is acknowledged as a world leader in many fields of research, including cancer (the Terry Fox Molecular Oncology Group), aging (the Bloomfield Centre for Studies in Aging), epidemiology (the Centre for Clinical Epidemiology and Community Studies), nursing (the Centre for Nursing Research), AIDS, cardiovascular disease, genetics, emergency medicine, nephrology, and the psychosocial aspects of illness. The outstanding quality of this work has often enabled the Lady Davis Institute to attract more funding per researcher than any other hospital affiliated research institution in Quebec.

More information is available at [www.jgh.ca](http://www.jgh.ca).

**St. Mary's Hospital Center** is located at 3830 Lacombe Avenue, Montreal, QC H3T 1M5.

St. Mary's Hospital Center (SMHC) is an acute-care specialized McGill University affiliated teaching hospital with 271 adult beds. Its official designation as a university affiliated teaching hospital or a CHAU (*Centre hospitalier affilié universitaire*) further reinforces its commitment and ability to deliver high quality healthcare while playing a leading role in the areas of teaching and research. It is responsible for the training of a large cohort of undergraduate and post-graduate students in Medicine and the allied health disciplines.

Over 4,300 babies are delivered annually at St. Mary's, which is the first hospital in Montreal to have received the World Health Organization's (WHO) international recognition of Baby Friendly Hospital Status by the Quebec ministry of health. There is a progressive and active Family Medicine Centre recognized for its teaching. The Hospital also provides numerous highly specialized services such as renal dialysis, oncology, geriatric assessment and psycho-geriatric, nuclear medicine, C.T. scanning services, as well as MRI exams. There are more than 120,000 out-patient clinic visits, 10,000 procedures through the surgical day center, and over 11,000 patient admissions, in addition to ambulatory care visits, annually.

The Hospital is noted for its devotion to patients, motivation toward the achievement of excellence, and compassionate care. The laboratory department is the only hospital lab in the province currently certified by the College of American Pathologists since 1995. SMHC is also proud to be Canada's first hospital facility to receive the EcoLogo Program's Environmental Stewardship Award, presented to organizations in recognition of their environmentally friendly actions.

Visit the St. Mary's Hospital Center website at [www.smhc.qc.ca](http://www.smhc.qc.ca) to learn more.

**Douglas Mental Health University Institute** is located at 6875 LaSalle Boulevard, Borough of Verdun, Montreal, QC H4H 1R3.

Founded in 1881, the Douglas Mental Health University Institute has a triple mission of care, research, and teaching. A member of the McGill Integrated University Health Network (RUIS McGill) and affiliated with the World Health Organization, it offers hospitalization and extensive out-patient ultraspecialized services.

The Hospital provides child and adolescent, adult, and geriatric clinical services, and is dedicated to treating patients in the least restrictive manner possible, with a major focus on rehabilitation and successful reintegration into the community. It offers training for residents in psychiatry, as well as for medical and paramedical students from a wide range of disciplines. The Douglas Institute is the second largest research centre in mental health in the country, with a team of over 60 scientists and clinical researchers and 180 university students. This team is devoted to making better sense of the causes of mental disorders – whether genetic, environmental, cultural or social – as well as developing diagnostic tools, treatments and prevention methods. Also, the Douglas Institute Research Centre is home to McGill University centres in schizophrenia, aging and suicide as well as the Montreal Pan American Health Organization/World Health Organization Collaborating

Centre for Reference and Training in Mental Health, which offers consultation services, research and teaching programs here and abroad.

#### HOSPITALS AFFILIATED WITH MCGILL UNIVERSITY

The following centres and hospitals have been approved by, and have contracted with, McGill University for participation in teaching and research in one or more departments and services:

##### **CSSS de Gatineau**

777 boulevard de la Gappe, Gatineau, QC J8T 8R2

##### **Jewish Rehabilitation Hospital**

3205 Place Alton Goldbloom, Laval, QC H7V 1R2

##### **Lakeshore General Hospital**

160 Stillview Avenue, Pointe Claire, QC H9R 2Y2

##### **LaSalle General Hospital**

8585 Terrasse Champlain, LaSalle, QC H8P 1C1

##### **Maimonides Geriatric Centre**

5795 Caldwell Avenue, Montreal, QC H4W 1W3

##### **Shriners Hospital For Children**

1529 Cedar Avenue, Montreal, QC H3G 1A6

#### 4.10.3 Clinical Facilities for Dentistry

**The McGill University McCall Dental Clinic** is located in the Montreal General Hospital.

At the Clinic, Third and Fourth year students in the undergraduate program are taught under the guidance of the dental staff to carry out all phases of clinical dentistry and related laboratory procedures. They attend this clinic daily except for such time as may be taken up by lectures or other University work.

The Montreal General Hospital offers the facilities of all departments in the hospital and allows the students to observe a wide variety of interesting and unusual cases under treatment.

#### 4.10.4 Facilities for Human Nutrition

**The Mary Emily Clinical Nutritional Research Unit** is located on 7 Maple Street in Sainte-Anne-de-Bellevue.

The Unit was developed in 1995 with the objective to create a facility dedicated to in-patient human nutrition experimentation using precisely controlled diets. The Unit is housed in a detached 5,000 sq. ft. building located at the perimeter of the Macdonald Campus with easy access to the community at large. This Unit is capable of supporting 12 research subjects on an in-patient basis. The facility is unique in Canada, in that it allows strict, in-house monitoring and testing of research subjects over prolonged periods while they consume diets prepared in-house. The first floor houses a state-of-the-art metabolic kitchen to prepare foods in a controlled manner including sitting area for consumption of meals. The second floor houses an interview room to provide for attainment of written ethical consent/assent. A research/clinical assessment room is dedicated to procedures including blood sampling by a phlebotomy team or clinical staff in adults, infants and children. The Unit is a self-supporting initiative which is available for use by external researchers. For further information regarding collaborative or independent extramural research interests, contact the Director of the School of Dietetics and Human Nutrition.

#### 4.10.5 Research Centres

##### **Artificial Cells and Organs Research Centre**

3655 Promenade Sir-William-Osler, Room 1003

Montreal, QC H3G 1Y6

Telephone: 514-398-3514

Fax: 514-398-7452

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

This Centre concentrates on interdisciplinary research on the application of artificial cells in medicine and biotechnology. The present research emphasis is on artificial cells, regenerative

medicine, nanomedicine, enzyme replacement therapy, biotechnology, blood substitutes based on nanobiotechnology, biomaterials, bioencapsulation of enzymes, cells, micro-organisms, and stem cells, especially artificial cells containing bone marrow stem cells for liver regeneration. The members of this centre come from different specialties in McGill ranging from the basic science Departments of Physiology, Engineering and Biomedical Engineering to clinical divisions in the McGill teaching hospitals. The Centre Office is in the McIntyre Medical Sciences Building.

##### **Biomedical Ethics Unit**

3647 Peel Street

Montreal, QC H3A 1X1

Telephone: 514-398-6980

Fax: 514-398-8349

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

The Biomedical Ethics Unit (BEU) offers graduate courses in bioethics. These include electives for medical students, in-hospital courses, lectures and rounds for residents and other health care workers. The BEU also administers the Master's specialization in Bioethics, which is available to students in the Faculties of Medicine, Law, Religious Studies, and the Department of Philosophy. The program emphasizes the conceptual and practical aspects of bioethics and ordinarily takes two years to complete. Current faculty members have training in philosophy, religious studies, medicine, history, anthropology, sociology, epidemiology, molecular biology, and law. The BEU faculty and trainees are active in a variety of interdisciplinary research areas and have expertise in clinical trials research, genetics, pediatrics, innovative technologies, access to care, public health ethics, health inequalities, biosecurity, anti-aging research, end-of-life care policies, and pharmaceutical development. We also provide in-hospital clinical ethics consultation services and serve on the Clinical and Research Ethics Committees for the McGill teaching and affiliated hospitals.

BEU members and research associates actively collaborate with faculty across McGill, as well as nationally and internationally in research, teaching, and clinical activities. There are currently five faculty members plus affiliate members, postdoctoral fellows, and graduate students. The current director of the BEU is Eugene Bereza; [eugene.bereza@mcgill.ca](mailto:eugene.bereza@mcgill.ca).

##### **Centre for Bone and Periodontal Research**

740 Doctor Penfield Avenue, Room 2200

Montreal, QC H3A 0G1

Telephone: 514-398-6028

Fax: 514-398-4020

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

The Centre for Bone and Periodontal Research was established in October 2001 to promote and facilitate research and training in the areas of bone, cartilage and periodontal disease. The Bone Centre currently represents the interests of more than 60 clinical and fundamental scientists, many of whom are recognized leaders in research pertaining to disorders such as arthritis, osteoporosis, metastatic and metabolic bone disease and developmental disorders of the skeleton and oral cavity.

The Centre provides advanced instrumentation for hard tissue research, acts to increase the research capacity of its members and to translate advances into improved diagnosis, prevention and treatment of diseases involving the skeleton and oral cavity.

##### **Centre for Medical Education**

Lady Meredith House

1110 Pine Avenue West, Room 205

Montreal, QC H3A 1A3

Telephone: 514-398-4987

Fax: 514-398-7246

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

The Centre for Medical Education promotes excellence and scholarship across the continuum of health sciences education. More specifically, the Centre for Medical Education at McGill:

- Encourages innovation and excellence in teaching and learning.
- Serves as a resource for curriculum development in undergraduate, postgraduate and continuing health sciences education.
- Stimulates interest in educational research and development.
- Conducts research and scholarly work in health sciences education.
- Ensures that research advances the field of health sciences education and informs educational practice.

The Members of the Centre for Medical Education represent diverse backgrounds and disciplines and are involved in:

- Educational planning, curriculum design and program evaluation.
- Faculty development and educational consultations.
- Research in health professions education.
- Dissemination of educational innovations and research findings.
- Mentorship of students, residents, fellows, and colleagues.

The Centre for Medical Education offers a variety of educational opportunities to students, residents, and faculty. Of interest to medical students is the Medical Education Electives Program, which is a one-month elective for those considering a career in teaching or academic medicine. For more information, visit: [www.mcgill.ca/centreformededucationalopps/electives](http://www.mcgill.ca/centreformededucationalopps/electives) or contact Dr. Michelle Elizov, Director of the Electives Program.

#### Centre for Research on Brain, Language and Music

3640 rue de la Montagne  
Montreal, QC H3G 2A8  
Telephone: 514-398-6962  
Fax: 514-398-8123  
Website: [www.crbllm.ca](http://www.crbllm.ca)

The Centre for Research on Brain, Language and Music (CRBLM) at McGill University is a *Regroupement Stratégique* whose mission is to promote research and training in the areas of language and music neuroscience, performance, and development. Participating universities include McGill, Université de Montréal, UQAM, and Concordia. Our infrastructure for language and music research is unparalleled, including research facilities located in the McGill Faculties of Medicine, Science, Arts, and Education, as well as the International Laboratory for Brain and Music Research (BRAMS) located at the Université de Montréal. Our specific objectives include:

- 1) promoting the scientific study of language and music neuroscience, performance, and development;
- 2) stimulating interdisciplinary and cross-domain collaboration among researchers on basic and applied problems in language and music;
- 3) fostering innovative research training for graduate and post-doctoral students;
- 4) disseminating research findings to clinical and educational end-users;
- 5) forming national and international partnerships.

Our goal is to develop a fundamental theoretical, behavioral, and neuroscientific understanding of the neurobiological, social, and communicative processes of language and music.

#### Centre for the Study of Host Resistance

Montreal General Hospital  
1650 Cedar Avenue, Room A5.156  
Montreal, QC H3G 1A4  
Telephone: 514-934-1934 ext. 42815  
Fax: 514-934-8423  
Website: [www.mcgill.ca/hostres](http://www.mcgill.ca/hostres)

The development of novel interventions for human infectious diseases is expected to dominate the field of biomedical research in the coming years. Such efforts will require multidisciplinary design and will be decisively shaped by the emerging knowledge of human genetic variability and its relationship to disease risk. This

type of integrative biological thinking is the hallmark of the study of "Host Resistance", a field that originated and was pioneered by researchers at McGill University. Over the last 25 years, research conducted at the McGill Centre for the Study of Host Resistance has focused on cutting edge principles of genetic research and in doing so has produced leading discoveries in the fields of infectious diseases and common inherited diseases. The Centre has long been recognized as a leading training environment and has hosted a Canadian Institutes of Health Research Training Centre in Integrative Biology of Infectious Diseases and Autoimmunity.

#### Centre for Translational Research in Cancer

Lady Davis Institute for Medical Research  
Jewish General Hospital  
3755 Côte Ste-Catherine, Room E538  
Montreal, QC H3T 1E2  
Telephone: 514-340-8222 ext. 5418  
Fax: 514-340-8708  
Website: [www.mcgill.ca/translational-research-cancer](http://www.mcgill.ca/translational-research-cancer)

The aim of the Centre is to facilitate the translation of the exciting novel findings made in fundamental laboratories into testable hypotheses for evaluation in clinical trials in oncology. There are currently extremely high quality clinical research activities at McGill, and the fundamental investigations of cancer biology by McGill scientists are recognized worldwide. The Centre provides the infrastructure to bring these investigators together in order to synergize their efforts at generating novel and promising translational research. This provides a structured focus for these activities and will accelerate the testing of potential benefits derived from scientific discovery.

The Centre provides core functions to enhance translational research, including a Tissue Bank, Clinical Research Unit, and a Molecular Modeling Program. The unique interaction of clinician-scientists and Ph.D. researchers provides an important strength to novel therapeutic development programs. There is significant interaction with biotechnology and the pharmaceutical industry.

The Centre provides a high quality environment for training clinician-scientists in cancer research. The trainees include both graduate students (Experimental Medicine, Pharmacology and Therapeutics, Pathology) as well as Ph.D. and M.D. scientists interested in postdoctoral experience working specifically on clinically oriented or relevant models or problems.

#### McGill AIDS Centre

Based at the Lady Davis Institute for Medical Research at the Jewish General Hospital

3755 Côte Ste-Catherine, Room F-318  
Montreal, QC H3T 1E2  
Telephone: 514-340-7536  
Fax: 514-340-7537  
Website: [www.ladydavis.ca/mcgillaidscentre](http://www.ladydavis.ca/mcgillaidscentre)

The McGill AIDS Centre coordinates, facilitates and promotes teaching, research and treatment activities relating to HIV infection and AIDS at McGill University and its affiliated teaching hospitals. McGill University has been among the foremost institutions in Canada to study and treat HIV infection and AIDS. McGill scientists, researchers, and clinicians have carried out work in every area of this health problem. The Centre firmly believes that the study and treatment of HIV infection and AIDS must be interdisciplinary, and thus the fields of medical science and social science must complement each other. The Centre enhances this work by helping researchers, scientists and clinicians at McGill to carry out the complex research that is needed to understand, prevent and treat HIV infection both in Canada and around the world.

McGill AIDS Centre scientists play an important role through collaboration with their counterparts in developing countries in which HIV is endemic. Our scientists have played lead roles in articulating a need for access to antiretroviral drugs for all in need, regardless of where they live or ability to pay. Educational and training activities will be augmented to ensure there is sufficient manpower for the growing HIV epidemic. The care and treatment of persons who are infected with HIV or who have developed AIDS



will be enhanced through coordination of these activities at McGill hospitals and clinics. Furthermore, the Centre will provide a forum for the input and participation by people with HIV infection or with AIDS in this research, teaching, and care.

#### **McGill Centre for Studies in Aging**

6825 boulevard LaSalle  
Verdun, QC H4H 1R3  
Telephone: 514-766-2010  
Website: <http://aging.mcgill.ca>

The MCSA is committed to investigating causes and possible treatments of the dementias, especially Alzheimer's disease. During the past decades, the MCSA has played a pioneering role in identifying genetic abnormalities leading to an increased risk for Alzheimer's disease. The Memory Clinic of the Alzheimer's Disease Research Unit, under the leadership of Dr. Serge Gauthier, is focusing on improved therapies, long-term treatment of subjects affected by dementia, and enhancing the quality of life of patients and caregivers. Prevention, the new major focus of aging research, has been identified as an important objective in dementia research by national and international institutes (Alzheimer Society of Canada, National Institute of Aging USA) and is a priority of McGill University over the next decade. The McGill Centre for Studies in Aging contributes to this effort with its Dementia Prevention Program ([www.ponder.mcgill.ca](http://www.ponder.mcgill.ca)). This program, in close cooperation with the Douglas Institute and other research centres in Quebec, will allow community prevention and initiate optimal treatment for affected individuals while providing researchers with important data about possible predictors of dementia. Further, the MCSA has established a computational infrastructure devoted for teaching neuroimaging in dementia for fellows, graduate, and postdoctoral students. This infrastructure program is under the direction of Dr. Pedro Rosa-Neto, M.D., Ph.D. Finally, research in the field of neuroimaging has been focusing on the early detection of dementia, and AD prevention. Neuroimaging research emphasizes translational aspects of neuroimaging.

#### **Rosalind and Morris Goodman Cancer Research Centre**

1160 Pine Avenue West  
Montreal, QC H3A 1A3  
Telephone: 514-398-3535  
Fax: 514-398-6769  
Website: <http://cancercentre.mcgill.ca/research>

The mission of the Rosalind and Morris Goodman Cancer Research Centre is two-fold. The first is to bring together internationally renowned scientists devoted to cancer research and provide them with state-of-the-art resources so that they can fully contribute to the worldwide effort of developing novel approaches for the improvement of the diagnosis, treatment, and management of this disease. Investigators within the Cancer Centre have made significant contributions toward the molecular understanding of diseases such as cancer, which can be exploited to better stratify cancer and facilitate the development of novel therapeutic approaches. The second mandate of the Goodman Cancer Research Centre is to provide an internationally recognized training ground for the next generation of investigators who will pursue research in the life sciences and cancer.

#### **The Alan Edwards Centre for Research on Pain**

Suite 3100, Genome Building  
740 Doctor Penfield Avenue  
Montreal, QC H3A 0G1  
Telephone: 514-398-8975  
Fax: 514-398-8121  
Website: [www.painresearchcenter.mcgill.ca](http://www.painresearchcenter.mcgill.ca)

Pain research at McGill University is carried out by The Alan Edwards Centre for Research on Pain, which comprises researchers from the Faculties of Medicine, Dentistry and Science. The main goal of the Centre is to bring together the McGill community of basic and clinical pain researchers to promote research that will result in cures for chronic pain. Through its own activities and international collaborations, the Centre focuses on new discoveries

and their clinical applications that will improve the prevention and treatment of chronic pain.

#### **4.10.6 Libraries**

All of the McGill University libraries are available to health sciences users but two of them are likely to be of particular interest. These are the Life Sciences Library and the Osler Library of the History of Medicine, both situated in the McIntyre Medical Sciences Building and the Macdonald Campus Library, which is a primary resource for Dietetics and Human Nutrition users.

##### **Life Sciences Library**

The Life Sciences Library was founded in 1823, making it the oldest health sciences library in Canada. The Library contains about 460,446 volumes, and receives about 661 current print journal titles. In addition to print, the Library licenses access to a variety of electronic resources, including approximately 8,459 health-related journals, several thousand health-related books and a range of databases, including eleven clinical tools. Access to licensed electronic resources is available to all McGill faculty, staff and students.

The Library is a major resource for teaching, research and clinical care in communication sciences and disorders, dentistry, medicine, nursing, biology, and physical and occupational therapy. The Library is noted for its strong retrospective collection of books and journals. Information on the library collections and services can be found at [www.mcgill.ca/library/library-using/branches/lsl](http://www.mcgill.ca/library/library-using/branches/lsl).

The Library is open to all who need to use its collections. Borrowing privileges are extended to all McGill faculty, staff and students. The Library's hours vary throughout the year and are available on the website noted above or by telephoning 514-398-4475. It should be noted that only holders of valid McGill ID cards can access the Library during weekend or evening hours.

##### **Osler Library of the History of Medicine**

The Osler Library of the History of Medicine, which opened in 1929, is physically and intellectually connected to the Life Sciences Library. The Library has as its nucleus the 8,000 volumes willed to McGill University in 1919 by Sir William Osler (one of its most famous pupils and teachers). The collection now totals over 90,000 volumes as Sir William's original gift has been augmented by transfers from the Life Sciences Library, by other gifts and bequests and by an active purchasing program. The Library is supported by a Friends group, publishes a Newsletter, available at [www.mcgill.ca/library/library-using/branches/osler-library](http://www.mcgill.ca/library/library-using/branches/osler-library), and offers an annual research travel grant.

The Osler Library is open to all who wish to consult its collections and current material is available for loan. Borrowing privileges are extended to all McGill faculty, staff and students. The Library is open on weekdays from 9:00 a.m. to 5:00 p.m. and in July and August is also closed on Fridays.





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### 5.1 The Faculty

#### 5.1.1 Location

Faculty of Dentistry  
Strathcona Anatomy and Dentistry Building  
3640 University Street  
Montreal, QC H3A 0C7  
Canada

Telephone: 514-398-7203  
Fax: 514-398-8900

Admissions Offices:  
D.M.D. and Dent-P: 3550 University St. (by appointment)  
Telephone: 514-398-7203 ext. 00063

Graduate Programs Admissions:  
3640 University St., Room B/15  
Telephone: 514-398-6699

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

#### 5.1.2 Administrative Officers

##### Faculty

Paul J. Allison; B.D.S., F.D.S.R.C.S., M.Sc.(Lond.),  
Ph.D.(McG.)

**Dean**

Shahrokh Esfandiari; B.Sc.(McG.), M.Sc.(Montr.),  
D.M.D.(Laval), Ph.D.(McG.)

**Associate Dean (Academic Affairs)**

Marc D. McKee; B.Sc., M.Sc., Ph.D.(McG.)

**Associate Dean (Graduate Studies and Research)**

Jeffrey M. Myers; B.Sc., D.D.S.(McG.)

**Associate Dean (Clinical Affairs)**

Simon Tran; D.M.D.(Montr.), Cert. Perio., Ph.D.(Minn.)

**Director (Graduate Programs)**

Peter J. Chauvin; B.Sc., D.D.S.(McG.), M.Sc.(W. Ont.),  
F.R.C.D.(C)

**Director (Student Promotions)**

Ali Fakhry; D.M.D.(Montr.), Cert. Perio., M.Sc.(Penn.)

**Director (General Practice Residency Program)**

Marie E. Dagenais; D.M.D.(Montr.), Dip.Rad.(Tor.)

**Chair, Admissions Committee**

Ali Fakhry; D.M.D.(Montr.), Cert. Perio., M.Sc.(Penn.)

**Chair, Continuing Dental Education**

#### 5.1.3 History

Our Faculty's focus is on training oral physicians, capable of providing comprehensive health care to their patients. We offer unparalleled opportunities for practical experience in a wide variety of hospital and clinical settings. Internationally renowned for our research bolstered by new, world-class facilities, our students are exposed to the latest developments in dental research.

Historically we have enjoyed a creative mix of students not only from Canada, but also from the United States and around the world. We have a strong history of student participation in Faculty affairs with the goal to create a collegial learning environment.

The history of dental education in Quebec goes back to 1892 when the Association of Dental Surgeons of the Province of Quebec founded, in Montreal, a dental school known as the Dental College of the Province of Quebec. Instruction in this College was in both English and French and the College was located on Phillips Square. This College became associated with Bishop's University in Lennoxville, Quebec, four years later as a department in the Faculty of Medicine of that University, but remained situated in Montreal. In this way, the clinical training was provided by the College and the academic training by the University. The first Doctor of Dental

Surgery (D.D.S.) degree in the province of Quebec was granted by Bishop's University.

The McGill Dental School was established in June 1904 as a department in the Faculty of Medicine and continued as such until 1920 when it became known as the Faculty of Dentistry.

The Faculty of Dentistry has always been closely associated with the Montreal General Hospital, where the clinical teaching in the Faculty is mainly carried out along with rotations to other teaching hospitals. The preclinical teaching laboratory is housed in the Strathcona Anatomy and Dentistry Building on campus. The basic science subjects are taught in conjunction with the Faculty of Medicine during the first 18 months of the program.

To reflect the increase in curricular content of basic science and medical courses in recent years, the Faculty requested that the degree program be renamed. The change, to Doctor of Dental Medicine (D.M.D.), received University approval in the spring of 2000.

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### 5.1.4 Our Mission Statement

#### Our Vision

The Faculty of Dentistry, McGill University, envisions a healthy and equitable society. It is committed to the promotion of oral health and quality of life in the whole population, with emphasis on the needs of underserved communities and individuals.

#### Our Main Goals

- To enable oral health professionals to attain the highest levels of competence and commitment to patients and to the community.
- To foster outstanding research, and to educate and nurture students in order to increase knowledge and improve the well-being of the population.
- To serve the population through the delivery of oral health care in hospital facilities and through outreach programs in underprivileged communities.
- To maintain a leadership role in oral health education, in scientific research and in the shaping of public health policy, with an emphasis on reducing health inequalities.

#### Our Core Values

Commitment to excellence and innovation.

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## 5.2 Admissions – Undergraduate Program

The application for admission to the Faculty of Dentistry for September 2013 will be available online in the Fall at [www.mcgill.ca/applying](http://www.mcgill.ca/applying). Please consult this site, or the Faculty of Dentistry site [www.mcgill.ca/dentistry/prospective/undergrad](http://www.mcgill.ca/dentistry/prospective/undergrad), for the most recent application procedures. All documents, including transcripts and letters of recommendation, must be submitted by the deadlines given below. Each application to the D.M.D. program (four years) or the Dental Preparatory program (five years) must be accompanied by a non-refundable fee of \$100 payable by credit card.

The Faculty of Dentistry encourages students from various backgrounds to apply. Prospective applicants are advised to pursue courses of study, whether in the humanities, the social or the natural sciences, that appeal to them. The Faculty aims to graduate socially aware, culturally sensitive and community-oriented practitioners who are committed to improving access to oral health care. Developing interpersonal skills such as active listening, communicating, empathy and compassion are important if you select dentistry as a career.

### Deadlines for receipt of applications for admission to the 2013–2014 academic year are:

October 1	Deadline to submit the online application for foreign trained dentists with degrees from non-accredited programs (Advanced Standing) applying to the four-year D.M.D. program;
November 1	Deadline to submit the online application to the four-year D.M.D. program;
November 15	Deadline to submit all required documents for the four-year D.M.D. program;
March 1	Deadline to submit the online application to the Dental Preparatory Program (Dent-P).

Final decisions are based on transcripts, reference letters, personal statement, resume, and interview.

For students accepted into the four-year program or the Advanced Standing program, notification of acceptance must be accompanied by a deposit of \$500 (Canadian), which will be applied against tuition. Fifty per cent (50%) of the deposit fee is refundable up to June 15. For students accepted into the Dent-P program, notification of acceptance of the offer must be accompanied by a deposit of \$400 (Canadian), which will be applied against tuition. The deposit is refundable up to July 15.

### Deferred Admission

Admission into the first year of our D.M.D. program may be exceptionally deferred for a period of one (1) year at the discretion of the Admissions Committee. A deferral request can only be made once the offer of admission has been accepted and the deposit paid. If a request for deferral is granted, the registration deposit will be transferred to the deferred term.

Requests must be submitted in writing and addressed to our Chair of Admissions. This letter of a maximum of two pages should set out the reason(s) for the request, and must be submitted no later than July 15.

**Note:** Deferral admission is not granted for the DENT-P program.

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### 5.2.1 Four-Year D.M.D. Program

During the first 18 months of the program, basic and applied sciences are taught in conjunction with the Faculty of Medicine. Students then complete seven months of intense preclinical training followed by two years of clinical training in the Undergraduate Teaching Clinic at the Montreal General Hospital. Students rotate through various hospital departments including Oral and Maxillofacial Surgery, Paediatric Dentistry (at the Montreal Children's Hospital), and the McGill Pain Centre.

### Requirements

Applicants to the program should have either completed the following entrance requirements or be completing them by June 30 of the year of entry to the D.M.D. program:

A 120-credit ("four-year") or equivalent Bachelor's degree from an accredited institution in any discipline is required. Applicants who have successfully obtained a Diploma of Collegial Studies (*Diplôme d'études collégiales*; "DEC") in a pre-university program can apply with a 90-credit program from a Quebec university. The program must have been undertaken on a full-time basis and should be completed in the time prescribed by the program. A full course load (e.g., 15 credits) is expected in regular sessions. Summer or other interim sessions are acceptable; however, they should not take away from regular sessions.

As an indicator of the GPA that is competitive, here are the average GPAs for admitted dental students in the past three years:

2012: 3.71  
2011: 3.76  
2010: 3.84

## Basic Science Requirements

Applicants must have successfully completed (or be in the final stages of completing) the following courses at a university level with laboratory or practical work in each:

- a minimum six (6) credits of Introductory Biology/Biological Sciences coursework with labs;
- a minimum six (6) credits of General (or Physical) Chemistry coursework with labs;
- a minimum three (3) credits of Organic Chemistry coursework with labs;
- a minimum six (6) credits of Introductory Physics coursework with labs.

Grades of Pass/Fail (Satisfactory/Unsatisfactory) are not acceptable in coursework. Numerical or letter-class grades are required. Prerequisite courses completed more than eight years before the application deadline will not be considered. Distance or correspondence education courses will not be considered except by special permission at the discretion of the Admissions Office.

University-level courses in Biochemistry, Cell and Molecular Biology and Physiology are recommended.

### 5.2.1.1 Dental Aptitude Test (DAT)

The Canadian Dental Association Aptitude Test (DAT) is no longer required.

### 5.2.2 Five-Year D.M.D. Program (Dent-P – Dental Preparatory)

Applicants must be recognized residents of Quebec and enrolled in the second and final year of the Sciences Profile of the Quebec Colleges of General and Professional Education (CEGEP) to be eligible to apply for the five-year program.

Applicants who have followed a combined three-year Science program (example: 200.11, 200.12, 200.13, 200.15, 200.16), or have followed the joint Science and International Baccalaureate program (200.10) are also eligible providing they are currently enrolled in the final year of the DCS and that they have not extended the length of their program.

The integrated Arts & Science program (700.A0) is also acceptable, providing the applicants have obtained the necessary competencies listed in the [section "Requirements"](#).

The Faculty accepts applicants from *Collège international Marie de France* and *Collège Stanislas* as part of this category under the following conditions:

- must be a recognized resident of Quebec;
- must be in the final year (*année terminale*) of the *Séries S*;
- must have attended the institution, at minimum, for *1<sup>ère</sup> année* and *année terminale* in full.

The five-year program consists of a Dental Preparatory (Dent-P) year followed by the regular four-year dental program. During the Dent-P year, students are registered in the Faculty of Science and must take courses totalling 30 credits. There are several required courses as well as a number of elective courses selected for the purpose of broadening and enriching their education.

- Required Courses in Sciences (18 credits)
- Elective Courses in Humanities (12 credits)

## Requirements

The assessment of an applicant's academic performance for CEGEP-level applicants is based on the overall R score (*cote de rendement au collégial*). As an indicator of a competitive *cote de rendement*, here are the CRC averages for admitted Dental Preparatory students in the past three years:

2012: 34.74  
2011: 34.07  
2010: 33.50

## Required courses

Biology 301 NYA (00UK), General Biology II (401) NYB (00XU)  
Chemistry 101 NYA (00UL), 201 NYB (00UM), Organic Chemistry I (301) DYD (00XV)

Mathematics 103 NYA (00UN), 203 NYB (00UP)

Physics 101 NYA (00UR), 201 NYB (00US), 301 NYC (00UT)

Students in the 700.A0 program must have completed the Biology objectives of 01Y5 and 01YJ, strictly follow their CEGEP curriculum, and take every opportunity to complete the following:

Chemistry: 01YH and Physics: 01YF or 01YG

## Applicants not admissible to the Dent-P program:

- Applicants who are completing a Diploma of Collegial Studies (DEC) in more than two years (with the exception of certain students taking a "double DEC" or those enrolled in an approved *Sports Études* program);
- Applicants who have already obtained a Diploma of Collegial Studies (DEC) who are registered in an undergraduate degree program or who have completed an undergraduate degree are not eligible.

These students must apply to the four-year program.

A student accepted to the five-year program will be required to register for a full year in the Faculty of Science. In that year, the student must take courses totalling 30 credits. Following the successful completion of this year, determined by a Student Promotion Committee, students will proceed into the first year of the four-year program. Students must obtain a minimum cumulative GPA of 3.5 with all individual grades "B" or higher for required courses and passing grades for all complementary courses to be promoted into the first year of the D.M.D. program.

**Note:** *Students failing to meet these requirements will be able to transfer into a B.Sc. and may reapply to the D.M.D. program following completion of the undergraduate degree.* Please note that a grade of B in all courses would lead to a GPA of 3.0 and that a grade of B in required courses and grades below B in complementary courses would lead to a GPA below 3.0.

### 5.2.3 Advanced Standing: Foreign Trained Dentists and Transfer Applicants

Information for foreign trained dentists and transfer students is also available on our website.

## Foreign Trained Dentists

Dentists who graduated from a non-accredited dental program interested in getting licensed to practise in Canada can complete the National Dental Examining Board of Canada (NDEB) Equivalency Process. The Equivalency Process is comprised of three Assessments. Successful completion of the Assessments allows individuals to apply to take the NDEB Written and OSCE Examinations. Detailed information on the NDEB Equivalency Process is available at [www.ndeb.ca/non-accredited-programs](http://www.ndeb.ca/non-accredited-programs).

Applicants who graduated from a non-accredited dental program, but did not complete the NDEB Equivalency Process and are Quebec residents, may apply for Advanced Standing. They will be required to successfully complete the NDEB Assessment of Fundamental Knowledge prior to submitting an application, and must also take an English Language Examination (TOEFL). Detailed information on these exams is available on our website at [www.mcgill.ca/dentistry/prospective/undergrad/foreign-trained-dentists-and-transfers](http://www.mcgill.ca/dentistry/prospective/undergrad/foreign-trained-dentists-and-transfers). If accepted, applicants would be placed into the second half of the second-year class depending on space availability and the needs of the program. McGill University does not offer a qualifying program. After completion of the undergraduate program, advanced-standing students will receive a D.M.D. degree.

## Transfer Students

Students who are presently enrolled in a faculty of dentistry in Canada or the United States may be considered for entry into the second year of the D.M.D. program (if space is available) if:

1. they have completed or will have completed at least two years of the D.M.D./D.D.S. program or three years of a five-year program by the end of the academic year;
2. they are highly ranked in their current program.

Advanced Standing and Transfer positions may be considered if space is available. The number of positions available for entry in January of the second year of the D.M.D. program will be available on the website on September 1 of the preceding year. The deadline to apply is October 1. The online application will only be available by September 1.

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### 5.2.4 Compulsory Immunization Program

Required for all applicants. See [section 3.1.12 "Vaccination/Immunization Requirements for Health Sciences Programs"](#).

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### 5.2.5 Instruments

All students must purchase a complete McGill Instrument Kit from the Faculty. See [section 3.4.5 "Other Fees"](#).

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### 5.2.6 Registration

#### 5.2.6.1 New Students

All students entering the four-year program in 2013–2014 must initiate registration on Minerva ([www.mcgill.ca/minerva](http://www.mcgill.ca/minerva)).

**All students are required to attend faculty registration in August. ATTENDANCE IS COMPULSORY. Failure to attend will result in cancellation of the student's offer of admission to the program and registration.**

For further information, consult [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) and [section 3.3.1 "Registration"](#). Registration information will be emailed to successful applicants.

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## 5.3 Licensure

Applicants are reminded that a university degree in dentistry does not in itself confer the right to practise the profession of dentistry. It is necessary to comply with the dental laws of the country, province or state in which one proposes to practise. Students, therefore, are advised to register their qualifications at the beginning of their university course with the licensing body in the area in which they intend to practise.

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### 5.3.1 National Dental Examining Board of Canada

In order to be eligible for licensure in Canada, graduates of Canadian Dental programs are required to hold a certificate from the National Dental Examining Board of Canada. This certificate is issued to candidates who have successfully completed the NDEB examination. This examination is normally written by students in the final year of the undergraduate program.

Further information about the NDEB may be obtained from: Registrar, National Dental Examining Board of Canada  
100 Bronson Avenue, Suite 203,  
Ottawa, ON K1R 6G8  
Telephone: 613-236-5912  
Website: [www.ndeb.ca](http://www.ndeb.ca)

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### 5.3.2 Province of Quebec

In addition to holding a NDEB certificate, graduates who wish to practice in Quebec must meet the language requirement for professionals; see [section 3.9.1 "Language Requirements for Professions"](#).

Further information regarding licensure in Quebec may be obtained from:

Ordre des Dentistes du Québec  
625 boulevard René Lévesque Ouest, 15e étage  
Montréal, QC H3B 1R2  
Telephone: 514-875-8511  
Website: [www.odq.qc.ca](http://www.odq.qc.ca)

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### 5.3.3 Dental Regulatory Authorities in Other Provinces

Students are advised to write to the addresses listed below for information whenever they are in doubt as to the regulations of any province in Canada.

**Alberta** – Executive Registrar, Alberta Dental Association,  
101 - 8230 105th Street, Edmonton, AB T6E 5H9  
Website: [www.abda.ab.ca](http://www.abda.ab.ca)

**British Columbia** – Registrar, College of Dental Surgeons of British Columbia, 500 - 1765 West 8th Avenue, Vancouver, BC V6J 5C6  
Website: [www.cdsbc.org](http://www.cdsbc.org)

**Manitoba** – Registrar, Manitoba Dental Association, 103698 Corydon Avenue, Winnipeg, MB R3M 0X9  
Website: [www.manitobadentist.ca](http://www.manitobadentist.ca)

**New Brunswick** – Registrar, New Brunswick Dental Society, 520 King Street, Carleton Place 820, Fredericton, NB E3B 4Z9  
Website: [www.nbdental.com](http://www.nbdental.com)

**Newfoundland** – Registrar, Newfoundland Dental Board, 139 Water Street, 6th Floor, St. John's, NL A1C 1B2

**Nova Scotia** – Registrar, Provincial Dental Board of Nova Scotia, 102 - 1559 Brunswick Street, Halifax, NS B3J 2G1  
Website: [www.pdbns.ca](http://www.pdbns.ca)

**Ontario** – Registrar, Royal College of Dental Surgeons of Ontario, 6 Crescent Road, Toronto, ON M4W 1T1  
Website: [www.rcdso.org](http://www.rcdso.org)

**Prince Edward Island** – Registrar, Dental Association of Prince Edward Island, 184 Belvedere Avenue, Charlottetown, PE C1A 2Z1  
Website: [www.dapei.ca](http://www.dapei.ca)

**Saskatchewan** – Registrar, College of Dental Surgeons of Saskatchewan, 202 - 728 Spadina Crescent East, Saskatoon, SK S7K 4H7  
Website: [www.saskdentists.com](http://www.saskdentists.com)

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### 5.3.4 National Board of Dental Examiners (U.S.)

Students intending to practice in the United States are advised to contact the Secretary, Council of the National Board of Dental Examiners, American Dental Association, 211 East Chicago Avenue, Chicago, IL 60611. Website: [www.ada.org](http://www.ada.org).

Information should also be obtained from the Secretary of the licensing board of the specific state in which the student intends to practise.

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## 5.4 Scholarships, Awards and Financial Aid

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### 5.4.1 Entrance Scholarships

Each year, a limited number of Entrance Scholarships are awarded to students of high academic standing. Applicants must be entering a university for the first time to undertake a full-time undergraduate degree program.

Full information concerning undergraduate scholarships and bursaries are given in the *Undergraduate Scholarships and Awards Calendar* available at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

**DR. YU-MING LAM SCHOLARSHIP**, established in 1999 by Dr. Yu-Ming Lam, D.D.S. 1972, and family, in honour of Mr. Yin-Bun Lam, for students entering the four-year dentistry program. This scholarship will be awarded on the basis of high academic achievement by the Faculty of Dentistry and is renewable provided the holder maintains an academic standing established by the Faculty.



**PING KWAN LAU SCHOLARSHIP****劉秉鈞獎學金**

Established in 1998 by Arthur Lau, B.Arch. 1962, and family in memory of his father, Ping Kwan Lau, for students entering the four-year dentistry program. This Scholarship will be awarded on the basis of high academic achievement by the Faculty of Dentistry, with preference to international students, and will be renewable provided the holder maintains an academic standing established by the Faculty.

**PHYLLIS BUTTERWORTH MAJOR ENTRANCE SCHOLARSHIP**, awarded on the basis of high academic achievement and renewable provided the holder maintains an academic standing established by the Faculty. Preference shall be given to students from the United Kingdom.

**DR. HARRY ROSEN ENTRANCE SCHOLARSHIP IN DENTISTRY**, established in 2004 by A. Bram Appel, B.Com. 1935, and Bluma Appel, in honour of Harry Rosen, D.D.S. 1953, a distinguished graduate and Professor Emeritus of the Faculty of Dentistry. Awarded by the Faculty of Dentistry to an outstanding student entering the four-year dentistry program. Renewable provided the holder maintains an academic standing established by the Faculty.

**5.4.2 In-course Scholarships**

Each year, scholarships are awarded by the Faculty to students of high academic standing who are currently enrolled in a full-time undergraduate degree program. Advanced standing students cannot compete for prizes unless they meet the precise criteria for the prizes within the specified time frame.

**DR. ERNEST R. AMBROSE SCHOLARSHIP IN DENTISTRY**, established in 2001 by Doreen Laszlo, B.Ed.(PE) 1962, D.D.S. 1969, and Charles A. Laszlo, B.Eng. 1961, M.Eng. 1966, Ph.D. 1968, to honour Ernest R. Ambrose, D.D.S. 1950, a distinguished graduate, professor and former Dean of the Faculty of Dentistry. This scholarship will be awarded by the Faculty of Dentistry Scholarships Committee to an outstanding undergraduate student in the Faculty of Dentistry, who has demonstrated common sense, compassion, and excellence in restorative dentistry. Preference will be given to students who are entering the fourth year of the D.M.D. program.

**DR. JANET GRIFFIN-MERTH SCHOLARSHIP IN DENTISTRY**, established in 2002 through gifts from McGill Dentistry graduates in British Columbia, family and friends, to honour the memory of Janet Griffin-Merth, B.Sc. 1967, D.D.S. 1972. Janet inspired many with her contributions to McGill and her dedication and compassion toward her patients, staff, and colleagues. Awarded on the basis of academic achievement by the Faculty of Dentistry to a student who has completed at least one year of the D.M.D. program. Preference shall be given to students from British Columbia.

**DR. JAMES E.G. HARRISON SCHOLARSHIP IN DENTISTRY**, established in 2001 by James E.G. Harrison, D.D.S. 1951. This scholarship will be awarded by the Faculty of Dentistry Scholarships Committee to a meritorious undergraduate student in the D.M.D. program who demonstrates a firm commitment to the ethical practice of dentistry in interactions with patients and colleagues or in essays on professional conduct and responsibilities. Preference will be given to students who are entering the third or fourth year of the D.M.D. program.

**DR. HOWARD S. KATZ SCHOLARSHIP IN DENTISTRY**, established in 2001 through gifts from family, friends and colleagues, to honour the memory of Howard S. Katz, B.Sc. 1967, M.Sc. 1970, Ph.D. 1973, D.D.S. 1977, a distinguished graduate of the Faculty of Dentistry and Associate Dean (Academic) at the time of his death December 11, 1999. The Dr. Howard S. Katz Scholarship commemorates his many contributions to McGill and to the community and, in particular, his dedication to the well-being of students, patients and colleagues. This scholarship will be awarded by the Faculty of Dentistry to a student who has completed at least one

year of the D.M.D. program, on the basis of academic achievement.

**DR. EARL LERNER FACULTY SCHOLARSHIP**, established in 2000 by a generous gift from Dr. Earl Lerner, D.D.S. 1963, for an undergraduate student currently enrolled in the D.M.D. program. This Scholarship will be awarded on the basis of high academic achievement, by the Faculty of Dentistry. Preference will be given to a student entering the second year of the D.M.D. program.

**DR. WILLIAM BOROFF SCHOLARSHIP IN DENTISTRY**, established in 2004 through generous gifts from family and the McGill Dentistry Class of 1973 on their 30th Anniversary of graduation to honour the memory of their classmate, Dr. William Boroff. This Scholarship will be awarded by the Faculty of Dentistry Scholarships Committee to a meritorious undergraduate student in the D.M.D. program who has demonstrated outstanding qualities of character, perseverance and sportsmanship. Preference will be given to a student who is entering the fourth year of the D.M.D. program.

**DR. HARRY ROSEN SCHOLARSHIP IN DENTISTRY**, established in 2004 by A. Bram Appel, B.Com. 1935, and Bluma Appel, in honour of Harry Rosen, D.D.S. 1953, a distinguished graduate and Professor Emeritus of the Faculty of Dentistry. Awarded by the Faculty of Dentistry Scholarships Committee on the basis of high academic standing to an undergraduate student who has completed at least one year of the D.M.D. program. Preference will be given to a student entering the fourth year of studies in the D.M.D. program.

**RENA AND MERVYN GORNITSKY SCHOLARSHIP IN DENTISTRY**, established in 2005 by Rena Gornitsky, B.Com. 1953, and Mervyn Gornitsky, B.Sc. 1951, D.D.S. 1953, a distinguished graduate and Professor Emeritus of the Faculty of Dentistry. This Scholarship will be awarded by the Faculty of Dentistry Scholarships Committee to an undergraduate student in the D.M.D. program who has demonstrated exceptional academic performance and initiative in the area of Oral and Maxillofacial Surgery. Preference will be given to a student who is entering the fourth year of the D.M.D. program.

**5.4.3 Medals and Prizes****Fourth Year:**

**BISCO DENTAL PRODUCTS CANADA INC. AWARD**, established in 2008 by Bisco Dental Products Canada Inc. Awarded by the Faculty of Dentistry Scholarships Committee to an outstanding graduating student who has completed the D.M.D. program and who is entering the General Practice Residency program in the Faculty of Dentistry.

**CANADIAN DENTAL ASSOCIATION STUDENT LEADERSHIP AWARD**, awarded to the graduating student who, over the undergraduate years, has shown outstanding qualities of leadership, scholarship, character and humanity and who may be expected to have a distinguished career in the dental profession and society at large. Student must be a member of the C.D.A.

**DR. J.K. CARVER AWARD**, donated by l'Ordre des Dentistes du Québec, awarded to the student in the final year attaining the second highest overall standing in the four years of the dental undergraduate program.

**DR. SOO KIM LAN PRIZE IN DENTISTRY**, established in 2000 by Arthur Lau, B.Arch. 1962, and Crystal S.C. Lau, B.Sc. 1962, M.Sc. 1964, for graduate students in the Faculty of Dentistry. Awarded by the Faculty of Dentistry to an outstanding graduating student who is entering a Residency or Post Graduate program.

**DR. W.G. LEAHY PRIZE**, awarded to a student in the final year for meritorious achievement in Clinical Dentistry throughout the clinical undergraduate program.

**DR. PAUL A. MARCHAND AND MAURINE MCNEIL MARCHAND PRIZE**, awarded to the student in the final year who has demonstrated the highest degree of professionalism and patient management.

**DR. JAMES MCCUTCHEON MEDAL**, awarded to the member of the graduating class who has demonstrated outstanding qualities of



leadership, scholarship, and professional achievement throughout the four years of the program in Dentistry.

**MCGILL ALUMNAE SOCIETY PRIZE**, presented upon graduation to a distinguished student for excellence and high academic standing. Preference given to women students.

**PRIX MICHELINE-BLAIN**, donated by the Quebec Dental Surgeons Association, awarded to a student in the graduating year who has best served the interests of his/her colleagues throughout the university years.

**DR. A. GERALD RACEY PRIZE**, awarded to the student in the final year who has excelled in the objective structured clinical examination portion of the final oral & maxillofacial examination.

**SUNSTAR GUM AWARD IN DENTISTRY**, established in 2007 by Sunstar Canada. Awarded by the Faculty of Dentistry to a student with high academic standing in the final year of the D.M.D. program.

**DR. A.W. THORNTON GOLD MEDAL**, donated by the Montreal Dental Club, awarded to the student in the final year attaining the highest overall standing in the four years of the dental undergraduate program.

**PRIX D'EXCELLENCE JEAN-ROBERT VINCENT**, donated by the Quebec Association for Special Care Dentistry, awarded to a graduating student who attains the highest grade in Geriatric Dentistry.

**DR. A.L. WALSH PRIZE**, awarded to a student in the final year for meritorious achievement in Oral Medicine throughout the clinical undergraduate program.

**DR. MARVIN AND MANDY WERBITT AWARD IN DENTISTRY**, established in 2008 by Marvin Werbit, D.D.S. 1971, and Mandy Werbit. Awarded by the Faculty of Dentistry Scholarships Committee to a graduating student who has completed the D.M.D. program and who has demonstrated outstanding personal initiative and a strong academic standing in Periodontology throughout the four-year undergraduate program.

### Third Year:

**DR. L.A. COHN PRIZE**, awarded to the student attaining the highest standing in Prosthetic Dentistry in the third year of the dental undergraduate program.

**PIERRE FAUCHARD ACADEMY PRIZE**, awarded to the junior Canadian Dental Association Student Governor for demonstrating leadership in the profession.

**DR. LYMAN E. FRANCIS PRIZE**, awarded to the student in the third year of the program who has obtained the highest standing in the subjects of Pathobiology, Treatment and Prevention of Disease, Dental Pharmacology, Oral Pathology and Medicine over the second and third years of the dental undergraduate program.

**Note:** The description of this prize was under review at the time of publication. The updated description will be available at [www.mcgill.ca/dentistry/prospective/undergrad/financialaid](http://www.mcgill.ca/dentistry/prospective/undergrad/financialaid) once it has been approved.

**DR. GERALD FRANKLIN PRIZE**, awarded to the student attaining the highest standing in the examinations in the third year of the dental undergraduate program.

**DR. PHILIP J. AND MRS. STELLA GITNICK PRIZE**, established in 2009 by Barbara Gitnick, B.Sc. 1970, D.D.S. 1978, in honour of her late parents, Philip J. Gitnick, D.D.S. 1935, and Stella Gitnick. Awarded by the Faculty of Dentistry Scholarships Committee to an outstanding student entering the fourth year of the D.M.D. program, who has achieved the highest standing in the area of Periodontology.

**INTERNATIONAL COLLEGE OF DENTISTS PRIZE (CANADIAN SECTION)**, awarded to the student attaining the second highest standing in the third year of the dental undergraduate program.

**DR. MORTON AND DR. JONATHAN LANG PRIZE IN DENTISTRY**, awarded by the Faculty of Dentistry Scholarships Committee to an outstanding undergraduate student on the basis of academic merit.

### Second Year:

**Note:** Criteria subject to change due to new curriculum Fall 2013 – Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)).

**DR. W.C. BUSHELL AWARD**, presented to the student attaining the highest overall standing in the Oral Disease unit in the second year of the dental curriculum.

**DR. M. DONIGAN AWARD**, presented to the student attaining the highest overall standing in the Physicianship and Dentistry Apprenticeship units in the Basis of Medicine component of the curriculum.

**Note:** The description of this prize was under review at the time of publication. The updated description will be available at [www.mcgill.ca/dentistry/prospective/undergrad/financialaid](http://www.mcgill.ca/dentistry/prospective/undergrad/financialaid) once it has been approved.

**JOSEPH MORLEY DRAKE PRIZE**, founded by the late Joseph Morley Drake, M.D. Awarded to the student with the highest standing in the Pathobiology, Prevention and Treatment of Disease unit.

**DR. LEANORE K. FEINE PRIZE**, presented to the student in the second year of the dental curriculum who has best demonstrated commitment to the oral health of the local community.

**Note:** The description of this prize was under review at the time of publication. The updated description will be available at [www.mcgill.ca/dentistry/prospective/undergrad/financialaid](http://www.mcgill.ca/dentistry/prospective/undergrad/financialaid) once it has been approved.

**CHARLES E. FROSST MEDICAL PRIZE AND BRONZE MEDAL**, a bronze medal and prize of \$1,000 are awarded annually to a student, in the Basis of Medicine, who has achieved excellence in the Unit on Pathobiology, Treatment and Prevention of Disease and has demonstrated, on the basis of interviews, the most promise in the field of Pharmacology.

**DR. MAXWELL AND BETTY L. GOLDENBERG PRIZE**, established by a generous bequest from the estate of Mrs. Betty L. Goldenberg in honour of her husband Dr. Maxwell Goldenberg, D.D.S. 1925. Awarded by the Faculty of Dentistry to the student attaining the highest standing in the Practical Clinical Component of Cycle Two (PreClinical Studies), in the second year of the dental undergraduate program.

**ROBERT B. GREENBLATT PRIZE**, endowed in 1987 by Dr. Robert B. Greenblatt, an eminent endocrinologist and Professor Emeritus at the Medical College of Georgia, who graduated from McGill with a B.A. in 1928 and an M.D., C.M. in 1932. Awarded by the Faculty Scholarships Committee to the student who obtains the highest standing in the Reproduction and Sexuality Block I.

**DR. I.K. LOWRY AWARD**, presented to the student attaining the highest overall standing in the Management of Oral Disease unit in the second year of the dental curriculum.

**FRANCIS MCNAUGHTON PRIZE**, established in 1980, a prize and a book are awarded to the student with the highest standing in the Human Behaviour Block J.

**DR. K.I. MELVILLE AWARD**, presented to the student attaining the highest overall standing in the Oral Health unit in the second year of the dental curriculum.

**DR. D.P. MOWRY AWARD**, presented to the student attaining the highest overall standing in the second year of the dental curriculum.

**MARK NICKERSON PRIZE**, established in 1990 by the Department of Pharmacology and Therapeutics in honour of Professor Mark Nickerson, a renowned McGill pharmacologist. Awarded to the student in the Basis of Medicine, who has achieved excellence in the unit on Pathobiology, Treatment and Prevention of Disease and has demonstrated, on the basis of interviews, an understanding of the role of pharmacology and therapeutics in contemporary society. Recipients will also receive a scroll.

**DR. ARTHUR S. SOLOMON AWARD**, presented to the student attaining the second highest standing in the Basis of Medicine component of the curriculum.

**SUTHERLAND PRIZE**, founded in 1878 by the late Mrs. Sutherland in memory of her husband, William Sutherland, M.D., formerly Professor of Chemistry in the Faculty. Awarded to the student who obtains the highest standing in the Basis of Medicine component of the medical undergraduate curriculum.

#### First Year:

**Note:** Criteria subject to change due to new curriculum Fall 2013 – Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)).

**JAMES Q. BLISS ANNUAL BOOK AWARD**, awarded to the student who obtains the highest standing in the Renal Block E.

**SHIRLEY NANCY ENDMAN PRIZE**, established in 1982 by Louis Endman in memory of his wife. Awarded to the student who obtains the second highest standing in the Renal Block E.

**EPIDEMIOLOGY BOOK PRIZE**, awarded to the student who obtains the highest standing in Epidemiology of Molecules to Global Health Block A; Year 1 of the medical curriculum.

**JOSEPH HILS PRIZE**, founded by the late Dr. Joseph Hils, of Woonsocket, R.I. Awarded to the student obtaining the highest standing in the Movement Block H.

**F. SLATER JACKSON PRIZE**, founded by Mr. and Mrs. H.F. Jackson in memory of their son, the late F. Slater Jackson, M.D. Awarded to the student with the highest standing in the Molecules to Global Health Block A.

**SAMUEL ROSENFELD PRIZE**, awarded to the student with the highest standing in the Defense Block F.

**MARY AND LOUIS STREICHER PRIZE**, established in 1980, awarded to the student with the highest standing in the Digestion and Metabolism Block D.

The Faculty of Dentistry is well aware of the many awards and prizes that are offered to students through various academies, associations and commercial dental manufacturers. However, due to Faculty policy which was initiated by the Dental Students' Society, only official prizes and awards that are listed in the *Health Sciences Calendar* will be recognized on student records.

#### 5.4.4 Financial Aid

The University has a fund from which loans may be made to students of good academic standing.

Applications for financial assistance should be made to the Student Aid Office at 3600 McTavish Street. The Scholarships and Student Aid Office administers the University's financial aid programs, which include short term and longer term low-interest loans and limited bursary assistance for high need students. A description of loans and bursaries available to full time degree students in good academic standing can be found in the *Undergraduate Scholarships and Awards Calendar* at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

Applications for In-Course Financial Aid can be found through the Financial Aid/Awards menu in Minerva. An appointment with a Financial Aid Counsellor is required. To be considered for McGill financial aid, it is expected that D.M.D. students apply for and accept the maximum government student aid available and explore professional lines of credit with their bank. For information on government funding please visit [www.mcgill.ca/studentaid/government](http://www.mcgill.ca/studentaid/government).

#### 5.4.5 Dental Officer Training Plan

The Dental Officer Training Plan is a subsidization plan offered to eligible dental undergraduates by the Canadian Forces in return for a short period of service following graduation.

Under the plan, candidates are provided with a second lieutenant's rank and salary, and payment for tuition, instruments, supplies, and books. During the summer months, candidates undergo officer training.

To be eligible a student must be able to meet the Canadian Forces standards for enrolment and be academically acceptable,

without condition, to any one of the four professional years of the dental program.

Full details of the Dental Officer Training Plan may be obtained from the Commanding Officer, Canadian Forces Recruiting Centre, 1420 Sainte Catherine Street West, Montreal, QC, H3G 1R3.

## 5.5 D.M.D. Curriculum

### 5.5.1 Curriculum Outline

*Note: The curriculum is under constant revision.*

#### Four-Year Program (214 credits)

**Note 1:** For Fall 2012–2013 and earlier curricula, please refer to the 2012–2013 (or earlier) Health Sciences Calendar at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

**Note 2:** Basis of Medicine (BOM) has been revised for Fall 2013 and is now referred to as Fundamentals of Medicine and Dentistry (FMD).

#### Required Courses (214 credits)

##### Year 1 and 2 (Fundamentals of Medicine and Dentistry – FMD)

DENT 101J1/J2/J3	(6)	Dentistry Apprenticeship 1
INDS 111	(6)	Molecules to Global Health
INDS 112	(6)	Respiration
INDS 113	(8)	Circulation
INDS 114	(8)	Digestion and Metabolism
INDS 115	(6)	Renal
INDS 116	(6)	Defense
INDS 117	(6)	Infection
INDS 118	(6)	Movement
INDS 119D1/D2	(3)	Clinical Method 1
INDS 123D1/D2	(3)	Research Fundamentals 1
INDS 125	(0)	Reflection and Examination 1
INDS 126	(0)	Reflection and Examination 2
INDS 211	(6)	Reproduction and Sexuality
INDS 212	(12)	Human Behaviour
INDS 219	(1.5)	Clinical Method 2
INDS 223	(1.5)	Research Fundamentals 2
INDS 225	(0)	Reflection and Examination 3

##### Year 2 DMD

DENT 201	(1)	Dentistry Apprenticeship 2
DENT 202	(8)	Oral Health
DENT 203	(4)	Oral Disease
DENT 204D1/D2	(25)	Management of Oral Disease
DENT 205D1/D2	(3)	Dental Public Health 1

##### Year 3 DMD

DENT 305D1/D2	(3)	Dental Public Health 2
DENT 310J1/J2/J3	(15)	Clinical Practice/Jr Clerkship
DENT 311J1/J2/J	(3)	Endodontics 1
DENT 315J1/J2/J3	(2)	Orthodontics 1
DENT 316D1/D2	(4)	Pediatric Dentistry 1
DENT 317D1/D2	(3)	Oral Pathology and Medicine
DENT 318J1/J2/J3	(3)	Periodontology
DENT 319D1/D2	(3)	Dental Pharmacology
DENT 320J1/J2/J3	(7)	Restorative Dentistry
DENT 322J1/J2/J3	(4)	Image Interpretation
DENT 323J1/J2/J3	(4)	Oral and Maxillofacial Surgery
DENT 337	(2)	Clinical Decision Making

##### Year 4 DMD

DENT 406	(1)	Ethics and Jurisprudence
DENT 407D1/D2	(2)	Practice Management
DENT 409D1/D2	(2)	Advanced Restorative Dentistry
DENT 410D1/D2	(11)	Clinical Practice/Sr Clerkship
DENT 411D1/D2	(1)	Endodontics 2
DENT 413	(2)	Community Clinics
DENT 415D1/D2	(3)	Orthodontics 2

DENT 416D1/D2	(4)	Pediatric Dentistry 2
DENT 418D1/D2	(2)	Periodontology Seminar
DENT 423D1/D2	(5)	Oral Maxillofacial Surg & Path
DENT 437D1/D2	(2)	Clinical Decision Making

## 5.5.2 Courses of Instruction

The course weight is given in parentheses after the title.

### 5.5.2.1 Fundamentals of Medicine and Dentistry

#### BLOCK A

**INDS 111 MOLECULES TO GLOBAL HEALTH.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the scope of medical and dental practice, from the molecular to global health. Basic principles of pathology and pharmacology, concepts of disease, and the role of the physician and dentist in the Canadian health care system.

#### BLOCK B

**INDS 112 RESPIRATION.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of respiratory system diseases as well as elements of the physical examination and clinical interview relevant to pulmonary disease will be introduced to students.

#### BLOCK C

**INDS 113 CIRCULATION.** (8) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to anatomy, physiology, pathology, and therapeutics of cardiac and circulatory diseases and elements of the physical examination and clinical interview relevant to cardiac disease.

#### BLOCK D

**INDS 114 DIGESTION AND METABOLISM.** (8) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of gastrointestinal and hepatobiliary diseases and metabolic disorders as well as elements of the physical examination and clinical interview relevant to these conditions.

#### BLOCK E

**INDS 115 RENAL.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of renal diseases and electrolyte disorders as well as elements of the physical examination and clinical interview relevant to renal diseases.

#### BLOCK F

**INDS 116 DEFENSE.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of infectious diseases, immunological disorders, and diseases of the skin as well as elements of the physical examination and clinical interview relevant to these conditions.

#### BLOCK G

**INDS 117 INFECTION.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to anatomy, physiology, pathology, and therapeutics of endocrine disorders as well as elements of the physical examination and clinical interview relevant to these conditions.

#### BLOCK H

**INDS 118 MOVEMENT.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of disorders of bones, joints, muscles and peripheral nerves as well as elements of the physical examination and clinical interview relevant to these conditions.

**INDS 119D1 (1.5), INDS 119D2 (1.5)** (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction

to medical interviewing and communication skills using the Calgary-Cambridge approach, to foundational physical examination skills and writing case history using the McGill Case Report template.

**INDS 123D1 (1.5), INDS 123D2 (1.5)** (Restriction(s): Open only to M.D., C.M. and D.M.D. students that have passed all courses within Promotion Period I.) Introduction to use of biomedical databases and/or social sciences to identify a body of scientific/scholarly literature; to articulate answerable research questions and hypotheses; and to design research plans related to a selected scientific question.

**INDS 125 REFLECTION AND EXAMINATION 1.** (0) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Development of lifelong learning skills; promotion of the integration of cumulative knowledge through self-reflection and understanding of the clinical correlation of the factual biological and social sciences learned in INDS 111, INDS 112 and INDS 113.

**INDS 126 REFLECTION AND EXAMINATION 2.** (0) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Development of lifelong learning skills; promotion of the integration of cumulative knowledge through self-reflection and understanding of the clinical correlation of the factual biological and social sciences learned in INDS 114, INDS 115, INDS 116, INDS 117 and INDS 118.

**INDS 211 REPRODUCTION AND SEXUALITY.** (6) (Restriction(s): Open only to students in the M.D., C.M. and D.M.D. programs that have passed all courses within Promotion Period I.) Introduction to anatomy, physiology, pathology, and therapeutics of normal sexual and reproductive function and diseases of the reproductive organs as well as relevant elements of the physical examination and clinical interview.

**INDS 212 HUMAN BEHAVIOUR.** (12) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only that have passed all courses within Promotion Period I.) Introduction to anatomy, physiology, pathology, and therapeutics of psychiatric disorders and diseases of the central nervous system as well as elements of the physical examination and clinical interview relevant to these conditions.

**INDS 219 CLINICAL METHOD 2.** (1.5) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Medical interviewing and communication; physical examination, including communication across social distances and boundaries, along with cultural distances, patient safety issues and conducting a full physical examination.

**INDS 223 RESEARCH FUNDAMENTALS 2.** (1.5) (Students are expected to acquire data weekly for their chosen research project.) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only that have passed all courses within Promotion Period I.) Continuation of the research project. Students are required to meet with their chosen investigators once a week as a team to discuss their areas of research.

**INDS 225 REFLECTION AND EXAMINATION 3.** (0) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Development of lifelong learning skills; promotion of the integration of cumulative knowledge through self-reflection and understanding of the clinical correlation of the factual biological and social sciences learned in INDS 211 and INDS 212.

**DENT 101J1 DENTISTRY APPRENTICESHIP 1.** (2) (Restriction: D.M.D. students only.) (Students must also register for DENT 101J2 and DENT 101J3.) (No credit will be given for this course unless DENT 101J1, DENT 101J2 and DENT 101J3 are all successfully completed in consecutive terms.) Guiding and mentoring students in their transition from introduction to the practice of dentistry. Students transition from laypeople to dentists, promoting professionalism, a patient-centered approach, and self-reflection with dental management of medically compromised patients using introductory preclinical skills.

**DENT 101J2 DENTISTRY APPRENTICESHIP 1.** (2) (Prerequisite: DENT 101J1.) (Students must also register for DENT 101J3.) (No credit will be given for this course unless DENT 101J1,

DENT 101J2 and DENT 101J3 are all successfully completed in consecutive terms.) See DENT 101J1 for course description.

**DENT 101J3 DENTISTRY APPRENTICESHIP 1.** (2) (Prerequisite: DENT 101J2.) (No credit will be given for this course unless DENT 101J1, DENT 101J2 and DENT 101J3 are all successfully completed in consecutive terms.) See DENT 101J1 for course description.

**DENT 201 DENTISTRY APPRENTICESHIP 2.** (1) (Restriction: D.M.D. students only.) Guiding and mentoring students in their transition from laypeople to dentists, promoting professionalism, patient-centred approach, and self-reflection.

### 5.5.2.2 Preclinical Studies

**DENT 202 ORAL HEALTH.** (8) Anatomy, growth and development of the oro-facial region, including the teeth, composition and function of saliva, the normal oral microflora and some physiology in relation to the oro-facial complex.

**DENT 203 ORAL DISEASE.** (4) Caries, periodontal, pulpal and periapical diseases from their etiology to their detection, craniofacial dysmorphology and growth and development problems.

**DENT 204D1 (12.5), DENT 204D2 (12.5) MANAGEMENT OF ORAL DISEASE.** (Students must register for both DENT 204D1 and DENT 204D2.) (No credit will be given for this course unless both DENT 204D1 and DENT 204D2 are successfully completed in consecutive terms) Principles of oral medicine and radiology and pre-clinical training in operative dentistry, fixed and removable prosthodontics and orthodontics, preparing students for treating patients.

**DENT 205D1 (1.5), DENT 205D2 (1.5) DENTAL PUBLIC HEALTH 1.** (Students must register for both DENT 205D1 and DENT 205D2.) (No credit will be given for this course unless both DENT 205D1 and DENT 205D2 are successfully completed in consecutive terms) Principles of public health, behavioural sciences, communication skills, ethical and legal issues relevant to clinical practice, including health education and health promotion, disease prevention, epidemiology and biostatistics, healthcare systems, access to care and evidence-based health care.

### 5.5.2.3 Clinical Studies – Third Year

**DENT 305D1 (1.5), DENT 305D2 (1.5) DENTAL PUBLIC HEALTH 2.** (Students must also register for DENT 305D2) (No credit will be given for this course unless both DENT 305D1 and DENT 305D2 are successfully completed in consecutive terms) Oral health promotion in the community, dentist-patient relationship and communication with an emphasis on the needs of underserved populations.

**DENT 310J1 CLINICAL PRACTICE/JUNIOR CLERKSHIP.** (5) (Students must also register for DENT 310J2 and DENT 310J3) (No credit will be given for this course unless DENT 310J1, DENT 310J2 and DENT 310J3 are all successfully completed in consecutive terms) (Restriction: Not open to students who have taken DENT 314.) Introduction to clinical dentistry in a multidisciplinary environment with emphasis on information gathering, diagnosis, treatment planning and acquisition of basic clinical skills.

**DENT 310J2 CLINICAL PRACTICE/JUNIOR CLERKSHIP.** (5) (Prerequisite: DENT 310J1) (Students must also register for DENT 310J3) (No credit will be given for this course unless DENT 310J1, DENT 310J2 and DENT 310J3 are all successfully completed in consecutive terms) (Restriction: Not open to students who have taken DENT 314.) See DENT 310J1 for course description.

**DENT 310J3 CLINICAL PRACTICE/JUNIOR CLERKSHIP.** (5) (Prerequisite: DENT 310J2) (No credit will be given for this course unless DENT 310J1, DENT 310J2 and DENT 310J3 are all successfully completed in consecutive terms) (Restriction: Not open to students who have taken DENT 314.) See DENT 310J1 for course description.

**DENT 311J1 ENDODONTICS 1.** (1) (Students must also register for DENT 311J2 and DENT 311J3) (No credit will be given for this course unless DENT 311J1, DENT 311J2 and DENT 311J3 are all successfully completed in consecutive terms) Preclinical labora-

tory techniques on extracted and artificial teeth, rationale of endodontic therapy, anatomy, diagnosis and management of pulpal and periapical pathology including root canal preparation, obturation, periapical surgery, retropreps, apexogenesis, and trauma.

**DENT 311J2 ENDODONTICS 1.** (1) (Prerequisite: DENT 311J1) (Students must also register for DENT 311J3) (No credit will be given for this course unless DENT 311J1, DENT 311J2 and DENT 311J3 are all successfully completed in consecutive terms) See DENT 311J1 for course description.

**DENT 311J3 ENDODONTICS 1.** (1) (Prerequisite: DENT 311J2) (No credit will be given for this course unless DENT 311J1, DENT 311J2 and DENT 311J3 are all successfully completed in consecutive terms) See DENT 311J1 for course description.

**DENT 315J1 ORTHODONTICS 1.** (0.7) (Students must also register for DENT 315J2 and DENT 315J3) (No credit will be given for this course unless DENT 315J1, DENT 315J2 and DENT 315J3 are all successfully completed in consecutive terms) Basic principles of growth and development, diagnosis, basic orthodontic techniques with clinical experience in preventive, interceptive and limited corrective treatments while assisting senior students.

**DENT 315J2 ORTHODONTICS 1.** (0.7) (Prerequisite: DENT 315J1) (Students must also register for DENT 315J3) (No credit will be given for this course unless DENT 315J1, DENT 315J2 and DENT 315J3 are all successfully completed in consecutive terms) See DENT 315J1 for course description.

**DENT 315J3 ORTHODONTICS 1.** (0.6) (Prerequisite: DENT 315J2) (No credit will be given for this course unless DENT 315J1, DENT 315J2 and DENT 315J3 are all successfully completed in consecutive terms) See DENT 315J1 for course description.

**DENT 316D1 (2), DENT 316D2 (2) PEDIATRIC DENTISTRY 1.** (Students must register for both DENT 316D1 and DENT 316D2.) (No credit will be given for this course unless both DENT 316D1 and DENT 316D2 are successfully completed in consecutive terms) Oral health, oral medicine, prevention, and management of oral disease including restorative procedures in children.

**DENT 317D1 (1.5), DENT 317D2 (1.5) ORAL PATHOLOGY AND MEDICINE.** (Students must register for both DENT 317D1 and DENT 317D2.) (No credit will be given for this course unless both DENT 317D1 and DENT 317D2 are successfully completed in consecutive terms) The nature, identification, and management of diseases affecting the oral and maxillofacial regions.

**DENT 318J1 PERIODONTOLOGY.** (1) (Students must also register for DENT 318J2 and DENT 318J3) (No credit will be given for this course unless DENT 318J1, DENT 318J2 and DENT 318J3 are all successfully completed in consecutive terms) Examination, diagnosis, treatment planning and introduction to clinical management of periodontal diseases.

**DENT 318J2 PERIODONTOLOGY.** (1) (Prerequisite: DENT 318J1) (Students must also register for DENT 318J3) (No credit will be given for this course unless DENT 318J1, DENT 318J2 and DENT 318J3 are all successfully completed in consecutive terms) See DENT 318J1 for course description.

**DENT 318J3 PERIODONTOLOGY.** (1) (Prerequisite: DENT 318J2) (No credit will be given for this course unless DENT 318J1, DENT 318J2 and DENT 318J3 are all successfully completed in consecutive terms) See DENT 318J1 for course description.

**DENT 319D1 (1.5), DENT 319D2 (1.5) DENTAL PHARMACOLOGY.** (Students must register for both DENT 319D1 and DENT 319D2.) (No credit will be given for this course unless both DENT 319D1 and DENT 319D2 are successfully completed in consecutive terms) A study of the drugs that have special application to dentistry including general anaesthesia.

**DENT 320J1 RESTORATIVE DENTISTRY.** (2.33) (Students must also register for DENT 106J2 and DENT 106J3) (No credit will be given for this course unless DENT 106J1, DENT 106J2 and DENT 106J3 are all successfully completed in consecutive terms) (Restrictions: Not open to students who have taken DENT 320D1/D2, DENT 321D1/D2, DENT 336D1/D2, DENT 339D1/D2.) Diagnosis, treatment planning and restorative procedures to

prevent deterioration of healthy teeth and to restore diseased, damaged, worn or lost teeth by means of direct and indirect operative restorations, and fixed, removable and implant prosthodontics.

**DENT 320J2 RESTORATIVE DENTISTRY.** (2.33) (Prerequisite: DENT 106J1) (Students must also register for DENT 106J3) (No credit will be given for this course unless DENT 106J1, DENT 106J2 and DENT 106J3 are all successfully completed in consecutive terms) (Restrictions: Not open to students who have taken DENT 320D1/D2, DENT 321D1/D2, DENT 336D1/D2, DENT 339D1/D2.) See DENT 320J1 for course description.

**DENT 320J3 RESTORATIVE DENTISTRY.** (2.33) (Prerequisite: DENT 106J2) (No credit will be given for this course unless DENT 106J1, DENT 106J2 and DENT 106J3 are all successfully completed in consecutive terms) (Restrictions: Not open to students who have taken DENT 320D1/D2, DENT 321D1/D2, DENT 336D1/D2, DENT 339D1/D2.) See DENT 320J1 for course description.

**DENT 322J1 IMAGE INTERPRETATION.** (1.34) (Restriction: Not open to students who have taken DENT 322.) Image interpretations of various conditions affecting the head and neck region and clinical rotation in oral diagnosis and radiology.

**DENT 322J2 IMAGE INTERPRETATION.** (1.33) (Restriction: Not open to students who have taken DENT 322.) See description of DENT 322J1.

**DENT 322J3 IMAGE INTERPRETATION.** (1.33) (Restriction: Not open to students who have taken DENT 322.) See description of DENT 322J1.

**DENT 323J1 ORAL AND MAXILLOFACIAL SURGERY.** (1.33) (Students must also register for DENT 323J2 and DENT 323J3) (No credit will be given for this course unless DENT 323J1, DENT 323J2 and DENT 323J3 are all successfully completed in consecutive terms) Diagnosis and management of the oral surgical problems encountered in general practice and exodontia clinical rotation.

**DENT 323J2 ORAL AND MAXILLOFACIAL SURGERY.** (1.33) (Prerequisite: DENT 323J1) (Students must also register for DENT 323J3) (No credit will be given for this course unless DENT 323J1, DENT 323J2 and DENT 323J3 are all successfully completed in consecutive terms) See DENT 323J1 for course description.

**DENT 323J3 ORAL AND MAXILLOFACIAL SURGERY.** (1.33) (Prerequisite: DENT 323J2) (No credit will be given for this course unless DENT 323J1, DENT 323J2 and DENT 323J3 are all successfully completed in consecutive terms) See DENT 323J1 for course description.

**DENT 337 CLINICAL DECISION MAKING.** (2) Development of a treatment plan for patients requiring complete mouth restoration involving multidiscipline restorative procedures with an emphasis on clinical decision making.

#### 5.5.2.4 Clinical Studies – Fourth Year

**DENT 406 ETHICS AND JURISPRUDENCE.** (1) Law, ethical and professional issues relevant to the practice of dentistry.

**DENT 407D1 (1), DENT 407D2 (1) PRACTICE MANAGEMENT.** (Students must register for both DENT 407D1 and DENT 407D2.) (No credit will be given for this course unless both DENT 407D1 and DENT 407D2 are successfully completed in consecutive terms) (Restriction: Not open to students who have taken DENT 405D1/D2.) Management of the business of dentistry.

**DENT 409D1 (1), DENT 409D2 (1) ADVANCED RESTORATIVE DENTISTRY.** (Students must register for both DENT 409D1 and DENT 409D2.) (No credit will be given for this course unless both DENT 409D1 and DENT 409D2 are successfully completed in consecutive terms) This course will focus on didactic and theoretical aspects of the clinical management of more complex restorative challenges that the senior students might expect to encounter in their final year clinical program or in private practice following graduation.

**DENT 410D1 (5.5), DENT 410D2 (5.5) CLINICAL PRACTICE/SENIOR CLERKSHIP.** (Students must register for both DENT 410D1 and DENT 410D2.) (No credit will be given for this course unless both DENT 410D1 and DENT 410D2 are successfully completed in consecutive terms) Comprehensive management of patients with complex oral health needs involving all aspects of clinical dentistry.

**DENT 411D1 (0.5), DENT 411D2 (0.5) ENDODONTICS 2.** (Prerequisite: DENT 311J1/J2/J3) (Students must register for both DENT 411D1 and DENT 411D2.) (No credit will be given for this course unless both DENT 411D1 and DENT 411D2 are successfully completed in consecutive terms) Nickel titanium rotary endodontics, ultrasonics, electronic apex locators, problem solving canal obstruction, intracoronary bleaching, advanced anesthetic and filling techniques including management of perforations.

**DENT 413 COMMUNITY CLINICS.** (2) (Note: Participation in community clinics in the first, second and third year of the program.) (Restriction: Not open to students who have taken DENT 313.) Oral health care of the underprivileged in outreach community locations and in the hospital environment.

**DENT 415D1 (1.5), DENT 415D2 (1.5) ORTHODONTICS 2.** (Students must register for both DENT 415D1 and DENT 415D2.) (No credit will be given for this course unless both DENT 415D1 and DENT 415D2 are successfully completed in consecutive terms) Principles of growth and development, diagnosis and treatment planning, biomechanics and orthodontic techniques with clinical experience in preventive, interceptive and limited corrective treatments while mentoring junior students.

**DENT 416D1 (2), DENT 416D2 (2) PEDIATRIC DENTISTRY 2.** (Students must register for both DENT 416D1 and DENT 416D2.) (No credit will be given for this course unless both DENT 416D1 and DENT 416D2 are successfully completed in consecutive terms) This course comprises lectures, seminars reviewing pertinent literature, and clinical treatment of children at the McCall Dental Clinic. The aim of this course is to teach the students comprehensive dental care for children.

**DENT 418D1 (1), DENT 418D2 (1) PERIODONTOLOGY SEMINAR.** (Students must register for both DENT 418D1 and DENT 418D2.) (No credit will be given for this course unless both DENT 418D1 and DENT 418D2 are successfully completed in consecutive terms) Comprehensive literature review of examination, diagnosis, treatment planning and clinical management of periodontal diseases.

**DENT 423D1 (2.5), DENT 423D2 (2.5) ORAL MAXILLOFACIAL SURGERY & PATHOLOGY.** (Students must register for both DENT 423D1 and DENT 423D2.) (No credit will be given for this course unless both DENT 423D1 and DENT 423D2 are successfully completed in consecutive terms) Diagnosis and management of craniofacial developmental defects, oral disease and surgical problems encountered in dentistry and emergency and exodontia clinical rotation.

**DENT 437D1 (1), DENT 437D2 (1) CLINICAL DECISION MAKING.** (Students must register for both DENT 437D1 and DENT 437D2.) (No credit will be given for this course unless both DENT 437D1 and DENT 437D2 are successfully completed in consecutive terms) Development of a treatment plan for patients requiring complete mouth restoration involving multidiscipline restorative procedures with an emphasis on clinical decision making.

#### 5.5.2.5 Other Requirements

##### Table Clinics

The Table Clinics program is currently under revision. Students will be required to present a table clinic or perform a comparable activity once during the undergraduate program as announced at the start of the academic year.

##### Basic Cardiac Life Support

Students are required to be certified in Basic Cardiac Life Support (BCLS; course of the Canadian Heart & Stroke Foundation with a practical component or the equivalent) during every year of the



D.M.D. program. Students will be charged \$45 for their BCLS certificate.

## 5.6 Promotion

### 5.6.1 Standards of Behaviour

The teacher/learner relationship is based on mutual trust, respect, and responsibility. The Faculty of Dentistry therefore has many legitimate expectations related to the behaviour of students and faculty members. A Code of Conduct for the undergraduate medical program is printed in the *Student Handbook* (distributed at orientation). The Faculty is committed to providing a learning environment which respects this Code. Student/faculty harassment, abuse, and mistreatment are not tolerated. An evaluation protocol for professional behaviour is in the development phase. Students who demonstrate inappropriate professional conduct or are found guilty of a criminal offence may be dismissed from the Program.

### 5.6.2 General Principles of Evaluation and Promotion

All issues related to student promotion and graduation are the responsibility of the Student Promotion Committee.

The Evaluation System is under constant review by the Faculty. The Faculty reserves the right to change rules and regulations at any time, although in general such changes will not come into effect in the middle of an academic year/promotion period.

#### DENT-P Program

A student accepted to the five-year program will be required to register for a full year in the Faculty of Science. In that year, the student must take courses totalling 30 credits. Following the successful completion of this year, determined by a Student Promotion Committee, students will proceed into the first year of the four-year program. Students must obtain a minimum cumulative GPA of 3.5 with all individual grades B or higher for required courses and passing grades for all complementary courses to be promoted into the first year of the D.M.D. program.

**Note:** Students failing to meet these requirements will be able to transfer into B.Sc. and may reapply to the D.M.D. program following completion of the undergraduate degree.

Please note that a grade of B in all courses would lead to a GPA of 3.0 and that a grade of B in required courses and grades below B in complementary courses would lead to a GPA below 3.0.

#### D.M.D. Program

- In the first 16 months of the program, a student's promotion is governed by the rules and regulations of the Faculty of Medicine (see *Student Handbook* at [www.medicine.mcgill.ca/ugme/curriculum/studenthandbook\\_en.htm](http://www.medicine.mcgill.ca/ugme/curriculum/studenthandbook_en.htm)).
- An overall final mark of 60% is required to pass a course. The passing grade on any remedial activity or supplemental examination is 60%.
- Students are required to attend all clinical activities and laboratory sessions. The requirements for clinical attendance are indicated in the course outlines of the clinical courses. Repeated absences could result in a failure in the course.
- A student must pass both components of a course comprising a didactic and a practical/clinical component.
- Students must maintain a GPA of 2.90 during the Preclinical program, third year, and fourth year to be promoted.
- A student with a GPA of less than 2.90 during the Preclinical program, third year, or fourth year will be permitted to write a maximum of two supplemental examinations each year to raise his/her GPA.
- A student who fails a maximum of two courses during the Pre-clinical program, third year, or fourth year will be permitted to write supplemental examinations in the courses failed.
- A student who fails a component of a course comprising a didactic and a practical/clinical component will be required to take a supplemental examination in the component failed. A fee may be attached to these requirements.
- Supplemental examinations will be held during the month of August. There is a fee of \$60 for each supplemental examination.
- Deferred examinations will be held as soon as possible after the original examination. There is a fee of \$60 for each deferred examination.
- A student who fails more than two courses per year will be required to repeat the year.
- Failure in any supplemental examination or remedial evaluation will require the student to repeat the year.
- The Student Promotion Committee will review the entire record of any student in the following circumstances: academic difficulty, unprofessional behaviour, drug or substance abuse, criminal activity, illness interfering with performance, etc. This could result in the student being dismissed from the program or a suspension from the program for up to one year. The Student Promotion Committee has the right to dismiss any student who is considered unsuitable or incompetent for the practice of dentistry.
- Cheating on examinations, including examinations administered by the Faculty of Dentistry on behalf of external agencies, is an academic offence.
- A student will be placed on "probation" by the Faculty of Dentistry Student Promotion Committee for any of the following reasons:
  - Student obtains a final grade of "fail" in any course.
  - Students who receive 2 independent evaluations indicating a "Problem" or "Concern" in one or more evaluation categories in a single evaluation period will be required to meet with the course director to discuss the problem and means of resolving it.
  - Where appropriate, a student may be assigned additional work/exercises/readings to help them correct the deficiency(ies).
  - Students with a "Problem" or "Concern" in 2 evaluation periods or in the last evaluation period of the year are at risk of failing the course.
  - Unprofessional behaviour and/or disciplinary action resulting from violations of the Code of Ethics of the Order of Dentists of Quebec.
- Once placed on probation, students will remain on probation until completion of the program. "Probation" means the following:
  - Specific remedial activity may be required to address areas of weakness.
  - Specific performance criteria may be imposed.
  - Student will be required to meet on a regular basis with the Associate Dean and/or delegate.
- A student who is placed on probation is automatically monitored by the Student Promotion Committee. The subsequent course is determined by that body; options include continued probation, remedial activity, repeat of a promotion period, or dismissal from the program.
- A student may not repeat more than one year in the curriculum.
- A student who is repeating a year must attain passing final grades in all courses and sections and a GPA of 2.9 or higher in the repeat year. If this standard is not achieved the student will be dismissed from the program.
- A student has the right to state his/her case before the Faculty of Dentistry Student Promotion Committee; this is accomplished by a written submission. In certain circumstances, e.g., issues of credibility or in cases where the student may be dismissed, the student may be invited to appear in person. The student may be accompanied by an adviser who must be a

member of the McGill community and cannot be compensated for this in any way. The proceedings will be conducted in a manner consistent with principles of natural justice (See [Student Rights and Responsibilities](#)).

Decisions made by the Faculty of Dentistry Student Promotion Committee may be reviewed upon receipt of substantive, new information.

### 5.6.3 Grade Point Average (GPA)

The Faculty of Dentistry has adopted a grade point average system similar to the one used by the undergraduate faculties. Official transcripts will show the letter grade and the class average for each course offered by the Faculty of Dentistry.

Listed below are the letter grades and their grade point equivalents:

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%
F (Fail)	0	0 - 59%

Letter grades are assigned grade points according to the table above. A student's academic standing will be determined on the basis of a grade point average (GPA), which is calculated by dividing the sum of the course credit times the grade points by the total course GPA credits.

GPA credits are the credits of courses with grades that are assigned grade points.

$$\text{GPA} = \frac{\sum (\text{course credit} \times \text{grade points})}{\sum (\text{GPA course credits})}$$

The term grade point average (TGPA) will be the GPA for a given term calculated using all the applicable courses at the same level in that term. The cumulative grade point average (CGPA) will be the GPA calculated using the student's entire record of applicable courses at McGill at the same level; if the level is changed, e.g., from undergraduate to graduate, the CGPA starts again.

### 5.6.4 Examinations

For more information on Examinations, see [section 3.6 "Examinations"](#).

### 5.6.5 Attendance

Students are encouraged to attend all lectures. Attendance is mandatory for small groups, clinical sessions, laboratories, and rotations.

Students who have failed to attend 75% of the lectures in any course may be refused the right to attempt the final examination in that course. Students failing to attend mandatory activities as described in the course outline risk failing the course.

### 5.6.6 Reread Policy

#### 5.6.6.1 Consultation

In accordance with the Charter of Student Rights, and subject to the conditions stated therein, "every student has the right to consult any written submission for which he or she has received a mark and a right to discuss this submission with the examiner". Students have seven calendar days after receiving their mark to ask for a consultation. Requests for consultations should be addressed directly to the examiner. The examiner has the option of meeting with the student to answer any questions that the student may have about the grading of the paper, or may supply the student with the correct answers to the examination questions in writing. The student may review these in the presence of the Faculty member or designate, but may not take any document away.

#### 5.6.6.2 Verification

In a case where a student feels that an error has been made in arriving at the final grade, the student can request that the examiner verify that all questions have been marked and that the final grade has been computed correctly.

#### 5.6.6.3 Reread

In accordance with the Charter of Student Rights, students have the right, subject to reasonable administrative arrangements, "to an impartial and competent review of any mark". The request for a reread must be received within seven calendar days after the consultation. A \$100 fee for reread will be charged to the student's McGill account. This will be reimbursed if there is a change upwards in the letter grade for the course.

The request for a formal reread must be made by the student, in writing, to the Faculty of Dentistry, Office of the Administrative Assistant (Student Affairs), and include reasons to justify the request. It must include a statement that the student has already met with the examiner to review the mark or indicating why this has not been possible. In the case of requests for rereads of group work, all members of the group must sign the request, indicating that they agree to the reread. Rereads for computer-scored examinations are not possible, but students may ask for verification. There are no re-evaluations of oral examinations and laboratory examinations.

A list of possible rereaders will be obtained by the Office of the Administrative Assistant (Student Affairs) by contacting the Director of the Division involved in the reread. The Associate Dean (Academic Affairs) selects the second reader. The Office of the Administrative Assistant (Student Affairs) conducts all communication with the second reader. The second reader is given the original documents, with marginalia, summary comments, and mark intact, as well as pertinent notes from the first examiner describing issues such as the general nature of the course or the assignment and grading schemes. The student's and the instructor's names are blanked out to reduce the possibility of prejudice and to help meet the requirements of the Charter of Student Rights. The rereader's name will not be made known to the student or examiner at any time. The second reader will provide an assessment of the work, in writing, to the Faculty of Dentistry. This assessment will also be transmitted to the first examiner.

As a result of the reread process, the grade may become higher, lower or remain unchanged. The grade submitted by the second reader replaces the original grade and cannot be challenged. The new grade will be communicated to the student in a letter from the Office of the Administrative Assistant (Student Affairs) with a copy to the first examiner.

#### 5.6.6.4 Appeals

A decision of the Faculty of Dentistry Student Promotion Committee may be appealed for two reasons:

- dismissal from the program;
- perceived procedural irregularities.

The student has fourteen (14) working days in which to appeal the decision of the Faculty of Dentistry Student Promotion Committee. The following procedures are to be followed:

1. The student files a letter of appeal to the Dean.
2. The Dean will appoint an *ad hoc* Student Promotion Appeal Committee consisting of three members of the Faculty's academic community who preferably have no previous knowledge of the student or the case under appeal. One member will be designated as Chair.
3. In order to give the student time to prepare for the meeting, there will be a minimum two-week notice period. The meeting can be scheduled earlier if the student requests it, or agrees in advance to the shorter notice period. The names of the members of the *ad hoc* Student Promotion Appeal Committee will be communicated to the student.
4. The Student Affairs Officer will request a detailed dossier from each party, which will be circulated to the *ad hoc* Student Promotion Appeal Committee members and student prior to

the meeting. The dossiers should be made available at least two (2) working days prior to the meeting.

5. The Associate Dean (Academic Affairs) or designate, presents the Faculty's evidence in written form and/or verbally to the Committee, after which the student is invited to present.
6. Both parties (the student and the Associate Dean) may be accompanied by an adviser. Such advisers must be members of the McGill community and must not be paid for these services (e.g., McGill Legal Aid Office). The role of the adviser is to advise and help the student and/or Associate Dean present his/her case. It is important for the Committee to hear directly from the student and Associate Dean. The adviser(s) will speak at the invitation of the Committee Chair. The Student Affairs Officer must be informed of the names of the advisers at least two (2) working days prior to the hearing.
7. The *ad hoc* Student Promotion Appeal Committee listens to all evidence and may ask questions of the student and/or adviser, and of the Associate Dean and/or adviser. The parties may also question each other in order to clarify points.
8. The Student Affairs Officer acts as a technical adviser and secretary to the Committee in an *ex officio* capacity. Any notes of the meeting are for the use of the Committee in arriving at their decision, and are destroyed after they have completed their deliberations.
9. When both parties feel that all the information pertaining to the case has been presented, the Chair will ask both to retire and the Committee meets further to make a decision on the matter. All members of the *ad hoc* Student Promotion Committee, including the Chair, may vote. Decisions are made by simple majority.
10. The *ad hoc* Student Promotion Appeal Committee may uphold or overturn the decision of the Faculty of Dentistry Student Promotion Committee. If the decision is to overturn the decision, the *ad hoc* Student Promotion Appeal Committee may choose to offer recommendations on a course of action to be considered by the Faculty of Dentistry Student Promotion Committee.
11. The parties are informed verbally by the Faculty of Dentistry Student Promotion Committee as soon as reasonably possible after the decision has been made, and in writing as soon as possible, with a copy to the Associate Dean.

Decisions of the *ad hoc* Student Promotion Appeal Committee can be appealed to the University Senate Committee.

## 5.7 General Practice Residency Program

The Faculty offers a one-year multidisciplinary training program in dentistry. There are 24 residency positions available. The program has 5 training sites: the Sir Mortimer B. Davis-Jewish General Hospital, the Royal Victoria Hospital, the Montreal General Hospital, the Montreal Children's Hospital, and the Queen Elizabeth Health Complex. The focus at the Montreal Children's Hospital site is on pediatric care.

The GPR program offers advanced postgraduate training in all aspects of general practice dentistry. Residents are exposed to a wide variety of dental and related medical specialties. The program also includes practical training in oral conscious sedation and certification in Advanced Cardiac Life Support (ACLS).

Selection of residents is based on academic standing and personal interviews. Applicants must be graduates of an accredited Canadian or U.S. dental school and be eligible for licensure in Quebec.

Candidates who have not graduated from high school in the province of Quebec must have successfully fulfilled the French language requirements of the *Office québécois de la langue française* before applying. For more information, please consult the following website: [www.mcgill.ca/dentistry/prospective/gpr](http://www.mcgill.ca/dentistry/prospective/gpr).

Applications to the GPR program must be submitted online by September 30 ([www.mcgill.ca/applying](http://www.mcgill.ca/applying), program: Dental Residency, GPR).

Further details may be obtained by writing to the General Practice Residency Program at the Faculty of Dentistry, McGill University, 3640 University Street, Room B/15, Montreal, QC, H3A 0C7, or by email at [graduate.dentistry@mcgill.ca](mailto:graduate.dentistry@mcgill.ca).

## 5.8 Oral and Maxillofacial Surgery Programs

### 5.8.1 Certificate in Oral and Maxillofacial Surgery

McGill University, through the Faculty of Dentistry and the McGill University Health Centre, offers an advanced education program in Oral and Maxillofacial Surgery. The program is fully accredited by the Canadian Dental Association Accreditation Committee. It is a four-year program and commences on July 1 of each year.

It is the intent of the program to develop both well-trained, practising oral and maxillofacial surgeons and surgeons who pursue academic careers and research. Therefore, an optional additional year is offered to residents who wish to complete the requirements for a Master of Science (M.Sc.) degree.

Candidates for this program must possess a D.D.S. or D.M.D. degree or the equivalent and be eligible to obtain a limited dental license from the *Ordre des dentistes du Québec* (A limited license can be issued by the *Ordre des dentistes du Québec* without prior testing of French language competency).

The candidate must have completed a year of internship or a general practice residency or equivalent prior to commencing the program. The candidate has to be certified in ACLS prior to starting the program.

#### DENT 581J1 ORAL AND MAXILLOFACIAL SURGERY TRAINING 1.

(12) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 581J2 and DENT 581J3) (No credit will be given for this course unless DENT 581J1, DENT 581J2, and DENT 581J3 are all successfully completed in consecutive terms) First year course in oral and maxillofacial surgery.

#### DENT 581J2 ORAL AND MAXILLOFACIAL SURGERY TRAINING 1.

(12) (Prerequisite: DENT 581J1) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 581J3) (No credit will be given for this course unless DENT 581J1, DENT 581J2, and DENT 581J3 are all successfully completed in consecutive terms) See DENT 581J1 for course description.

#### DENT 581J3 ORAL AND MAXILLOFACIAL SURGERY TRAINING 1.

(12) (Prerequisite: DENT 581J2) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (No credit will be given for this course unless DENT 581J1, DENT 581J2, and DENT 581J3 are all successfully completed in consecutive terms) See DENT 581J1 for course description.

#### DENT 582J1 ORAL AND MAXILLOFACIAL SURGERY TRAINING 2.

(12) (Prerequisite: DENT 581J1/J2/J3) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 582J2 and DENT 582J3) (No credit will be given for this course unless DENT 582J1, DENT 582J2, and DENT 582J3 are all successfully completed in consecutive terms) Second year course in oral and maxillofacial surgery.

#### DENT 582J2 ORAL AND MAXILLOFACIAL SURGERY TRAINING 2.

(12) (Prerequisite: DENT 582J1) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 582J3) (No credit will be given for this course unless DENT 582J1, DENT 582J2, and DENT 582J3 are all successfully completed in consecutive terms) See DENT 582J1 for course description.

#### DENT 582J3 ORAL AND MAXILLOFACIAL SURGERY TRAINING 2.

(12) (Prerequisite: DENT 582J2) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (No credit will be given for this course unless DENT 582J1, DENT



582J2, and DENT 582J3 are all successfully completed in consecutive terms) See DENT 582J1 for course description.

**DENT 583 ORAL AND MAXILLOFACIAL SURGERY TRAINING 3.** (36) (Prerequisite: DENT 582J1/J2/J3) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery Residency only) Third year course in oral and maxillofacial surgery.

**DENT 583J1 ORAL AND MAXILLOFACIAL SURGERY TRAINING 3.** (12) (Prerequisite: DENT 582J1/J2/J3) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery Residency only) (Students must also register for DENT 583J2 and DENT 583J3) (No credit will be given for this course unless DENT 583J1, DENT 583J2, and DENT 583J3 are all successfully completed in consecutive terms) (DENT 583J1, DENT 583J2 and DENT 583J3 together are equivalent to DENT 583) Third year course in oral and maxillofacial surgery.

**DENT 583J2 ORAL AND MAXILLOFACIAL SURGERY TRAINING 3.** (12) (Prerequisite: DENT 583J1) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery Residency only) (Students must also register for DENT 583J3) (No credit will be given for this course unless DENT 583J1, DENT 583J2, and DENT 583J3 are all successfully completed in consecutive terms) (DENT 583J1, DENT 583J2 and DENT 583J3 together are equivalent to DENT 583) See DENT 583J1 for course description.

**DENT 583J3 ORAL AND MAXILLOFACIAL SURGERY TRAINING 3.** (12) (Prerequisite: DENT 583J2) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery Residency only) (No credit will be given for this course unless DENT 583J1, DENT 583J2, and DENT 583J3 are all successfully completed in consecutive terms) (DENT 583J1, DENT 583J2 and DENT 583J3 together are equivalent to DENT 583) See DENT 583J1 for course description.

**DENT 584J1 ORAL AND MAXILLOFACIAL SURGERY TRAINING 4.** (8) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 584J2 and DENT 584J3) (No credit will be given for this course unless DENT 584J1, DENT 584J2, and DENT 584J3 are all successfully completed in consecutive terms) Fourth year course in oral and maxillofacial surgery.

**DENT 584J2 ORAL AND MAXILLOFACIAL SURGERY TRAINING 4.** (8) (Prerequisite: DENT 584J1) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 584J3) (No credit will be given for this course unless DENT 584J1, DENT 584J2, and DENT 584J3 are all successfully completed in consecutive terms) See DENT 584J1 for course description.

**DENT 584J3 ORAL AND MAXILLOFACIAL SURGERY TRAINING 4.** (8) (Prerequisite: DENT 584J2) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (No credit will be given for this course unless DENT 584J1, DENT 584J2, and DENT 584J3 are all successfully completed in consecutive terms) See DENT 584J1 for course description.

**DENT 585J1 ORAL AND MAXILLOFACIAL SURGERY CLINICAL AND SEMINARS.** (4) (Prerequisite: DENT 583 or DENT 583J1/J2/J3) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 585J2 and DENT 585J3) (No credit will be given for this course unless DENT 585J1, DENT 585J2, and DENT 585J3 are all successfully completed in consecutive terms) This course is designed to provide clinical experience in the management of oral and maxillofacial surgical patients and prepare students to take the Royal College of Dentists of Canada speciality examination.

**DENT 585J2 ORAL AND MAXILLOFACIAL SURGERY CLINICAL AND SEMINARS.** (4) (Prerequisite: DENT 585J1) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (Students must also register for DENT 585J3) (No credit will be given for this course unless DENT 585J1, DENT 585J2, and DENT 585J3 are all successfully completed in consecutive terms) See DENT 585J1 for course description.

**DENT 585J3 ORAL AND MAXILLOFACIAL SURGERY CLINICAL AND SEMINARS.** (4) (Prerequisite: DENT 585J2) (Restriction: Open to students registered in the Certificate in Oral and Maxillofacial Surgery only) (No credit will be given for this course unless DENT 585J1, DENT 585J2, and DENT 585J3 are all successfully completed in consecutive terms) See DENT 585J1 for course description.

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## 5.8.2 Oral Surgery Internship Certificate

The Oral Surgery Internship is a one-year certificate program to prepare students for admission to an Oral and Maxillofacial Surgery (OMFS) residency. Interns assist residents in providing patient care. The curriculum consists of lectures, seminars, journal clubs and clinical activities.

For more information, consult [www.mcgill.ca/dentistry/prospective/oral-and-maxillofacial-surgery-training-programs/internship-oral-surgery](http://www.mcgill.ca/dentistry/prospective/oral-and-maxillofacial-surgery-training-programs/internship-oral-surgery).

**DENT 571J1 TOPICS IN ORAL&MAXILLOFACIAL SURGERY FOR INTERNS.** (17.33) (Prerequisite: DMD or equivalent) (Restriction: Limited to students registered in the Certificate in Oral Surgery Internship) (Students must also register for DENT 571J2 and DENT 571J3) (No credit will be given for this course unless DENT 571J1, DENT 571J2, and DENT 571J3 are all successfully completed in consecutive terms) Preparation for application to a residency program in OMFS.

**DENT 571J2 TOPICS IN ORAL&MAXILLOFACIAL SURGERY FOR INTERNS.** (17.33) (Prerequisite: DENT 571J1) (Restriction: Limited to students registered in the Certificate in Oral Surgery Internship) (Students must also register for DENT 571J3) (No credit will be given for this course unless DENT 571J1, DENT 571J2, and DENT 571J3 are all successfully completed in consecutive terms) See DENT 571J1 for course description.

**DENT 571J3 TOPICS IN ORAL&MAXILLOFACIAL SURGERY FOR INTERNS.** (17.33) (Prerequisite: DENT 571J2) (Restriction: Limited to students registered in the Certificate in Oral Surgery Internship) (No credit will be given for this course unless DENT 571J1, DENT 571J2, and DENT 571J3 are all successfully completed in consecutive terms) See DENT 571J1 for course description.

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## 5.9 Graduate and Post-Graduate Programs

For information regarding Graduate and Post-Graduate programs, refer to the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* eCalendar available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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## 5.10 Continuing Dental Education

The Faculty sponsors courses in Continuing Dental Education which are recognized for Continuing Dental Education credits by dental licensing bodies.

Generally, the Faculty offers a series of courses in various clinical and basic sciences related to dentistry. These are provided in both small and larger group sessions to enhance the learning process. The courses are designed to meet the needs of dental practitioners and researchers, to keep them abreast of current concepts and practices, and to make them aware of recent advances in dental science.

---

## 5.11 Academic Staff

*Emeritus Professors*  
Kenneth C. Bentley  
Mervyn Gornitsky  
Harry Rosen

Charlie E. Smith

*Professors*

Paul J. Allison  
Jake E. Barralet  
Gary Bennett  
Fernando Cervero  
Jocelyne S. Feine  
Marc D. McKee  
Dieter Reinhardt  
Maryam Tabrizian

*Associate Professors*

Samer Abi-Nader  
Rubens Albuquerque  
Christophe Bedos  
Veronique Benhamou  
John V. Blomfield  
Herb Borsuk  
Peter J. Chauvin  
Antoine Chehade  
Marie E. Dagenais  
Robert J.C. David  
Richard J. Emery  
Sharokh Esfandiari  
Ali Fakhry  
Irwin M. Fried  
George Harasymowycz  
Melvyn E. Hershenfield  
Richard Hovey  
Mari T. Kaartinen  
Svetlana Komarova  
Oleg S. Kopytov  
Hervé Le Moual  
Harvey L. Levitt  
Stephen I. Miller  
Frederick I. Muroff  
Jeffrey M. Myers  
Belinda Nicolau  
Julia R. Pompura  
Eli Raviv  
Jean-Marc Retrouvey  
Melvin Schwartz  
Stéphane Schwartz  
Edward Slapcoff  
Andrew Toeman  
Simon Tran

*Assistant Professors*

Peter G. Ayoub  
Sylvio Caro  
Chisovalantou Cheretakis  
Genevieve Chiasson  
Robert Clark  
Ngoc Tuan Dinh  
Bruce Dobby  
Robert Dorion  
John G. Drummond  
Aaron Dudkiewicz  
Michel El Hakim  
John D. Fenwick  
John R. Fong Chong  
Anthony Iannella  
Deborah Iera  
Bassel Kano  
Earl R. Karanofsky  
Adel Kauzman  
Gerald M. Konanec  
Sidney Konigsberg  
Paul H. Korne  
Yu Kwong Li  
Mary Ellen Macdonald  
Norman M. Miller  
Robert Miller  
Seymour Miller

Nathalie Morin

Monzur Murshed  
Frances Power  
Charles Rawas  
Benjamin Saleh  
Petra Schweinhardt  
Marc Shenouda  
Jack Sherman  
Madelaine Shildkraut  
Mortimer D. Shizgal  
Hilal Sirhan  
Bernard Slimovitch  
Myron Stein  
Barry Sternthal  
Laura Stone  
Faleh Tamimi  
Donald Taylor  
Ana Velly  
Jacques Véronneau  
Melissa Villafranca  
Duy-Dat Vu  
Paul Weinstein  
Catherine Linda Wiltshire  
Lorne A. Wiseman  
Michael A. Wiseman  
Ji Zhang

*Faculty Lecturers*

Joel Abikhzer  
Firas Al-Khoury  
Francine Elise Albert  
Jonathan Albilis  
Emanuel Alvaro  
Katya Archambault  
Normand Aubre  
Majed Bakdach  
Gloria Baranowski  
Sara Behmanesh  
Michel Bonin  
Kristelle Bossé  
Marie-Christine Boucher  
Jean-Francois Brochu  
René Caissie  
Cynthia Carbone  
Natasha Cassir  
Carol Judith Chahine  
Viken Chamlian  
Stefan Ciobanu  
Michael Howard Climan  
Donald G. Collins  
Dominic Côté  
Lawrence L. Cramer  
Mary Patricia M. Currie  
T. Volong Dao  
Athena Diamandis  
Jessica Edlyn Dobrinski  
Alexandre Dostie  
Louis Drouin  
Eric Dufresne  
Noemi Elhadad  
Emilia Cruz Espiritu  
Ioannis Felemegos  
Wendy Jennifer Fox  
Laurent Franco  
Jean-Philippe Frechette  
Raphael Garofalo  
Aron Gonshor  
Joshua Haimovici  
Patricia Harrosch  
Broula Jamal  
Karim Jarjoura  
Dennis Kaloyannis  
Mansour Kano



Athanasios Karamitsos  
Matthew Brooks Kerner  
Marina Krilova  
Steven Krychman  
George Kyritsis  
Colette R. Leb  
Naima Liamani  
Howard Stephen Libenson  
Paul Lieberman  
Jeffrey MacKlan  
Sabrina Mancini  
Annie Marleau  
Bernard Mayantz  
Melanie Menassa  
Stephanie Ment  
Souzi Mhanna  
Josiane Milette  
Élise Morency  
Michael Stephen Moscovitch  
Ariane Namiranian  
Dac Thang Nguyen  
Maha Nimeh  
Nabil Ouatik  
Lisa Pichler  
Luc Prevost  
Roy Raviv  
Charles Rawas  
Warren Retter  
Anna Reznik  
Francois Riendeau  
Christian Robin  
Andre Ruest  
Stephanie Melissa Scalia  
Karine Sebbag  
Maria Sgro  
Audrey Sherman  
Milena Rosana Simicic  
Guy Louis St-Arneault  
Paul Stamboulis  
Moise K. Sutton  
Alexandre Tache  
Jacob Tink  
Barouyr Toukmanian  
Charles Tra  
Achilles Tsialtas  
Berge Wazirian  
Peter Weinstein  
Norman Gary Yoffe  
*Associate Members*  
Marta Cerruti  
Eduardo L. Franco  
Showan N. Nazhat  
Réné St-Arnaud  
Hojatollah Vali  
*Adjunct Professors*  
Chantal Galarneau  
Marie-Claude Rousseau

## 6 School of Dietetics and Human Nutrition

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6.4.2	Bachelor of Science (Nutritional Sciences) (B.Sc.(Nutr.Sc.)) - Major Nutrition - Food Function and Safety (90 credits)
6.4.3	Bachelor of Science (Nutritional Sciences) (B.Sc.(Nutr.Sc.)) - Major Nutrition - Global Nutrition (90 credits)
6.4.4	Bachelor of Science (Nutritional Sciences) (B.Sc.(Nutr.Sc.)) - Major Nutrition - Health and Disease (90 credits)
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### 6.1 The School

#### 6.1.1 Location

Macdonald Stewart Building, Room MS2-039  
McGill University, Macdonald Campus  
21,111 Lakeshore Road  
Sainte-Anne-de-Bellevue, Quebec H9X 3V9  
Canada

Telephone: 514-398-7840

Fax: 514-398-7739

Email: [nutrition.dietetics@mcgill.ca](mailto:nutrition.dietetics@mcgill.ca)

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

#### 6.1.2 Administrative Officers

Chandra Madramootoo; B.Sc.(Agr.Eng.), M.Sc.,  
Ph.D.(McG.), P.Eng. (*James McGill Professor*)  
**Dean, Faculty of Agricultural and Environmental  
Sciences, and Associate Vice-Principal (Macdonald  
Campus)**

William H. Hendershot; B.Sc.(Tor.), M.Sc.(McG.),  
Ph.D.(Br. Col.)

**Associate Dean (Academic)**

Suha Jabaji; B.Sc.(AUB), M.Sc.(Guelph), Ph.D.(Wat.)

**Associate Dean (Research)**

David J. Lewis; B.Sc., M.Sc., Ph.D.(Mem.)

**Associate Dean (Student Affairs)**

Ian Strachan; B.Sc.(Tor.), M.Sc., Ph.D.(Qu.)

**Associate Dean (Graduate Studies)**

Silvana Pellicchia

**Manager, Student Affairs**

Gary O'Connell; B.Comm.(C'dia)

**Director, Academic and Administrative Services**

William R. Ellyett; B.A.(Sir G. Wms.), B.Ed.(Phys.Ed.)(McG.)

**Director of Athletics**

Paul Meldrum; B.J.(Hons.)(Car.)

**General Manager, Macdonald Campus Farm**

Ginette Legault

**Manager, Campus Housing**

Peter D.L. Knox; B.Sc.(Agr.)(McG.)

**Supervisor, Property Maintenance**

#### 6.1.3 School of Dietetics and Human Nutrition

##### Director

Kristine G. Koski

##### Professor Emerita

Harriet V. Kühnlein; B.S.(Penn. St.), M.S.(Ore. St.),  
Ph.D.(Calif.), R.D.

##### Professors

Luis B. Agellon; B.Sc., Ph.D.(McM.) (*Canada Research  
Chair*)

Timothy A. Johns; B.Sc.(McM.), M.Sc.(Br. Col.), Ph.D.(Mich.)  
Linda Wykes; B.Sc., M.Sc., Ph.D.(Tor.) (*William Dawson  
Scholar*)

##### Associate Professors

Katherine Gray-Donald; B.Sc., Ph.D.(McG.), R.D.

Kristine G. Koski; B.S., M.S.(Wash.), Ph.D.(Calif.), R.D.

Stan Kubow; B.Sc.(McG.), M.Sc.(Tor.), Ph.D.(Guelph)

Grace S. Marquis; B.A.(Ind.), M.Sc.(Mich. St.), Ph.D.(C'nell)  
(*Canada Research Chair*)

Hugo Melgar-Quir6nez; B.Sc.(Germ), M.Sc.(Johns Hop.),  
M.D., Dr. Sc.(Germ)

Louise Thibault; B.Sc., M.Sc., Ph.D.(Laval), Dt. P.

Hope Weiler; B.A.Sc.(Guelph), Ph.D.(McM.), R.D. (*Canada  
Research Chair*)

##### Lecturers

Peter Bender (PT); B.Ed., M.A.(McG.), Ph.D.(Flor. St.)

Lynda Fraser (PT); B.A., M.Ed.(Dal.)

Mary Hendrickson-Nelson; B.A.(St. Benedict), B.Sc.(Minn.),  
M.Sc.(Colo. St.), Dt. P.

Angel Ong; B.Sc., M.Sc.(McG.), Dt. P.

Maureen Rose; B.Sc., M.Ed., Ph.D.(McG.), Dt. P.

Joane Routhier; B.Sc.(McG.)

Sandy Phillips; B.Sc., M.Sc.(A.)(McG.), Dt. P.

Hugues Plourde; B.Sc.(McG.), M.Sc.(Montr.), Dt. P.

##### Adjunct Professors

Laurie H.M. Chan; B.Sc., M.Phil(HK), Ph.D.(Queen Mary,  
Lond.)

Kevin A. Cockell; B.Sc., Ph.D.(Guelph)

Grace Egeland; B.A.(Iowa), Ph.D.(Pitt.)

##### Cross-Appointed Staff

Food Science and Agricultural Chemistry: Selim Kermasha

Medicine: Ross Andersen, Louis Beaumier, Franco Carli,

Stephanie Chevalier, Réjeanne Gougeon, L. John Hoffer,

Larry Lands, Ralph Lattermann, Errol Marliss, José

Morais, Celia Rodd, Thomas Schricker, Jean-François

Yale

Parasitology: Marilyn E. Scott

### 6.1.4 General Information

The School of Dietetics and Human Nutrition is part of the Faculty of Agricultural and Environmental Sciences, which is located on the Macdonald Campus of McGill University. The Macdonald Campus is in Ste-Anne-de-Bellevue at the western end of the island of Montreal, 32 kilometres west of the city of Montreal and can be reached by city bus, train service and a McGill shuttle bus.

Health and well-being of individuals in relation to food choices and physiological status prevail as the unifying themes of the programs in the School of Dietetics and Human Nutrition. The availability of food, normal metabolism, clinical nutrition, community nutrition at the local and international level, the evaluation of nutritional products and their use in nutrition, and the communication of information about food and health form the core of academic programs.

The School offers a B.Sc.(Nutr.Sc.) in either the Dietetics Major or the Nutrition Major. Professional Practice experiences in the Dietetics Major are provided in the McGill teaching hospitals and in a wide variety of health, education, business, government and community agencies. The Dietetics Major leads to membership in professional dietetics associations and eligibility for professional registration.

Laboratory and lecture rooms are well supplied with modern and efficient teaching facilities, while the reference section of the Macdonald Campus Library and the research laboratories are equipped to permit the vigorous investigation of problems at both the undergraduate and postgraduate level.

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## 6.2 Programs and Admission Information

### 6.2.1 Degrees Offered

#### Bachelor of Science in Nutritional Sciences – B.Sc.(Nutr.Sc.)

Two undergraduate degree programs are offered by the School. The Dietetics Major leads to professional qualification. The Nutrition Major offers five study options: Nutritional Biochemistry, Food Function and Safety, Global Nutrition, Health and Disease, or Sports Nutrition.

#### M.Sc.A., M.Sc. and Ph.D.

Graduate study is also offered at both the Master's and Doctoral levels. For further information, contact the School or refer to the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

#### Graduate Diploma in R.D. Credentialing

This program provides a route to Registered Dietitian (RD) credentialing for graduate students completing their Master's or Doctorate at the School. Interested applicants should contact the Graduate program coordinator of the School for more information.

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### 6.2.2 Application

The academic year at McGill is made up of two sessions, the Fall/Winter or regular session, and the Summer session. These are subdivided into the Fall term (September to December), the Winter term (January to April) and the four months of the Summer session (May, June, July, and August). While most students enter in September, it is possible to be considered for admission to most of the Agricultural and Environmental Studies undergraduate programs in January. Please note: entry at the Freshman Program level is **not** available in January.

The deadlines for submission of applications are: January 15 (applicants studying outside of Canada), February 1 (applicants from Canadian high schools outside of Quebec), March 1 (all other applicants). All applications must be accompanied by an \$85 non-refundable fee, in Canadian or U.S. funds only, payable by certified cheque, money order or credit card. McGill does not offer application fee waivers.

Application to the School of Dietetics and Human Nutrition may be made online at [www.mcgill.ca/applying](http://www.mcgill.ca/applying). Information is available on that site or may be obtained from:

Enrolment Services  
McGill University  
3415 McTavish St.  
Montreal, QC H3A 0C8  
Telephone: 514-398-7878  
Fax: 514-398-4193

Please note that the same application is used for all undergraduate programs at McGill and two program choices can be entered.

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### 6.2.3 Admission Requirements

Applicants are not required to submit proof of proficiency in English if they meet **one** of the following conditions: their mother tongue/first language is English; they have completed both Secondary V and a Diploma of Collegial Studies in Quebec; they have completed the last five years of study in a French Baccalaurate International Option program, or in a French Lycée located in an English speaking country; they have completed A-Level English (other than English as a Second Language) with a final grade of C or better; their last five years of study (preceding application) have been at a learning institution where English is the main language of instruction (including applicants taught in English in Kenya, Liberia and Singapore).

#### Quebec CEGEP Students

Applicants must have completed a two-year Quebec post-secondary collegial program (CEGEP) in the Pure and Applied Sciences, Health Sciences, or Science de la nature. (Applicants who have completed the *DEC en sciences, lettres et arts* are also eligible for admission. Applicants who have completed a DEC in a technical area will be considered on an individual basis.)

McGill uses the *cote de rendement au collégial (cote r)* rather than CEGEP percentage grades for admission decisions. The *cote r* is a method of comparing and ranking students from CEGEP; it measures how far above or below the class average a student places, with adjustments based on the relative strength of the group.

The current CEGEP profile for the B.Sc.(Nutr.Sc.) is Biology (00UK, 00XU); Chemistry - NYA, NYB, Organic Chemistry I (00UL, 00UM, 00XV); Mathematics - NYA, NYB (00UN, 00UP); Physics - NYA, NYB, NYC (00UR, 00US, 00UT).

Based upon entry with the appropriate DEC, the B.Sc.(Nutr.Sc.) is offered as a 90-credit, three-year program for Nutrition and a 115-credit, three and one-half year program for Dietetics.

#### Applicants from Other Canadian Provinces

Applicants from provinces other than Quebec and Ontario must hold a high school diploma giving access to university education in their province/territory and have completed Grade 12 Mathematics (pre-calculus); two of: Grade 12 Biology, Chemistry or Physics; Grade 12 English or French (see note below explaining when English or French is required). Students who are accepted on the basis of a high school diploma enter a program which is extended by one year to include the 30 credits which comprise the Freshman Year. Consideration will be given to the results for Grade 11 and 12 level courses (regardless of the calendar year in which they were taken), with emphasis on grades obtained in courses most relevant to the intended program of study. Generally speaking, all marks are taken into consideration in determining admission, including those of failed or repeated courses.

If the applicant comes from a school where the language of instruction is English, then Grade 12 English must be included in the academic record. If the applicant comes from a school where the language of instruction is French, then Grade 12 French is required. English and French Second Language courses are not accepted as prerequisites.

#### Applicants from Ontario

Applicants from Ontario must have completed the Ontario Secondary School Diploma (OSSD), a minimum of six OAC, 4U and/or 4M courses combined. (At least one of: OAC Calculus, OAC Algebra

and Geometry, MCB4U or MGA4U; Two different science subjects from the following list: OAC Biology or SBI4U, OAC Chemistry or SCH4U, OAC Physics or SPH4U, OAC or 4U English or French—see note below explaining when English or French is required.) Students who are accepted on the basis of a high school diploma enter a program which is extended by one year to include the 30 credits which comprise the Freshman Year.

If the applicant comes from a school where the language of instruction is English, then OAC English or 4U level English or EAE4A must be included in the six courses. If the applicant comes from a school where the language of instruction is French, then OAC French (FRAOA or FLIOA) or 4U level French or English EALOA or EAL4U must be included in the six courses. Please note: English and French Second Language courses are not accepted as prerequisites.

At least four of the six required courses, as well as all prerequisite courses must be taken at the OAC or 4U level. Admissions criteria will focus primarily on the top six OAC, 4U and/or 4M courses (including specified prerequisite courses). Generally speaking, all marks are taken into consideration in determining admission, including those of failed or repeated courses.

Every attempt has been made to report accurately on admission requirements in effect at the time of printing. Given the recent Ontario curriculum reform and the resulting array of new courses, it should be noted that McGill reserves the right to revise its admission requirements without prior notice.

#### **Applicants from U.S. High School Programs**

Applicants who are applying on the basis of a high school diploma from a school in the United States must have completed a pre-calculus course in functions, and at least two of biology, chemistry, and physics. Applicants must write College Entrance Examination Board tests including the SAT I and three SAT IIs. SAT IIs must include mathematics and at least one science. ACTs are also acceptable.

Applicants who have completed Advanced Placement Examinations in appropriate subjects with a grade of 4 or better will be granted some advanced standing, up to a maximum of 30 credits.

Students who are accepted on the basis of a high school diploma enter a program which is extended by one year to include the 30 credits which comprise the Freshman Year.

#### **Applicants from Other Countries**

The normal basis for review of a file is completion of the credentials which lead to university admission in the applicant's country of study.

Students from the United Kingdom and Commonwealth countries may be admitted if they have completed Advanced Level examinations in chemistry, physics, and mathematics with two B's and one C or better in each, and five appropriate G.C.S.E. subjects at the Ordinary Level, including biology and English.

Advanced Level examination results which are appropriate to the intended program of studies will be assessed for advanced standing and credit when the results are received directly from the appropriate Examination Board. A maximum of 30 credits is granted for Advanced Level papers and a maximum of 10 credits for papers in Mathematics. Credit is normally granted only for grades of C or better.

Students who have a very good academic record in Lower Form VI and excellent results in at least five G.C.S.E. subjects at the Ordinary Level may be considered for admission to a program requiring the completion of a minimum of 120 credits.

For students applying on the basis of the French Baccalaureate, the minimum requirement is the Diploma in Series S in the "Première Groupe" with Mention "assez bien".

#### **Applicants with the International Baccalaureate**

Applicants should have completed Higher or Subsidiary Level mathematics and normally two of biology, chemistry, or physics. Ten advanced standing credits may be granted for mathematics and science Higher Level subjects completed within the IB Diploma, up to the maximum of 30 credits, while 6 credits will be given for non-science Higher Level examinations taken as part of the Diploma or for Higher Level Certificate subjects.

#### **Transfer Students**

Students wishing to transfer from other universities and colleges are considered for admission on the basis of both their university work and previous studies. A minimum of 60 credits of work must be completed at McGill if a degree is to be granted. Students must also fulfil the requirements of a degree program. Credits are determined only once a formal application and all the necessary supporting documents are received.

Basic science requirements are: two semesters of biology; two semesters of general chemistry, with labs; one semester of organic chemistry; two semesters of physics (including mechanics, electricity and magnetism, and waves and optics), with labs; and one semester in each of differential and integral calculus. A grade of B or better is expected in prerequisite mathematics and science courses.

This same policy is applicable to holders of undergraduate degrees.

#### **Transfer Students – Inter-Faculty**

Students wishing to transfer from one faculty to another must complete an inter-faculty transfer form. The deadline for submitting a transfer form for admission to the School is June 1 for admission in September and November 1 for admission in January.

For CGPA requirements please see [www.mcgill.ca/macdonald/studentinfo/undergrads/readmission](http://www.mcgill.ca/macdonald/studentinfo/undergrads/readmission).

#### **Mature Student Admission**

Residents of Canada who will be 23 years of age or older by September 1 (for admission for the Fall session) or January 1 (for admission for the Winter session) and who lack the academic background normally required for admission may apply for entrance as mature students. Mature students must complete all math/science requirements. This may require an additional "freshman" year. Individuals interested in being considered for entrance under this policy should contact the Student Affairs Office for complete details.

## **6.3 Academic Information and Regulations**

Students in the B.Sc.(Ntr.Sc.) programs are governed by the rules and regulations of the Faculty of Agricultural and Environmental Sciences (available at [www.mcgill.ca/study/2013-2014/faculties/macdonald](http://www.mcgill.ca/study/2013-2014/faculties/macdonald)), excerpts of which are given below. Additional information regarding the credit and grading system, examination regulations, withdrawal policies, etc. is contained in the *University Regulations and Resources* section of the *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

### **6.3.1 Academic Credit Transfer**

Transfer credits based on courses taken at other institutions (completed with a grade of C or better) before entrance to this Faculty are calculated and assigned after you are accepted, and have accepted the offer of admission.

Transfer credits may also be granted for courses taken at other institutions (completed with a grade of C or better) while you are attending McGill University. You must secure permission to apply such credits to your program in this Faculty before you begin the work. Prior Approval Forms are available in the Student Affairs Office in the Faculty. Grades obtained in such courses do not enter into calculations of grade point averages (GPA).

Exemption from a required or complementary course on the basis of work completed at another institution must be approved by both the instructor of the appropriate McGill course and the Academic Adviser.

As a full-time degree student, you may register, with approval of the Student Affairs Office, for course(s) at any university in the province of Quebec through CREPUQ. Those courses successfully completed with a minimum grade of C (according to the standards of the university giving the course) will be recognized for the



purpose of your degree, but the grades obtained will not enter into your GPA calculations.

For further details, consult the Undergraduate *Programs, Courses and University Regulations* publication at [www.mcgill.ca/study](http://www.mcgill.ca/study) and see *University Regulations and General Information > Registration > Quebec Inter-University Transfer Agreement (IUT)*, or go to [www.crepuq.qc.ca](http://www.crepuq.qc.ca) to access the online application.

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### 6.3.2 Standing

The program for the degree with a Major in Nutrition will normally be completed in three academic years or six semesters (following the Freshman Year, if one is required). The degree with a Major in Dietetics will normally be completed in three and one-half academic years. For the purpose of student classification, the years will be termed U1, U2 and U3.

U1 - to be used during the first 12 months following each admission to a degree program in which the student is required to complete 72 or more credits at the time of admission.

U2 - to be used for all students who are not U1 or U3.

U3 - to be used during the session in which it is expected the student will qualify to graduate.

#### Academic Advisers

Before registration, all students entering the Faculty must consult with the Academic Adviser of their program for selection and scheduling of required, complementary, and elective courses.

The Academic Adviser will normally continue to act in this capacity for the duration of the student's studies in the Faculty.

A Faculty Adviser is also available in the Student Affairs Office to assist students with student record related matters.

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### 6.3.3 Degree Requirements

To be eligible for a B.Sc.(Nutr.Sc.), students must have passed, or achieved exemption, with a minimum C grade in all required and complementary courses of the program. They must have a CGPA of at least 2.00.

In addition, students in the Dietetics program must have completed the Professional Practice Stages of professional formation, which require a minimum CGPA of 3.00.

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### 6.3.4 Minimum Credit Requirement

You must complete the minimum credit requirement for your degree as specified in your letter of admission.

Normally, Quebec students who have completed the *Diplôme d'études collégiales* (DEC) or equivalent diploma are admitted to the first year of a program requiring the completion of a minimum of 90 credits for Nutrition, 115 credits for Dietetics, and 122 credits for the Concurrent Degrees in Food Science and Nutritional Sciences.

Students from outside Quebec who are admitted on the basis of a high school diploma enter the Freshman Major, which comprises 30 credits (see section 6.2.3 "Admission Requirements").

You should not repeat a course at McGill that overlaps significantly in content with a course that you have taken elsewhere. Normally, transfer credits would be applied if the course taken elsewhere is deemed to be equivalent. Once admitted to the program, see your adviser for advice regarding course selection and credit transfers.

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## 6.4 Academic Programs

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### 6.4.1 Bachelor of Science (Nutritional Sciences) (B.Sc.(Nutr.Sc.)) - Major Dietetics (115 credits)

Academic Advising Coordinator:  
Sandy Phillips, M.Sc., R.D.  
School of Dietetics and Human Nutrition

The Dietetics Major, which includes a 40-week internship (Stage) as part of its degree requirements, is a professional program that leads to membership in a provincial regulatory body and professional licensure as a dietitian/nutritionist.

Graduates are qualified for challenging professional and leadership positions related to food and health, as dietitians, nutritionists, and food administrators.

The designations "Dietitian" and "Nutritionist" are reserved titles associated with reserved acts in the province of Quebec. As clinical nutritionists, dietitians may work in health-care settings, nutrition counselling centres, clinics, and private practice. As community nutritionists, dietitians are involved in nutrition education programs through school boards, sports centres, and local and international health agencies. The dietitian in the food service sector participates in all aspects of management to assure quality food products and services. The duration of this undergraduate program is a minimum 3.5 years due to the sequencing of courses and Professional Practice (Stage). Professional Practice (Stage) is integrated into each year. Prerequisites are firmly applied. Post-graduate programs are available to qualified graduates.

Successful graduates are qualified to apply for membership with the Ordre professionnel des diététistes du Québec (O.P.D.Q.) and/or other provincial regulatory bodies, as well as Dietitians of Canada. Forty weeks of supervised professional experience, "Stage", in clinical and community nutrition and food service systems management are included in the undergraduate program.

Refer to section 6.3.4 "Minimum Credit Requirement", in this publication for prerequisites and minimum credit requirements.

Academic Advising Coordinator: Sandy Phillips, M.Sc., R.D.

School of Dietetics and Human Nutrition

Laird Hall, Room 199b

Telephone: 514-398-7982

#### Notes:

The School firmly applies prerequisite requirements for registration in all required courses in the Dietetics Major.

All required and complementary courses must be passed with a minimum grade of C.

#### Advising Note for Professional Practice

\* Note: Successful completion of each rotation of each level of Stage (Professional Practice) is required to pass that level of Stage. Each level is a prerequisite for the next level and must be passed with a minimum grade of C. Professional Practice (Stage) registration is restricted to students in the Dietetics Major with a CGPA greater than or equal to 3.0. Students in the Dietetics Major who have a CGPA below a 3.0 for two consecutive years will not be permitted to continue in the program.

Due to limited capacity, Visiting and Special students may not register in any Professional Practice (Stage) courses. Contact the Undergraduate Academic Advising Coordinator (Dietetics) for more information.

Students are reminded that ethical conduct on Professional Practice (Stage) rotations is required. The Faculty reserves the right to require the withdrawal of any student if at any time the Faculty feels the student has displayed unprofessional conduct or demonstrates incompetence.

#### Required Courses (100 credits)

Required courses and Professional Practice (Stage) courses are sequenced in a specific order over nine terms (3.5-year program). See [www.mcgill.ca/dietetics](http://www.mcgill.ca/dietetics) for detailed information regarding the undergraduate program plan.

AEMA 310	(3)	Statistical Methods 1
AGEC 242	(3)	Management Theories and Practices
AGEC 343	(3)	Accounting and Cost Control
ANSC 234	(3)	Biochemistry 2
ANSC 323	(3)	Mammalian Physiology
ANSC 424	(3)	Metabolic Endocrinology
LSCI 211	(3)	Biochemistry 1
LSCI 230	(3)	Introductory Microbiology
NUTR 207	(3)	Nutrition and Health



NUTR 208*	(1)	Professional Practice Stage 1A
NUTR 209*	(2)	Professional Practice Stage 1B
NUTR 214	(4)	Food Fundamentals
NUTR 217	(4)	Application: Food Fundamentals
NUTR 310*	(1)	Professional Practice Stage 2A
NUTR 311*	(5)	Professional Practice Stage 2B
NUTR 322	(3)	Applied Sciences Communication
NUTR 337	(3)	Nutrition Through Life
NUTR 344	(4)	Clinical Nutrition 1
NUTR 345	(3)	Food Service Systems Management
NUTR 346	(2)	Quantity Food Production
NUTR 403	(3)	Nutrition in Society
NUTR 408*	(1)	Professional Practice Stage 3A
NUTR 409*	(8)	Professional Practice Stage 3B
NUTR 436	(2)	Nutritional Assessment
NUTR 438	(2)	Interviewing and Counselling
NUTR 446	(3)	Applied Human Resources
NUTR 450	(3)	Research Methods: Human Nutrition
NUTR 510*	(14)	Professional Practice - Stage 4
NUTR 545	(5)	Clinical Nutrition 2

### Complementary Courses (9 credits)

3 credits from either:

ANSC 330	(3)	Fundamentals of Nutrition
NUTR 307	(3)	Human Nutrition

Note: ANSC 330 or NUTR 307 must be taken in Fall of U2.

3 credits of Human Behavioural Science courses chosen from:

NUTR 301	(3)	Psychology
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Or equivalent from another faculty

3 credits from the social sciences that may include, but are not limited to:

AGEC 200	(3)	Principles of Microeconomics
ENVR 201	(3)	Society, Environment and Sustainability
ENVR 203	(3)	Knowledge, Ethics and Environment
RELG 270	(3)	Religious Ethics and the Environment

Or social science course from another faculty

### Elective Courses (6 credits)

Students who need to improve their proficiency in either English or French are strongly encouraged to choose their electives for that purpose. Students who wish to take language courses should check with the French Language Centre, Faculty of Arts, as placement testing may be required. As French is the official language of Quebec, all Professional Practice (Stage) placement sites expect students to be able to converse in French. Students are encouraged to develop a working knowledge of French in order to optimize their participation and learning in Professional Practice (Stage).

Alternate elective choices may include, but are not limited to:

AEHM 300	(3)	ESL: High Intermediate 1
AEHM 301	(3)	ESL: High Intermediate 2
AEHM 330	(3)	Academic and Scientific Writing
NUTR 501	(3)	Nutrition in Developing Countries
NUTR 503	(3)	Bioenergetics and the Lifespan
NUTR 512	(3)	Herbs, Foods and Phytochemicals

### A Compulsory Immunization

A compulsory immunization program exists at McGill which is required for Dietetics students to practice. Students should complete their immunization before or soon after arriving at Macdonald campus; confirmation of medical/health documentation will be sent by the health nurse to the University Coordinator (Stage) and must be complete prior to commencement of Stage. Certain deadlines may apply.

## 6.4.2 Bachelor of Science (Nutritional Sciences) (B.Sc.(Nutr.Sc.)) - Major Nutrition - Food Function and Safety (90 credits)

Academic Advising Coordinator:

Professor Kristine Koski  
School of Dietetics and Human Nutrition

This Major offers a core emphasis on the scientific fundamentals of nutrition and metabolism throughout the lifespan from the molecular to the organismal level. The concentration in food function and safety covers the ranges from health effects of phytochemicals and food toxicants, food chemistry and analysis, food safety, product development and influence of constituents of food on health. This degree does not lead to professional licensure as a Dietitian/Nutritionist.

Graduates are qualified for careers in the biotechnology field, pharmaceutical and/or food industries, government laboratories, and the health science communications field. Graduates often continue on to graduate studies preparing for careers in research, medicine, and dentistry or as specialists in nutrition.

Refer to [section 6.3.4 "Minimum Credit Requirement"](#), in this publication for prerequisites and minimum credit requirements.

### Required Courses (60 credits)

All required courses must be passed with a minimum grade of C.

AEMA 310	(3)	Statistical Methods 1
ANSC 234	(3)	Biochemistry 2
ANSC 323	(3)	Mammalian Physiology
ANSC 424	(3)	Metabolic Endocrinology
FDSC 200	(3)	Introduction to Food Science
FDSC 251	(3)	Food Chemistry 1
FDSC 300	(3)	Principles of Food Analysis 1
FDSC 305	(3)	Food Chemistry 2
LSCI 204	(4)	Genetics
LSCI 211	(3)	Biochemistry 1
LSCI 230	(3)	Introductory Microbiology
NUTR 207	(3)	Nutrition and Health
NUTR 214	(4)	Food Fundamentals
NUTR 322	(3)	Applied Sciences Communication
NUTR 337	(3)	Nutrition Through Life
NUTR 344	(4)	Clinical Nutrition 1
NUTR 450	(3)	Research Methods: Human Nutrition
NUTR 512	(3)	Herbs, Foods and Phytochemicals
NUTR 551	(3)	Analysis of Nutrition Data

### Complementary Courses (15 credits)

15 credits of complementary courses are selected as follows:

3 credits, one of the following courses:

ANSC 330	(3)	Fundamentals of Nutrition
NUTR 307	(3)	Human Nutrition

At least 3 credits from the following courses:

ANSC 560	(3)	Biology of Lactation
NUTR 420	(3)	Toxicology and Health Risks
NUTR 501	(3)	Nutrition in Developing Countries
NUTR 503	(3)	Bioenergetics and the Lifespan
NUTR 511	(3)	Nutrition and Behaviour
NUTR 545	(5)	Clinical Nutrition 2

At least 9 credits from the following courses:

AGRI 510	(3)	Professional Practice
ANSC 350	(3)	Food-Borne Pathogens
FDSC 315	(3)	Separation Techniques in Food Analysis 1
FDSC 319	(3)	Food Commodities
FDSC 330	(3)	Food Processing
FDSC 334	(3)	Analysis of Food Toxins and Toxicants
FDSC 405	(3)	Food Product Development
FDSC 442	(3)	Food Microbiology
FDSC 516	(3)	Flavour Chemistry
FDSC 520	(3)	Biophysical Chemistry of Food

FDSC 525	(3)	Food Quality Assurance
FDSC 535	(3)	Food Biotechnology
FDSC 537	(3)	Nutraceutical Chemistry
FDSC 540	(3)	Sensory Evaluation of Foods
NUTR 430	(3)	Directed Studies: Dietetics and Nutrition 1

**Elective Courses (15 credits)**

15 credits of electives are taken to meet the minimum credit requirement for the degree. Reciprocal agreement allows all students to take a limited number of electives at any Quebec university. With prior approval students can take electives at any Canadian or international university.

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**6.4.3 Bachelor of Science (Nutritional Sciences)  
(B.Sc.(Nutr.Sc.)) - Major Nutrition - Global  
Nutrition (90 credits)**

Academic Advising Coordinator:

Professor Kristine Koski  
School of Dietetics and Human Nutrition

This Major covers many aspects of human nutrition and food and their impact on health and society at the community, and international level. It offers a core emphasis on the scientific fundamentals of nutrition and metabolism throughout the lifespan. The specialization in global nutrition emphasizes the importance of the interaction of nutrition, diet, water, environment, and infection. This degree does not lead to professional licensure as a Dietitian/Nutritionist. Graduates are qualified for careers in national and international governmental and non-governmental food and health agencies, in world development programs, in the food sector, and the health science communications field. Graduates often continue on to graduate studies preparing for careers in public health, epidemiology, research, medicine, and dentistry or as specialists in nutrition.

Refer to [section 6.3.4 "Minimum Credit Requirement"](#), in this publication for prerequisites and minimum credit requirements.

**Required Courses (60 credits)**

All required courses must be passed with a minimum grade of C.

AEMA 310	(3)	Statistical Methods 1
ANSC 234	(3)	Biochemistry 2
ANSC 323	(3)	Mammalian Physiology
ANSC 424	(3)	Metabolic Endocrinology
FDSC 200	(3)	Introduction to Food Science
FDSC 251	(3)	Food Chemistry 1
FDSC 305	(3)	Food Chemistry 2
LSCI 204	(4)	Genetics
LSCI 211	(3)	Biochemistry 1
LSCI 230	(3)	Introductory Microbiology
NUTR 207	(3)	Nutrition and Health
NUTR 214	(4)	Food Fundamentals
NUTR 322	(3)	Applied Sciences Communication
NUTR 337	(3)	Nutrition Through Life
NUTR 344	(4)	Clinical Nutrition 1
NUTR 450	(3)	Research Methods: Human Nutrition
NUTR 501	(3)	Nutrition in Developing Countries
NUTR 512	(3)	Herbs, Foods and Phytochemicals
NUTR 551	(3)	Analysis of Nutrition Data

**Complementary Courses (15 credits)**

15 credits of complementary courses are selected as follows:

3 credits, one of the following courses:

ANSC 330	(3)	Fundamentals of Nutrition
NUTR 307	(3)	Human Nutrition

At least 3 credits selected from:

ANSC 560	(3)	Biology of Lactation
NUTR 420	(3)	Toxicology and Health Risks
NUTR 503	(3)	Bioenergetics and the Lifespan

NUTR 511	(3)	Nutrition and Behaviour
NUTR 545	(5)	Clinical Nutrition 2
At least 9 credits selected from:		
AGEC 330	(3)	Agriculture and Food Markets
AGEC 442	(3)	Economics of International Agricultural Development
AGRI 340	(3)	Principles of Ecological Agriculture
AGRI 411	(3)	Global Issues on Development, Food and Agriculture
ANSC 560	(3)	Biology of Lactation
ANTH 227	(3)	Medical Anthropology
ANTH 302	(3)	New Horizons in Medical Anthropology
ENVR 203	(3)	Knowledge, Ethics and Environment
GEOG 303	(3)	Health Geography
GEOG 403	(3)	Global Health and Environmental Change
NRSC 221	(3)	Environment and Health
NRSC 340	(3)	Global Perspectives on Food
NUTR 403	(3)	Nutrition in Society
NUTR 430	(3)	Directed Studies: Dietetics and Nutrition 1
PARA 410	(3)	Environment and Infection
PARA 515	(3)	Water, Health and Sanitation

**Elective Courses (15 credits)**

15 credits of Electives are taken to meet the minimum credit requirement for the degree. Reciprocal agreement allows all students to take a limited number of electives at any Quebec university. With prior approval students can take electives at any Canadian or international university.

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**6.4.4 Bachelor of Science (Nutritional Sciences)  
(B.Sc.(Nutr.Sc.)) - Major Nutrition - Health and  
Disease (90 credits)**

Academic Advising Coordinator:

Professor Kristine Koski  
School of Dietetics and Human Nutrition

This Major offers a core emphasis on the scientific fundamentals of nutrition and metabolism throughout the lifespan. This concentration emphasizes the influence of diet and nutrition on human health and the pathophysiology of chronic disease. This degree does not lead to professional licensure as a dietitian/nutritionist. Graduates are qualified for careers in health research, pharmaceutical and/or food industries, government laboratories, and the health science communications field. Graduates often continue on to graduate studies preparing for careers in research, medicine, and dentistry or as specialists in nutrition.

Refer to [section 6.3.4 "Minimum Credit Requirement"](#), in this publication for prerequisites and minimum credit requirements.

**Required Courses (60 credits)**

All required courses must be passed with a minimum grade of C.

AEMA 310	(3)	Statistical Methods 1
ANSC 234	(3)	Biochemistry 2
ANSC 323	(3)	Mammalian Physiology
ANSC 424	(3)	Metabolic Endocrinology
FDSC 200	(3)	Introduction to Food Science
FDSC 251	(3)	Food Chemistry 1
FDSC 305	(3)	Food Chemistry 2
LSCI 204	(3)	Genetics
LSCI 211	(3)	Biochemistry 1
LSCI 230	(3)	Introductory Microbiology
NUTR 207	(3)	Nutrition and Health
NUTR 214	(4)	Food Fundamentals
NUTR 322	(3)	Applied Sciences Communication
NUTR 337	(3)	Nutrition Through Life
NUTR 344	(4)	Clinical Nutrition 1
NUTR 450	(3)	Research Methods: Human Nutrition
NUTR 512	(3)	Herbs, Foods and Phytochemicals
NUTR 551	(3)	Analysis of Nutrition Data

PARA 438 (3) Immunology

### Complementary Courses (15 credits)

15 credits of complementary courses are selected as follows:

3 credits, one of the following courses:

ANSC 330 (3) Fundamentals of Nutrition

NUTR 307 (3) Human Nutrition

At least 3 credits from the following:

ANSC 560 (3) Biology of Lactation

NUTR 420 (3) Toxicology and Health Risks

NUTR 501 (3) Nutrition in Developing Countries

NUTR 503 (3) Bioenergetics and the Lifespan

NUTR 511 (3) Nutrition and Behaviour

NUTR 545 (5) Clinical Nutrition 2

At least 9 credits from the following courses:

ANAT 214 (3) Systemic Human Anatomy

ANAT 261 (4) Introduction to Dynamic Histology

ANSC 312 (3) Animal Health and Disease

ANSC 560 (3) Biology of Lactation

MICR 341 (3) Mechanisms of Pathogenicity

MIMM 314 (3) Intermediate Immunology

MIMM 414 (3) Advanced Immunology

NUTR 430 (3) Directed Studies: Dietetics and Nutrition 1

NUTR 436 (2) Nutritional Assessment

PATH 300 (3) Human Disease

PHAR 300 (3) Drug Action

PHAR 301 (3) Drugs and Disease

PHAR 303 (3) Principles of Toxicology

PHGY 311 (3) Channels, Synapses & Hormones

PHGY 312 (3) Respiratory, Renal, & Cardiovascular Physiology

PHGY 313 (3) Blood, Gastrointestinal, & Immune Systems Physiology

WILD 424 (3) Parasitology

### Elective Courses (15 credits)

15 credits of electives are taken to meet the minimum credit requirement for the degree. A reciprocal agreement allows all students to take a limited number of electives at any Quebec university. With prior approval students can take electives at any Canadian or international university.

## 6.4.5 Bachelor of Science (Nutritional Sciences) (B.Sc.(Nutr.Sc.)) - Major Nutrition - Nutritional Biochemistry (90 credits)

Academic Advising Coordinator:

Professor Kristine Koski

School of Dietetics and Human Nutrition

This Major offers a core emphasis on the scientific fundamentals of nutrition and metabolism throughout the lifespan from the molecular to the organismal level. This concentration in nutritional biochemistry links nutrigenomics, nutrigenetics, and biotechnology with human health, regulation of metabolism, and the pathophysiology of inherited and chronic disease. This degree does not lead to professional licensure as a dietitian/nutritionist. Graduates are qualified for careers in the biotechnology field, pharmaceutical and/or food industries, government laboratories, and the health science communications field. Graduates often continue on to graduate studies preparing for careers in research, medicine, and dentistry or as specialists in nutrition.

Refer to [section 6.3.4 "Minimum Credit Requirement"](#), in this publication for prerequisites and minimum credit requirements.

### Required Courses (60 credits)

All required courses must be passed with a minimum grade of C.

AEMA 310 (3) Statistical Methods 1

ANSC 234 (3) Biochemistry 2

ANSC 323 (3) Mammalian Physiology

ANSC 424 (3) Metabolic Endocrinology

BTEC 306 (3) Experiments in Biotechnology

FDSC 200 (3) Introduction to Food Science

FDSC 251 (3) Food Chemistry 1

FDSC 305 (3) Food Chemistry 2

LSCI 204 (4) Genetics

LSCI 211 (3) Biochemistry 1

LSCI 230 (3) Introductory Microbiology

NUTR 207 (3) Nutrition and Health

NUTR 214 (4) Food Fundamentals

NUTR 322 (3) Applied Sciences Communication

NUTR 337 (3) Nutrition Through Life

NUTR 344 (4) Clinical Nutrition 1

NUTR 450 (3) Research Methods: Human Nutrition

NUTR 512 (3) Herbs, Foods and Phytochemicals

NUTR 551 (3) Analysis of Nutrition Data

### Complementary Courses (15 credits)

15 credits of complementary courses are selected as follows:

3 credits, one of the following courses:

ANSC 330 (3) Fundamentals of Nutrition

NUTR 307 (3) Human Nutrition

At least 3 credits from the following:

ANSC 560 (3) Biology of Lactation

NUTR 420 (3) Toxicology and Health Risks

NUTR 501 (3) Nutrition in Developing Countries

NUTR 503 (3) Bioenergetics and the Lifespan

NUTR 511 (3) Nutrition and Behaviour

NUTR 545 (5) Clinical Nutrition 2

At least 9 credits from the following courses:

ANAT 262 (3) Introductory Molecular and Cell Biology

ANSC 324 (3) Developmental Biology and Reproduction

ANSC 400 (3) Eukaryotic Cells and Viruses

ANSC 420 (3) Animal Biotechnology

ANSC 551 (3) Carbohydrate and Lipid Metabolism

ANSC 604 (3) Advanced Animal Biotechnology

BINF 301 (3) Introduction to Bioinformatics

BIOC 312 (3) Biochemistry of Macromolecules

BIOL 300 (3) Molecular Biology of the Gene

BIOL 301 (4) Cell and Molecular Laboratory

BTEC 535 (3) Functional Genomics in Model Organisms

EXMD 401 (3) Physiology and Biochemistry Endocrine Systems

EXMD 502 (3) Advanced Endocrinology 01

EXMD 503 (3) Advanced Endocrinology 02

MICR 341 (3) Mechanisms of Pathogenicity

MIMM 314 (3) Intermediate Immunology

MIMM 414 (3) Advanced Immunology

NUTR 430 (3) Directed Studies: Dietetics and Nutrition 1

PARA 438 (3) Immunology

### Elective Courses (15 credits)

15 credits of electives are taken to meet the minimum credit requirement for the degree. A reciprocal agreement allows all students to take a limited number of electives at any Quebec university. With prior approval students can take electives at any Canadian or international university.

## 6.4.6 Bachelor of Science (Nutritional Sciences) (B.Sc.(Nutr.Sc.)) - Major Nutrition - Sports Nutrition (90 credits)

Academic Advising Coordinator:

Professor Kristine Koski

School of Dietetics and Human Nutrition

This Major offers a core emphasis on the scientific fundamentals of nutrition and metabolism throughout the lifespan from the molecular to the organismal level. The concentration in sports

nutrition integrates the influence of exercise and physical activity on health and chronic disease prevention. This degree does not lead to professional licensure as a Dietitian/Nutritionist. Graduates are qualified for careers in the biotechnology field, pharmaceutical and/or food industries, government laboratories, and the health science communications field. Graduates often continue on to graduate studies preparing for careers in research, medicine, and dentistry or as specialists in nutrition.

Refer to [section 6.3.4 "Minimum Credit Requirement"](#), in this publication for prerequisites and minimum credit requirements.

### Required Courses (60 credits)

All required courses must be passed with a minimum grade of C.

AEMA 310	(3)	Statistical Methods 1
ANSC 234	(3)	Biochemistry 2
ANSC 323	(3)	Mammalian Physiology
ANSC 424	(3)	Metabolic Endocrinology
FDSC 200	(3)	Introduction to Food Science
FDSC 251	(3)	Food Chemistry 1
FDSC 305	(3)	Food Chemistry 2
LSCI 204	(4)	Genetics
LSCI 211	(3)	Biochemistry 1
LSCI 230	(3)	Introductory Microbiology
NUTR 207	(3)	Nutrition and Health
NUTR 214	(4)	Food Fundamentals
NUTR 322	(3)	Applied Sciences Communication
NUTR 337	(3)	Nutrition Through Life
NUTR 344	(4)	Clinical Nutrition 1
NUTR 450	(3)	Research Methods: Human Nutrition
NUTR 503	(3)	Bioenergetics and the Lifespan
NUTR 512	(3)	Herbs, Foods and Phytochemicals
NUTR 551	(3)	Analysis of Nutrition Data

### Complementary Courses (15 credits)

15 credits of complementary courses are selected as follows:

3 credits, one of the following courses:

ANSC 330	(3)	Fundamentals of Nutrition
NUTR 307	(3)	Human Nutrition

At least 3 credits from the following courses:

ANSC 560	(3)	Biology of Lactation
NUTR 420	(3)	Toxicology and Health Risks
NUTR 501	(3)	Nutrition in Developing Countries
NUTR 511	(3)	Nutrition and Behaviour
NUTR 545	(5)	Clinical Nutrition 2

At least 9 credits from the following courses:

ANAT 214	(3)	Systemic Human Anatomy
EDKP 330	(3)	Physical Activity and Health.
EDKP 395	(3)	Exercise Physiology
EDKP 444	(3)	Ergonomics
EDKP 445	(3)	Exercise Metabolism
EDKP 446	(3)	Physical Activity and Ageing
EDKP 448	(3)	Exercise and Health Psychology
EDKP 449	(3)	Exercise Pathophysiology 2
EDKP 485	(3)	Exercise Pathophysiology 1
EDKP 495	(3)	Scientific Principles of Training
EDKP 542	(3)	Environmental Exercise Physiology
NUTR 430	(3)	Directed Studies: Dietetics and Nutrition 1
NUTR 436	(2)	Nutritional Assessment

### Elective Courses (15 credits)

15 credits of electives are taken to meet the minimum credit requirement for the degree. Reciprocal agreement allows all students to take a limited number of electives at any Quebec university. With prior approval, students can take electives at any Canadian or international university.

## Nutritional Sciences (B.Sc.(Nutr.Sc.)) - Food Science/Nutritional Science Major (122 credits)

Academic Adviser:

Professor Selim Kermasha  
Macdonald-Stewart Building, Room MS3-016  
Telephone: 514-398-7922

The concurrent program B.Sc.(F.Sc.) and B.Sc.(Nutr.Sc.) is designed to give motivated students the opportunity to combine the two fields. The two disciplines complement each other with Food Science providing the scientific foundation in the fundamentals of food science and its application in the food system, while Nutritional Sciences brings the fundamental knowledge in the nutritional aspects of food and metabolism. The program aims to train students with the fundamental knowledge in both disciplines to promote the development of healthy food products for human consumption. The overall program is structured and closely integrated to satisfy the academic requirements of both degrees as well as the professional training or exposure to industry.

Refer to [section 6.3.4 "Minimum Credit Requirement"](#) in this publication for prerequisites and minimum credit requirements.

### Required Courses (79 credits)

AEMA 310	(3)	Statistical Methods 1
ANSC 234	(3)	Biochemistry 2
ANSC 323	(3)	Mammalian Physiology
ANSC 424	(3)	Metabolic Endocrinology
FDSC 200	(3)	Introduction to Food Science
FDSC 213	(3)	Analytical Chemistry 1
FDSC 251	(3)	Food Chemistry 1
FDSC 300	(3)	Principles of Food Analysis 1
FDSC 305	(3)	Food Chemistry 2
FDSC 310	(3)	Post Harvest Fruit and Vegetable Technology
FDSC 315	(3)	Separation Techniques in Food Analysis 1
FDSC 319	(3)	Food Commodities
FDSC 330	(3)	Food Processing
FDSC 334	(3)	Analysis of Food Toxins and Toxicants
FDSC 400	(3)	Food Packaging
FDSC 442	(3)	Food Microbiology
FDSC 497	(1.5)	Professional Seminar: Food
FDSC 525	(3)	Food Quality Assurance
LSCI 211	(3)	Biochemistry 1
LSCI 230	(3)	Introductory Microbiology
NUTR 207	(3)	Nutrition and Health
NUTR 214	(4)	Food Fundamentals
NUTR 307	(4)	Human Nutrition
NUTR 337	(3)	Nutrition Through Life
NUTR 344	(4)	Clinical Nutrition 1
NUTR 497	(1.5)	Professional Seminar: Nutrition
NUTR 512	(3)	Herbs, Foods and Phytochemicals

### Complementary Courses (30 credits)

Complementary courses are selected as follows:

At least 9 credits from the following:

AGEC 200	(3)	Principles of Microeconomics
AGEC 201	(3)	Principles of Macroeconomics
AGEC 330	(3)	Agriculture and Food Markets
AGEC 430	(3)	Agriculture, Food and Resource Policy
AGEC 442	(3)	Economics of International Agricultural Development
AGEC 450	(3)	Agriculture Business Management

At least 9 credits from the following:

AGEC 242	(3)	Management Theories and Practices
ENVR 203	(3)	Knowledge, Ethics and Environment
NRSC 340	(3)	Global Perspectives on Food
NUTR 301	(3)	Psychology
NUTR 322	(3)	Applied Sciences Communication
NUTR 446	(3)	Applied Human Resources

## 6.4.7 Concurrent Bachelor of Science in Food Science (B.Sc.(F.Sc.)) and Bachelor of Science



12 credits from the following:

FDSC 480 (12) Industrial Stage/Food  
NUTR 480 (12) Industrial Stage/Nutrition

### Elective Courses (13 credits)

Electives are selected in consultation with an academic adviser.

#### 6.4.7.1 About the Concurrent Bachelor of Science in Food Science (B.Sc.(F.Sc.)) and Bachelor of Science in Nutritional Sciences (B.Sc.(Nutr.Sc.)) Program

Unique in North America, the new concurrent degree program in Food Science and Nutritional Science offers the best education in these complementary fields and opens the door to a multitude of career paths.

The **Food Science** component of the program focuses on the chemistry of food and the scientific principles underlying food preservation, processing, and packaging to provide consumers with quality foods. The **Nutritional Science** component deals with the science of the nutritional aspects of food and metabolism. The program has been carefully structured to ensure that students receive the training that industry demands.

#### 6.4.8 Minor Human Nutrition (24 credits)

Academic Adviser:

Professor Linda Wykes  
Macdonald-Stewart Building, Room 2-042  
Telephone: 514-398-7843

The Minor Human Nutrition is intended to complement a student's primary field of study by providing a focused introduction to the metabolic aspects of human nutrition. It is particularly accessible to students in Biochemistry, Biology, Physiology, Anatomy and Cell Biology, Microbiology and Immunology, Animal Science, or Food Science programs. The completion of 24 credits is required, of which at least 18 must not overlap with the primary program. All courses must be taken in the appropriate sequence and passed with a minimum grade of C. Students may declare their intent to follow the Minor program at the beginning of their U2 year. They must then consult with the academic adviser in the School of Dietetics and Human Nutrition to obtain approval for their course selection. Since some courses may not be offered every year and many have prerequisites, students are cautioned to plan their program in advance.

The Minor program does not carry professional recognition; therefore, it is not suitable for students wishing to become nutritionists or dietitians. However, successful completion may enable students to qualify for many postgraduate nutrition programs.

**Note:** Most courses listed at the 300 level and higher have prerequisites. Although instructors may waive prerequisite(s) in some cases, students are urged to prepare their program of study well before their final year.

#### Required Courses (6 credits)

NUTR 337 (3) Nutrition Through Life  
NUTR 450 (3) Research Methods: Human Nutrition

#### Complementary Courses (18 credits)

18 credits are selected as follows:

3 credits in Biochemistry, one of:

ANSC 234 (3) Biochemistry 2  
BIOC 311 (3) Metabolic Biochemistry

3 credits in Physiology, one of:

ANSC 323 (3) Mammalian Physiology  
PHGY 210 (3) Mammalian Physiology 2

3 credits in Nutrition, one of:

ANSC 330 (3) Fundamentals of Nutrition  
NUTR 307 (3) Human Nutrition

9 credits are selected as follows:

ANSC 551 (3) Carbohydrate and Lipid Metabolism

ANSC 552 (3) Protein Metabolism and Nutrition  
NUTR 403 (3) Nutrition in Society  
NUTR 436 (2) Nutritional Assessment  
NUTR 501 (3) Nutrition in Developing Countries  
NUTR 512 (3) Herbs, Foods and Phytochemicals  
NUTR 551 (3) Analysis of Nutrition Data  
PATH 300 (3) Human Disease

One of:

MIMM 314 (3) Intermediate Immunology  
PARA 438 (3) Immunology

One of:

NUTR 430 (3) Directed Studies: Dietetics and Nutrition 1  
NUTR 431 (3) Directed Studies: Dietetics and Nutrition 2

## 6.5 Courses

**All pre and corequisites in a course sequence leading to a more advanced course must be successfully completed before registration will be permitted in the advanced course.**

‡ **Successful completion of all components parts of each level of Professional Practice (Stage) in Dietetics is a prerequisite for the next level. All required and complementary courses listed in terms prior to or with a Stage are prerequisites for that level. Undergraduate registration is restricted to students in the Dietetics Major, CGPA 3.0 or greater. Visiting students contact the Advising Coordinator regarding eligibility for specific courses.**

The course credit weight is given in parentheses after the title. Term(s) offered (Fall, Winter, Summer) may appear after the credit weight to indicate when a course would normally be taught. Please check the Class Schedule to confirm this information.

● Denotes courses not offered in 2013–2014.

★ Denotes courses taught only in alternate years.

▲ Denotes courses offered by the Faculty of Education which, if appropriate to the student's program, may be included in the academic concentration.

### 6.5.1 Nutrition and Dietetics

● **NUTR 200 CONTEMPORARY NUTRITION.** (3) (Restriction: Not open for credit to students with a biology or chemistry course in their program, or to students registered in the School of Dietetics and Human Nutrition, or to students who take NUTR 207.) Provides students without a biology/chemistry background with the fundamental tools to critically assess nutrition related information, to evaluate their own diets, and to implement healthy changes. Emphasis is on current issues and maximizing health and disease prevention at different stages of the lifecycle.

**NUTR 207 NUTRITION AND HEALTH.** (3) (Fall) (3 lectures) (Corequisites: AEBC 202 or CEGEP Objective 00XU or FDSC 230 or CEGEP Objective 00XV) (Restriction: Not open to students who take NUTR 200 or EDKP 292) (Restriction: Science students in physical science and psychology programs who wish to take this course should see the Arts and Science Student Affairs Office for permission to register.) Provides students who have a basic biology/chemistry background with the fundamental information on how macronutrients, vitamins and minerals are metabolized in the body, followed by application to evaluate current issues of maximizing health and disease prevention at different stages of the lifecycle.

‡ **NUTR 208 PROFESSIONAL PRACTICE STAGE 1A.** (1) (Winter) (Prerequisites: All required courses in Term 1 of the Dietetics Major: AGEC 242, LSCI 211, NUTR 207, NUTR 214) (Corequisites: All Required courses in Term 2 of the Dietetics Major) (Restriction: Dietetics Major or Special Students (professional credentialing)) Introduction to the dietetics profession; principles and policies in food and nutrition essential to entry-level dietetics



experiences; practice in dietary interviewing, problem solving and report writing related to Level 1 Professional Practice placements.

● ‡ **NUTR 209 PROFESSIONAL PRACTICE STAGE 1B.** (2) (Prerequisites: All U1 required courses of the Dietetics major: AGEC 242, ANSC 234, LSCI 211, LSCI 230, NUTR 207, NUTR 208, NUTR 214, NUTR 217 and NUTR 322. All U0 math and science entrance requirements must be complete prior to commencement of NUTR 209.) (The course NUTR 209 includes a \$150 fee for the Level I stage manual and name tags for students' identification at their placement sites. The fee is refundable until the end of the add/drop period as long as the materials that have been distributed are returned intact.) Directed, supervised experiences in nutrition services and food service operations management; integration into the professional team.

**NUTR 214 FOOD FUNDAMENTALS.** (4) (Fall) (One 3-hour lecture and one 4-hour lab) (Prerequisite: FDSC 230 or corequisite with instructor's permission.) (Corequisite: FDSC 211 or LSCI 211) (This course includes a fee of \$350 for a culinary tool kit, chef coat, hairnet, food ingredients, supplies and laboratory manual. The fee is refundable as long as the kit and supplies have not been opened, used or scratched and the manual is intact. Students who drop this course during the course add/drop period may return the kit (if already received) to their department, who will then advise the Student Accounts Office to reverse the charges for the fee once they have inspected the materials and found them to be in acceptable condition.) The structure and composition of foods, sensory evaluation and the scientific principles underlying physical and chemical changes that occur during food preparation. Displays, demonstrations and "hands-on" experience to relate culinary, nutritional and food safety theory to practical applications.

**NUTR 217 APPLICATION: FOOD FUNDAMENTALS.** (4) (Winter) (One 3-hour lecture and one 4-hour lab) (Prerequisite: NUTR 214) (The course NUTR 217 includes a \$200.00 fee for the laboratory supplies including food ingredients and required prepared text for the course. The fee is refundable until the end of the add/drop period.) A more intensive study of food and complex food mixtures, including their chemical and physical properties. Learning how to control the changes that take place during the preparation of food to obtain palatable, nutritious and safe food. An introduction to culturally determined food habits. Laboratory emphasis on acquiring new knowledge and application to basic food preparation and cooking principles.

**NUTR 301 PSYCHOLOGY.** (3) (Winter) (2 lectures and 1 conference) A study of the general characteristics of physical, social, emotional and intellectual development, the psychology of learning, and the growth and development of personality.

**NUTR 307 HUMAN NUTRITION.** (3) (Fall) (Corequisites: ANSC 234 or BIOC 311, and PHGY 210 or ANSC 323 or NUTR 207) (3 lecture hours and 1 tutorial/conference hour.) Nutrition in human health and disease from the molecular to the organismal level. Nutrigenomics, the impact of genotype on nutrient metabolism, health and disease risk, and the role of nutrients in metabolic regulation.

‡ **NUTR 310 PROFESSIONAL PRACTICE STAGE 2A.** (1) (Winter) (One 2-hour conference/week) (Prerequisite: NUTR 209) Human food intake assessment and evaluation will be practiced including modules on dietary interviewing, nutrition education teaching plans and documentation for the medical record. Practical aspects of health and food service administration will be addressed.

● ‡ **NUTR 311 PROFESSIONAL PRACTICE STAGE 2B.** (5) (Prerequisites: ANSC 330 or NUTR 307, and all U2 required courses: AEMA 310, AGEC 343, ANSC 323, ANSC 424, NUTR 310, NUTR 337, NUTR 344, NUTR 345, NUTR 346.) (The course NUTR 311 includes a \$125 fee for the Level II manual. The fee is refundable until the end of the add/drop period as long as the manual is intact.) Two interrelated modules of directed experience in normal and clinical nutrition and food service management, in health care settings and the private sector.

**NUTR 322 APPLIED SCIENCES COMMUNICATION.** (3) (Winter) (2 lectures, 1 lab) (Prerequisite: Completion of 15 credits in a B.Sc.

program) The principles and techniques of communicating applied sciences to individuals and groups in both the professional and public milieu. Effective public speaking and group interaction techniques. Communication materials selection, development, use, and evaluation. Writing for the media. Balancing risk and reason in communicating scientific findings.

**NUTR 337 NUTRITION THROUGH LIFE.** (3) (Winter) (3 lectures, 1 conference) (Prerequisites: ANSC 234 or BIOC 311, plus ANSC 330 or NUTR 307) Emphasis on applied quantitative aspects of human nutrition. Nutrient utilization, evaluation and requirements, as related to dietary standards.

**NUTR 344 CLINICAL NUTRITION 1.** (4) (Winter) (Two 2-hour lectures) (Prerequisites: ANSC 234 or BIOC 311, and ANSC 323, plus ANSC 330 or NUTR 307.) (Corequisites: NUTR 337 and ANSC 424.) Clinical nutrition assessment and dietary modification of pathological conditions including hypertension, lipid disorders and cardiovascular disease, obesity, diverticulosis, cancer, COPD, anorexia nervosa and bulimia.

**NUTR 345 FOOD SERVICE SYSTEMS MANAGEMENT.** (3) (Fall) (Prerequisite: NUTR 209.) An introductory course applying the principles of organizational management within the healthcare foodservice industry. Emphasis on understanding standards of quality control, customer relations and sanitation. Budget preparation, scheduling and cost control as well as menu preparation, recipe standardization and costing.

**NUTR 346 QUANTITY FOOD PRODUCTION.** (2) (Winter) (Prerequisite: NUTR 345) (NUTR 346 includes a fee of \$300.00 for the Hazard Analysis Critical Control Points (HACCP) online course, the Canadian Food Safety Certification Advanced.fst book and examination and for a laboratory manual and supplies. The fee is refundable if the course is dropped before the add/drop deadline.) Quantity food planning, costing, and evaluation. Laboratory experience with quantity food production following principles of food sanitation and safety, food quality and cost-evaluation.

**NUTR 403 NUTRITION IN SOCIETY.** (3) (Fall) (3 hour conference) (Prerequisite: NUTR 337) Sociocultural and economic influences on food choice and behaviour; health promotion and disease prevention through nutrition, particularly in high risk populations; the interaction of changing environment, food availability and quality as they affect health.

‡ **NUTR 408 PROFESSIONAL PRACTICE STAGE 3A.** (1) (Prerequisite: NUTR 311) (Corequisite: NUTR 409) Orientation and educational topics linking theory to practice for field placements in the clinical setting.

‡ **NUTR 409 PROFESSIONAL PRACTICE STAGE 3B.** (8) (Winter: 10 weeks) (Prerequisites: NUTR 311, NUTR 403, NUTR 446, NUTR 450, NUTR 545.) (The course NUTR 409 includes a \$125 fee for the Level III manual. The fee is refundable until the end of the add/drop period as long as the manual is intact.) Four interrelated modules of directed experience in clinical nutrition, food service management, normal nutrition education and community nutrition, in health care settings and the private sector.

**NUTR 430 DIRECTED STUDIES: DIETETICS AND NUTRITION 1.** (3) (Fall and Winter) An individualized course of study in dietetics/human nutrition under the supervision of a staff member with expertise on a topic not otherwise available in a formal course. A written agreement between student and staff member must be made before registration and filed with the Program Coordinator.

**NUTR 431 DIRECTED STUDIES: DIETETICS AND NUTRITION 2.** (3) (Fall or Winter) An individualized course of study in dietetics/human nutrition under the supervision of a staff member with expertise on a topic not otherwise available in a formal course. A written agreement between student and staff member must be made before registration and filed with the Program Coordinator.

**NUTR 431D1 (1.5), NUTR 431D2 (1.5) DIRECTED STUDIES: DIETETICS AND NUTRITION 2.** (Students must register for both NUTR 431D1 and NUTR 431D2.) (No credit will be given for this course unless both NUTR 431D1 and NUTR 431D2 are successfully completed in consecutive terms) (NUTR 431D1 and NUTR 431D2 together are equivalent to NUTR 431) An individualized

course of study in dietetics/human nutrition under the supervision of a staff member with expertise on a topic not otherwise available in a formal course. A written agreement between student and staff member must be made before registration and filed with the Program Coordinator.

**NUTR 432 DIRECTED STUDIES: DIETETICS AND NUTRITION 3.** (3) (Fall and Winter) An individualized course of study in dietetics/human nutrition under the supervision of a staff member with expertise on a topic not otherwise available in a formal course. A written agreement between student and staff member must be made before registration and filed with the Program Coordinator.

**NUTR 433 DIRECTED STUDIES: DIETETICS AND NUTRITION 4.** (5) (Fall or Winter or Summer) (Limited enrolment) (Prerequisite: registration in NUTR 409 or equivalent.) (Restriction: students in the Dietetics Major or documentation of requirement for professional registration) An individualized course of study in dietetics and human nutrition not available through other courses in the School. Emphasis will be placed on application of foods and nutrition knowledge, analytic and synthesis skills, and time management. A written agreement between student and instructor must be made before registration. A "C" grade is required to pass the course.

**NUTR 436 NUTRITIONAL ASSESSMENT.** (2) (Winter) (Prerequisite: NUTR 337) (2 lectures) An intense 4-week course focused on resolving clinically based case studies. The objectives: to develop skills in clinical problem solving, learn principles and methods for assessing the nutritional status of patients and to become skilled at interpreting clinical data relevant to assessing nutritional status and prognosis of hospitalized patients.

**NUTR 438 INTERVIEWING AND COUNSELLING.** (2) (Winter) (Two 2-hour conferences) (Prerequisites: NUTR 344 and NUTR 311) Theories of behaviour change. Techniques and skills as applicable to the dietitian's role as communicator, interviewer, counsellor, educator, motivator and nutrition behaviour change specialist.

**NUTR 446 APPLIED HUMAN RESOURCES.** (3) (Fall) (3 lectures, 1 conference) (Prerequisite: AGE 242) The management of people at work. Employee development and the leadership role. The nature of collective bargaining, the role of unions and management.

**NUTR 450 RESEARCH METHODS: HUMAN NUTRITION.** (3) (Fall) (2 lectures, 3 hours research, 4 hours other) (Prerequisites: AEMA 310 or BIOL 373, and NUTR 307 or ANSC 330) Introduction to methods of clinical, community, international, and laboratory-based nutrition research. Lectures, readings and assignments will cover basic research concepts. Students undertake a computer directed literature search and analysis.

**NUTR 480 INDUSTRIAL STAGE/NUTRITION.** (12) (Note: Open to students who have a minimum of 60 credits in the Double Major Food Science/Nutritional Sciences or permission of department.) Stage with an approved host organization in the nutrition product industry.

**NUTR 497 PROFESSIONAL SEMINAR: NUTRITION.** (1.5) (Note: Open to students who have completed a minimum of 75 credits in the dual degree/concurrent program in Food Science/Nutritional Science or permission of Department.) A capstone course which requires a student to research a topic relevant to an industrial aspect of Nutritional Science, prepare a report and communicate that information to a peer audience in a succinct and professional manner.

**Graduate courses are available to undergraduate students at the U3 level, with permission of instructor.**

**Note: Not all graduate courses are offered each year.**

**NUTR 501 NUTRITION IN DEVELOPING COUNTRIES.** (3) (Fall) (2 lectures and one seminar) (Prerequisite: For undergraduate students, consent of instructor required) This course will cover the major nutritional problems in developing countries. The focus will be on nutrition and health and emphasize young children and other vulnerable groups. The role of diet and disease for each major nutritional problem will be discussed.

**NUTR 503 BIOENERGETICS AND THE LIFESPAN.** (3) (Fall) (Prerequisites: Undergraduate Basic Biochemistry (3 credits), Undergraduate Mammalian Physiology (EDKP 331 or PHGY 210 or ANSC 323), Undergraduate Introductory Nutrition (EDKP 392 or NUTR 207 or NUTR 307).) Multidisciplinary approach that integrates principles of bioenergetics with nutrition through the lifespan.

**‡ NUTR 510 PROFESSIONAL PRACTICE - STAGE 4.** (14) (Fall: 17 weeks) (Prerequisite: NUTR 409) (This course includes a \$125 fee for the Level IV stage manual. The fee is refundable until the end of the add/drop period as long as the manual is intact.) Interrelated modules of directed experience in clinical nutrition, food service management, nutrition education and community nutrition, in health care setting and in the private sector.

**NUTR 511 NUTRITION AND BEHAVIOUR.** (3) (2 lectures and one seminar) (Prerequisite: NUTR 445 for undergraduate students or consent of instructor) Discussion of knowledge in the area of nutrition and behaviour through lectures and critical review of recent literature; to discuss the theories and controversies associated with relevant topics; to understand the limitations of our knowledge. Topics such as diet and brain biochemistry, stress, feeding behaviour and affective disorders will be included.

**NUTR 512 HERBS, FOODS AND PHYTOCHEMICALS.** (3) (Fall) (3 lectures and a project) (Prerequisites (Undergraduate): FDSC 211 or LSCI 211 or BIOL 201 or BIOC 212) An overview of the use of herbal medicines and food phytochemicals and the benefits and risks of their consumption. The physiological basis for activity and the assessment of toxicity will be presented. Current practices relating to the regulation, commercialization and promotion of herbs and phytochemicals will be considered.

**NUTR 545 CLINICAL NUTRITION 2.** (5) (Fall) (Two 2.5-hour lectures) (Prerequisites: NUTR 344 and ANSC 424) (Restriction: Not open to students who have taken NUTR 445) (This course includes a fee of \$300 for the purchase of professional diet manuals available only to ASPEN (American Society of Parenteral and Enteral Nutrition), ADA (American Dietetics Association), DC (Dietitians of Canada) or OPDQ (Ordre Professionnel des Dietetistes du Quebec) members certified to instruct qualifying students in Dietetics. These manuals are not available to the general public, hence the School is responsible for procuring these necessary materials. The fee is refundable until the end of the add/drop period as long as the manuals are intact.) Clinical nutrition intervention for gastrointestinal and liver disease, hypermetabolic states, diabetes mellitus, renal disease and inborn errors of metabolism, enteral/parenteral nutrition management.

**NUTR 551 ANALYSIS OF NUTRITION DATA.** (3) (Fall) (Prerequisite: NUTR 337) (Corequisite: NUTR 450) (This course includes a fee of \$100 for a course and lab manual prepared by the instructor of the course. The fee is refundable until the end of the add/drop period as long as the manual is intact.) An applied course in analysis and interpretation of nutrition data sets. Introduction to specialized dietary and anthropometric computer programs. Written and oral presentation of results.

## 6.5.2 Courses Offered by Other Units

Given below are descriptions of courses offered by other units within the Faculty which form part of the B.Sc.(Nutr.Sc.) as required, complementary or commonly used elective courses. For additional courses in Agricultural and Environmental Sciences, please see the *Programs, Courses and University Regulations* publication at [www.mcgill.ca/study](http://www.mcgill.ca/study). Other McGill University Calendars are also available on the web at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

**AEMA 310 STATISTICAL METHODS 1.** (3) (Two 1.5-hour lectures and one 2-hour lab) Measures of central tendency and dispersion; binomial and Poisson distributions; normal, chi-square, Student's t and Fisher-Snedecor F distributions; estimation and hypothesis testing; simple linear regression and correlation; analysis of variance for simple experimental designs.

**AGEC 200 PRINCIPLES OF MICROECONOMICS.** (3) (Fall) (3 lectures) The field of economics as it relates to the activities of individual consumers, firms and organizations. Emphasis is on the application of economic principles and concepts to everyday decision making and to the analysis of current economic issues.

★ **AGEC 201 PRINCIPLES OF MACROECONOMICS.** (3) (Winter) (3 lectures) (Prerequisite: AGECE 200 or equivalent) The overall economic system, how it works, and the instruments used to solve social problems. Emphasis will be on decision-making involving the entire economic system and segments of it.

**AGEC 231 ECONOMIC SYSTEMS OF AGRICULTURE.** (3) (Winter) (3 lectures) (Prerequisite: AGECE 200 or equivalent) The structure and organization of Canada's agriculture-food system, the operation, financing, linkages, and functions of its components. Focus to be on management of the various components and the entire system, types of problems confronted now and in the future.

**AGEC 242 MANAGEMENT THEORIES AND PRACTICES.** (3) (Fall) (3 lectures) An introduction to contemporary management theories and practices in organizations of the food sector.

**AGEC 343 ACCOUNTING AND COST CONTROL.** (3) (Fall) (3 lectures) An introduction to the basic principles and concepts of responsibility accounting and cost control, analysis and utilization of financial statements and control system data for decision making.

**AGRI 340 PRINCIPLES OF ECOLOGICAL AGRICULTURE.** (3) (3 lectures and one 2-hour seminar) (Restriction: Not open to students who have taken AGRI 250) Focus on low-input, sustainable, and organic agriculture: the farm as an ecosystem; complex system theory; practical examples of soil management, pest control, integrated crop and livestock production, and marketing systems.

**ANAT 214 SYSTEMIC HUMAN ANATOMY.** (3) (Fall) (2 hours lectures, 2 hours practical tutorial) (Prerequisites: BIOL 112 (or CEGEP equivalent), PHGY 209 and PHGY 210) (Recommended: to U2 students in Anatomy and Cell Biology) Introduction to the gross anatomy of the various organ systems of head, neck and trunk regions of the human body. Practical tutorials include studies of prepared specimens, use of the anatomical museum and audio-visual materials. This course is limited in size. Selection of students (other than those requiring the course as part of their program) will be made after the first lecture. (Admission is guaranteed for all students enrolled in programs in the Department of Anatomy and Cell Biology for which ANAT 214 is a required course.)

**ANSC 234 BIOCHEMISTRY 2.** (3) (Winter) (3 lectures and one 3-hour lab) (Prerequisite: FDSC 211 or LSCI 211) Metabolism in humans and domestic animals. The chemistry of alimentary digestion, absorption, transport, intermediary metabolism and excretion.

**ANSC 350 FOOD-BORNE PATHOGENS.** (3) (Winter) (Prerequisite: MICR 230 or LSCI 230, or permission of instructor) Exploration of the taxonomy, characteristics, epidemiology, mechanisms of pathogenicity, disease, incidence, and factors affecting the survival and growth of pathogenic microorganisms in foods of animal origin; principles of detection, prevention and control of food-borne pathogens (bacteria, fungi, protozoa, helminths, viruses).

**ANSC 424 METABOLIC ENDOCRINOLOGY.** (3) (Winter) (3 lectures and one 3-hour lab) (Prerequisite: ANSC 234) A detailed study of the endocrine system and its role in the maintenance of homeostasis in higher vertebrates, including the endocrine regulation of energy balance.

● ★ **ANSC 551 CARBOHYDRATE AND LIPID METABOLISM.** (3) (Winter) (3 lectures) (Prerequisite: ANSC 234 or permission of instructor) Comparative aspects of nutrition and metabolism of carbohydrate and lipid from the cellular level through the multi-organ of the whole organism. Main topics will include biothermodynamics, calorimetry, cellular metabolism and functions of carbohydrate and lipid, digestion, absorption and utilization of dietary carbohydrate and lipid.

★ **ANSC 552 PROTEIN METABOLISM AND NUTRITION.** (3) (Fall) (3 lectures) (Prerequisite: ANSC 234 or permission of instructor) Comparative aspects of nutrition and metabolism of amino acids

and proteins from the cellular level on through the multisystem operation of the whole organism. Main topics include cellular metabolism and functions of amino acids and proteins, digestion, absorption and utilization of dietary protein. Comparison between farm animals and humans.

**BIOC 311 METABOLIC BIOCHEMISTRY.** (3) (Fall) (Prerequisites: BIOL 200, BIOL 201 or BIOC 212, CHEM 222) The generation of metabolic energy in higher organisms with an emphasis on its regulation at the molecular, cellular and organ level. Chemical concepts and mechanisms of enzymatic catalysis are also emphasized. Included: selected topics in carbohydrate, lipid and nitrogen metabolism; complex lipids and biological membranes; hormonal signal transduction.

▲ **EDKP 391 PHYSIOLOGY IN SPORT AND EXERCISE.** (3) (Prerequisite: EDKP 293 or equivalent.) Examination of the responses of the human body during and following acute and chronic exercise with practical applications for a school setting.

▲ **EDKP 495 SCIENTIFIC PRINCIPLES OF TRAINING.** (3) (Prerequisite: EDKP 395.) Application of physiological and kinesiological principles in the selection and evaluation of athletic and physical fitness programs. Specific topics studied will include aerobic and anaerobic training, interval training, circuit training, weight training for muscular strength and endurance, flexibility, motor ability, obesity and energy balance.

**ENVR 201 SOCIETY, ENVIRONMENT AND SUSTAINABILITY.** (3) (Fall) (Section 001: Downtown Campus) (Section 051: Macdonald Campus) This course deals with how scientific-technological, socio-economic, political-institutional and behavioural factors mediate society-environment interactions. Issues discussed include population and resources; consumption, impacts and institutions; integrating environmental values in societal decision-making; and the challenges associated with, and strategies for, promoting sustainability. Case studies in various sectors and contexts are used.

**ENVR 203 KNOWLEDGE, ETHICS AND ENVIRONMENT.** (3) (Fall - Macdonald Campus; Winter - Downtown) (Section 001: Downtown Campus) (Section 051: Macdonald Campus) Introduction to cultural perspectives on the environment: the influence of culture and cognition on perceptions of the natural world; conflicts in orders of knowledge (models, taxonomies, paradigms, theories, cosmologies), ethics (moral values, frameworks, dilemmas), and law (formal and customary, rights and obligations) regarding political dimensions of critical environments, resource use, and technologies.

**FDSC 200 INTRODUCTION TO FOOD SCIENCE.** (3) (Fall) (3 lectures) This course enables one to gain an appreciation of the scope of food science as a discipline. Topics include introductions to chemistry, processing, packaging, analysis, microbiology, product development, sensory evaluation and quality control as they relate to food science.

**FDSC 251 FOOD CHEMISTRY 1.** (3) (Winter) (3 lectures and one 3-hour lab) (Prerequisite: FDSC 211 or LSCI 211) A study of the chemistry and functionality of the major components comprising food systems, such as water, proteins, carbohydrates and lipids. The relationship of these components to food stability will be studied in terms of degradative reactions and processing.

**FDSC 300 PRINCIPLES OF FOOD ANALYSIS 1.** (3) (Fall) (3 lectures and one 3-hour lab) (Prerequisite: FDSC 251 or permission of instructor.) (Corequisite: FDSC 251 or permission of instructor.) The fundamentals of food analysis are presented with the emphasis on the major components of foods. Topics include: food components, sampling, method selection, official methods, proximate analysis, moisture, protein, fat, ash, fiber, carbohydrates, vitamins and nutraceutical compounds.

**FDSC 305 FOOD CHEMISTRY 2.** (3) (Fall) (3 lectures and one 3-hour lab) (Prerequisite: FDSC 251) A study of the chemistry and functionality of the minor components comprising food systems, such as enzymes, anthocyanins, carotenoids, additives, vitamins and essential oils. The relationship of these components to food stability in terms of degradative reactions and processing.

**FDSC 310 POST HARVEST FRUIT AND VEGETABLE TECHNOLOGY.** (3) (Fall) (3 lectures and one 3-hour lab) (This course carries an additional charge of \$45 to cover the cost of transportation with respect to field trips. The fee is refundable only during the withdrawal with full refund period.) The post harvest chemistry and physiology of horticultural crops as they affect quality and marketability, handling methods pre and post harvest, principles and practices in cooling, storage, transportation and packaging.

**FDSC 315 SEPARATION TECHNIQUES IN FOOD ANALYSIS 1.** (3) (Winter) (3 lectures and one 3-hour lab) (Prerequisite: FDSC 300 or permission of instructor.) A detailed treatment on the principal chromatographic and electrophoretic techniques that are associated with the analysis of carbohydrate, lipid, protein constituents of food.

**FDSC 319 FOOD COMMODITIES.** (3) (Winter) (3 lectures and one 3-hour lab) (Prerequisite: FDSC 251 or permission of instructor) The relationship between the chemistry of food constituents present in common commodities, such as milk, meat, eggs, cereals, oilseeds etc. and the common processing technologies associated with their transformation into stable food products.

**FDSC 334 ANALYSIS OF FOOD TOXINS AND TOXICANTS.** (3) (Winter) (3 lectures and one 3-hour lab) (Prerequisite: FDSC 213 or permission of instructor.) Toxins and toxicant residues in food including heavy metals, persistent organic pollutants (POPS) and microbial toxins are explored from an analytical perspective; new methods and strategies of analysis are emphasized.

**FDSC 525 FOOD QUALITY ASSURANCE.** (3) (Winter) (3 lectures) (Prerequisite: AEMA 310 or permission of instructor) (Restriction: Not open to students who have taken FDSC 425) The principles and practices required for the development, maintenance and monitoring of systems for food quality and food safety. The concepts and practices of Hazard Analysis Critical Control Point; ISO 9000; Total Quality Management; Statistical Sampling Plans, Statistical Process Control; Tools of Quality; Government Regulations.

● **FDSC 540 SENSORY EVALUATION OF FOODS.** (3) (Fall) (3 lectures) (Prerequisite: FDSC 305 or NUTR 346, or permission of the instructor) (Offered in alternate years) Principles and procedures for sensory evaluation of food products, applications of sensory tests, their strengths and weaknesses, factors affecting their responses, data analysis and interpretation of results. Analysis of sensory data in relation to the instrumental analyses will also be emphasized.

**FDSC 545 ADVANCES IN FOOD MICROBIOLOGY.** (3) (Winter) (3 lectures) (Prerequisite: MICR 230 or LSCI 230, or permission of instructor) (Offered in alternate years only) An advanced level food microbiology course providing a perspective on advanced topics in food microbiology (microbial biofilms, antimicrobial resistance, bacterial endospores) and describing the fundamental principles of advanced techniques in food microbiology (microbiological, biochemical, immunological, genetics methods).

**PARA 438 IMMUNOLOGY.** (3) (3 lectures per week) (Prerequisites: AEBI 202 or LSCI 202 or permission of instructor) An in-depth analysis of the principles of cellular and molecular immunology. The emphasis of the course is on host defence against infection and on diseases caused by abnormal immune responses.

**PATH 300 HUMAN DISEASE.** (3) (Winter) (Prerequisites: BIOL 200, BIOL 201 or BIOC 212, PHGY 209. Pre-/co-requisite: PHGY 210) Provides a fundamental understanding of the diseases prevalent in North America, for upper level students in the biological sciences. Includes: general responses of cells and organ systems to injury; assessment of individual diseases by relating the causes, symptoms, diagnosis, treatment and prevention to the primary biological abnormalities in each disorder.

**PHGY 209 MAMMALIAN PHYSIOLOGY 1.** (3) (Fall) (3 hours lectures weekly) (Prerequisites: BIOL 112, CHEM 110, CHEM 120, PHYS 101 or PHYS 131, and PHYS 102 or PHYS 142. Pre-/co-requisites: BIOL 200, CHEM 212 or equivalent.) (Restriction: Not open to students who have taken PHGY 211 or students who are taking and who have taken NSCI 200.) (Restriction: For students in the

Faculty of Science, and other students by permission of the instructor) Physiology of body fluids, blood, body defense mechanisms, muscle, peripheral, central, and autonomic nervous systems.

**PHGY 210 MAMMALIAN PHYSIOLOGY 2.** (3) (Winter) (3 hours lectures weekly) (Prerequisites: BIOL 112, CHEM 110, CHEM 120, PHYS 101 or PHYS 131, and PHYS 102 or PHYS 142. Pre-/co-requisite: BIOL 200, BIOL 201, BIOC 212, CHEM 212 or equivalent.) (Restriction: For students in the Faculty of Science, and other students by permission of the instructor) (Although PHGY 210 may be taken without the prior passing of PHGY 209, students should note that they may have some initial difficulties because of lack of familiarity with some basic concepts introduced in PHGY 209) Physiology of cardiovascular, respiratory, digestive, endocrine and renal systems.

**RELG 270 RELIGIOUS ETHICS AND THE ENVIRONMENT.** (3) (Fall: Macdonald Campus (Ste-Anne-de-Bellevue). Winter: Downtown Campus.) Environmental potential of various religious traditions and secular perspectives, including animal rights, ecofeminism, and deep ecology.





## 7 Faculty of Medicine

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## 7.1 The Faculty

### 7.1.1 Location

#### Faculty of Medicine

Administrative Offices  
3605 de la Montagne Street  
Montreal, QC H3G 2M1  
Canada

#### Educational Services

McIntyre Medical Sciences Building  
3655 Promenade Sir-William-Osler, Room 601  
Montreal, QC H3G 1Y6  
Canada

**General Information**

Administrative Offices: 514-398-3515  
Educational Services: 514-398-1768  
Admissions Information: 514-398-3517  
Website: [www.mcgill.ca/medicine](http://www.mcgill.ca/medicine)

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**7.1.2 Administrative Officers**

David Eidelman; M.D., C.M. (McG.), FRCPC, FACP  
**Vice-Principal (Health Affairs) and  
Dean of the Faculty of Medicine**

Sam Benaroya; B.Sc., M.D., C.M. (McG.), F.R.C.P. (C)  
**Associate Vice-Principal (Health Affairs) and  
Associate Dean (Inter-Hospital Affairs)**

Demetra Kafantaris  
**Senior Advisor to Vice-Principal and  
Dean of the Faculty of Medicine**

Philippe Gros; B.Sc., M.Sc. (Mont.), Ph.D. (McG.)  
**Vice-Dean (Life Sciences and Strategic Initiatives) and  
Senior University Advisor (Health Sciences Research)**

Robert Primavesi; M.D., C.M., F.C.F.P. (EM)  
**Associate Dean (Medical Education and Student Affairs)**

Elaine Davis; B.Sc. (W. Ont.), M.Sc., Ph.D. (McG.)  
**Associate Dean (Biomedical B.Sc., Graduate and  
Postdoctoral Affairs)**

Mara S. Ludwig; M.D. (Manit.)  
**Associate Dean (Faculty Affairs)**

Sarkis Meterissian; M.D., C.M., M.Sc. (McG.), F.R.C.S. (C),  
F.A.C.S.  
**Associate Dean (Postgraduate Medical Education and  
Professional Affairs)**

Marianna Newkirk; B.Sc., M.Sc. (Qu.), Ph.D. (Tor.)  
**Associate Dean (Research)**

Ivan Rohan; M.D., C.C.F.P.  
**Interim Associate Dean (Continuing Health Professional  
Education)**

Miriam Boillat; M.D., C.M. (McG.), C.C.F.P., F.C.F.P.  
**Associate Dean (Faculty Development)**

Gilles Brousseau; M.D. (Montr.)  
**Assistant Dean (Medical Education,  
Campus Santé Outaouais)**

Namta Gupta; M.D. (Manit.), C.C.F.P.  
**Assistant Dean (Student Affairs)**

Richard Montoro; M.D., C.M., M.Sc. (McG.), F.R.C.P. (C), C.M.Q.  
**Assistant Dean (Resident Professional Affairs)**

Saleem Razack; M.D., R.R.C.P. (C)  
**Assistant Dean (Admissions)**

Helene Rousseau; M.D. (Montr.), C.F.P.C., F.C.F.P.  
**Assistant Dean, Rural Education Program**

Jim Gourdon; D.V.M. (Montr.)  
**Director, McIntyre Animal Resources Centre**

Susan Murray; B.A., M.L.I.S., M.A. (Tor.)  
**Head Librarian, Life Sciences Library**

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**7.1.3 History**

The Faculty of Medicine was established as the first faculty of McGill University in 1829. Its origins date back to 1823 when four staff members of the recently opened Montreal General Hospital founded the Montreal Medical Institution in order to offer lectures to students of medicine. In 1833, four years after the Institution became the Faculty of Medicine, William Leslie Logie was awarded the degree of Doctor of Medicine and Surgery and became the first graduate of McGill and the first Canadian medical graduate. In 1862, the degree was changed to its present designation, Doctor of Medicine and Master of Surgery (M.D., C.M.), and in 1872 it was conferred upon the Faculty's most illustrious graduate, William Osler. Osler served on the Faculty from 1874 to 1884 before going on to the University of Pennsylvania, Johns Hopkins University, and Oxford University. He was instrumental in developing the Life Sciences Library, which had its origin in the Montreal Medical Institution and which now contains more than 298,000 volumes and 5,000 periodicals. Osler left to the library his extensive collection of books devoted to the history of medicine.

The land occupied by the University, deeded to it by James McGill, is located in the heart of Montreal on the southern slope of Mount Royal. The Faculty of Medicine offices are located in the McIntyre Medical Sciences Building, which sits higher on the flank of the mountain on Promenade Sir-William-Osler at avenue des Pins. The Life Sciences Library, the Osler Library of the History of Medicine, and a number of the departments of the Faculty are located in this building. The McGill Life Sciences Complex, which opened in the fall of 2008, unites the McIntyre Medical Sciences Building, the Stewart Biological Sciences Building, the Francesco Bellini Life Sciences Building, and the Rosalind and Morris Goodman Cancer Centre. The Complex is situated between Promenade Sir-William-Osler and rue Peel. The Strathcona Anatomy and Dentistry Building and the Montreal Neurological Institute and Hospital of the McGill University Health Centre (MUHC), founded in 1887, are situated a half mile east of the McGill Life Sciences Complex, while the Montreal General Hospital of the MUHC, relocated in 1955 from its original site south of the University, lies a half mile to the west. The Royal Victoria Hospital, Montreal Children's Hospital, Montreal Chest Hospital, all of the MUHC, and Jewish General Hospital, St. Mary's Hospital Centre, and Douglas Mental Health University Institute are also McGill affiliated teaching institutions. In addition, there are numerous additional centres and units specializing in key areas such as AIDS, human genetics, and aging, among others.

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**7.1.4 Mission Statement**

The Faculty of Medicine affirms the mission of McGill University as follows:

The advancement of learning through teaching, scholarship and service to society: by offering to outstanding undergraduate and graduate students the best education available; by carrying out scholarly activities judged to be excellent when measured against the highest international standards; and by providing service to society in those ways for which we are well suited by virtue of our academic strengths.

Within this context, the mission of the Faculty of Medicine is to pursue internationally significant scholarship and to provide undergraduate, graduate and professional programs of the highest academic quality so that we may contribute to the well-being of humankind.

We affirm the following objectives in order to accomplish our mission:

**1. Education**

The health care professionals who are graduates and trainees of the Faculty will be well-prepared to address the present and future health needs of the Canadian population. They will be oriented to preserving health, technically competent, adept at solving problems, capable of functioning as part of a multi-disciplinary team, and committed to life-long learning, both for themselves and their

patients. They will exhibit ethical behaviour and compassion in dealing with patients, restraint in using health resources, and an inquiring attitude towards the mechanisms of health and disease. Finally, our programs will be rooted in a scholarship of education designed to the development and exploitation of modern pedagogical techniques.

## 2. Research

The Faculty's research programs will contribute to the understanding of the basic mechanisms of health and disease and develop and evaluate clinical interventions to address health care needs. The research will emphasize collaboration between basic and clinical sciences, and between members of our Faculty and researchers in other disciplines. The Faculty will encourage and support outstanding research trainees and research training programs. Our research will encompass the scholarship of discovery and integration.

## 3. Service

Members and trainees of the Faculty will provide exemplary, scientifically-based health services to the McGill target population and will participate actively in national and international professional organizations. Our stance will encompass a scholarship of application, the aim of which is to ensure that available and new knowledge are used to improve the care and well-being of society.

## 7.1.5 Medical Societies

### McGill Medical Students' Society Inc.

Mail: 3655 Promenade Sir-William-Osler, 6th Floor, Room 601  
Montreal, QC H3G 1Y6

Office: 3706 Peel (Lady Meredith Annex)

Email: [president.mss@mail.mcgill.ca](mailto:president.mss@mail.mcgill.ca);  
[secretary.mss@mail.mcgill.ca](mailto:secretary.mss@mail.mcgill.ca)

The Society is an association of all registered medical students. Acting through its elected council and various Faculty committees, the Society performs a number of functions:

1. to represent medical students' ideas, concerns, and problems to the Faculty of Medicine, the rest of the McGill community, the government, and the public at large;
2. to promote interaction among medical students through both the *Fédération médicale étudiante du Québec* (FMEQ) and the Canadian Federation of Medical Students (CFMS);
3. to attempt the advancement of new forms of learning in response to the desires of the students;
4. to promote student sporting and social events within the Faculty and with other faculties;
5. to publish a newsletter, *The Murmur*, for all medical students;
6. to attempt generally to provide the resources and personnel to meet student needs and wishes as they arise;
7. to support and facilitate the creation and consolidation of student-led academic and community outreach initiatives.

The MSS has members on many Faculty committees, including the Curriculum Committee and the Admissions Committee. Details of all activities are easily available from the MSS Office and the Gateway at [students.med.mcgill.ca](http://students.med.mcgill.ca); it is hoped that all students will participate in the Society's activities.

L'Association des étudiant(e)s en médecine est une association de tous les étudiants inscrits en médecine. Représentée par son conseil élu et par les divers comités de la faculté, l'Association accomplit les fonctions suivantes :

1. représente les idées des étudiants, leurs soucis et leurs problèmes à la faculté de médecine, à la communauté de McGill, au gouvernement et au public en général;
2. facilite la communication des étudiants en médecine par le biais de la Fédération médicale étudiante du Québec (FMEQ) et de la Fédération des étudiants et des étudiantes en médecine du Canada (FEMC);
3. essaie de développer de nouveaux cours qui répondront aux désirs des étudiants;

4. s'occupe des activités sportives et sociales des étudiants en médecine et avec autres facultés;
5. publie un journal, *The Murmur*, pour tous les étudiants en médecine;
6. de façon générale, essaie de fournir les ressources et le personnel afin de rencontrer les besoins et les désirs des étudiants qui se font ressentir;
7. soutient et facilite la création et la consolidation de projets étudiants axés sur les volets académique et communautaire.

L'Association des étudiants en médecine a des membres sur plusieurs comités de la faculté y compris le « Curriculum Committee » et « Admissions Committee ». Des renseignements sur nos activités peuvent facilement être obtenus au bureau de l'Association et sur le « Gateway » à [students.med.mcgill.ca](http://students.med.mcgill.ca); nous souhaitons ardemment que tous les étudiants participent à nos activités.

### Osler Society

The Osler Society was founded in 1921 to perpetuate the memory and teaching of Sir William Osler, the most illustrious graduate and professor of the McGill Faculty of Medicine. In the spirit of Osler, the object of the society is to enrich our medical education through the attendance of lectures given by distinguished guest speakers, and through the presentation and discussion of papers concerning the Humanities and Social Sciences in Medicine. In addition, the club has put a focus on developing philanthropy among medical students and in exploring various areas in which the experience may be enriched to develop students into more well-rounded physicians.

Meetings, charity hours, and activities are held throughout the academic year. In the fall, the Osler Lecture is given by a distinguished guest. It is followed by the Osler Banquet, a formal dinner in the grand tradition of the Society. Our website is [students.med.mcgill.ca/clubs/osler](http://students.med.mcgill.ca/clubs/osler).

### McGill Journal of Medicine

The *McGill Journal of Medicine* (MJM) is a scholarly scientific journal providing an international forum for university students to publish original research, case reports, reviews, and expository essays in any field of medicine. Established in May 1994, MJM is published biannually and produced entirely by students in the Faculty of Medicine and in Graduate and Postdoctoral Studies at McGill. The MJM is peer-reviewed, available online and open-access. The MJM seeks to advance scientific knowledge by publishing the results of scientific research as well as commentaries about relevant issues pertaining to science and medicine.

Based on the principles of student excellence and education, MJM is unique among existing medical journals. It is the only student-run scientific journal devoted to publishing the original research of students exclusively, on an international scale. MJM has established a national and international base of authors. Please see reviews of MJM in the *New England Journal of Medicine* (336:885;1997) and *JAMA* (278:1461-2;1997) and visit online at [www.medicine.mcgill.ca/mjm](http://www.medicine.mcgill.ca/mjm).

### Christian Medical and Dental Society (CMDs)

In 1988, several students from Med I and II started the Medical Christian Fellowship, which has since become the Christian Medical and Dental Society (CMDs). This group created a place for Christians in medical training to meet weekly for Bible study, encouraging each other in continuous spiritual growth. In addition, various speakers (doctors, faculty, medical missionaries, etc.) expose the members to different ways to effectively integrate faith and medical practice by sharing with members their experiences as Christians in the medical profession.

Contact: [cmdsmcgill@gmail.com](mailto:cmdsmcgill@gmail.com)

### Mission Statement:

The CMDs exists to support Christian med/dent students in their personal walks of faith and encourage and challenge them to be Christ-centered in their current studies and future professional practices.

Here's a brief rundown of the society's primary aims:

1. To learn how the Christian faith can be appropriately integrated into our future professional practices. The meetings we set up with Christian docs/dentists/profs provide great opportunities to ask questions and network!
2. A place for Christian med/dent students to meet, hang out, and encourage/challenge each other in their personal walks of faith through times of Bible study, prayer, and open discussion.
3. To connect students with the national CMDS organization ([www.cmdscanada.org](http://www.cmdscanada.org)), Christian med/dent students from across Canada, Christian faculty members at McGill, and Christian doctors from across Canada.

## 7.2 Scholarships, Bursaries, Prizes, Medals and Loan Funds

In order to enrich the learning experience for students, the Faculty of Medicine offers many scholarships, bursaries and research prizes for our students. The Faculty strongly encourages students to research and apply to scholarships, bursaries and research prizes that would enhance their education experience. These funds are awarded to deserving students in good academic standing and those requiring financial support. Research bursaries celebrate our student's achievements and allow students to establish themselves as innovative researchers. Financial aid forms are available from the Student Aid Office, 3600 McTavish Street, Montreal ([www.mcgill.ca/studentaid](http://www.mcgill.ca/studentaid)).

### Entrance scholarships

McGill offers some Entrance Scholarships annually to first-year students based on academic merit.

### Med-P program

Entrance scholarships are available for students accepted to the Med-P program. In the first year of the Med-P program, students are registered in the Faculty of Science and hence are eligible for University entrance scholarships. Once the student is promoted to the Faculty of Medicine these scholarships are renewable annually for three academic periods if the student meets the renewability criteria.

### M.D.,C.M. four-year program

By applying for admission to the Faculty of Medicine of McGill University, the four-year M.D.,C.M. program applicants with outstanding academic and extra-curricular achievements are automatically considered for entrance scholarships. There is no form to complete. Scholarships are allocated at the discretion of the Faculty of Medicine.

### M.D.,C.M./M.B.A. and M.D.,C.M./Ph.D. programs

Entrance scholarships are available for students registered in the double programs: M.D./M.B.A. and M.D./Ph.D.

### Bursaries for Research Projects

Bursaries are available to enable students to carry out research projects during their medical studies. These are awarded, on a competitive basis, in the Winter term and also during summer vacation. For more information, please inquire with the Associate Dean for Research in the Faculty of Medicine or consult the website at [www.medicine.mcgill.ca/research/bursary](http://www.medicine.mcgill.ca/research/bursary).

### Prizes, Medals and Awards

Students who demonstrate outstanding performance are recognized through the awarding of prizes, medals and J.W. McConnell Awards. Receipt of an award is permanently recorded on the transcript of each recipient. This information is also included in the Dean's Letter of evaluation.

#### 7.2.1 Scholarships and Bursaries

**DR. MAUDE E. SEYMOUR ABBOTT SCHOLARSHIPS** – established in 1938 in honour of the late Maude E. Abbott, B.A., M.D.,

F.R.C.P.(Canada), LL.D.(McGill), to commemorate her distinguished work in connection with the history of Canadian medicine, the Sir William Osler Pathological Collection, and her outstanding research in congenital cardiac disease. Awarded by the Scholarships and Student Aid Office to undergraduate medical students on the basis of academic standing and financial need.

**DRS. ANNALEE & MARK ABELSON TRAVEL FUND IN MEDICINE** – established in 1997 through a generous gift from Dr. Annalee Abelson, B.A. 1968, M.Sc. 1971, Ph.D. 1981 and Dr. Mark Abelson, B.Sc. 1966, M.D.,C.M. 1970. The annual income is to be used equally for travel funds for M.D./Ph.D. students and students in the School of Human Communication Sciences and Disorders. The travel funds will be awarded by the Faculty of Medicine's Department of Graduate Studies and Research.

**DR. J.H.B. ALLAN SCHOLARSHIPS** – available to undergraduate medical students in any year. Awarded by the Scholarships and Student Aid Office.

**JOHN H. ALTSHULER AWARD IN PATHOLOGY, DERMATOLOGY OR HEMATOLOGY** – established in 2006 by David Altshuler and the Altshuler Family in memory of his late father John H. Altshuler, B.Sc. 1955, M.D.,C.M. 1959. Awarded annually by the Faculty of Medicine's Student Research Committee to a medical student in the Faculty of Medicine who participates in a research project at McGill University. Preference will be given to students pursuing research within the fields of Pathology, Dermatology or Hematology.

**JOHN AND BARBARA ALTSHULER ENTRANCE BURSARIES IN MEDICINE** – established in 2006 by David Altshuler and the Altshuler family, in honour of his parents, John Altshuler, B.Sc. 1955, M.D.,C.M. 1959, and Barbara Altshuler, DIP. P.Th. 1958. Awarded by the Scholarships and Student Aid Office to a full-time undergraduate student entering the Faculty of Medicine M.D.,C.M. program, on the basis of demonstrated financial need and academic achievement. Renewable for a maximum of four years, provided the holder maintains the same level of financial need and academic standing. Estimated value: \$5,000 each.

**JACK AUERBACH MEMORIAL BURSARY** – established in 2001 through a bequest by Jack Auerbach for students in the Faculty of Medicine. Awarded by the Scholarships and Student Aid Office on the basis of financial need.

**SHIRLEY AULD BURSARIES** – established in 2007 by Dr. Peter Auld, M.D.,C.M. 1952, in memory and in honour of his late wife, Shirley Auld. Awarded by the Scholarships and Student Aid Office to students in the M.D.,C.M. program on the basis of financial need.

**JONATHAN BALLON SCHOLARSHIPS** – established in 1995 through generous gifts from friends and family to honour the memory of Jonathan Ballon, B.A. 1947, M.D. 1952, a distinguished graduate of McGill. Awarded to outstanding Canadian students entering the four-year Medical degree program or the joint M.D./Ph.D. or M.D./M.B.A. programs. While academic excellence is of primary importance, professionalism, compassion and demonstrated leadership in athletics or other student activities will be considered. Awarded by the Faculty of Medicine Scholarships Committee and renewable provided the holder maintains an academic standing satisfactory to the Committee. Estimated value: \$8,000.

**SIR EDWARD W. BEATTY MEMORIAL SCHOLARSHIPS FOR MEDICAL STUDENTS** – income from a bequest of \$100,000 from the late Dr. Henry Albert Beatty provides scholarships for undergraduate and graduate students in the Faculty of Medicine. For students who hold or are working towards the McGill M.D.,C.M., the award may be held at any approved institution in Canada or abroad. For other qualified students, the award must be held at McGill. The holder is expected to devote the year of tenure either to research or to some form of special training excluding the normal training towards the M.D.,C.M. and excluding any of the years of residency training required in the Diploma courses.

**BELLAM MEMORIAL BURSARIES** – a bequest from the estate of the late C.F. Bellam and awarded on the basis of financial need to students from Stanstead County, Quebec.

**DR. BEN BENJAMIN MEMORIAL BURSARY** – established by his sisters in memory of the late Ben Benjamin, B.A., M.D., C.M., Lecturer in the Department of Pediatrics. Awarded on high academic standing and financial need to medical students by the Scholarships and Student Aid Office.

**ETTIE ISRAEL BENNETT BURSARY** – established in 1986 to be awarded for medical research to a deserving student as selected by the Faculty Scholarships Committee.

**ISRAEL & ETTIE BENNETT PRIZE** – Summer Research Bursary recipients are eligible to receive the Israel and Ettie Bennett Prize in the amount of \$250, which is awarded to a deserving student whose work is judged to be excellent by the Student Research Committee. A nominating letter from the supervisor outlining the reasons for which the student is worthy of nomination is beneficiary to the Committee.

**JOSEPH ISRAEL BENNETT BURSARY** – a bequest from the late Joseph Israel Bennett provides an annual bursary for a deserving medical student. Awarded by the Scholarships and Student Aid Office.

**LEONARD AND CAROL BERALL AND FAMILY BURSARIES** – established in 2004 by Leonard and Carol Berall and family for undergraduate medical students in the Faculty of Medicine. Awarded by the Scholarships and Student Aid Office on the basis of financial need to one or more students in good academic standing.

**SYDNEY BLIDNER MEMORIAL SCHOLARSHIP** – established in 1996 by a bequest of the late Mrs. Pauline Blidner Krupp in memory of her brother. Awarded by the Scholarships and Student Aid Office to worthy undergraduate students in any year in the Faculty of Medicine on the basis of academic standing and financial need.

**FRIEDA AND CARL A. BODENSIECK MEMORIAL BURSARY** – established in 1998 by a bequest from Frieda Taylor Emmett to assist students in the pursuit of studies in the Faculty of Medicine. Awarded by the Scholarships and Student Aid Office.

**DR. J. ROBERT BOWEN AND VERONICA A. BOWEN BURSARY** – established in 2009 through the estate of the late J. Robert Bowen, M.D., C.M. 1945. Awarded by the Scholarships and Student Aid Office to students in the Faculty of Medicine on the basis of financial need and good academic standing.

**DR. MAURICE BRODIE MEMORIAL SCHOLARSHIP** – established in 1993 by Edna S. Brodie in memory of her husband, Dr. Maurice Brodie, M.D. 1928. Awarded on the basis of academic standing and financial need by the Scholarships and Student Aid Office to undergraduate students in the Faculty of Medicine.

**DR. JOHN H. BURGESS DISTINGUISHED SCHOLARSHIP** – established in 2011 by John H Burgess, B.Sc. 1954, M.D., C.M. 1958. Awarded by the Faculty of Medicine to one or more students from indigenous communities in Canada on the basis of academic merit, with preference given to students of Inuit, Métis or First Nations heritage or to one or more students nominated by the Widening Participation Committee that attends to diversity and equity in recruitment and admission to medicine at McGill University. For over three decades Dr. Burgess demonstrated his commitment to serving the Inuit in Canada's North as a consulting cardiologist. Dr. Burgess wishes to continue his legacy of service by supporting the training of future physicians from underserved regions in Canada.  
Value: varies. May be renewed.

**DR. YUK CHAN MA AND DR. YUEN KOK CHAN PRIZE IN MULTICULTURAL AND INTERNATIONAL MEDICINE** – established in October 2006 by Dr. Alice Chan-Yip, M.D., C.M. 1962, in memory of her late parents. Awarded annually by the Faculty of Medicine Scholarships Committee to a medical student who participates in a Canadian multicultural or international elective of at least four weeks. The prize will be awarded to the student who presents the best project demonstrating an understanding of the contribution of social and cultural factors to health.

**NAT CHRISTIE SCHOLARSHIPS** – established in 1982 by the Nat Christie Foundation thanks to a gift from Dr. Clara Christie Might, M.D., C.M. 1925, the youngest sister of Nat Christie, and first woman to practice obstetrics and gynecology in Alberta. These scholarships are awarded by the Scholarships and Student Aid Office to one or more medical students in good academic standing who demonstrate financial need.  
Value: minimum of \$1,200.

**DR. W.B. AND DR. M.H. CHUNG ENTRANCE BURSARIES IN MEDICINE** – established in 2006 by Dr. Wallace B. Chung, M.D. 1953, and his wife, Dr. Madeline H. Chung. Awarded by the Scholarships and Student Aid Office to full-time undergraduate students entering the Faculty of Medicine, M.D., C.M. program, on the basis of demonstrated financial need and academic achievement.  
Estimated value: \$5,000 each; renewable.

**CLASS OF MEDICINE 1943B BURSARY** – established in 1995 by the Class of Medicine 1943B in honour of their 50th anniversary of graduation. Awarded by the Scholarships and Student Aid Office to a third-year medical student in good academic standing who exhibits financial need.

**CLASS OF MEDICINE 1953 BURSARY** – established by the Class of 1953 on the occasion of its 55th anniversary reunion. Awarded by the Scholarships and Student Aid Office to students in the M.D., C.M. program based on financial need and good academic standing.

**CLASS OF MEDICINE 1954 - DR. C.P. MARTIN IN MEMORIAM SCHOLARSHIP** – established in 1999 by the Class of Medicine of 1954 to celebrate their 45th and 50th anniversaries of graduation. Given in appreciation for the education they received at McGill, and in memory of their beloved professor of anatomy, Dr. C.P. Martin. Awarded on the basis of financial need by the Scholarships and Student Aid Office to medical students in good academic standing.

**CLASS OF MEDICINE 1959 SCHOLARSHIP** – established in 1999 by the Class of Medicine 1959 in appreciation for the education they received at McGill and in commemoration of the Class' 40th anniversary of graduation. Awarded on the basis of financial need by the Scholarships and Student Aid Office to medical students in good academic standing.

**CLASS OF MEDICINE 1963 SCHOLARSHIP** – established in 1998 by the Class of Medicine 1963 in appreciation for the education received at McGill and in commemoration of the Class' 35th anniversary of graduation. Awarded on the basis of financial need by the Scholarships and Student Aid Office to medical students in good academic standing.

**CLASS OF MEDICINE 1964 BURSARY** – established by the Class of 1964 on the occasion of its 40th Anniversary reunion. This bursary is awarded on the basis of financial need by the Scholarships and Student Aid Office to students in good standing in the M.D., C.M. program.

**CLASS OF MEDICINE 1967 BURSARY** – established by the Class of 1967 in honour of their 40th Anniversary reunion. Awarded by the Scholarships and Student Aid Office to students in the M.D., C.M. program on the basis of financial need and good academic standing.

**CLASS OF MEDICINE 1972 BURSARY** – established by the Class of Medicine 1972, in appreciation for the education they received at McGill, and in commemoration of their 25th Anniversary of graduation. Awarded on the basis of financial need by the Scholarships and Student Aid Office to medical students in good academic standing.

**CLASS OF MEDICINE 1979 BURSARY** – established in 2007 by the Class of 1979 on the occasion of its 25th Anniversary reunion, which took place in 2004. Awarded by the Scholarships and Student Aid Office to students in the M.D., C.M. or Med-P program on the basis of financial need to one or more students in good academic standing.

**CLASS OF MEDICINE 1981 BURSARY** – established in 2007 by the Class of 1981 on the occasion of its 25th Anniversary reunion,



which took place in 2006. Awarded by the Scholarships and Student Aid Office to students in the M.D.,C.M. program on the basis of financial need to one or more students in good academic standing.

**CLASS OF MEDICINE 1983 BURSARY** – established in 2011 by the Class of Medicine 1983 in honour of their 25th Anniversary reunion. Awarded by the Scholarships and Student Aid Office to students in the M.D.,C.M. program on the basis of financial need and good academic standing.

**CLASS OF MEDICINE 1985 ENTRANCE SCHOLARSHIP** – established in 2011 by the Class of Medicine 1985. Awarded, based on consideration of applicant's admissions file and submission of an invited supplemental essay, by the Faculty of Medicine to incoming students in the M.D.,C.M. program. Recipients will be selected by the "Widening Participation Committee" whose mandate is to promote diversity and equity in the classroom. Value: varies.

**CLOUSTON MEMORIAL SCHOLARSHIP** – endowed in 1986 by the family in memory of Dr. H.R. Clouston and his father, Dr. J. Clouston, both of Huntingdon, Quebec. Awarded by the Faculty Scholarships Committee to a medical student who undertakes a research project with preference to the field of genetics. Value: \$1,800.

**MARK J. COHEN BURSARIES IN MEDICINE** – established in 2003 by Mark J. Cohen, M.D.,C.M. 1992, for M.D.,C.M. students in the Faculty of Medicine. Awarded by the Scholarships and Student Aid Office on the basis of financial need to one or more students in good academic standing.

**MR. & MRS. JOHN HENRY COLLINS MEMORIAL BURSARY** – endowed in 1986 by a bequest from Mrs. John Henry Collins to assist students in conducting medical research. Awarded by the Faculty Student Research Committee.

**BEVERLEY COONER BURSARY** – established in 1968 by the family and friends of the late Beverley Cooner to assist a deserving medical student. Awarded by the Scholarships and Student Aid Office on the basis of financial need and academic standing.

**GEORGE CORCORAN SCHOLARSHIP** – established by a bequest from Emily Jones Corcoran in memory of her husband. Awarded by the Faculty of Medicine Scholarships Committee to students in the undergraduate medical program with preference to students registered in the M.D./Ph.D. program. Value: minimum \$2,000.

**MURIEL AND ERNEST CORSO BURSARIES IN MEDICINE** – established in 2007 through a bequest by Muriel Corso in memory of Muriel and Ernest Corso. Awarded by the Scholarships and Student Aid Office to students in the M.D.,C.M. or Med-P program on the basis of financial need to one or more students in good academic standing.

**DR. HARRY I. CRAIMER RESEARCH SCHOLARSHIP** – established in 2009 by the generous bequest of the late Harry I. Cramer, B.Com. 1933, in honour of his late cousin, Dr. Harry I. Cramer, B.Sc. 1934, M.D. 1937, to support students in the Faculty of Medicine conducting research in the areas of oncology or diabetes through the Research Bursary Program.

**BOWMAN CORNING CROWELL AWARD** – established in 1979 by a bequest from Frances B. Crowell. Awarded by a committee in the Department of Pathology to a graduate student or postdoctoral fellow (research or clinical work). The award is competitive, based on merit and excellence. The criteria for selection are determined by a committee appointed by the Chair. Value: varies.

**JAMES H. CUMMINGS SCHOLARSHIPS** – bequeathed by the late James H. Cummings. Awarded by the Scholarships and Student Aid Office to undergraduate medical students on the basis of academic standing and financial need.

**MADHU BALA DHAWAN BURSARY FOR RESEARCH IN PALLIATIVE CARE OR CANCER** – established in 2000 by Dr. K.C. Dhawan in memory of his wife. Awarded annually by the Faculty of Medicine Student Research Committee to a medical or allied health

professional student who participates in a research project in either palliative care or cancer research at McGill University.

**ANNIE DIAMOND BURSARIES** – established in 1969 for medical students with financial need. Awarded by the Scholarships and Student Aid Office.

**HYMAN DRUCKMAN BURSARY** – established in 1998 by a bequest from Hyman Druckman. Awarded by the Scholarships and Student Aid Office to deserving students in the Faculty of Medicine with financial need.

**VICTOR DZAU AND RUTH COOPER-DZAU RESEARCH BURSARY** – established by Dr. Victor Dzau, B.Sc. 1968, M.D.,C.M. 1972, and Ruth Cooper-Dzau, B.Phys.Ther. 1972, to support undergraduate students in the Faculty of medicine conducting research under the guidance of a professor during the summer months. Awarded annually by the office of the Associate Dean, Research Office, of the Faculty of Medicine to undergraduate students in their 1st and 2nd year of a four-year medical or nursing or physical and occupational therapy degree program. Preference will be given to medical students. Value: minimum \$3,000; may be divided to fund more than one student.

**SAMUEL EIDLOW MEMORIAL BURSARY** – established for worthy medical undergraduate students with financial need.

**FACULTY OF MEDICINE AWARD** – an achievement award of \$400 is available for a student whose poster at Student Research Day is judged the best by a panel of Faculty Members.

**WINNIFRED AND JAMES FERGUS MEMORIAL BURSARY** – established in 2012 by Evelyn Fergus, in memory of her parents, Winnifred and James Fergus, for one or more students in the Faculty of Medicine. Awarded by the Scholarships and Student Aid Office on the basis of good academic standing and demonstrated financial need. Value: varies.

**CHANCELLOR FERRIER MEMORIAL BURSARY** – established by Mrs. Herbert V. Lacey in memory of her great-grandfather, Senator James Ferrier, Chancellor of McGill from 1884 to 1889. Awarded by the Scholarships and Student Aid Office on the basis of academic standing and financial need, with preference to students from the State of Wyoming.

**DR. E.M. FISHER MEMORIAL SCHOLARSHIP** – available to any medical undergraduate student and awarded by the Scholarships and Student Aid Office.

**GLAXOSMITHKLINE AWARD** – an achievement award of \$500 is available for a student whose presentation at Student Research Day is judged the best by a panel of Faculty Members. The judges' marking scheme covers the following points: Originality - of subject matter and of relevance of topic; Presentation - review of literature, objectives, methodology, results, interpretation; Questions - ability to respond knowledgeably.

**THE GEORGE AND MURIEL GRAHAM UNDERGRADUATE RESEARCH BURSARY IN MEDICINE** – established in 2008 by Mary F. Graham, M.D.,C.M. in memory of her in-laws. Awarded by the Faculty of Medicine Scholarships Committee to a M.D.,C.M. student in the Faculty of Medicine who participates in a research project at McGill University. Preference will be given to students pursuing research within the field of Medicine. Value: \$2,500.

**DAVID G. GUTHRIE MAJOR BURSARIES IN MEDICINE** – established in 2008 by David G. Guthrie, B.Sc. 1943, M.D.,C.M. 1944. Dr. Guthrie, a radiologist, wishes to acknowledge the education and opportunities provided to him by McGill and wishes to help future generations of medical students with their studies and medical ambitions. Awarded by the McGill University Scholarships and Student Aid Office to students in the M.D.,C.M. program and the Med-P year who have good academic standing and demonstrated financial need. Preference will be given to Canadian students entering the program. Estimated value: \$5,000; renewable provided good academic standing is maintained.

**NANCY CATHERINE HALL SCHOLARSHIP** – established in 1994 through a bequest from Queena M. Esdale in memory of Nancy Catherine Hall, B.Sc. 1948, M.Sc. 1950. Awarded by the Scholarships and Student Aid Office to first-year students in the Faculty of Medicine on the basis of academic standing and financial need. Preference will be given to women.

**SIMON AND ROSALIE HALPERN MEMORIAL SCHOLARSHIP** – established by the late Dr. Fanny G. Halpern in memory of her parents. Awarded by the Scholarships and Student Aid Office to medical students of the Roman Catholic or Jewish faith who have distinguished academic standing and financial need.

**MARJORIE HAMPSON BURSARIES** – established in 2005 by Lawrence G. Hampson, B.Sc. 1947, M.D., C.M. 1949, M.Sc. 1953, Dip. Surgery 1955, in memory of his wife Marjorie Hampson, for one or more medical students in good academic standing who demonstrate financial need. Awarded by the Scholarships and Student Aid Office.

**DR. DAVID M. AND DONALDA L. HARVEY SCHOLARSHIP** – established in 1995 by Dr. David M. Harvey M.D. 1955, and his wife Donalda L., to support medical students based on academic standing and demonstrated financial need. The scholarship is tenable in any year and may be renewed. Awarded by the Scholarships and Student Aid Office.  
Value: varies.

**H.E. HERSCHORN BURSARY** – established under the will of the late H.E. Herschorn, N.P., B.A. 1911, B.C.L. 1914, for a deserving student, studying for the B.Sc., B.A., M.D., C.M., LL.B., or B.C.L. degree in the intermediate or any subsequent year of the course.

**WALTER J. HOARE MEMORIAL SCHOLARSHIP** – endowed by the late Dr. Charles W. Hoare, a graduate of McGill University, in memory of his son, Walter J. Hoare, who was killed in World War I. Preference is given to graduates of the Collegiate Institutes of the counties of Essex, Kent and Lambton entering the Faculty of Medicine. Awarded by the Scholarships and Student Aid Office.

**J. ALEXANDER HUTCHISON BURSARIES** – established in 2007 by J. Lawrence Hutchison, B.Sc. 1949, M.D., C.M. 1953, Dip. Int. Med. 1958, in honour of his grandfather, J. Alexander Hutchison, M.D., C.M. 1884, Professor of Surgery and Chief of Surgery at the Montreal General Hospital. Awarded by the Scholarships and Student Aid Office on the basis of financial need to one or more students in good academic standing in the M.D., C.M. or Med-P programs.

**KEITH HUTCHISON MEMORIAL SCHOLARSHIPS** – two or more scholarships, in memory of the late Dr. Keith Hutchison. Awarded on the basis of distinguished academic standing and need; tenable in any year. The recipient in any session may reapply for the following year.

**IVES SCHOLARSHIP** – established in 1967 by a bequest of David Fraser Murray, M.D., C.M. 1924. Awarded by the Scholarships and Student Aid Office on the basis of financial need with preference given to students from Nova Scotia, New Brunswick or Prince Edward Island.

**DR. RUBY JACKSON RESEARCH BURSARY** – established in 2005 by Dr. Ruby G. Jackson, M.D., C.M. 1950. Awarded by the Faculty of Medicine's Student Research Committee to medical students who participate in research projects at McGill University during the summer, fall or winter programs.  
Value: minimum \$2,000.

**CAMPBELL KEENAN MEMORIAL SCHOLARSHIP** – established by the late Miss Charlotte Mildred Hagar in memory of the late Dr. Campbell B. Keenan. Tenable in the second, third, or fourth year; and awarded on the basis of distinguished academic standing and financial need to an applicant who intends to enter surgical practice. The recipient in any session may reapply for the following year.

**BRUCE AND MURIEL KELLY MEMORIAL BURSARY** – established in 1988 by a bequest from Muriel Kelly to assist a deserving and needy Canadian student pursuing the degree of M.D., C.M., with a

preference given to students from the Toronto area. Awarded by the Scholarships and Student Aid Office.

**PHYLLIS AIDA DALY DU FRESN KENNEDY MEMORIAL BURSARY** – established in 1984 by family and friends in memory of Mrs. Kennedy. Awarded to undergraduate students in Occupational Therapy, Physical Therapy, Nursing or Medicine. Preference is given to those not eligible for other financial assistance.

**JAMES GRAHAME KER AND FREDERICK K. PETRIE MEMORIAL SCHOLARSHIP** – awarded to a student from Eastern Ontario (Counties of Dundas, Stormont, Glengarry, Grenville, Carleton, Russell and Prescott) or from Montreal. Based upon distinguished academic standing and financial need; tenable in second year and may be renewed. Awarded by the Scholarships and Student Aid Office to medical students.

**KEVRIC SUMMER RESEARCH BURSARY** – established in 2009 by Richard Hylands, B.Com. 1980. Awarded by the Faculty of Medicine's Student Research Committee to one or more undergraduate students in the M.D., C.M. program in the Faculty of Medicine at McGill University.

**KINCH MEMORIAL BURSARY** – established by Miss Dia Joyce in memory of Mr. and Mrs. C.H. Kinch to assist medical undergraduates. Awarded by the Scholarships and Student Aid Office.

**FREDERICK PENTON LOFTUS LANE BURSARY FUND** – established in 1979 by a bequest from Esther M.E. Lane. Awarded by the Scholarships and Student Aid Office to undergraduate medical students on the basis of academic standing and financial need.

**THE FREDERICK PENTON LOFTUS LANE SCHOLARSHIP** – established in 2010 through the generous bequest of Esther M.E. Lane, in memory of her late husband, Frederick Penton Loftus Lane. Awarded on the basis of academic merit by the Faculty of Medicine to distinguished Canadian students entering the M.D., C.M. program in the Faculty of Medicine.  
Value: varies.

**LECLERC MEDICAL STUDENT TRAVEL AWARD** – established by an endowment from Dr. J.R. Leclerc who has always valued education at a high level. Income from this fund will be used to permit medical students doing summer research projects to present their work at scientific meetings. If the need arises, income can also be utilized for summer research bursaries. Awarded by the Faculty of Medicine Scholarships Committee.

**THE LEUKEMIA & LYMPHOMA SOCIETY OF CANADA GRANT** – established in 1992 by the Leukemia Research Fund. Awarded annually by the Faculty Student Research Committee to a medical student who participates in a summer research project in leukemia, lymphoma, Hodgkin's disease, myeloma or other blood cancer-related research at McGill University.  
Value: \$5,000.

**DR. GABRIEL LEUNG MEMORIAL AWARD** – established in 1987 by Mrs. Jane Leung and friends, through the Education Foundation of the Federation of Chinese Canadian Professionals, in memory of Dr. Gabriel Leung, who graduated from McGill with his M.D., C.M. in 1972. Awarded by the Faculty Scholarships Committee to a second year medical student for achieving academic excellence or to pursue an independent research project under the direction of the Faculty.  
Value: \$1,000.

**GUSTAV LEVINSCHI SCHOLARSHIP** – endowed in 1986 for needy medical students requiring assistance in the pursuit of their studies. Awarded by the Scholarships and Student Aid Office.

**LEYTON ADDICTION RESEARCH PRIZE** – established in 2009 by Dr. Marco Leyton. Awarded by a committee in the Department of Psychiatry to a research trainee in recognition of the best published addiction-related paper each year.

**DR. DAVID T.W. LIN FOUNDATION SCHOLARSHIP** – established in 1993 in honour of Dr. David T.W. Lin, B.Sc. 1937, M.D. 1940, O.C., Surgeon Emeritus at the Royal Victoria Hospital, Honorary President of the Montreal Chinese Hospital and a leader in the Chinese community. Awarded by the Scholarships and Student Aid Office to a medical student on the basis of academic

achievement and demonstrated need. Preference will be given to students of Chinese origin.

**JUDITH ANNE WRIGHT LITVACK BURSARIES** – bequeathed in 1999 by Judith Litvack to support the research bursary program for students in the Faculty of Medicine. The research projects supported are to be in the disorder anxiety. One or more bursaries in each of the two research committees.

Value: minimum \$2,000.

**LIVINGSTONE-FRIEDMAN SCHOLARSHIP IN MEDICINE** – established in 2007 by Professors Sydney Friedman, B.A. 1938, M.D., C.M. 1940, M.Sc. 1941, Ph.D. 1946, and Constance Friedman, B.Sc. 1941, M.Sc. 1942, Ph.D. 1948. Awarded by the Faculty of Medicine to a student entering the M.D., C.M. program; this scholarship is intended to encourage the student's fuller enjoyment of the cultural environment of the University and city. Estimated value: \$5,000.

**DR. HAROLD N. LYNGE BURSARIES** – established in 2004 by Dr. Harold N. Lynge, M.D., C.M. 1949, for one or more undergraduate medical students in good academic standing in the Faculty of Medicine who demonstrate financial need. Awarded by the Scholarships and Student Aid Office on the basis of financial need.

**DR. ALEXANDER MACDONALD MEMORIAL BURSARY** – established in 1983 by Barbara S. McPhee in memory of her grandfather, Alexander Macdonald, M.D., C.M. 1989. Awarded by the Scholarships and Student Aid Office to undergraduate medical students with good academic standing and financial need.

**MACH-GAENSSEN FOUNDATION BURSARIES** – summer research bursary awarded to at least four medical students in the fields of oncology, cardiology, and psychiatry.

**HAROLD MACKLER BURSARY** – established in 2009 by Dr. Richard Mackler, in honour of his father, Harold Mackler. Awarded by the Scholarships and Student Aid Office to outstanding students in the Faculty of Medicine on the basis of good academic standing and demonstrated financial need. Value: varies.

**RICHARD MACKLER BURSARY** – established in 2009 by Dr. Richard Mackler. Awarded by the Scholarships and Student Aid Office to outstanding students in the Faculty of Medicine on the basis of good academic standing and demonstrated financial need. Value: varies.

**ANJNA AND JOGINDAR MAJHAIL SCHOLARSHIP** – established in 2004 by Anjna Majhail, M.S.W. 1972, in memory of her late husband Jogindar Majhail. Awarded by the Faculty of Medicine's Scholarship Committee to an outstanding student entering first year Medicine who demonstrates academic excellence. The scholarship is renewable for three years provided the holder maintains satisfactory academic standing. Value: minimum \$5,000.

**ANJNA MAJHAIL ENTRANCE BURSARY** – established in 2007 by Anjna Majhail, M.S.W. 1972. Awarded by the Scholarships and Student Aid Office to full-time undergraduate students entering the Faculty of Medicine, M.D., C.M. program, on the basis of demonstrated financial need and academic achievement. Estimated value: \$5,000; renewable.

**GEORGE LYMAN MASTEN SCHOLARSHIPS** – established in 2000 through a bequest by Charles H. Masten, M.D., C.M. 1893. Awarded by the Scholarships and Student Aid Office to students in the Faculty of Medicine, with a preference to candidates born or educated in the counties of St. Johns or Stanstead, Quebec, to provide need-based scholarships for meritorious and needy students.

**HILTON J. MCKEOWN SCHOLARSHIPS** – established by a bequest from Hilton J. McKeown, M.D. 1927, to the Friends of McGill to provide financial support to students in the Faculty of Medicine. Awards are granted on the basis of academic achievement and the value of each award will depend upon financial need and other awards held. Preference will be given to students in the M.D., C.M./Ph.D. program. Awarded by the Faculty of Medicine. Value: minimum \$500 each.

**DR. CLARKE K. MCLEOD MEMORIAL SCHOLARSHIP FUND** – established in 1979 by a bequest from Dr. Clarke K. McLeod, M.D., C.M., 1927 to provide scholarships for undergraduate medical students.

**JAMES O. MEADOWS AND MARIA MEADOWS AWARDS** – income from a bequest from the late Dame Maria Cowan Meadows provides awards for undergraduate students in the Faculty of Medicine who are engaged in research. Preference is given to candidates working in cancer research but worthy candidates in other areas of medical or surgical research are also considered. Application is made to the Dean of the Faculty of Medicine.

**FACULTY OF MEDICINE BURSARY FUND** – established in 1992 by the University to provide assistance to students in the Faculty of Medicine. Awards are granted on the basis of academic standing and financial need.

**THE MONTREAL MEDICO-CHIRURGICAL SOCIETY BURSARIES** – established in 2007 by The Montreal Medico-Chirurgical Society, these bursaries honour the history of the Society and its interest in advancing the profession through serious scholarship and to perpetuate its dedication to community service. The Med-Chi Society was active in the Montreal Medical Community from its inception in 1843 until 2007. Awarded by the Scholarships and Student Aid Office to one or more students in the M.D., C.M. program on the basis of financial need.

**MERCK FROSST CANADA LIMITED AWARD** – an award plus a *Merck Manual of Diagnostics and Therapeutics*. Established by Merck Frosst Canada Limited for undergraduates in the Faculty to support research in the field of therapeutics. Awarded by the Faculty Student Research Committee.

**JAMES MOSES AND STELLA FROSST ALEXANDER SCHOLARSHIPS** – established in 1992 to honour James Moses Alexander, a distinguished graduate of the Faculty of Medicine, McGill University (1934). Three scholarships are available each year for students with outstanding merit entering the four-year undergraduate program in the Faculty of Medicine. Awarded by the Faculty Scholarships Committee and renewable provided the holder maintains an academic standing satisfactory to the Committee. Value: minimum \$8,000 each.

**DR. HENRY KENNETH NEILSON BURSARY** – established in 1986 to be used to further the education of worthy medical students. Awarded by the Scholarships and Student Aid Office on the basis of academic standing and financial need.

**PAPANASTASIOU FAMILY BURSARY** – established in 2003 by Olga Huk Papanastasiou, B.Sc. 1980, M.D., C.M. 1984, and her husband, Vasilios Papanastasiou, M.D., C.M. 1979, M.Sc. 1984. Awarded by the Scholarships and Student Aid Office on the basis of financial need to one or more medical students in the Faculty of Medicine in good academic standing.

**MERLE PEDEN BURSARY** – endowed in 1992 by the Medicine Class of 1957 on the occasion of its 35th reunion in appreciation of Merle Peden, B.Com. 1932, who was Secretary of the Faculty of Medicine from 1953 to 1967. Awarded on the basis of financial need to students in the undergraduate medical program.

**AUORE PICARD BURSARY** – a bequest from the late Auore Picard provides an annual medical research bursary for a meritorious student. Awarded by the Faculty Scholarships Committee.

**MARTHA JANE POULSON MEMORIAL SCHOLARSHIP** – established in 2002 by the Class of Medicine 1980 to honour the memory of Martha Jane Poulson, M.D., C.M. 1980. Dr. Poulson exemplified excellence in the practice of both the art and science of Medicine. She also had a remarkable commitment to developing her skills and sensitivities in the arts and humanities. As a concert pianist, singer, and leader in her community, she overcame physical adversity with emotional and spiritual strength that awed her friends and colleagues. Awarded on the basis of financial need by the Scholarships and Student Aid Office to medical students in good academic standing. Preference shall be given to students with physical disabilities.

**R.E. POWELL BURSARY FUND** – established in 1976 by the family of the late R.E. Powell, Chancellor of McGill from 1957 to 1964, to assist students from outside the Montreal area. Open to undergraduate students in the faculties of Science and Medicine who have satisfactory academic standing and need financial assistance. Preference is given to students from the Saguenay district (Arvida, Chicoutimi, Jonquière, Sacré-Coeur, etc.).

**IVAN RACHEFF SCHOLARSHIPS** – established in 1986 to be awarded by the Faculty Student Research Committee to medical students who demonstrate an interest in research in public health and/or the effects of pollution or pollutants on the human body.

**MR. AND MRS. SAUL RADOWITZ SCHOLARSHIP** – established in 2002 by a bequest from Rosalind Radowitz. Awarded by the Scholarships and Student Aid Office to first-year students in the Faculty of Medicine on the basis of financial need.

**T.F. ROSE ENTRANCE SCHOLARSHIP** – established in 2010 through the generous bequest of Sylvia Rose, honouring the wishes of her late husband, T.F. Rose, M.D.,C.M. 1943, for outstanding undergraduate students entering the Faculty of Medicine. Awarded on the basis of academic merit by the Faculty of Medicine. Value: varies.

**SAMUEL ROSENFELD BURSARY** – established by Ida Rosenfeld Letovsky in memory of her late husband, Samuel Rosenfeld, to support worthy undergraduate medical students. Awarded by the Scholarships and Student Aid Office.

**REUBEN ROSS MEMORIAL AWARD** – the income from a bequest of the late Reuben Ross provides an annual award to medical students in financial need. Awarded by the Scholarships and Student Aid Office.

**G. SHELDON ROTHWELL AND ROBERT S. ROTHWELL BURSARIES** – established in 2007 by Robert S. Rothwell, M.D.,C.M. 1971, in memory of his father G. Sheldon Rothwell, M.D.,C.M. 1937, for one or more students. Awarded by the Scholarships and Student Aid Office on the basis of good academic standing and financial need. Preference is to be given to M.D.,C.M. students but Med-P students are also eligible for this award.

**SOLOMON DAVID SACKS BURSARY** – established in 1973 by Mr. and Mrs. Issie Sacks in memory of their son, to assist a deserving medical student in financial need. Awarded by the Scholarships and Student Aid Office.

**SOTIRIOS SAMPALIS AWARD** – established in 2007 by Drs. John and Fotini Sampalis in memory of their father, Sotirios Sampalis, who was born in 1920 at Filiatra Messinias, Greece and immigrated to Canada in 1957 with his family. Sotirios was an inspiration as a dedicated father who loved and gave all to his family. Awarded by the Scholarships and Student Aid Office on the basis of financial need to one or more students in the health sciences who are in good academic standing.

**ROSE SCHWARZ - HELEN MARCUS BURSARY** – established by the family and friends of the late Rose Schwarz and the late Helen Marcus. To assist a needy, deserving student engaged in summer work in cancer research.

**DR. JACOB C. SCHWARTZMAN SCHOLARSHIP** – established in 1983 by Helaine Livingstone, B.A. 1960, in memory of her father, Dr. Jacob C. Schwartzman, M.D.,C.M. 1927. To be awarded to a student in the Faculty of Medicine on the basis of academic standing and financial need. Candidates must be Canadian or Permanent Residents.

**HARRY SHANKMAN SCHOLARSHIPS** – a bequest from the late Annette Shankman Rieder in honour of her brother Harry Shankman, M.D., provides annual scholarships for meritorious medical students in the M.D./Ph.D. program. Awarded by the Faculty of Medicine Scholarships Committee, on the recommendation of the M.D./Ph.D. Program director. Value: minimum \$3,000 each.

**ROBERT SHARWOOD MEMORIAL SCHOLARSHIP** – tenable in any year of the undergraduate course in Medicine. It is awarded by the Scholarships and Student Aid Office on the basis of distinguished academic standing and financial need.

**BRUCE SMITH BURSARY FUND** – from a bequest by the late Dr. Bruce Stewart Smith to enable worthy students with financial need to complete medical training at McGill University.

**CHARLES JAMES AND FRANCES A. SNOW MEMORIAL BURSARY** – established in 1998 by a bequest of Frances A. Snow to assist needy students in the pursuit of their medical studies. Awarded by the Scholarships and Student Aid Office.

**ALLAN JAY SOLOMON SCHOLARSHIP AWARD** – a fund of \$2,000 established in 1977 by family and friends in memory of the late Allan Jay Solomon, M.D.,C.M. The income provides an annual award tenable in any year; awarded for distinguished academic standing and financial need.

**DR. GRAHAM SOMMER INTERNATIONAL SCHOLARSHIPS IN MEDICINE** – established in 2006 by Dr. Graham Sommer, M.D.,C.M. 1972. Awarded by the Faculty of Medicine to outstanding international students entering the M.D.,C.M. program in the Faculty of Medicine. While academic standing is of primary importance, consideration will also be given to leadership in extracurricular and community activities. Estimated value: \$15,000; renewable.

**MURRAY R. STALKER FAMILY MEDICINE RESEARCH BURSARY** – established in 2007 by Dr. Merrill Stalker, B.Sc. 1947, M.D.,C.M. 1951 in memory of his father Murray R. Stalker, M.D.,C.M. 1924, who was one of the principal founders of the College of Family Physicians. Awarded by the Faculty of Medicine's Student Research Committee to an undergraduate student in the medical or allied health programs with a preference to students who undertake research in family medicine at McGill University.

**ROBERT ROLF STRUTHERS BURSARY** – the income from a bequest of Robert Rolf Struthers (Medicine 1918) provides support for a needy Canadian student entering third-year Medicine. Awarded by the Scholarships and Student Aid Office.

**DR. JOSEPH TANZMAN AWARD** – established in 1975 in honour of Dr. Joseph Tanzman, M.D. 1927, and to be awarded to a medical student in any given year from the Province of New Brunswick, as a preference. If in any year no such candidate is available, the award may be made to any deserving student in the Faculty of Science. Awarded by the Scholarships Committee of the Faculty of Medicine or Science as the case may be.

**DR. RICHARD AND MRS. POLLY VALERIOTE MEDICAL STUDENTS SUPPORT BURSARY** – established in 2011 by Richard Valerioté, B.Sc. 1952, M.D.,C.M. 1957, and Polly Valerioté, B.A. 1953, for one or more undergraduate students in the Faculty of Medicine. Awarded by the Scholarships and Student Aid Office on the basis of good academic standing and demonstrated financial need.

**WILLIAM V. VICTOR AWARD** – established in 2000 by Laura Victor, B.A. 1932, in memory of her husband, William V. Victor, B.Com. 1931, F.C.A. Awarded by the Faculty of Medicine Jury of the Annual Student Research Day to a meritorious undergraduate medical student.

**DR. ARTHUR M. VINEBERG SCHOLARSHIP** – established in November 1997 by Mrs. Elaine Leopold-Sargent, niece of Dr. Arthur M. Vineberg, B.Sc. (Arts) 1924, M.Sc. 1928, Ph.D. 1933, in recognition of Dr. Vineberg's work as pioneer of modern cardiac surgery and long-time lecturer in the Faculty of Medicine. Awarded on the basis of outstanding academic merit by the Faculty Scholarships Committee to students entering or in the four-year undergraduate program in the Faculty of Medicine. Value: \$6,000.

**MARY AND STUART WEBSTER BURSARY FUND** – established in 2001 through a generous gift from Mary G. Webster, B.A. 1938. The annual income will be used to assist Canadian students entering Medicine or related health sciences programs who have demonstrated financial need. Preference will be given to deserving women students. Value: minimum \$5,000; renewable subject to satisfactory standing.

**DR. MILTON C. AND NINA E. WILSON AWARD** – established in 1970 by a bequest from the late Milton C. Wilson. The annual income provides support for Undergraduate or Postgraduate students in the Faculty of Medicine who are in financial need.

**GEORGE WIOR FOUNDATION BURSARIES** – three bursaries in the amount of \$2,500 each, awarded annually to students in financial need with good academic standing. One bursary to a student in each of second, third and fourth year of the M.D.,C.M. program. The bursary is renewable only if academic standing is maintained.

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## 7.2.2 Prizes

### YEAR 1:

**Note:** Criteria subject to change due to new curriculum Fall 2013 – Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)).

**F. SLATER JACKSON PRIZE** – founded by Mr. and Mrs. H.F. Jackson in memory of their son, the late F. Slater Jackson, M.D. Awarded to the student with the highest standing in the Molecules to Global Health Block A. Estimated value: \$900.

**EPIDEMIOLOGY BOOK PRIZE** – awarded to the student who obtains the highest standing in the Epidemiology of Molecules to Global Health Block A; Year 1 of the medical curriculum.

**MARY AND LOUIS STREICHER PRIZE** – established in 1980, awarded to the student with the highest standing in the Digestion and Metabolism Block D. Estimated value: \$800.

**JAMES Q. BLISS ANNUAL BOOK AWARD** – awarded to the student who obtains the highest standing in the Renal Block E. Value: minimum \$100.

**SHIRLEY NANCY ENDMAN PRIZE** – established in 1982 by Louis Endman in memory of his wife. Awarded to the student who obtains the second highest standing in the Renal Block E. Estimated value: \$150.

**SAMUEL ROSENFELD PRIZE** – is awarded to the student with the highest standing in the Defense Block F. Estimated value: \$450.

**JOSEPH HILS PRIZE** – founded by the late Dr. Joseph Hils, of Woonsocket, R.I. Awarded to the student obtaining the highest standing in the Movement Block H. Estimated value: \$600.

### YEAR 2:

**Note:** Criteria subject to change due to new curriculum Fall 2013 – Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)).

**ROBERT B. GREENBLATT PRIZE** – endowed in 1987 by Dr. Robert B. Greenblatt, an eminent endocrinologist and Professor Emeritus at the Medical College of Georgia, who graduated from McGill with a B.A. in 1928 and an M.D.,C.M. in 1932. Awarded by the Faculty Scholarships Committee to the student who obtains the highest standing in the Reproduction and Sexuality Block I. Estimated value: \$1,800.

**FRANCIS MCNAUGHTON PRIZE** – established in 1980, a prize and a book are awarded to the student with the highest standing in the Human Behaviour Block J. Value: \$200.

**MR. AND MRS. J.A. BESNER PRIZE** – awarded to the student obtaining the highest standing in the Introduction to Clinical Medicine component of the medical undergraduate course. Estimated value: \$1,750.

**CAMPBELL HOWARD PRIZE IN CLINICAL MEDICINE** – founded by Mrs. Campbell Howard in memory of the late Dr. Campbell P. Howard, Professor of Medicine at McGill. Awarded to the student in the Introduction to Clinical Medicine component with the highest standing in the Introduction to Internal Medicine course. Value: minimum \$300.

**CARLO BOS PRIZE** – established in 1991, in memory of Dr. Carlo Bos, a humane and respected psychiatrist who taught a multitude of medical students at the Allan Memorial Institute. Awarded on the recommendation of the Physicianship Coordinating Committee to the student who, in the Physicianship 2 courses, has demonstrated the greatest proficiency in communication skills preparatory to the practice of medicine. Estimated value \$200.

**CHARLES E. FROSST MEDICAL PRIZE AND MERCK MANUAL** – a *Merck Manual* and prize are awarded annually to a student, in the Basis of Medicine, who has achieved excellence in the Unit on Pathobiology, Treatment and Prevention of Disease and has demonstrated, on the basis of interviews, the most promise in the field of Pharmacology. Value: \$2,000.

**HARRY S. GROSS MEMORIAL PRIZE** – bequeathed by the late Mrs. Esther B. Gross in memory of her late husband, Harry S. Gross, D.D.S. 1913, M.D.,C.M. 1921. Awarded to the student in the Introduction to Clinical Medicine component with the highest standing in the Introduction to Surgery course. Estimated value: \$500.

**JOSEPH MORLEY DRAKE PRIZE** – founded by the late Joseph Morley Drake, M.D.; awarded to the student with the highest standing in the Pathobiology, Prevention and Treatment of Disease unit. Value: minimum \$1,000.

**MARK NICKERSON PRIZE** – established in 1990 by the Department of Pharmacology and Therapeutics in honour of Professor Mark Nickerson, a renowned McGill pharmacologist. Awarded to the student, in the Basis of Medicine, who has achieved excellence in the unit on Pathobiology, Treatment and Prevention of Disease and has demonstrated, on the basis of interviews, an understanding of the role of pharmacology and therapeutics in contemporary society. Recipients will also receive a scroll. Estimated value: \$350.

**DR. ARTHUR S. SOLOMON AWARD** – presented to the student attaining the second highest standing in the Basis of Medicine component of the curriculum. Value: \$150 (awarded by Dentistry – Medicine & Dental students).

**SUTHERLAND PRIZE** – founded in 1878 by the late Mrs. Sutherland in memory of her husband, William Sutherland, M.D., formerly Professor of Chemistry in the Faculty. Awarded to the student who obtains the highest standing in the Basis of Medicine component of the medical undergraduate curriculum. Estimated value: \$850.

### YEAR 3:

**PRIZE IN FORENSIC MEDICINE** – established in 1953, awarded annually to a third year student enrolled in the *Physician as Healer* course who writes the best essay in response to topics given for the end of the year assignment. The students will be instructed that the essay should represent the integration of concepts taught in the course along with their own personal experiences and observations in the clinical practice during clerkship. Value: minimum \$1,500.

**WINIFRED MARGARET ROSS PRIZE IN PALLIATIVE CARE** – established in 2009 through the estate of Winifred Margaret Ross, M.Sc. 1948, M.D.,C.M. 1952. Awarded by the Faculty of Medicine for the best essay written in the field of palliative care to one student in third year and one student in fourth year of the M.D.,C.M. program. Estimated value: \$1,500.

### YEAR 4:

**ALEXANDER D. STEWART PRIZE** – founded by the late W. Grant Stewart (Arts, 1885; Medicine, 1888) in memory of his brother, the late Alexander D. Stewart (Medicine, 1888). Awarded to the member of the graduating class who, in the opinion of the Faculty, presents in every aspect the highest qualifications to practise the profession. Estimated value: \$900.

**BRIAN NEWTON MEMORIAL AWARD** – established by the Class of Medicine 1985, in appreciation for the education they received at



McGill, and in memory of their fellow classmate Brian Newton, B.Sc. 1981, M.D.,C.M. 1985. Awarded by the Faculty of Medicine's Committee on Student Promotions and Curricular Outcomes to the student who obtains the highest standing in the Obstetrics and Gynecology clerkship.  
Estimated value: \$400.

**CAMPBELL KEENAN MEMORIAL PRIZE IN CLINICAL SURGERY** – established by the late Miss Charlotte Mildred Agar in memory of the late Dr. Campbell B. Keenan. Awarded to the graduating student who has shown the highest proficiency in Clinical Surgery. The winner of the Robert Forsyth Prize in Surgery is ineligible.  
Value: minimum \$100.

**DR. ALLEN SPANIER PRIZE FOR PROFESSIONALISM IN MEDICINE** – established in 1999 by Beverly Spanier, B.A. 1967, to honour the memory of her brother Dr. Allen Spanier, M.D.,C.M. 1972. Dr. Spanier was chief of the Intensive Care Unit at the Jewish General Hospital for 21 years. Awarded annually by the Faculty of Medicine to a graduating student who has maintained high academic standing and exhibited a high standard of professionalism and compassion towards patients, their families, fellow students, and University and hospital staff during the Practice of Medicine component of the curriculum. In case of a tie, financial need will be used to determine the recipient.  
Value: minimum \$500.

**DR. MARK COHEN PRIZE IN OPHTHALMOLOGY** – established in 2009 by Mark Cohen, M.D.,C.M. 1992. Awarded annually by the Faculty of Medicine to a graduating student who has completed the M.D.,C.M. program with strong academic standing and who will be pursuing a residency in a Canadian ophthalmology post-graduate training program.  
Estimated value: \$2,500.

**E. DAVID SHERMAN AWARD IN GERIATRIC MEDICINE** – awarded to the most outstanding student in the field of clinical geriatric medicine.  
Value: minimum \$1,500.

**ELIZABETH ANN MUNRO GORDON PRIZE** – established in memory of Dr. Elizabeth Ann Gordon. Awarded to the member of the graduating class who, in the opinion of the Faculty and students, embodies the highest qualifications to practise medicine and has demonstrated outstanding leadership abilities.  
Value: \$750

**H.S. BIRKETT MEMORIAL PRIZE IN OTOLARYNGOLOGY** – established by Miss Winifred Birkett in memory of her father, the late Dr. H.S. Birkett, formerly Professor of Otolaryngology. Given to the student who has shown outstanding performance in Otolaryngology.  
Estimated value: \$1,800.

**J. FRANCIS WILLIAMS PRIZE IN MEDICINE AND CLINICAL MEDICINE** – founded by the late J. Francis Williams, M.D. Awarded to the student obtaining the highest standing in the Internal Medicine Clerkship of the medical curriculum.  
Value: \$500.

**JOHN H. ALTSHULER PRIZE IN FAMILY MEDICINE** – established in 2006 by David Altshuler and the Altshuler family, in honour of his father, John Altshuler, B.Sc. 1955, M.D.,C.M. 1959. Awarded annually by the Faculty of Medicine to a graduating medical student with the highest mark in the family medicine clerkship.  
Estimated value: \$1,000.

**MCGILL ALUMNAE SOCIETY PRIZE** – presented upon graduation to a distinguished student for excellence and high academic standing. Preference given to women students.  
Value: \$150.

**MONA BRONFMAN SHECKMAN PRIZE** – awarded to the student with the highest academic standing in Psychiatry.  
Value: minimum \$1,250.

**MONTREAL CHILDREN'S HOSPITAL STUDENT PRIZE FOR PEDIATRICS EXCELLENCE** – established in 1959 and endowed in 2011 by Dr. Harvey Guyda, former Chair of the department of Pediatrics and Associate Executive Director of the Montreal Children's Hospital of

the MUHC. Awarded to the student with the highest standing in Pediatrics in their final year.  
Value: varies.

**NEWELL W. PHILPOTT AWARD** – established in 1986 by the Department of Obstetrics and Gynecology in honour of Newell W. Philpott, M.D. 1926, Chairman of the Department from 1943 to 1956. This award is to commemorate Dr. Philpott's excellence as a teacher of medical students and residents as well as his many contributions in the field and to the Department of Obstetrics and Gynecology. Awarded to a graduating student for academic achievement and clinical excellence on the recommendation of the Department.  
Value: \$500.

**PSYCHIATRY PRIZE** – awarded on the recommendation of the Department of Psychiatry to the student who has shown the most promise in this field.  
Value: minimum \$1,000.

**REILLY MADSEN PRIZE** – established to honour the memory of Reilly Madsen who was Manager, Records and Research, Development and Alumni Relations Services. Awarded, on recommendations from faculty and students, to a student with good academic standing who had demonstrated exceptional warmth and empathy towards patients.  
Estimated value: \$600.

**ROBERT FORSYTH PRIZE** – bequeathed by the late Miss Jeanie Forsyth, awarded annually to the graduating student who has shown particular ability in all branches of Surgery.  
Value: minimum \$450.

**RONALD DOUGLAS NAYMARK AWARD** – established by the Medical Class of 1984 in memory of Ronald Douglas Naymark, B.Sc. 1980, M.D.,C.M. 1984 (McGill), this award is given to that member of the graduating class who most enriches the life of the class in the eyes of his or her peers. The award seeks to recognize an individual who inspires trust and confidence, optimism and enthusiasm in his or her medical colleagues. The individual is a participant in class activities and is in satisfactory academic standing.  
Estimated value: \$500.

**SCRIVER FAMILY PRIZE IN HUMAN GENETICS** – established in 2013 by the Department of Human Genetics to honour Charles R. Scriver, B.A. 1951, M.D.,C.M. 1955, D.Sc. 2007, a renowned geneticist and Professor Emeritus at McGill. Awarded by the Faculty of Medicine to a deserving graduating M.D.,C.M. student who has pursued research in the field of genetics and metabolism, or to a student who has either completed his/her Ph.D. as part of the M.D.-Ph.D. program, or has completed his/her Ph.D. while in medical school.  
Value: varies.

**WINIFRED MARGARET ROSS PRIZE IN PALLIATIVE CARE** – established in 2009 through the estate of Winifred Margaret Ross, M.Sc. 1948, M.D.,C.M. 1952. Awarded by the Faculty of Medicine for the best essay written in the field of palliative care to one student in third year and one student in fourth year of the M.D.,C.M. program.  
Estimated value: \$1,500.

## 7.2.3 Medals

**HOLMES GOLD MEDAL** – founded by the Medical Faculty in 1865, in memory of the late Andrew Holmes, M.D., LL.D., Dean of the Faculty. It is awarded to the student graduating with the highest aggregate standing in the entire medical curriculum.

**WOOD GOLD MEDAL** – endowed by Casey A. Wood, M.D., LL.D., in memory of his grandfather, Thomas Smith Wood. It is awarded for the most outstanding clinical performance achieved by a student in the Clerkship Period. The winner of the Holmes Medal is not eligible.

## 7.2.4 Graduate Awards

See the Graduate and Postdoctoral Studies website at [www.mcgill.ca/gps/funding](http://www.mcgill.ca/gps/funding).

## 7.2.5 Loan Funds

**MAUDE ABBOTT MEMORIAL LOAN FUND** – established by the Federation of Medical Women of Canada. Any woman medical student, first-year intern, or graduate student may apply to the Secretariat, Federation of Medical Women of Canada, Box 8244, Ottawa, ON K1G 3H7.

**BORIGHT LOAN FUND** – established in 1963 by a bequest from the late George H. Boright to provide loans to deserving medical students.\*

**BOSWELL JAMES LOAN FUND** – established in 1943 by Dr. A. Boswell James to provide loans for undergraduates and graduate medical students.\*

**DAVID M. CALDWELL STUDENT LOAN FUND** – established in 1973 by a bequest from the late David M. Caldwell, M.D. 1919, to assist students in the Faculty of Medicine, with preference to American students.\*

**CLEMENT C. CLAY MEMORIAL LOAN FUND** – established in 1985 by a bequest from Clement C. Clay, M.D. 1932, to provide loan assistance for students born in the United States who are registered in the Faculty of Medicine.\*

**ALEC AND SYLVIA DOLLIN LOAN FUND** – established in 1965 by Mr. Alec Dollin to provide loans for medical students.\*

**KELLOGG LOAN FUND** – established by the Kellogg Foundation. It provides loans up to a maximum of the tuition fees in any one year. Available to students in good standing and with financial need. Application and regulations are as for other loan funds of the University.\*

**LACEY LOAN FUND** – established in 1962 by a donation from Mrs. Herbert Van Devanter Lacey of Cheyenne, Wyoming, primarily to aid medical students from the State of Wyoming. It may however be extended to others in accordance with the following priorities: dental students from Wyoming; medical students from other states of the U.S.A.; medical students from other countries. Loans are not to exceed \$700 per year.\*

**GEORGE W. MERCK MEMORIAL LOAN FUND** – established in 1960 by the Merck Company Foundation to provide loans for undergraduate medical students, interns, and residents.\*

**GERTRUDE MUDGE MEMORIAL STUDENT AID FUND** – established in 1958 by donations from students, graduates, and staff in memory of the late Gertrude Mudge, for many years Assistant Secretary of the Faculty of Medicine. Available to medical students. Loans shall not exceed the fees for the year.\*

**WESTON FAY VOLBERG JR. MEMORIAL LOAN FUND** – established in 1956 by classmates of the late Weston Fay Volberg Jr., M.D., C.M. 1953. It is available to medical students.\*

\* Apply to Scholarships and Student Aid Office.

## 7.3 Programs of Study, Admission and Curriculum

If there is any discrepancy between the information presented here and that presented at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions), the latter will prevail.

Pour les détails en français, consulter le site Internet [www.mcgill.ca/medadmissions/fr](http://www.mcgill.ca/medadmissions/fr).

### 7.3.1 Undergraduate Medical Programs

Note: For a schedule of fees of any of these programs, please consult with the Student Accounts office via [www.mcgill.ca/student-accounts/fees](http://www.mcgill.ca/student-accounts/fees).

#### 7.3.1.1 Doctor of Medicine and Master of Surgery (M.D., C.M.)

A four-year undergraduate medical curriculum leading to the M.D., C.M. (*Medicinae Doctorem et Chirurgiae Magistrum*) degree.

The curriculum objectives correspond to the Faculty of Medicine mission to equip the student to meet the highest standards of medical practice and professionalism and to ensure career-long excellence in whole-person care. Upon completion of the program, the graduate will be able to function responsibly, in a supervised clinical setting, at the level of an undifferentiated physician. The program emphasizes the fundamental sciences and scientific methodology as pillars of medical knowledge. It provides traditional lectures and small group teaching, as well as laboratory and computer teaching.

The curriculum consists of five components: Fundamentals of Medicine and Dentistry\* (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), Core Clerkship, Senior Clerkship, and Physicianship. Units in the Physicianship component are being introduced sequentially. For selected students, the program includes a one-year integrated clerkship in Gatineau or outside the city of Montreal.

Electronic media, multimedia, and other information technologies are used by the Faculty for teaching purposes and to promote learning. Students, therefore, should expect to be audio- and/or video-recorded as part of the program, for example, with learning being done at the McGill Medical Simulation Centre.

The language of instruction is English. The student is expected to have a working knowledge of the English language (comprehension, spoken, and written). The student is expected to be functional in the French language by the time clinical rotations commence (January of the second year of the program). Students will interact with francophone patients in the teaching hospitals and may also be assigned to francophone training sites for their clinical rotations.

The Faculty does not accept students for part-time medical studies.

More information is available in [section 7.4.1 "Courses for the Degree of M.D., C.M."](#).

\* Fall 2013 – Class of 2017 new curriculum details are available at [www.mcgill.ca/new-mdcm](http://www.mcgill.ca/new-mdcm).

#### 7.3.1.2 Joint Doctor of Medicine and Master of Surgery with Master of Business Administration (M.D., C.M./M.B.A.)

Uniquely positioned to meet the evolving needs of tomorrow's health care professional, McGill's joint program in Medicine/Management is a five-year program that prepares graduating physicians for leadership positions in the health care sector. The first year of the McGill M.D., C.M./M.B.A. program is spent in the Desautels Faculty of Management. This unique sequence of study allows students to understand the infrastructure within which health care is delivered to patients before beginning their medical studies. This innovative approach enhances students' sensitivity to important health care management issues, and provides them with the critical insight and managerial tools they will need to question, challenge, and improve existing management conventions.

The M.D., C.M./M.B.A. is designed to provide students with a multi-disciplinary educational experience, linking the integrated curriculum, teamwork and group learning, as well as experience. The Management portion of the curriculum is a challenging, world-class academic program that builds on McGill's traditional strengths in functional areas; in this context, students gain a strong grounding in the basic business disciplines while developing an understanding of the broader organizational context.

Balancing quantitative and qualitative studies, students also develop the intangible business skills required in today's dynamic workplace – the abilities to apply knowledge to the greatest benefit of the organization, to make effective decisions, to both work in teams and lead others, and to adapt to non-structured situations. Employing a unique blend of case studies, exercises, discussions, group work, participatory role-playing and lectures, the M.B.A.'s balanced teaching approach ensures that course material is presented in the most effective way.

Students join the regular Medicine class in their second year at McGill, beginning a four-year program in medical studies. Advanced Management courses focusing on health care issues

are integrated into the electives schedule of the medical curriculum, rounding out the Management portion of the program.

The language of instruction is English. The student is expected to have a working knowledge of the English language (comprehension, spoken, and written). The student is expected to be functional in the French language by the time the clinical rotations commence (January of the second year of the program). Students will interact with francophone patients in the teaching hospitals and may also be assigned to francophone training sites for their clinical rotations.

Upon graduation, students receive an M.B.A. degree from the Desautels Faculty of Management, and an M.D.,C.M. degree from the Faculty of Medicine.

The Faculty does not accept students for part-time medical studies.

More information is available in [section 7.4 "Medical Curriculum"](#).

### 7.3.1.3 Joint Doctor of Medicine and Master of Surgery with Doctor of Philosophy (M.D.,C.M./Ph.D.)

Students interested in a research career in academic medicine may wish to apply for admission to the joint M.D.,C.M. and Ph.D. program. This is a seven-year program in which the basic and clinical sciences portion of the medical curriculum are completed from September of Year One to December 31 of Year Two, prior to the beginning of full-time graduate studies. The latter are expected to last three, but no more than four, years by which time all course work and the research requirements for the Ph.D. degree must have been completed and a thesis submitted. The defence of the thesis will ordinarily take place at a later date. From January of Year Five to May of Year Seven, students will complete the requirements for the M.D.,C.M. degree. Throughout the seven years, students in the M.D.,C.M./Ph.D. program meet each Thursday evening during the academic year to discuss their research, hear research seminars from clinician-scientists, and network with other students in the program.

Acceptance into the M.D.,C.M./Ph.D. program is conditional upon fulfilling the requirements for and being accepted into the four-year medical program. Students applying to the program should have had experience in research, such as a master's degree, honour's research project, or summer research. Once accepted to the M.D.,C.M./Ph.D. program and during the first year of the combined program, students begin the process of choosing a supervisor and research laboratory for their Ph.D. studies. The McGill Faculty of Medicine Winter and Summer Research Bursary programs are useful for screening potential laboratories. Research is usually carried out on a topic in the biomedical sciences within one of the Basic Science or Clinical Science Departments within the Faculty of Medicine. With the help of the M.D.,C.M./Ph.D. Program Advisory Committee, students must choose a supervisor and department for their Ph.D. studies by September of Year Two and be accepted for admission to graduate studies by McGill Graduate and Postdoctoral Studies.

Students currently enrolled in the first year of the medical curriculum at McGill and who have a Bachelor's or Master's degree are eligible to apply before September 1 of their second year of medical school.

The language of instruction is English. The student is expected to have a working knowledge of the English language (comprehension, spoken, and written). The student is expected to be functional in the French language by the time clinical rotations commence (January of the second year of the program). Students will interact with francophone patients in the teaching hospitals and may also be assigned to francophone training sites for their clinical rotations.

The Faculty does not accept students for part-time medical studies.

More information is available in [section 7.4 "Medical Curriculum"](#).

### 7.3.1.4 Med-P Program

The Faculty of Medicine offers a special program for immediate graduates of the Quebec Collegial (CEGEP) system, which

consists of one year of coursework in the Faculty of Science followed by the standard four-year M.D.,C.M. program. During the Med-P year, students are registered in the Faculty of Science. All campus-wide services including student advising, tutorship, financial aid, and academic support are available to Med-P students.

The Med-P curriculum consists of courses in molecular biology, cell biology and metabolism, organic chemistry (where applicable), along with a selection of courses in fields such as computer science, intermediate chemistry, physiology, and mathematics. Students are required to take courses in the Humanities and Social Sciences, along with electives of their choosing for the purpose of broadening and enriching their education.

In order to successfully complete the Med-P year and to be admitted to the M.D.,C.M. program, students must obtain a minimum of a "B" grade in each of the compulsory courses and a minimum cumulative grade point average (CGPA) of 3.5.

It should be noted that there are many more applicants for the Med-P program than can be accepted. Unsuccessful applicants are ordinarily well-qualified for admission into other undergraduate degree programs (e.g., B.A., B.Sc., etc.). In their own interest, all applicants are advised to submit an application for an alternate program. This can be done by making a second program selection when submitting an online application via Minerva.

The language of instruction is English. The student is expected to have a working knowledge of the English language (comprehension, spoken, and written). The student is expected to be functional in the French language by the time clinical rotations commence (September of the second year of the M.D.,C.M. program). Students will interact with francophone patients in the teaching hospitals and may also be assigned to francophone training sites for their clinical rotations.

The Faculty does not accept students for part-time medical studies.

More information is available in [section 7.4 "Medical Curriculum"](#).

## 7.3.2 Other Programs Outside the Faculty of Medicine

### 7.3.2.1 Bachelor of Science (B.Sc.) Programs

For Bachelor of Science (B.Sc.) programs available from the departments in the Faculty of Medicine, consult the Faculty of Science section in the *Undergraduate Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

### 7.3.2.2 Graduate Studies and Research in the Medical Sciences

Opportunities for graduate work in the basic medical and clinical sciences leading to the degrees of M.Sc. and Ph.D. are offered by many of the departments of the Faculty of Medicine. By special arrangement, studies for the degree of M.Sc. can be pursued concurrently with work towards the M.D.,C.M. degree. In addition, a combined M.D.,C.M./Ph.D. program is available (further information can be obtained from Program Administrator, M.D.,C.M./Ph.D. Program, McIntyre Medical Sciences Building, 3655 Promenade Sir-William-Osler, Montreal, QC, H3G 1Y6). Details of the programs available are included in the *Graduate and Postdoctoral Studies Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

Research in clinical disciplines is carried out at all locations of the McGill University Health Centre: the Montreal Children's Hospital, the Montreal General Hospital, the Royal Victoria Hospital, the Montreal Chest Institute and the Montreal Neurological Institute and Hospital. Research opportunities are also available at the Lady Davis Institute of the Jewish General Hospital, the Douglas Mental Health University Institute and the Shriners' Hospital for Children. For administrative purposes, graduate work in several clinical departments is grouped under the Division of Experimental Medicine and the Division of Experimental Surgery. Other departments administer individual graduate programs. Consult the *Graduate and Postdoctoral Studies Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study) for a description of the programs.



Inquiries concerning research training in the medical sciences should be directed to the chair or graduate program director of the department in which the candidates wish to receive their graduate education.

### 7.3.2.3 Graduate Training Programs in the Clinical Departments

The Faculty of Medicine, in conjunction with the affiliated teaching hospitals, offers a wide variety of programs leading to McGill Certificates of Residency Training and certification by the *Collège des médecins du Québec* (CMQ), the College of Family Physicians of Canada, and the Royal College of Physicians and Surgeons of Canada. For information on the graduate medical programs available and eligibility and funding, please consult the following website: [www.medicine.mcgill.ca/postgrad](http://www.medicine.mcgill.ca/postgrad).

## 7.3.3 Admission Requirements and Procedures

If there is any discrepancy between the information presented here and that presented at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions), the latter will prevail.

The Faculty of Medicine of McGill University conducts a rigorous, multi-criteria evaluation of applications to its programs. The Admissions Committee attends to candidates' academic and non-academic achievements, with a view to selecting students with the greatest potential to successfully undertake the demands of our curriculum and to contribute meaningfully to the intellectual, para-curricular, and professional life of the Faculty of Medicine and the medical profession. Screening and selection processes are continually scrutinized, in an effort to ensure transparency and fairness to all candidates and as part of our commitment and obligation to select candidates most able to provide outstanding health care to the public we serve.

Understanding that our graduates will go on to serve diverse communities in Quebec, Canada, and beyond, applicants should demonstrate a deep commitment to, and evidence of, a pursuit of excellence in academic work, ethical and professional conduct, and awareness of the complexities of the world in which they will go on to hold privileged positions of service and leadership.

The Faculty of Medicine welcomes and encourages applications from students from all backgrounds, including students from underrepresented ethnic, cultural, and racial groups, sexual minorities, and from all socio-economic backgrounds.

For more information, please consult the Admissions, Equity and Diversity Office website at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions).

### Office of Admission, Equity and Diversity of the Faculty of Medicine

McGill University  
1010 Sherbrooke Street West, Suite 1210  
Montreal, QC H3A 2R7 Canada  
Telephone: 514-398-3517  
Fax: 514-398-4631  
Email: [aed.med@mcgill.ca](mailto:aed.med@mcgill.ca)

### Indigenous Canadian Applicants

McGill University and the Faculty of Medicine welcome applications from candidates from across the provinces and territories who self-identify as belonging to First Nations, Inuit and Métis communities. A number of resources covering academic and non-academic support are available to Indigenous students within the Faculty and across the University campus, such as First Peoples' House, the Indigenous Access McGill Program (housed in the School of Social Work), and the Aboriginal Health Interest Group (a medical student association).

#### 7.3.3.1 Special Admissions Pathways

##### First Nations & Inuit Applicants

A select number of positions are available for First Nations or Inuit applicants who are also residents of Québec. Applicants to these positions will be asked to submit proof of their status as members of the Quebec-Labrador First Nations or Inuit as described in the

Indian Act (R.S., 1985, c. I-5) or the Act respecting Cree, Inuit and Naskapi Native Persons (R.S.Q., c. A-33.1).

As the places for this group are jointly allocated to the four faculties of Medicine in Quebec, the selection of applicants is coordinated by Laval University, with all four faculties being involved in the process.

For more information on the Quebec First Nations and Inuit Faculties of Medicine Program (FNIFMP), please consult: <http://old.cssspnql.com/eng/sante/faculte.htm>.

Mr. Yves Sioui is the Coordinator for the Quebec **FNIFMP** and the contact information is as follows:

Yves Sioui  
FNI Faculties of Medicine Coordinator FNQLHSSC  
Université Laval FNQLHSSC  
Office: 418-842-1540 (ext. 235)  
Fax: 418-842-7045  
Université Laval Office: 418-656-2131, ext. 3641  
Email: [yves.sioui@cssspnql.com](mailto:yves.sioui@cssspnql.com)  
Website: [www.jedeviensmedecin.com](http://www.jedeviensmedecin.com)

For more details, please consult the Admissions, Equity and Diversity Office website at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions).

### Non-Traditional University-Level Applicants

A select number of positions are available to residents of Quebec who may have pursued a "non-traditional" pathway in their journey to the career choice of medicine. Applicants to these positions must be recognized residents of Quebec and meet all other general conditions, with the following exceptions:

- The undergraduate degree used as the basis of admission may have been completed on a full-time or part-time basis.
- Any full-time university studies (in a degree program) must have been completed at least three (3) years before the application deadline.
- Any degree program university studies undertaken within three (3) years from the application deadline cannot have been done on a full-time basis.

For more details, please consult the Admissions, Equity and Diversity Office website at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions).

### International Medical Graduates (with Advanced Standing)

The Faculty of Medicine accepts applications from international medical graduates (IMG), i.e., applicants who have obtained a recognised medical degree outside Canada or the United States, who are also residents of Quebec. Applications will be accepted from qualified international medical graduates (from a University outside of Canada or the U.S.) in September 2013, for May 2014 entry.

Applicants admitted via this category will have the requirement for the Fundamentals of Medicine and Dentistry (FMD) of the M.D.,C.M. program waived and will enter the program at the Introduction to Clinical Medicine (ICM) component, starting in May of Year 2. Successful students will continue into the clerkships and graduate with an M.D.,C.M. degree from McGill.

The number of positions available is contingent on the number of attritions from previous years and will vary; there may be years when no positions are available.

To be eligible, applicants must hold a medical degree from an accredited medical school recognized by the World Health Organization, must successfully complete the Medical Council of Canada Evaluating Exam Part 1 (MCCEE1), must provide a Medical Student Performance Record together with an academic transcript, and must provide proof of English or French proficiency (see section 3.1.5 "Proof of Proficiency in English" and/or section 3.9.1 "Language Requirements for Professions"). Applicants must meet the basic science requirements and meet all other essential requirements listed. Competitive applicants will have MCCEE 1 scores that are at least 50 points higher than the passing grade.

Applicants who do not meet these conditions of eligibility or are seeking alternative options should contact the *Collège des médecins*.

Interviews are by invitation only and are conducted in a multiple mini-interview (MMI) format.

For more details, please consult the Admissions, Equity and Diversity Office website at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions).

### 7.3.3.2 Applicant Categories

Each medical school in Quebec is regulated in terms of the number of students that can matriculate each year according to set categories. When submitting an application to the Faculty of Medicine, the applicant category must be established under one of the following:

- (a) Member of a First Nation or Inuit who is also a recognized resident of the province of Quebec
- (b) Canadian citizen or permanent resident who is a recognized resident of the province of Quebec
- (c) Canadian citizen or permanent resident who is not a recognized resident of the province of Quebec, also known as Out-of-Province Canadians (OOPC)
- (d) International citizen, including citizens of the U.S.A., who do not hold Canadian citizenship or residency (U.S./ International)

Applicants accepted under the Out-of-Province Canadian or International categories are subject to the admission rules and obligations of their assigned category for the duration of their medical studies, regardless of any subsequent change in citizenship or residency status.

Every applicant must submit proof of citizenship at the time of application. Canadian citizens or permanent residents of Canada must confirm which of the above categories they belong to at the time of application.

While the number of positions available in a given year are published in advance of the application deadline, these are subject to change at any moment without warning.

### 7.3.3.3 Academic Criteria

For university-category applicants, with the exception of Non-Traditional Pathway and First Nations and Inuit applicants, the assessment of academic performance is based on the following:

- (a) undergraduate degree cumulative grade point average (DegGPA)
- (b) academic performance in the basic sciences (science prerequisites)
- (c) overall academic context

### Undergraduate Degree Performance

The primary basis of the assessment of undergraduate degree performance is the degree cumulative grade point average (DegGPA) used for the basis of admission. Successful applicants have historically demonstrated DegGPAs above 3.5 (average approximately 3.8). Applicants with a DegGPA below 3.4 are rarely considered to be competitive.

The Admissions Committee reserves the right not to consider those who do not have a minimum of 60 consecutive undergraduate graded credits (i.e., two academic years) at the time of application.

While academic performance in graduate programs is generally not considered, completed graduate degrees may be examined as part of the overall academic context.

For information on degree requirements, consult [section 7.3.4 "Standard Requirements for Undergraduate Medical Programs"](#).

### Basic Science Performance

The assessment of basic science performance is based upon a candidate's academic results in the relevant science prerequisite courses as undertaken either in college, university, or acceptable pre-university alternatives as described in the requirements. Advanced studies in the basic sciences may also be considered in this assessment.

Successful applicants tend to have a science prerequisite GPA (SciGPA) above 3.5 (average approximately 3.8), or an MCAT equal to or greater than 30 (average approximately 33). Applicants

with a SciGPA below 3.2 or with an MCAT below 27 are rarely considered to be competitive.

For information on basic science requirements, consult [section 7.3.4.2 "Basic Sciences Prerequisites"](#) and [section 7.3.4.3 "MCAT"](#).

### Consideration of the MCAT

Where the MCAT is required, results will be considered in conjunction with academic results in the relevant science prerequisite courses.

Where the MCAT is optional, students may choose to submit MCAT results if they are confident that these scores provide stronger evidence of their abilities in the basic sciences.

Note that where valid MCAT results are submitted, the Biological Sciences, Physical Sciences and Verbal Reasoning sections will be used.

### Academic Context

An applicant's academic context consists of elements such as the difficulty of the program, the distribution of course levels, percentage of graded credits, and the average credit-load per semester, as evidenced in the official academic records.

Students are encouraged to pursue challenging and diverse topics, to have a natural progression in their course selection, and to pursue a full course load in each of their regular sessions. The context of an applicant's science prerequisites may also influence this assessment.

The assessment of an applicant's academic performance for CEGEP-level applicants is based on the overall R score (cote de rendement collégiale). Successful applicants generally have an R score above 34.0 (average approximately 35.5). Applicants with a R score below 32.0 are rarely considered to be competitive.

Assessment of academic strength for applicants in the First Nations & Inuit and/or Non-Traditional Pathway categories is based on the academic record in conjunction with the curriculum vitae.

### N.B.

Where there are more competitive applicants than there are available positions, preference will be given to those candidates advancing the strongest evidence of an ability to handle the academic demands of our medical program.

### 7.3.3.4 Non-Academics

The Admissions Committee attends not only to academic performance, but also to non-academic qualities. These qualities include, but are not limited to:

- (a) compassion, empathy, care
- (b) insight, judgment, common sense
- (c) integrity, honesty
- (d) adaptability, tolerance, flexibility
- (e) creativity, innovation
- (f) respect for others
- (g) intellectual curiosity
- (h) reliability, dependability
- (i) responsibility, teamwork
- (j) ability to deal with conflict or stressful situations
- (k) leadership, initiative
- (l) sense of assurance despite ambiguity or self-confidence
- (m) community involvement, social activism
- (n) level of professionalism, respect for the public at large
- (o) personal development

For the preliminary screening of candidates (short listing for interviews), non-academic qualities are assessed by way of the personal statement and the curriculum vitae.

For candidates selected for interviews, non-academic qualities are assessed according to their performance in the multiple mini-interviews.



### 7.3.3.5 File Review Process

Positions to train in medicine in Quebec are determined by governmental decree. Three cohorts are defined: residents of Quebec (subdivided into students admitted into the preparatory medicine (Med-P – *médecine préparatoire*) program from CEGEP, students with a Bachelor's degree or greater, the Non-Traditional Pathway for more mature students, and International Medical Graduates), Out-of-Province Canadians, and International students. In addition, there is a provincial program for qualified Indigenous students who are residents of Quebec, in which McGill University is an active and enthusiastic participant. Students within each cohort compete with each other for a pre-determined number of positions within the particular cohort. See the rest of this publication for details regarding eligibility criteria for each cohort.

Each year, the Office of Admissions, Equity and Diversity determines the number of interviews that will be held for each cohort. When an application is received, it is ranked among others in the same cohort according to academic performance. There is no strict GPA threshold; rather, ranking is based upon the relative strength of academic performance of a given application in comparison to others in the same cohort. On the basis of this preliminary academic performance ranking, a review of the supporting documents for competitive candidates within a given cohort is carried out. Supporting documents are reviewed for approximately four to six times the number of candidates that we anticipate interviewing; i.e., if we intend to interview 50 people in a particular cohort, an evaluation of supporting documents for the top 200-300 files is conducted in order to determine which 50 candidates will be invited to interview.

For those applicants who are invited to attend the multiple mini-interviews, note that a final rank order list (which includes those who will receive an offer of admission and those who will be placed on a waiting list) is calculated as follows:

For M.D.,C.M. applicants, including NTP(Med-P) :  
Multiple Mini-Interviews: 80%; Basic Science performance: 20%.

For the Med-P and IMG cohorts :  
Multiple Mini-Interviews: 100%.  
(Note that these formulas are guidelines only and are subject to review and change by the Admissions Committee at any time and without notice.)

The waiting list remains active for as long as is feasible and necessary; sometimes until the beginning of classes.

Admission to Medicine at McGill is highly competitive. Each year, many highly accomplished individuals apply to our programs. We work hard to have a fair and balanced evaluation process, based upon current best-practices with respect to the predictive validity of the tools we use (such as the multiple mini-interviews), and the ability to appreciate each applicant's unique trajectory and perspective, life experiences, and accomplishments—as factors that can be recognized and understood for their value in a future career in medicine.

### 7.3.3.6 Interview Process

Selected candidates will be invited by the Faculty of Medicine for an on-site interview session. Attendance is by invitation only, sent via electronic mail by the date published according to the applicant category. Candidates cannot be admitted without interviews. Interviews are an important tool for the Admissions Board to evaluate those strengths and qualities that cannot be evaluated in a transcript or a writing sample.

Interviews are in multiple mini-interview (MMI) format and are conducted in-person at the Faculty of Medicine. These mini-interviews consist of multiple stations that can be task-oriented, simulation- or scenario-oriented, or discussion-oriented. Stations are designed to evaluate the various abilities and skills that form the basis of the Physicianship curriculum component. Interviews are offered in English and French.

Interview sessions are scheduled for a half-day. Applicants are expected to keep their calendar open for interview dates. It is the applicant's responsibility to be available for the scheduled interview and to plan travel accordingly. No repeat interview sessions or special accommodations are available to those who do not attend their originally scheduled time. Therefore, if a candidate is

not present for his/her interview for any reason (justified or not) the file will no longer be considered.

## 7.3.4 Standard Requirements for Undergraduate Medical Programs

**Note:** Additional requirements are listed under [section 7.3.6 "Requirements for Registration and Matriculation"](#).

If there is any discrepancy between the information presented here and that presented at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions), the latter will prevail.

### 7.3.4.1 Undergraduate Degree

#### For applicants in the University categories

These requirements apply to applicants in the University categories (Quebec, Out-of-Province Canadians, and International). Applicants in the Quebec First Nations and Inuit, and Quebec Non-Traditional Pathways categories should refer to their respective applicant category pages. Specific requirements for the Med-P program can be found here.

The degree used as the basis of admission must be successfully completed by July 31 of the year of entry to the M.D.,C.M. program. This degree must be a Bachelor's degree and meet the following conditions:

#### Primary Bachelor's Degree

A 120 credit ("four-year") or equivalent Bachelor's degree from an accredited institution in any discipline. Applicants who have successfully obtained a Diploma of Collegial Studies (*Diplôme d'études collégiales*; "DEC") in a pre-university program can apply with a 90-credit program from a Quebec university.

The program must have been undertaken on a full-time basis and should be completed in the time prescribed by the program. A full course load (e.g., 15 credits) is expected in regular sessions. Summer or other interim sessions are acceptable, however they should not take away from regular sessions. The Admissions Committee expects a minimum of 60 consecutive graded credits at the time of application; this enables a more complete basis for the assessment of your academic performance.

#### Second or Alternate Bachelor's Degree

If you hold, or are currently pursuing, an additional Bachelor's degree – after having completed one that meets the requirements described above – and this alternate degree demonstrates a stronger academic performance, it will be the degree used as the basis of admission, provided that a minimum 45 consecutive graded credits are completed and earned by the application deadline.

#### All Bachelor Degrees

Although the Faculty attempts to ensure by means of the specific requirements listed below that all students have an adequate preparation in science, we also encourage students from a variety of backgrounds to select medicine as a career. Prospective applicants are therefore advised to pursue courses of study, whether in the natural or social sciences or the humanities, which appeal to them and which have as their aim a broad education and intellectual training rather than merely anticipating the medical curriculum.

The Admissions Office does not consider degrees without a marking or grading system; narrative transcripts are not accepted.

#### International Medical Degree

Applicants who are Canadian citizens or permanent residents of Canada who satisfy current Quebec residency requirements and who hold a medical degree awarded by a recognized university outside Canada or the United States of America may be eligible to apply to the first year of the M.D.,C.M. program if:

- Official transcripts sent by that university show numerical or letter grades for all courses completed and the candidates meet the specific requirements of science prerequisites and MCAT's described under the criteria for the M.D.,C.M. program.

- The criteria for selection will be the same for these candidates as for those candidates applying to the M.D.,C.M. program with a Bachelor's degree. The international medical degree (and its grade point average (GPA)) will be the degree used as the basis of admission.

**Note:** Canadian citizens or landed immigrants who are international medical graduates and residents of Quebec, who have completed the equivalence requirements, and have received a letter of attestation to this effect from the *Collège des médecins du Québec* should contact the Postgraduate Medical Education office.

### 7.3.4.2 Basic Sciences Prerequisites

Applicants must have successfully completed, by the relevant application deadline, all of the following at a college or university level:

- (a) in Biology / Biological Sciences a minimum six (6) credits of introductory coursework, with labs;
- (b) in Chemistry a minimum six (6) credits of general (or physical) chemistry coursework, with labs; a minimum three (3) credits of organic chemistry coursework, with labs;
- (c) in Physics a minimum six (6) credits of introductory coursework, with labs; where: minimum credits do not include compulsory laboratory or practical work; grades of "Pass/Fail" (Satisfactory/Unsatisfactory) or of similar schema are not acceptable in coursework; numerical or letter-class grades are required. Academic performance within these course will be considered; courses completed more than eight (8) years before the application deadline will not be considered; distance or correspondence education courses will not be considered except by special permission at the discretion of the Admissions Office.

### 7.3.4.3 MCAT

#### MCAT Optional

If you are an applicant in the Quebec University (including Quebec Non-Traditional Pathway), Quebec First Nations and Inuit, or Out-of-Province Canadian University categories and your degree for the basis of admission is from a Canadian university, you are not required to write the MCAT; submission of MCAT results is optional.

#### MCAT Compulsory

If you are an applicant in the above-mentioned categories but your degree for the basis of admission is from a non-Canadian university, you are required to write the MCAT; submission of all MCAT results is compulsory.

If you are an applicant in the International University category, you are required to write the MCAT; submission of all MCAT results is compulsory.

#### MCAT Not required

Applicants in the Quebec CEGEP category (for entry to Med-P program) are exempt from the MCAT.

#### Submitting your results

If you are required or choose to submit MCAT results, these must be released and received by the Admissions Office by the relevant application deadline. Consult with the MCAT Office on how to arrange for the release of your scores electronically (preferred method). Paper result reports are only accepted by the Admissions Office under exceptional circumstances and at its discretion.

#### Consideration of MCAT Results

MCAT results dating more than five (5) years from the relevant application deadline will not be considered. MCAT results received after the relevant application deadline will not be considered.

The Admissions Office will consider the highest overall result set of the available valid sets (sittings) and will not consider the individual subset scores from separate sets. All three numerical sections, the Biological Sciences (BS), Physical Sciences (PS), and Verbal Reasoning (VR), are considered. Competitive applicants tend not to have written the MCAT more than two times

and have generally achieved a minimum overall numeric score of 30.

If you have the option to submit your MCAT results, it is recommended to do so only if you are confident that your MCAT results provide better evidence of performance in basic sciences (as compared with your GPA in basic science prerequisite courses). For details, consult the Assessing Academic Strength section of the following website: [www.aamc.org/students/mcat](http://www.aamc.org/students/mcat).

### About the MCAT

Information regarding the MCAT, including testing dates, locations, and preparation materials can be obtained from the American Association of Medical Colleges (AAMC) at [www.aamc.org/students/mcat](http://www.aamc.org/students/mcat). Test takers are required to read through the *MCAT Essentials* document. Be aware that registration for the computer-based test is limited. We suggest that you inquire about registration as early as possible.

### 7.3.4.4 Requirements for Med-P

Applicants must be recognized residents of Quebec and meet the following conditions:

- (a) must not have been enrolled in a university program;
- (b) must, from the onset of collegial studies (\*1), be enrolled in only one of these following programs:
  - Science (200.B0);
  - combined Science program (200.11, 200.12, 200.13, 200.15, 200.16);
  - Science + International Baccalaureate (200.10); or
  - Arts & Science (700.A0).
- (c) must be in the final year and obtain (by July 31 of the entering year) a Diploma of Collegial Studies (DEC) in one of the stated programs;
- (d) must not have extended the length of their program for reasons of personal choice (\*2);
- (e) must have a minimum of six courses (13.33 credits) in each regular semester (\*2);
- (f) must not have taken any of the prerequisite courses listed below in a context outside of a regular semester (\*2);
- (g) must have completed the following courses and successfully achieved the competency codes:

For the *Science (200.xx) program*:

- Biology: NYA (00UK), General Biology II (00XU);
- Chemistry: NYA (00UL), NYB (00UM), Organic Chemistry I (00XV);
- Mathematics: NYA (00UN), NYB (00UP);
- Physics: NYA (00UR), NYB (00US), NYC (00UT).

Students in the *Sciences, Lettres et Arts (700.A0) program* must obtain the Biology objectives of 01Y5 and 01YJ (along with all other program requirements) and should complement their program with Chemistry 01YH and at least one of Physics 01YF or 01YG in order for their application to be considered. Students who are missing any prerequisites based on the list above may be asked to complete them during the preparatory year.

Students in the *IB-DEC (200.10) program* must complete (along with all other program requirements) a minimum of two courses (5.33 credits) in Biology, three courses (8.00 credits) in Chemistry, including Organic Chemistry, two courses (5.33 credits) in Mathematics and one course (2.67 credits) in Physics in order for their application to be considered. Preference is given to those who most closely adhere to the list of prerequisites above. Those admitted into the program who are missing any prerequisites will be asked to complete them during the preparatory year.

For more information on these codes and their requirements, please contact your CEGEP academic advising office.

*Students of the French Baccalaureate system*

The Faculty accepts applicants from *Collège international Marie de France* and *Collège Stanislas* as part of this category under the following conditions:

- (a) must be a recognized resident of Quebec;
- (b) must be in the final year (*année terminale*) of the *Séries S*;
- (c) must have attended the institution, at minimum, for 1<sup>ère</sup> *année* and *année terminale* in full;
- (d) must not have extended the length of their program for reasons of personal choice (\*1);
- (e) must have an R score along with course attestation (provided by school).

(\*1) Exception made for students entering a remedial program before their first DEC program.

(\*2) Students enrolled in a *Sport-études* program may be exempted from these conditions. Such applicants must submit a special form (available from the website [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions)) which describes in detail all relevant sport activities.

#### 7.3.4.5 For First Nations or Inuit Applicants

A select number of positions are available for First Nations or Inuit applicants who are also residents of Quebec. Applicants to these positions will be asked to submit proof of their status as members of the Quebec-Labrador First Nations or Inuit as described in the Indian Act (R.S., 1985, c. I-5) or the Act respecting Cree, Inuit and Naskapi Native Persons (R.S.Q., c. A-33.1).

As the places for this group are jointly allocated to the four faculties of Medicine in Quebec, the selection of applicants is coordinated by Laval University, with all four faculties being involved in the process.

Candidates in this category with a university degree or partial completion of a university program can apply for the M.D.,C.M. program. The Admissions Committee may require them to complete a preparatory year as a condition of admission. Candidates who have not started university-level studies must apply for the Med-P program. A Bachelor's degree is required for application to the joint programs. Assessment of academic strength is based on the academic record in conjunction with the curriculum vitae.

#### 7.3.4.6 For Non-Traditional University-Level Applicants

**Note:** This section is subject to change. For updated information, students should refer to the Faculty of Medicine website at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions).

A select number of positions are available to residents of Quebec who may have followed a "non-traditional" pathway in their journey to the career choice of medicine. An applicant in this category must be a recognized resident of Quebec and meet all other general conditions, with the following exceptions:

- (a) The undergraduate degree used as the basis of admission may have been completed on a full-time or part-time basis.
- (b) Any full-time university studies (in a degree program) must have been completed at least three (3) years from the application deadline.
- (c) Any degree program university studies undertaken within three (3) years from the application deadline cannot have been done on a full-time basis.

#### 7.3.4.7 For International Medical Graduates

The Faculty of Medicine accepts applications from international medical graduates (IMG), i.e., applicants who have obtained a recognized medical degree outside Canada or the United States, who are also residents of Quebec. Applications will be accepted from qualified international medical graduates (from a University outside of Canada or the U.S.) in September 2013, for May 2014 entry.

Applicants admitted via this category will have the requirement for the Fundamentals of Medicine and Dentistry (FMD) of the M.D.,C.M. program waived and will enter the program at the Introduction to Clinical Medicine (ICM) component, starting in May of Year 2. Successful students will continue into the clerkships and graduate with an M.D.,C.M. degree from McGill.

The number of positions available is contingent on the number of attritions from previous years and will vary; there may be years when no positions are available.

To be eligible, applicants must hold a medical degree from an accredited medical school recognized by the World Health Organization, must successfully complete the Medical Council of Canada Evaluating Exam Part 1 (MCCEE1), must provide a Medical Student Performance Record together with an academic transcript, and must provide proof of English or French proficiency (see section 3.1.5 "Proof of Proficiency in English" and/or section 3.9.1 "Language Requirements for Professions"). Applicants must meet the basic science requirements and meet all other essential requirements listed. Competitive applicants will have MCCEE 1 scores that are at least 50 points higher than the passing grade.

Applicants who do not meet these conditions of eligibility or are seeking alternative options should contact the *Collège des médecins*.

Interviews are by invitation only and are conducted in a multiple mini-interview (MMI) format.

For more details, please consult the Admissions, Equity and Diversity Office website at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions).

See section 7.3.3.1 "Special Admissions Pathways" – *International Medical Graduates*.

### 7.3.5 Procedures for Selection and Admission

If there is any discrepancy between the information presented here and that presented at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions), the latter will prevail.

#### 7.3.5.1 Submitting an Application

All application procedures, including the submission of supporting documents, are done electronically. Consult the Admissions, Equity and Diversity Office's website at [www.mcgill.ca/medadmissions](http://www.mcgill.ca/medadmissions) for details.

#### 7.3.5.2 Deadlines

Applications for the M.D.,C.M. program or its joint programs, including those applying via a special admission pathway must be received **by November 1**. All supplemental documentation required for the application must be received **by November 15**. Applications for the Med-P program must be received **by March 1**, **including** all supplemental documentation required for the application.

#### 7.3.5.3 Notification of Decision

Decisions are released via the Minerva system and are thereafter confirmed by email. Please refer to our website for information on anticipated decision release dates by cohort.

#### 7.3.5.4 Request for Reconsideration

It is important that candidates understand certain features of the application and admission decision-making process before requesting reconsideration. Admission to the Faculty of Medicine is highly competitive. In light of the very strong applicant pool and the limited number of places available in the first-year class, each year a number of very good applicants are not invited for interviews, or are refused after interviews. All candidacies are carefully reviewed before any decision is made. For example, an application that makes it to the interview stage will likely be reviewed by 10-20 individuals who assess the various aspects of each candidacy, from submitted documents to performance in person. This breadth of individuals involved in the selection process helps us assure fairness and thoroughness in our evaluation process.

For these reasons, the decisions of the Faculty of Medicine Admissions Committee are final and not subject to appeal. However, it is possible for applicants to request reconsideration of the application review procedures in respect of their admissions dossier at the following two specific points of the admission process:

- (a) before interviews are held;
- (b) before the final admission decisions are made, if they have been interviewed.

Applicants are expected to verify the admissions schedule for their category.



#### Grounds to request reconsideration:

An applicant may request a reconsideration of application review procedures leading to a decision (granting of interviews, offer of a position) on the basis of the following grounds:

- (a) administrative error in the procedure applied to the evaluation of the application;
- (b) the Admissions Committee's decision was rendered in the absence of a relevant factor that the applicant, for reasons beyond her or his control, was not in a position to provide at the time the application was submitted.

#### Process and deadlines to request reconsideration:

*An applicant not invited for interview by the date published for her or his category:*

Submit a written request (email preferred) to the Faculty of Medicine Admissions Office, which must be received no later than ten working days after the date published for the 'notice of invitation to interviews' in the applicant's category.

This request must advance one of the two grounds for reconsideration listed above; an applicant's disagreement with the outcome of the decision is not a basis for reconsideration.

*An applicant who has been granted an interview:*

Submit a written request (email preferred) to the Faculty of Medicine Admissions Office. This request must be received no later than five working days after the last interview day in the applicant's respective category.

This request must advance one of the two grounds for reconsideration listed above; an applicant's disagreement with the outcome of the decision is not a basis for reconsideration.

*University Subcommittee on Admissions Review:*

Applicants who are denied a reconsideration of application review procedures prior to the final Admissions Committee decisions may refer their request to the University Subcommittee on Admissions Review. The Subcommittee will ascertain whether the correct procedures have been followed. If the Subcommittee is satisfied that the stated procedures have been followed, the decision will not be disturbed. Only if the Subcommittee finds that the procedures were not followed will the file be returned to the Faculty of Medicine for reconsideration.

#### 7.3.5.5 Acceptance of Offers or Waiting List

##### Offers of a Position

Offers are conditional upon receipt of a Bachelor's degree (M.D.,C.M., M.D.,C.M./Ph.D., M.D.,C.M./M.B.A. programs) or Diploma of Collegial Studies (Med-P program) and upon the successful completion by the time of registration of studies currently in progress, including the requirements for admission, at a level comparable to past academic performance.

For the first series of offers, successful applicants must respond within two weeks to the offer of a place in the entering class. Should they receive an offer, candidates having been placed on the wait list may be given a shorter period of time to respond.

For students admitted to the M.D.,C.M. program, notification of acceptance of the offer must be accompanied by a deposit of CAD\$500, which will be applied to the student's tuition fees. The deposit is refundable up to May 15 for international students and up to June 15 for non-Quebec Canadians and Quebec residents applying to the M.D.,C.M., M.D./Ph.D. or M.D./M.B.A. programs. For students admitted to the Med-P program, notification of acceptance of the offer must be accompanied by a deposit of CAD\$300, which will be applied to the student's tuition. For Med-P applicants, the deposit is refundable up to July 15.

##### Wait List

The Admissions Office does not release rankings, including of positions on the wait list. The Admissions Office reserves the right to withdraw an admissions offer in the case where a candidate fails to respond within the prescribed timeframe. Candidates who accept a place on the wait list, therefore, must be reachable at all times and keep their contact information up-to-date in Minerva.

#### Decision by Proxy

Students may designate a delegate ("proxy") to accept or refuse an offer on their behalf, should s/he be unavailable for a period of time. The student must submit a written statement to this effect and must include signatures from both the applicant and the proxy.

#### 7.3.5.6 Deferred Admission

Admission into the first year of the M.D.,C.M. program may be deferred for a period of one year for a defined academic purpose to obtain an advanced degree. However, students currently enrolled in graduate programs are expected to apply only when they are in the final year of that program. A written request which includes the details of the proposed academic program must be submitted no later than July 1 of the year in which deferral is sought. In order to request deferral, the candidate must have accepted the offer of admission.

Deferred admission is not granted for the Med-P program.

#### 7.3.5.7 Advanced Standing or Transfer of Credits

##### Transfers

There are no places available for students who wish to transfer to McGill. Students currently in medical schools are not eligible to apply to the first year of the program unless their application provides proof of withdrawal from that medical school and that they meet all the admission requirements to the M.D.,C.M. program.

##### Credits and Advanced Standing

The Faculty will not credit courses successfully completed before the official start in the medicine program with the exception of Special Pathways for International Medical Graduates (IMG).

### 7.3.6 Requirements for Registration and Matriculation

**Note:** Applicants to the Faculty of Medicine may be asked to comply with some of the requirements presented below as part of the application process prior to registration.

#### 7.3.6.1 Infectious Diseases and Infection Control

##### Immunization

To assure that students are not exposed to undue health risks and do not pose a risk to their patients, upon starting medical and dental school, students must provide evidence of appropriate vaccination according to the information provided by McGill Student Health Service: [www.mcgill.ca/studenthealth/forms/medicalstudents](http://www.mcgill.ca/studenthealth/forms/medicalstudents).

All students must be immunized against Hepatitis B and all students must have Hepatitis B titres (HbsAb) measured. Non-converters will be tested for Hepatitis B surface antigen (HbsAg). Non-converters will be offered counseling by McGill Student Health Service. Students who test positive for the surface antigen will be referred to the Undergraduate Associate Dean. If repeat serology does not confirm immunity, and the person is not a carrier, they will be given the option of another series of vaccines or a series of intradermal vaccines to attempt sero-conversion.

Annual vaccination for influenza is required for all students. The student should retain proof of vaccination.

Vaccination against other infectious diseases may be required, if need arises.

You have access to McGill Student Health Service as soon as you are accepted into the program. You must call 514-398-6017 to make an appointment.

If you choose to complete your immunizations through your family physician or your CLSC, make sure to follow the McGill immunization requirements since McGill Student Health Service will **not** accept different immunization protocols.

The completed form(s) must be returned to McGill Student Health Service. Upload immunization documentation via Minerva as soon as possible, and by July 31 of the year in which you are commencing the undergraduate medical education program at the latest.

For the purposes of verification of compliance with the immunization requirements, you grant permission to the Office of Admissions, Equity and Diversity to securely share your immunization form with the McGill Student Health Service.

All immunization requirements must be met by Orientation Day. Students who do not meet these requirements may be asked to withdraw.

### Mask Fit Test

All students are required to have a Mask Fit Test in order to choose the appropriate mask for their use. The University is able to offer this test free of charge. Students will have a mandatory Mask Fit session prior to third-year clerkship.

Students who are pursuing clinical rotations in Canada or the United States may be required to be refitted prior to their arrival at the actual clinical rotation's facility.

### Policy on Students Known to be Seropositive (e.g., Hepatitis B, Hepatitis C, and HIV)

Individuals who carry blood-borne pathogens might not be permitted to perform certain procedures that may pose a risk to patients and co-workers.

Students who are seropositive for Hepatitis B and/or C or HIV and/or any other blood-borne agent have a professional obligation to notify the UGME office upon entry into the program. Specific measures will be undertaken by the UGME office. Rotations may be modified for these students due to these circumstances.

The student will be referred to the *Service d'évaluation des risques de transmission d'infections hématogènes* (SERTIH). Modifications to clinical rotations may be made. The student will be assisted in acquiring appropriate health care. Specific career counselling will be given. Students will be advised not to select residency programs where patient safety would be put at risk. This may limit the residency programs to which the student may apply.

Should core clinical rotations need to be modified, notation of this will be made in the Medical Student Performance Record (MSPR/Dean's letter). The student is professionally responsible to self-disclose their seropositive status to the residency program to which the student matches.

For details, see [www.mcgill.ca/ugme/studentaffairs/infection\\_immunization\\_en.htm](http://www.mcgill.ca/ugme/studentaffairs/infection_immunization_en.htm) and [www.mcgill.ca/studenthealth/forms/medicalstudents](http://www.mcgill.ca/studenthealth/forms/medicalstudents).

### 7.3.6.2 Academic Standards and Essential Skills

Any student wishing to register with the Faculty of Medicine will be held to the standards outlined below:

Applicants to McGill University's Faculty of Medicine are evaluated and selected on the basis of academic, personal, and extra-curricular dimensions. The Faculty admits those candidates who best demonstrate the potential to become excellent physicians. Applicants are therefore expected to demonstrate that they possess the intellectual, physical, and emotional capacities to meet the requirements of the curriculum without altering the essential program elements. Furthermore, the student must meet these requirements within a reasonable period of time. McGill seeks to provide its graduates with broad general knowledge in all fields of medicine and competence required to enter graduate medical training in a variety of specialties and subspecialties.

McGill University will consider for admission to its medical school any applicant who meets its academic and non-academic criteria. Once admitted the student must demonstrate the ability to perform the skills listed in this document. In conformity with the McGill University Policy Concerning the Rights of Students with Disabilities and the Quebec Charter of Human Rights and Freedoms (R.S.Q., chapter C-12) eligible students will receive reasonable accommodations appropriate to their disability. Appropriate accommodations are defined and arranged by the Faculty of Medicine in cooperation with the Office for Students with Disabilities.

The essential skills required for matriculation, promotion, and graduation at McGill University are defined according to the objectives of our curriculum which in turn are based on the CanMEDS

Roles framework of the Royal College of Physicians and Surgeons of Canada and the Four Principles of Family Medicine of the College of Family Physicians of Canada. The CanMEDS roles are Medical Expert, Communicator, Collaborator, Manager, Health Advocate, Scholar, and Professional. The Four Principles of Family Medicine are "the family physician is a skilled clinician", "family medicine is a community-based discipline", "the family physician is a resource to a defined practice population", and "the patient-physician relationship is central to the role of the family physician". For more details see: [www.medicine.mcgill.ca/ugme/curriculum/objectives\\_en.htm](http://www.medicine.mcgill.ca/ugme/curriculum/objectives_en.htm).

As a Medical Expert and Communicator, the student must have abilities in the areas of observation, communication, motor, intellectual-conceptual, integration, and quantisation.

Adequate skills in observation require that the student be able to accurately observe a patient and acquire visual, auditory, and tactile information. The student must be able to decode written documents, use a stethoscope with or without aids, and observe near and distant objects.

To communicate, the student must be able to speak, write, hear, and perceive non-verbal communication. A student must be able to communicate effectively and sensitively with patients, families, and any member of the health care team. A student must also be able to summarize coherently a patient's condition and management plan verbally and in writing.

The student must possess the motor skills required to directly perform palpation, percussion, auscultation, and other diagnostic manoeuvres in a timely manner. It is also desirable that the student be able to execute motor movements reasonably required to provide general and emergency medical care.

As a Medical Expert and Scholar, the student must demonstrate the intellectual-conceptual, integrative, and quantitative abilities to be able to measure, calculate, reason, analyze, and synthesize the information that is gathered, and to problem-solve in a timely fashion.

As a Collaborator and Manager, the student must be able to communicate in an efficient and effective manner with patients, their families, members of the health care team, colleagues and teachers. S/he should be able to develop mature, sensitive, and effective relationships with these individuals. The student should also be able to function in various environments including the ambulatory setting, the hospital and other health care facilities.

As a Professional and Health Advocate, behavioural and social attributes are particularly important and must be mastered. These include the application of good judgment and the prompt completion of all responsibilities attendant to the diagnosis and care of patients, as well as an ability to adapt to changing environments and to function in the face of uncertainties. S/he must be able to tolerate the physical, emotional, and mental demands of the program and function appropriately under stress. S/he must consistently demonstrate the emotional health required for full utilization of her/his intellectual abilities.

Compassion, integrity, concern for others, interpersonal skills, interest and motivation are all personal qualities that physicians must demonstrate and are expected qualities of students.

The student must conform to the **Student's Code of Rights and Responsibilities of McGill University** and the **code de déontologie (code of ethics)** of the *Collège des médecins du Québec* (CMQ).

Students in the Faculty will be required to maintain an overall satisfactory academic standing and to meet the said technical standards for the practise of medicine. When submitting an online application, applicants will be prompted to confirm having read this document.

**Note Med-P:** Applicants are advised that in order to complete the Med-P year and the Medicine program, students will be required to maintain an overall satisfactory academic standing and to meet the technical standards as per the *Essential Skills* document for the practice of medicine. When submitting an online application, applicants will be prompted to confirm having read this document.



### 7.3.6.3 Registration with the Collège des Médecins du Québec (CMQ)

All students studying medicine in a university of the province of Quebec are required by law to register with the *Collège des médecins du Québec* (CMQ) by September 30 of their first year of study. Electronic registration is required. All students enrolled in the M.D.,C.M. program will receive an email from the CMQ office to confirm their registration. A student who fails to comply with this requirement or who has their registration withdrawn will not be permitted to continue in the program. For details please refer to [www.cmq.org](http://www.cmq.org).

### 7.3.6.4 Security (Criminal Record) Check

As stated above, students registering in the Faculty of Medicine will be expected to matriculate with the *Collège des médecins du Québec* (CMQ) by September 30 of the first year of their medical studies. This includes an **official self-declaration** of any security/criminal dossier. The Faculty of Medicine will request the withdrawal from the Faculty of any student who does not meet the registration conditions of the CMQ.

**Note:** You may also be required by the hospitals affiliated with some Canadian and/or American universities to produce a criminal background check when applying for clinical elective rotations.

### 7.3.6.5 Language Proficiency

While there is no required proof of language proficiency, applicants are expected and recommended to have a working knowledge of the English language (comprehension, spoken and written).

The language of instruction is English. The student is expected to have a working knowledge of the English language (comprehension, spoken, and written). The student is expected to be functional in the French language by the time clinical rotations commence (January of the second year of the program). Students will interact with francophone patients in the teaching hospitals and may also be assigned to francophone training sites for their clinical rotations.

The Faculty of Medicine offers French medical workshops on Saturday mornings throughout the duration of the program. Extra-curricular English and French language courses are available at the University and are strongly suggested if English or French language skills are weak. (Note: Multiple choice exams are given in English only. Students may answer short-answer questions on exams in French or submit assignments in French.)

For more information see [www.mcgill.ca/ugme/student-services/languagecourse\\_en.htm](http://www.mcgill.ca/ugme/student-services/languagecourse_en.htm).

### 7.3.6.6 Information Technology

Because a large portion of the curriculum is available electronically, admitted students are expected to have, or have frequent and regular access to, a personal computer with word processing/office suite software, compatible web browser (E-Curriculum) and Internet connection. The Medicine E-curriculum can be accessed via the Desire2Learn (D2L) URL: [mycourses2.mcgill.ca](http://mycourses2.mcgill.ca).

Portable workstations such as laptops with wireless network connectivity (Wi-Fi/802.11b or greater; see McGill Wireless Networks at [www.mcgill.ca/it](http://www.mcgill.ca/it)) are recommended. On campus, students may have access to restricted computer laboratories, laser printers, and limited workstations (including Macs) for temporary assistance.

Be advised that electronic media, multimedia, and other information technologies are used by the Faculty for teaching purposes and to promote learning, including being subject to being audio- and/or video-recorded as part of the program, for example at the McGill Medical Simulation Centre. By submitting your application, you are indicating your agreement with these terms.

See: [www.mcgill.ca/ugme/academicpolicies/guidelinespublic\\_en.htm#socialmedia](http://www.mcgill.ca/ugme/academicpolicies/guidelinespublic_en.htm#socialmedia).

### 7.3.6.7 Standards of Behaviour and Code of Conduct

The teacher/learner relationship is based on mutual trust, respect and responsibility. The Faculty of Medicine therefore has standards related to the behaviour of students and faculty members. A

Code of Conduct for the undergraduate medical program is printed in the *Student Handbook* (distributed at orientation) and may be reviewed on the web at [www.mcgill.ca/ugme](http://www.mcgill.ca/ugme) or [www.mcgill.ca/medsra](http://www.mcgill.ca/medsra). The Faculty is committed to providing a learning environment which respects this Code. Student/faculty harassment, abuse, and mistreatment are not tolerated. Students who demonstrate inappropriate professional conduct or are found guilty of a criminal offence may be dismissed from the program. Consult the web at [www.mcgill.ca/secretariat/policies/students](http://www.mcgill.ca/secretariat/policies/students).

### 7.3.6.8 Medical Equipment

Students are responsible for the purchase of their own medical equipment: stethoscope, B.P. cuff, pen light, reflex hammer, ophthalmoscope/otoscope and tuning forks (128Hz) are required during the first year.

Students are also responsible for purchasing a white lab coat via the Undergraduate Medical Education Office. Information about this and the "White Coat Ceremony" will be circulated at the beginning of the first year. The Ceremony is held in September of the second year.

It is also recommended that students purchase a pager for ICM and Clerkships (Core and Senior Clerkships).

### 7.3.6.9 Basic Cardiac Life Support

Students registering in the M.D.,C.M. program are required to provide, by July 31 of the year in which they commence undergraduate medical education, proof of certification in cardiopulmonary resuscitation (CPR), level C or C+, and automated external defibrillation (AED) training. Certification must be valid for the first two years of undergraduate medical education. Certification must be granted, or fully recognised, by one of the following organisations: the Canadian Heart and Stroke Foundation, the Quebec Heart and Stroke Foundation, the Canadian Red Cross, St. John Ambulance, the American Heart Association, or the American Red Cross.

## 7.3.7 Registration Procedures

### 7.3.7.1 Program Registration

#### New Students

All students entering the four-year M.D.,C.M. program must initiate registration on the web by **adding the registration course REGN RCMD** on Minerva. The Minerva registration period for newly admitted Medicine students is June 10 to August 14, 2013. For registration dates see [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva).

In order for the official registration in the M.D.,C.M. program at McGill to be confirmed, the student must also present him or herself, with proper documentation, at the **Faculty Registration and Orientation** held from **August 27 to August 30, 2013**.

**ATTENDANCE IS MANDATORY. For more details consult the undergraduate medicine website: [www.mcgill.ca/ugme/curriculum/orientation\\_en.htm](http://www.mcgill.ca/ugme/curriculum/orientation_en.htm).**

Failure to attend orientation will result in cancellation of the student's offer of admission to the program and registration.

For further information, consult the web at [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) and the registration information mailed to incoming students in June. Consult the web at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates).

#### Returning Students

All returning students must register on the web by adding the registration course REGN RCMD on Minerva. Returning students must register by the deadline specified or pay the appropriate late registration fees.

For further information, consult the web at [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) and the registration information emailed to returning students in early April. Consult the web at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates).

### 7.3.7.2 Leaves of Absence

**Note:** This section is subject to change. Students should refer to the Faculty of Medicine website: [www.mcgill.ca/ugme/academicpolicies/evalpromo\\_leaves\\_en.htm](http://www.mcgill.ca/ugme/academicpolicies/evalpromo_leaves_en.htm).

Leaves of absence during medical studies are generally discouraged and with few exceptions are granted only for reasons of health or family crises. Requests for leaves must be discussed with the Associate Dean. Permission is granted by the Dean. A request must be accompanied by supporting documentation (e.g., a letter from the student's physician/counsellor). In general, a medical leave is granted for up to one year. The Faculty reserves the right to impose a limitation on the number as well as the total duration of leaves.

A student returning from a medical leave must provide supporting documentation from the treating physician/counsellor. These documents must state that the student is capable of resuming his/her studies. Should a prolongation be requested, the Faculty of Medicine reserves the right to require a second opinion from a Faculty-designated physician.

Once the leave has been approved by the Dean, the student's registration and fees must be clarified with the Student Records Officer. Students may be required to forfeit all or part of their tuition fees. All students must have an interview with the Student Aid Office to reassess impact on financial aid.

Leaves of absence will be noted on official transcripts and Medical Student Performance Records/Dean's letter.

### 7.3.7.3 Requirements for the Degree of M.D.,C.M.

1. Every candidate for the degree of Doctor of Medicine and Master of Surgery in this University must be at least twenty years of age.
2. Candidates must have fulfilled all the requirements for entrance to the Faculty of Medicine.
3. No one is permitted to become a candidate for the degree who has not attended at least two full academic years at this University's Faculty of Medicine.
4. Every candidate for the degree must have passed all the required evaluations of the medical curriculum.

### 7.3.7.4 Requirements for License

Candidates accepted for admission are reminded that it is their personal responsibility to ensure that they fulfil all the licensing requirements of the country in which they intend to practise medicine. A university degree does not confer the right to practise. In each province of Canada, in each one of the United States, and in all other countries, the authority to license is vested in a licensing body which has its own special laws and requirements. In many cases a special standard of general education is insisted upon before beginning the study of medicine. One of the requirements in several provinces is that the entrance qualifications of the student must be registered with the provincial licensing body for five years or more before a licence to practise can be obtained.

Candidates accepted for admission should therefore communicate as soon as possible with the licensing body of the country, province or state in which they intend to practise and obtain from that licensing body the necessary instructions.

Candidates wishing to practise medicine in the province of Quebec must also meet the French language requirement for professionals, as described in the General University Information section 3.9.1 "Language Requirements for Professions".

Full information as to the requirements for registration in the various provinces may be obtained from the Registrars of the Provincial Medical Boards as follows:

#### College of Physicians & Surgeons of Alberta

2700-10020 100 Street NW  
Edmonton, AB T5J 0N3 Canada  
Telephone: 780-423-4764  
Fax: 780-420-0651  
[www.cpsa.ab.ca](http://www.cpsa.ab.ca)

#### College of Physicians and Surgeons of British Columbia

300-669 Howe Street  
Vancouver, BC V6C 0B4 Canada  
Telephone: 604-733-7758  
Toll-Free: 1-800-461-3008  
Fax: 604-733-3503  
[www.cpsbc.ca](http://www.cpsbc.ca)

#### The College of Physicians & Surgeons of Manitoba

1000-1661 Portage Ave  
Winnipeg, MB R3J 3T7 Canada  
Telephone: 204-774-4344  
Toll-Free (in Manitoba): 1-877-774-4344  
Fax: 204-774-0750  
[www.cpsm.mb.ca](http://www.cpsm.mb.ca)

#### Dr. Ed Schollenberg, Registrar

#### College of Physicians and Surgeons of New Brunswick

One Hampton Road, Suite 300  
Rothesay, NB E2E 5K8 Canada  
Telephone: 506-849-5050  
Toll-Free: 1-800-667-4641  
Fax: 506-849-5069  
[/www.cpsnb.org](http://www.cpsnb.org)

#### College of Physicians and Surgeons of Newfoundland and Labrador

120 Torbay Road, Suite W100  
St. John's, NL A1A 2G8 Canada  
Telephone: 709-726-8546  
Fax: 709-726-4725  
[www.nmb.ca](http://www.nmb.ca)

#### College of Physicians and Surgeons of Nova Scotia

Suite 5005-7071 Bayers Road  
Halifax, NS B3L 2C2 Canada  
Telephone: 902-422-5823 (Main)  
Toll-Free: 1-877- 282-7767  
Fax: 902-422-5035 (Main)  
<http://cpsns.ns.ca>

#### College of Physicians and Surgeons of Ontario

80 College Street  
Toronto, ON M5G 2E2 Canada  
Telephone: 416-967-2603 (General Inquiries)  
Toll-Free: 1-800-268-7096 ext. 603  
Fax: 416-961-3330  
[www.cpsso.on.ca](http://www.cpsso.on.ca)

#### The College of Physicians and Surgeons of Prince Edward Island

14 Paramount Dr.  
Charlottetown, PE C1E 0C7 Canada  
Telephone: 902-566-3861  
Fax: 902-566-3986  
[www.cpspei.ca](http://www.cpspei.ca)

#### Collège des médecins du Québec

2170 René-Lévesque Boulevard West  
Montreal, QC H3H 2T8 Canada  
Email: [info@cmq.org](mailto:info@cmq.org)  
Telephone: 514-933-4441  
Toll-Free: 1-888-633-3246  
Fax: 514-3112  
[www.cmq.org](http://www.cmq.org)

#### College of Physicians and Surgeons of Saskatchewan

500-321A-21st Street East  
Saskatoon, SK S7K 0C1 Canada  
Telephone: 306-244-7355  
Fax: 306-244-0090 (General)  
[www.quadrant.net/cpss](http://www.quadrant.net/cpss)

#### Medical Council of Canada

P.O. Box 8234 Stn T  
Ottawa, ON K1G 3H7 Canada  
For inquiries on Medical Council of Canada (MCC) examinations  
Email: [MCC\\_Admin@mcc.ca](mailto:MCC_Admin@mcc.ca)  
Telephone: 613-520-2240  
Fax: 613-248-5234  
[www.mcc.ca](http://www.mcc.ca)

**USMLE Secretariat**  
3750 Market Street  
Philadelphia, PA 19104-3190 U.S.A.  
Email: [webmail@nbme.org](mailto:webmail@nbme.org)  
Telephone: 215-590-9700  
Fax: 215-590-9457  
[www.usmle.org](http://www.usmle.org)

## 7.4 Medical Curriculum

### 7.4.1 Courses for the Degree of M.D.,C.M.

Four years of medical study in the University leads to the degree of M.D.,C.M.; an additional period of postgraduate training is necessary for licensure.

While the Faculty's administration exercises a general supervision of arrangements for postgraduate applications, the Faculty of Medicine does not assume the responsibility for providing residencies for students.

#### Four-Year Program (Fall 2013 – Class of 2017) (193-197 credits)

**Note 1:** For Fall 2012 – Class of 2016 and earlier, please refer to the 2012–2013 (or earlier) Health Sciences Calendar at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

**Note 2:** Basis of Medicine (BOM) has been revised for Fall 2013 and is now referred to as Fundamentals of Medicine and Dentistry (FMD). The remaining three years of the curriculum are under review. For details, see [www.mcgill.ca/new-mdcm](http://www.mcgill.ca/new-mdcm).

#### Required Courses (187 credits)

##### Year 1 (Fundamentals of Medicine and Dentistry – FMD)

##### FALL 2013 – Class of 2017

###### August–June

- |                  |     |                                |
|------------------|-----|--------------------------------|
| INDS 119D1/D2    | (3) | Clinical Method 1              |
| INDS 122J1/J2/J3 | (2) | Physician Apprenticeship 1     |
| INDS 123D1/D2    | (3) | Research Fundamentals 1        |
| INDS 124D1/D2    | (3) | Longitudinal Family Medicine 1 |

###### August–December (Blocks A–C)

- |          |     |  |
|----------|-----|--|
| INDS 111 | (6) | Molecules to Global Health<br>(Block A, 4 weeks) |
| INDS 112 | (6) | Respiration<br>(Block B, 4 weeks)                |
| INDS 113 | (8) | Circulation<br>(Block C, 5 weeks)                |
| INDS 125 | (0) | Reflection and Examination 1<br>(2 x 1 week)     |

###### January–June (Blocks D–H)

- |          |     |  |
|----------|-----|--|
| INDS 114 | (8) | Digestion and Metabolism<br>(Block D, 5 weeks) |
| INDS 115 | (6) | Renal<br>(Block E, 4 weeks)                    |
| INDS 116 | (6) | Defense<br>(Block F, 4 weeks)                  |
| INDS 117 | (6) | Infection<br>(Block G, 4 weeks)                |
| INDS 118 | (6) | Movement<br>(Block H, 4 weeks)                 |
| INDS 126 | (0) | Reflection and Examination 2<br>(2 x 1 week)   |

##### Year 2 (FMD cont'd; Introduction to Clinical Medicine – ICM)

###### September–June

- |                  |       |                            |
|------------------|-------|----------------------------|
| INDS 222J1/J2/J3 | (1.5) | Physician Apprenticeship 2 |
|------------------|-------|----------------------------|

###### September–December (Blocks I–J)

- |          |      |  |
|----------|------|--|
| INDS 211 | (6)  | Reproduction and Sexuality<br>(Block I, 4 weeks) |
| INDS 212 | (12) | Human Behaviour<br>(Block J, 8 weeks)            |

- |          |       |  |
|----------|-------|--|
| INDS 219 | (1.5) | Clinical Method 2                            |
| INDS 223 | (1.5) | Research Fundamentals 2                      |
| INDS 225 | (0)   | Reflection and Examination 3<br>(2 x 1 week) |

###### January–June (Blocks 1–3)

- |          |     |   |
|----------|-----|---|
| ANAE 301 | (2) | Anesthesia - ICM                        |
| FMED 301 | (1) | Family Medicine - ICM                   |
| IMED 301 | (7) | Medicine - ICM                          |
| INDS 301 | (2) | Introduction to Clinical Sciences       |
| INDS 302 | (1) | Medical Ethics and Health Law - ICM     |
| INDS 306 | (1) | Introduction to Evidence Based Medicine |
| INDS 307 | (2) | Principles of Oncology                  |
| NEUR 301 | (2) | Neurology - ICM                         |
| OPHT 300 | (1) | Ophthalmology - ICM                     |
| PAED 301 | (1) | Pediatrics - ICM                        |
| RADD 301 | (1) | Radiology - ICM                         |
| SURG 301 | (4) | Surgery - ICM                           |

##### Year 3 (Core Clerkship)

###### July–June

- |                  |       |                                    |
|------------------|-------|------------------------------------|
| INDS 320J1/J2/J3 | (0.5) | Physicianship 3                    |
| INDS 322J1/J2/J3 | (1.5) | Physician Apprenticeship 3         |
| ELEC 400         | (4)   | Elective 1 - Clerkships            |
| FMED 405         | (8)   | Family Medicine - Core Clerkships  |
| IMED 401         | (8)   | Medicine - Clerkships              |
| INDS 305         | (1)   | Introduction to Clerkships         |
| OBGY 401         | (8)   | Obstetrics/Gynecology - Clerkships |
| PAED 401         | (8)   | Pediatrics - Clerkships            |
| PSYT 401         | (8)   | Psychiatry - Clerkships            |
| SURG 402         | (4)   | General Surgery - Clerkships       |

##### Year 4 (Senior Clerkship)

###### August–April

- |               |       |                            |
|---------------|-------|----------------------------|
| INDS 422D1/D2 | (0.5) | Physician Apprenticeship 4 |
|---------------|-------|----------------------------|

###### August–December

- |          |     |   |
|----------|-----|---|
| IMED 406 | (4) | Geriatric Medicine - Senior Clerkships    |
| INDS 304 | (4) | Emergency Medicine - Senior Clerkships    |
| ELEC 401 | (3) | Elective 1 - Senior Clerkships            |
| ELEC 402 | (3) | Elective 2 - Senior Clerkships            |
| ELEC 403 | (3) | Elective 3 - Senior Clerkships            |
| SURG 403 | (4) | Surgery Sub-Specialty - Senior Clerkships |

###### February–April

- |          |     |                 |
|----------|-----|-----------------|
| INDS 420 | (4) | Physicianship 4 |
|----------|-----|-----------------|

##### Complementary Courses (6 credits)

##### 6 credits from the following:

- |          |     |                                |
|----------|-----|--------------------------------|
| ELEC 404 | (3) | Elective 4 - Senior Clerkships |
| ELEC 405 | (3) | Elective 5 - Senior Clerkships |
| INDS 405 | (3) | Topics in Medical Science 1    |
| INDS 407 | (3) | Topics in Medical Science 2    |

##### Elective Course (0–4 credits)

- |          |     |                |
|----------|-----|----------------|
| ELEC 300 | (4) | Elective - ICM |
|----------|-----|----------------|

##### Educational Goals of the Curriculum

The primary focus of the undergraduate program is to teach and help the students apply core knowledge, skills, and attitudes required of a medical professional. The objectives of the program are organized by CanMeds roles and are available in detail on the Undergraduate Medical Education website [www.medicine.mcgill.ca/ugme](http://www.medicine.mcgill.ca/ugme).

The program will emphasize the fundamental sciences and scientific methodology as pillars of medical knowledge. It will promote and provide opportunities for participation in research and other scholarly activities contributing to the development of new knowledge. It will nurture and enhance an understanding of the meaning of, as well as the personal qualities and values essential to the Physician as Healer and Professional. It is the goal of the Faculty of Medicine, M.D.,C.M. program, to train professionals who will apply scientific principles throughout their career and who will be able to meet the most stringent international standards of the medical profession.

The student must understand normal and abnormal biological structure and function; normal and abnormal psychology and

behaviour; the biological, social, psychological, cultural, environmental, and economic determinants of health and illness; the ethical, professional, and legal responsibilities in medical practice; and the conceptual framework for interdisciplinarity. The student must acquire the basic clinical skills to assess and manage patients of all ages: these include communicating effectively with patients, families and colleagues; obtaining a comprehensive clinical history; performing a physical examination; performing routine procedures appropriate to the setting; and initiating appropriate investigations and treatment plans (preventive, acute, chronic, intensive, rehabilitative and palliative). The student must solve problems, make decisions, and address ethical dilemmas in the clinical context. The student must demonstrate an ability to collaborate in an interdisciplinary approach to patient/family-centred care, and assume a leadership role when appropriate.

The student must demonstrate a commitment to life-long learning and scholarship, develop the skills to search, retrieve, manage, and appraise biomedical information, and be able to evaluate the design and results of medical research. The student must behave with commitment, integrity, honesty, and compassion.

Upon completion of the medical undergraduate program, the graduate will be able to function responsibly in a supervised clinical setting at the level of an undifferentiated physician. Students must have a valid BCLS (Basic Cardiac Life Support) certificate at the time of admission. Certification in BCLS and ACLS (Advanced Cardiac Life Support) will be a graduating requirement.

## 7.4.2 Curriculum Review

The Faculty realizes the need for constant review of the medical curriculum that is necessitated by:

- (a) rapid advances in scientific knowledge;
- (b) changes in the role of the medical school in the community and changes in the delivery of health care;
- (c) modifications to the class size (as mandated by the provincial government);
- (d) modifications to clinical training sites as mandated by the provincial government; and
- (e) application of new principles of educational science to medical education.

A permanent Faculty Curriculum Committee, with student representation, is charged with the task of reviewing the curriculum and recommending any modifications of time allocation or content. The curriculum consists of five components: Fundamentals of Medicine and Dentistry\* (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), Core Clerkship, Senior Clerkship and Physicianship. Units in the Physicianship component are being introduced sequentially.

\* Fall 2013 – Class of 2017 new curriculum details are available at [www.mcgill.ca/new-mdcm](http://www.mcgill.ca/new-mdcm).

**N.B.: Modifications to the curriculum may take place during the program.**

## 7.4.3 Evaluation System

The Evaluation System is multifaceted and under constant review by the Faculty. The Faculty reserves the right to change any of these rules and regulations at any time, although in general such changes will not come into effect in the middle of a Promotion Period. For complete Faculty regulations, reference should be made to the Faculty of Medicine *Student Handbook*, which is updated annually on the web at [www.medicine.mcgill.ca/ugme](http://www.medicine.mcgill.ca/ugme) under "Curriculum".

The Faculty operates on a modified pass/fail system. This in effect means that students' standings, class rank, and grades in courses and rotations are not available to any external agency such as hospitals, universities or licensing bodies. For purposes of internal use students' numerical grades are used in the calculations required for student feedback, academic advising and pro-

motion, awards, prizes, Dean's Honour List designation, academic bursaries and Faculty medals.

For the purposes of evaluation, the four-year curriculum is broken down into promotion periods. (Subject to change; see below.)

## Promotion Periods

Promotion Period I (Fall 2013 – Class of 2017) includes Fundamentals of Medicine Year 1 courses and Physician Apprenticeship 1.

The promotion periods for the remaining three years of the curriculum are under review. For more details, see [www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo\\_promoperiods\\_en.htm](http://www.medicine.mcgill.ca/ugme/academicpolicies/evalpromo_promoperiods_en.htm).

For details regarding Promotion Periods II to V for Fall 2012 – Class of 2016 students (and earlier), please refer to the appropriate edition of the Health Sciences Calendar at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

## Student Promotions

The Committee on Student Promotion and Curriculum Outcomes (CSPCO) will review the academic record, professional conduct and general performance of any student on a regular basis and will determine whether the student may proceed to the next promotion period.

No evaluation, examination mark, etc. shall be considered final until passed by the Committee on Student Promotion and Curriculum Outcomes.

Where a student has failed one or more units, or has been found to have been engaged in unprofessional conduct, the Committee on Student Promotion and Curriculum Outcomes will automatically review the student's entire academic record and general performance. The Committee on Student Promotion and Curriculum Outcomes may require the student: **a)** to undergo remedial rotation(s), **b)** to repeat an entire Promotion Period, **c)** to be suspended from the program for up to one year, or **d)** to be dismissed from the program. A student who obtains a "failure" or two or more "below expectations" will be placed on probation.

Academic offences such as plagiarism and cheating on examinations, including examinations administered by the Faculty of Medicine on behalf of external agencies, and unprofessional conduct, are considered serious offences which could lead to dismissal from the program. A student who engages in criminal activity and/or who is found guilty of having violated the criminal code will have his/her dossier referred to the CSPCO; this may be considered evidence of unsuitability for the practice of medicine and grounds for dismissal from the program.

The Faculty reserves the right to dismiss from the program any student who is considered incompetent and/or unsuitable for the practice of medicine (see *Student Handbook* for details at [www.medicine.mcgill.ca/ugme/curriculum/studenthandbook\\_en.htm](http://www.medicine.mcgill.ca/ugme/curriculum/studenthandbook_en.htm)).

**Note:** For selected students, the program includes a one-year integrated clerkship in Gatineau/Hull or outside the city of Montreal. Promotion criteria is the same as Montreal.

**Success on a final exit exam (one of either the Medical Council of Canada Qualifying Exam Part 1 (MCC), the United States Medical Licensing Exam 2 CK (USMLE), or an in-house examination) is required for graduation, beginning with the Class of 2017. (Subject to change)**

## Failure of Supplemental Examinations or Remedial Rotations

A failure in a supplemental examination or remedial rotation in Promotion Periods I, II, III, IV, and V will result in the student being required to repeat the Promotion Period or to be dismissed from the program as determined by the CSPCO. A student may not repeat more than one Promotion Period in the curriculum. **Failure in any unit/course during a repeat Promotion Period will result in immediate dismissal from the program.**

The results of all supplemental examinations and the evaluation result of remedial clinical rotations will be recorded in the official



transcripts as supplemental examinations, and will be considered as such for purposes of promotion.

**Notification of Failures:** It is the student's responsibility to be available for notification of a failing grade. If a student is unable to be located after a reasonable effort by the Dean's office, the consequences will be borne fully by the student.

**Note:** *There is a \$35 charge for each supplemental examination. Once approval of the supplemental examination is confirmed by the Undergraduate Dean's Office Student Records Officer, the student's account will be billed. This charge is for all supplemental examinations and related reread of exams throughout year 1 to year 4. Additional charge for the NBME - National Board of Medical Examiners Exam reread of \$35 will also be billed to the student's account.*

## 7.4.4 Curriculum Components and Units

**Due to curriculum changes, curriculum components and blocks may be revised. Revisions will be posted on the Undergraduate Medicine Education website, [www.medicine.mcgill.ca/ugme](http://www.medicine.mcgill.ca/ugme).**

### 7.4.4.1 Fundamentals of Medicine (FMD)

**As of Fall 2013 admission for Year 1**

**Note:** This program is currently being revised and the new curriculum starts Fall 2013.

#### BLOCK A

**INDS 111 MOLECULES TO GLOBAL HEALTH.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the scope of medical and dental practice, from the molecular to global health. Basic principles of pathology and pharmacology, concepts of disease, and the role of the physician and dentist in the Canadian health care system.

#### BLOCK B

**INDS 112 RESPIRATION.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of respiratory system diseases as well as elements of the physical examination and clinical interview relevant to pulmonary disease will be introduced to students.

#### BLOCK C

**INDS 113 CIRCULATION.** (8) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to anatomy, physiology, pathology, and therapeutics of cardiac and circulatory diseases and elements of the physical examination and clinical interview relevant to cardiac disease.

#### BLOCK D

**INDS 114 DIGESTION AND METABOLISM.** (8) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of gastrointestinal and hepatobiliary diseases and metabolic disorders as well as elements of the physical examination and clinical interview relevant to these conditions.

#### BLOCK E

**INDS 115 RENAL.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of renal diseases and electrolyte disorders as well as elements of the physical examination and clinical interview relevant to renal diseases.

#### BLOCK F

**INDS 116 DEFENSE.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of infectious diseases, immunological disorders, and diseases of the skin as well as elements of the physical examination and clinical interview relevant to these conditions.

#### BLOCK G

**INDS 117 INFECTION.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to anatomy, physiology, pathology, and therapeutics of endocrine disorders as well as elements of the physical examination and clinical interview relevant to these conditions.

#### BLOCK H

**INDS 118 MOVEMENT.** (6) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to the anatomy, physiology, pathology, and therapeutics of disorders of bones, joints, muscles and peripheral nerves as well as elements of the physical examination and clinical interview relevant to these conditions.

**INDS 119D1 (1.5), INDS 119D2 (1.5)** (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Introduction to medical interviewing and communication skills using the Calgary-Cambridge approach, to foundational physical examination skills and writing case history using the McGill Case Report template.

**INDS 122J1 PHYSICIAN APPRENTICESHIP 1.** (0.667) (Restrictions: M.D., C.M. and D.M.D. students only.) (Students must also register for INDS 122J2 and INDS 122J3) (No credit will be given for this course unless INDS 122J1, INDS 122J2 and INDS 122J3 are all successfully completed in consecutive terms) This course will guide and mentor students in their transition from laymanship to physicianship. It will promote professionalism, the healing role of the physician, a patient-centered approach and self-reflection.

**INDS 122J2 PHYSICIAN APPRENTICESHIP 1.** (0.667) (Prerequisite: INDS 122J1) (Students must also register for INDS 122J3) (No credit will be given for this course unless INDS 122J1, INDS 122J2 and INDS 122J3 are all successfully completed in consecutive terms) See INDS 122J1 for course description.

**INDS 122J3 PHYSICIAN APPRENTICESHIP 1.** (0.666) (Prerequisite: INDS 122J2) (No credit will be given for this course unless INDS 122J1, INDS 122J2 and INDS 122J3 are all successfully completed in consecutive terms) See INDS 122J1 for course description.

**INDS 123D1 (1.5), INDS 123D2 (1.5)** (Restriction(s): Open only to M.D., C.M. and D.M.D. students that have passed all courses within Promotion Period I.) Introduction to use of biomedical databases and/or social sciences to identify a body of scientific/scholarly literature; to articulate answerable research questions and hypotheses; and to design research plans related to a selected scientific question.

**INDS 124D1 (1.5), INDS 124D2 (1.5)** (Each M.D., C.M. medical student will be paired with a Family Physician preceptor and will attend patient sessions starting in the first month of medical school.) (Restriction(s): Open to students in the M.D., C.M. program only.) Introduction to primary care exposure and opportunity for clinical correlation with themes introduced in the FMD classroom. Furthermore, students will have the opportunity to practice history-taking and physical examination skills in a clinical setting.

**INDS 125 REFLECTION AND EXAMINATION 1.** (0) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Development of lifelong learning skills; promotion of the integration cumulative knowledge through self-reflection and understanding of the clinical correlation of the factual biological and social sciences learned in INDS 111, INDS 112 and INDS 113.



**INDS 126 REFLECTION AND EXAMINATION 2.** (0) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only) Development of lifelong learning skills; promotion of the integration of cumulative knowledge through self-reflection and understanding of the clinical correlation of the factual biological and social sciences learned in INDS 114, INDS 115, INDS 116, INDS 117 and INDS 118.

**INDS 211 REPRODUCTION AND SEXUALITY.** (6) (Restriction(s): Open only to students in the M.D., C.M. and D.M.D. programs that have passed all courses within Promotion Period I.) Introduction to anatomy, physiology, pathology, and therapeutics of normal sexual and reproductive function and diseases of the reproductive organs as well as relevant elements of the physical examination and clinical interview.

**INDS 212 HUMAN BEHAVIOUR.** (12) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only that have passed all courses within Promotion Period I.) Introduction to anatomy, physiology, pathology, and therapeutics of psychiatric disorders and diseases of the central nervous system as well as elements of the physical examination and clinical interview relevant to these conditions.

**INDS 219 CLINICAL METHOD 2.** (1.5) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Medical interviewing and communication; physical examination, including communication across social distances and boundaries, along with cultural distances, patient safety issues and conducting a full physical examination.

**INDS 222J1 PHYSICIAN APPRENTICESHIP 2.** (0.5) (Restriction: M.D., C.M. and D.M.D. students only.) (Students must also register for INDS 222J2 and INDS 222J3.) (No credit will be given for this course unless INDS 222J1, INDS 222J2 and INDS 222J3 are all successfully completed in consecutive terms.) This course continues to build on Physician Apprenticeship 1, guiding and mentoring students as they continue their transition to physicianship.

**INDS 222J2 PHYSICIAN APPRENTICESHIP 2.** (0.5) (Prerequisite: INDS 222J1.) (Students must also register for INDS 222J3.) (No credit will be given for this course unless INDS 222J1, INDS 222J2 and INDS 222J3 are all successfully completed in consecutive terms.) See INDS 222J1 for course description.

**INDS 222J3 PHYSICIAN APPRENTICESHIP 2.** (0.5) (Prerequisite: INDS 222J2.) (Students must also register for INDS 222J1.) (No credit will be given for this course unless INDS 222J1, INDS 222J2 and INDS 222J3 are all successfully completed in consecutive terms.) See INDS 222J1 for course description.

**INDS 223 RESEARCH FUNDAMENTALS 2.** (1.5) (Students are expected to acquire data weekly for their chosen research project.) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only that have passed all courses within Promotion Period I.) Continuation of the research project. Students are required to meet with their chosen investigators once a week as a team to discuss their areas of research.

**INDS 225 REFLECTION AND EXAMINATION 3.** (0) (Restriction(s): Open to students in the M.D., C.M. and D.M.D. programs only.) Development of lifelong learning skills; promotion of the integration of cumulative knowledge through self-reflection and understanding of the clinical correlation of the factual biological and social sciences learned in INDS 211 and INDS 212.

#### 7.4.4.2 Introduction to Clinical Medicine (ICM)

The second-year component consists of Introduction to Clinical Science, Medical Ethics & Health Law, Introduction to Evidence-based Medicine, Introduction to Medicine, Pediatrics, Surgery, Anesthesia, Ophthalmology, Family Medicine, Radiology, Neurology, Oncology, clinical rotations and Physician Apprenticeship 2.

**INDS 301 INTRODUCTION TO CLINICAL SCIENCES.** (2) This course will teach all parts of history taking and physical examination in an objective and structured fashion. The course will be taught in small groups with one or two group leaders who will take the students through the principles of history taking and physical examination in a prearranged and structured mode. In the second and third week of the course, the students are asked to hone their skills by doing one written case report and physical examinations on patients from the ward. In the latter two weeks of the course, the students continue to refine their skills in groups, at the bedside, with their tutor.

**INDS 302 MEDICAL ETHICS AND HEALTH LAW - ICM.** (1) The objectives of this course are to familiarize students with the basic ethical and legal issues and problems arising in clinical medicine and to develop the skills needed to identify and resolve ethical dilemmas. Emphasis is placed on the following subjects: informed consent, risk disclosure, patient competence, confidentiality, research ethics, discontinuing life support, physician impairment, and ethics in the team context.

**INDS 306 INTRODUCTION TO EVIDENCE BASED MEDICINE.** (1) This course will reinforce the skills required for critical appraisal of the medical literature, introduce meta-analyses and systematic reviews and present the core principles of evidence based medicine. Students will learn how to identify and search key EBM databases such as EBM Reviews, Cochrane Library and other web-based resources.

**Note:** These three courses (above) are taught in a four-week unit called Professional Skills.

**IMED 301 MEDICINE - ICM.** (7) In this seven-week multi-disciplinary course, the student has the opportunity to build further on the clinical skills developed in the course on ICM-A. The students perform full history and physical examinations on assigned patients, write up the cases (including a discussion of the clinical - basic science correlations), and present the case orally to their tutors. Through bedside teaching sessions in small groups, they develop clinical skills. Seminars give an approach to the diagnosis of common problems in Internal Medicine.

**PAED 301 PEDIATRICS - ICM.** (1) (Note: One half-day per week for a duration of seven weeks.) Provides the students with a data base in pediatrics in order for them to approach the clerkship with some basic understanding of pediatric problems. The course will cover aspects of growth, perinatology, morbidity-mortality in Pediatrics, nutrition, fluid balance, infections of many systems, and neurologic and psychologic development. The course will consist of didactic teaching and small group tutorials where problems related to lecture content are discussed.

#### Introduction to Surgery (SURG 301), Radiology (RADD 301), and Ophthalmology (OPHTH 300)

This seven-week unit will provide an introduction to surgery and related disciplines. The teaching occurs generally in small group settings or one-on-one with a clinical supervisor. It takes place in the in-patient hospital setting.

For course descriptions, refer to the appropriate unit in [section 7.5 "Departments and Units in the Faculty of Medicine"](#).

#### Family Medicine (FMED 301), Oncology (INDS 307), Introduction to Neurology (NEUR 301), and Anesthesia (ANAE 301), (ICM)

This seven-week unit includes two-week rotations in each of anesthesia, neurology and oncology as well as rotations in family medicine. The neurology experience is in hospital and ambulatory settings. The oncology experience is entirely based in ambulatory settings involving clinics in medical oncology and radiation oncology.

For course descriptions, refer to the appropriate unit in [section 7.5 "Departments and Units in the Faculty of Medicine"](#).

#### 7.4.4.3 Core Clerkship

##### As of admission 2005

The 48-week period of Core Clerkship includes instruction in all the following disciplines: Internal Medicine (IMED 401), General

Surgery (SURG 402), Family Medicine (FMED 405), Obstetrics and Gynecology (OBY 401), Psychiatry (PSYT 401), Paediatrics (PAED 401), Physicianship Apprenticeship 3 (INDS 322J1,2,3) and Physicianship 3 (INDS 320J1,2,3). There is also one 4-week elective (ELEC 400).

**INDS 305 INTRODUCTION TO CLERKSHIPS.** (1) The role of the clerk on the medical team, writing orders, ordering and interpreting laboratory tests and conduct with patients and other health professionals.

**INDS 320J1 PHYSICIANSHIP 3.** (0.166) Recognizing and alleviating suffering; promoting healing; understanding the centrality of the doctor-patient relationship.

**INDS 320J2 PHYSICIANSHIP 3.** (0.166) Recognizing and alleviating suffering; promoting healing; understanding the centrality of the doctor-patient relationship.

**INDS 320J3 PHYSICIANSHIP 3.** (0.166) Recognizing and alleviating suffering; promoting healing; understanding the centrality of the doctor-patient relationship.

**INDS 322J1 PHYSICIAN APPRENTICESHIP 3.** (0.5) (Prerequisite: INDS 222.) (Restriction: M.D.,C.M. students only.) (Students must also register for INDS 322J2 and INDS 322J3.) (No credit will be given for this course unless INDS 322J1, INDS 322J2 and INDS 322J3 are all successfully completed in consecutive terms.) This course continues to build on Physician Apprenticeship 1 and 2, guiding and mentoring students as they continue their transition to physicians.

**INDS 322J2 PHYSICIAN APPRENTICESHIP 3.** (0.5) (Prerequisite: INDS 322J1) (Students must also register for INDS 322J3) (No credit will be given for this course unless INDS 322J1, INDS 322J2 and INDS 322J3 are all successfully completed in consecutive terms.) This course continues to build on Physician Apprenticeship 1 and 2, guiding and mentoring students as they continue their transition to physicians.

**INDS 322J3 PHYSICIAN APPRENTICESHIP 3.** (0.5) (Prerequisite: INDS 322J2) (No credit will be given for this course unless INDS 322J1, INDS 322J2 and INDS 322J3 are all successfully completed in consecutive terms.) This course continues to build on Physician Apprenticeship 1 and 2, guiding and mentoring students as they continue their transition to physicians.

#### **As of admissions 2008 (Class of 2012) – Integrated Clerkship in Gatineau/Hull, Quebec**

The 48-week period of Integrated Clerkship includes instruction in all the following disciplines: Internal Medicine (IMED 401), General Surgery (SURG 402), Surgical Subspecialty Surgery (SURG 403), Family Medicine (FMED 405), Geriatrics (IMED 406), Emergency Medicine (INDS 304), Obstetrics and Gynecology (OBY 401), Psychiatry (PSYT 401), Paediatrics (PAED 401), Physicianship Apprenticeship 3 (INDS 322J1,2,3) and Physicianship 3 (INDS 320J1,2,3). Note: For selected students, the program is a one-year integrated clerkship in Gatineau/Hull or outside the city of Montreal.

#### **7.4.4.4 Senior Clerkships**

##### **As of admission 2005**

The Fourth Year contains three required clinical senior clerkships, Emergency Medicine (INDS 304), Geriatric Medicine (IMED 406), Surgery Sub-Specialty (SURG 403), and Physicianship (formerly Medicine & Society) and an opportunity for either clinical electives, research or basic science courses (INDS 405, INDS 407) and, beginning with admissions 2005, Physician Apprenticeship 4 sessions.

**INDS 304 EMERGENCY MEDICINE - SENIOR CLERKSHIPS.** (4) Principles of emergency medicine.

**IMED 406 GERIATRIC MEDICINE - SENIOR CLERKSHIPS.** (4) (Restriction: Good standing in M.D.,C.M. Program.) Orientation of students towards continuity of care for frail elderly patients, including training in geriatric consultations on wards and Emergency Room; patient assessments in a clinical setting; patient follow-ups in the community.

**SURG 403 SURGERY SUB-SPECIALTY - SENIOR CLERKSHIPS.** (4) (Prerequisite: SURG 401.) (Restriction: Good standing in M.D.,C.M. Program.) Principles of a surgery sub-specialty.

**INDS 420 PHYSICIANSHIP 4.** (4) (Prerequisite: INDS 320.) (Restrictions: M.D., C.M. students only.) Social dimensions of medical judgment; social contract; organization of health services emphasizing preventative interventions, advanced topics including giving bad news, clinical thinking, cross-cultural communication, and boundary issues.

**INDS 422D1 (0.25), INDS 422D2 (0.25) PHYSICIAN APPRENTICESHIP 4.** (Prerequisite: INDS 322) (Restriction: M.D.,C.M. students only) This course is the last in a series of four consolidating the skills and attitudes expected of the professional healer.

**ELEC 401 ELECTIVE 2 - CLERKSHIPS.** (3) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 402 ELECTIVE 2 - SENIOR CLERKSHIPS.** (3) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 403 ELECTIVE 3 - SENIOR CLERKSHIPS.** (3) (Prerequisite: ELEC 400.) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 404 ELECTIVE 4 - SENIOR CLERKSHIPS.** (3) (Prerequisite: ELEC 400.) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 405 ELECTIVE 5 - SENIOR CLERKSHIPS.** (3) (Prerequisite: ELEC 400.) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**INDS 405 TOPICS IN MEDICAL SCIENCE 1.** (3) (Restriction: Not open to students who have taken INDS 405 (8 cr.) prior to 200801.) A seminar series that will focus on topics having particular relevance to current clinical practice. The seminars will present an in-depth review of areas where there has been recent scientific development. These will be presented to students as options; from which they will be able to select two different topics.

**INDS 407 TOPICS IN MEDICAL SCIENCE 2.** (3) (Restriction: Not open to students who have taken INDS 405 (8 cr.) prior to 200801.) Optional second sequence of seminar series that will focus on topics having particular relevance to current clinical practice. The seminars will present an in-depth review of areas where there has been recent scientific development. These will be presented to students as options; from which they will be able to select two different topics.

#### **As of admission 2008 (Class of 2012) Integrated Clerkship – Year 4**

The Fourth Year consists of clinical electives, Physicianship (formerly Medicine & Society) and the opportunity for either clinical electives, research, or basic science courses (INDS 405, INDS 407), and Physician Apprenticeship 4 sessions.

#### **7.4.4.5 Electives**

Electives are offered during Core Clerkship and Senior Clerkship by the following Departments: Anatomy, Anesthesia, Biomedical Engineering, Dermatology, Emergency Medicine, Epidemiology and Biostatistics, Family Medicine, Geriatrics, Humanities and Social Studies of Medicine, Laboratory Medicine, Medical Education, Medical Genetics, Medical Informatics, Medicine, Neurology, Nutrition, Obstetrics and Gynecology, Ophthalmology, Parasitology, Paediatrics, Pharmacology and Therapeutics, Physical Medicine and Rehabilitation, Physiology, Psychiatry, Diagnostic Radiology, Radiation Oncology, Sports Medicine and Surgery.

Details are published in the "Elective Program" section of the UGME website. Further information may be obtained from the Coordinator (Elective Program), Faculty of Medicine.

**ELEC 300 ELECTIVE - ICM.** (4)

**ELEC 400 ELECTIVE 1 - CLERKSHIPS.** (4)

**ELEC 401 ELECTIVE 2 - CLERKSHIPS.** (3) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 402 ELECTIVE 2 - SENIOR CLERKSHIPS.** (3) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 403 ELECTIVE 3 - SENIOR CLERKSHIPS.** (3) (Prerequisite: ELEC 400.) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 404 ELECTIVE 4 - SENIOR CLERKSHIPS.** (3) (Prerequisite: ELEC 400.) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

**ELEC 405 ELECTIVE 5 - SENIOR CLERKSHIPS.** (3) (Prerequisite: ELEC 400.) (Restriction: Good standing in M.D.,C.M. Program.) Four (4) week clinical rotations.

#### **Topics in Medical Sciences Electives**

Basic science courses (INDS 405, INDS 407)

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## **7.5 Departments and Units in the Faculty of Medicine**

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### **7.5.1 Anatomy and Cell Biology**

#### **Core Courses**

This Department contributes to the multidisciplinary curriculum of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)) and Senior Clerkship components.

#### **Anatomy for Surgeons (Topics in Medical Science Seminar)**

A course of practical anatomy, seminar presentations and clinical anatomical conferences is given during Senior Clerkship Component which supplements the knowledge of human anatomy obtained in the core program. It is especially designed to provide the anatomical basis for surgical practice.

#### **Other Courses**

The Department offers a range of courses leading to the Liberal Program/Major/Honours B.Sc. in Cell Biology and is well-equipped for graduate research leading to the M.Sc. and Ph.D. degrees. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study) and the Faculty of Science section of the Undergraduate *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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### **7.5.2 Anesthesia**

**ANAE 301 ANESTHESIA - ICM.** (2) Two-week core rotation. Supervised experience in the basics or A-B-Cs of resuscitation. Preoperative, intraoperative, postoperative anesthesia care and on-call shadowing. Clinical applications of pharmacology and physiology.

#### **Electives**

Electives are offered to students in third and fourth year. Three- and four-week rotations may include one or two hospitals and individually arranged rotations emphasizing more specific interests such as: obstetric, pediatric, or clinical research. Improvement of technical skills and interpretation of clinical aspects of: spinal puncture (not epidurals), venous access including central line insertion, arterial blood gas monitoring, intubation, peri-operative acute pain management, and some aspects of chronic pain.

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### **7.5.3 Artificial Cells and Organs Research Centre**

#### **Core Courses**

The Research Centre provides an opportunity for interdisciplinary research and training in the clinical and laboratory aspects of artificial cells, blood substitutes, nanobiotechnology, nanomedicine, regenerative medicine, artificial kidney, artificial blood, cell/stem cell therapy, biomaterials, gene therapy, enzyme therapy, drug

delivery, hemoperfusion, and others. More details can be found at [www.medicine.mcgill.ca/artcell](http://www.medicine.mcgill.ca/artcell).

#### **Graduate Courses**

Graduate courses are offered in Physiology and Biomedical Engineering. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study). Electives, summer research, graduate research, and postdoctoral research are offered.

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### **7.5.4 Biochemistry**

#### **Core Courses**

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), and Senior Clerkship components. In addition, see the Elective Program for elective opportunities.

#### **Other Courses**

The Department offers a range of courses leading to the Liberal Program/Majors/ Honours B.Sc. in Biochemistry and is well-equipped for graduate research leading to the M.Sc. and Ph.D. degrees. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study) and the Faculty of Science section of the Undergraduate *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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### **7.5.5 Biomedical Engineering**

#### **Graduate Courses**

The Department of Biomedical Engineering provides instruction and opportunities for interdisciplinary research in the application of engineering, mathematics, and the physical sciences to problems in medicine and the life sciences. Courses are offered for graduate students in the life sciences, and in engineering and the physical sciences leading to the Master's (M.Eng.) and Ph.D. in Biomedical Engineering. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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### **7.5.6 Biomedical Ethics Unit**

#### **Core Courses**

The Biomedical Ethics Unit contributes to courses in Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), and Introduction to Clinical Medicine (ICM).

#### **Electives**

The Unit offers a range of electives in biomedical ethics. For details see the Electives Catalogue.

#### **Graduate Program**

Graduate students can obtain a Master's Specialization in Bioethics. In order to apply for the Specialization, students must be enrolled in the M.Sc. Program in Experimental Medicine, the LL.M. program in Law, or the M.A. Program in Religious Studies or Philosophy. Consult the Unit for further information.

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### **7.5.7 Dermatology**

#### **Core Courses**

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), and Senior Clerkship components. In addition, see the Elective Program for elective opportunities. Dermatology lectures are given during the ICM whole cohort teaching week.

## 7.5.8 Diagnostic Radiology

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), and Introduction to Clinical Medicine (ICM). In addition, see the Elective Program for elective opportunities.

**RADD 301 RADIOLOGY - ICM.** (1) This course follows the normal radiological anatomy covered in the Basis of Medicine. It is a one-week rotation that includes a practical approach to common clinical problems. The students will spend time in all the MUHC hospital radiology departments and will be exposed to common pathologies of the chest, abdomen, musculoskeletal, neurologic and pediatric subspecialties.

## 7.5.9 Emergency Medicine

**INDS 304 EMERGENCY MEDICINE - SENIOR CLERKSHIPS.** (4) Principles of emergency medicine.

Four-week clinical rotation.

## 7.5.10 Epidemiology, Biostatistics, and Occupational Health

### Core Medical Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), and Senior Clerkship components. In addition, see the Elective Program for elective opportunities in epidemiology and community health.

### Introduction to Epidemiology and Biostatistics

Lectures and small group tutorials cover basic principles of epidemiology and biostatistics as applied in clinical and community settings. Included are research design and methods, dealing with bias and confounding, screening and risk appraisal, statistics, and critical appraisal of the literature.

**INDS 306 INTRODUCTION TO EVIDENCE BASED MEDICINE.** (1) This course will reinforce the skills required for critical appraisal of the medical literature, introduce meta-analyses and systematic reviews and present the core principles of evidence based medicine. Students will learn how to identify and search key EBM databases such as EBM Reviews, Cochrane Library and other web-based resources.

### Public Health and Preventive Medicine

**INDS 420 PHYSICIANSHIP 4.** (4) (Prerequisite: INDS 320.) (Restrictions: M.D.,C.M. students only.) Social dimensions of medical judgment; social contract; organization of health services emphasizing preventative interventions, advanced topics including giving bad news, clinical thinking, cross-cultural communication, and boundary issues.

This is a short intensive course which consolidates knowledge, attitudes and skills related to public health and clinical preventive medicine. Lectures examine public health issues in prevention and health protection and promotion, including health system organization, community diagnosis, urban health, social inequalities in health, as well as implementing preventive medical services in clinical practice. Through specific case studies in small group tutorials, students gain the skills necessary to identify public health problems and collaborate with public health authorities in controlling threats to the public health.

### Graduate Courses in Epidemiology and Biostatistics

The Department offers two degree programs of study in Epidemiology: M.Sc. (Thesis) and Ph.D.; as well as three programs in Biostatistics: M.Sc. (Thesis), M.Sc. (Non-Thesis), and Ph.D. The differences between the programs are in the specific course

requirements and the focus of the research. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication for descriptions of courses and programs, available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

### Graduate Courses in Occupational Health

The graduate program in Occupational Health offers a multidisciplinary approach to problems of occupational health and safety. It offers two graduate degrees: a Ph.D. and a Master of Science, Applied in occupational health sciences. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication for descriptions of courses and programs, available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

### Graduate Courses in Public Health (MPH)

The mission of the M.Sc. (Non-Thesis) in Public Health program at McGill is to train outstanding public and population health professionals by offering a rigorous academic program in concepts, methods, research, and practice. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication for descriptions of courses and programs, available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

## 7.5.11 Family Medicine

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), and Clerkship. In addition, see the Elective Program for elective opportunities.

**INDS 124D1 (1.5), INDS 124D2 (1.5)** (Each M.D.,C.M. medical student will be paired with a Family Physician preceptor and will attend patient sessions starting in the first month of medical school.) (Restriction(s): Open to students in the M.D.,C.M. program only.) Introduction to primary care exposure and opportunity for clinical correlation with themes introduced in the FMD classroom. Furthermore, students will have the opportunity to practice history-taking and physical examination skills in a clinical setting.

**FMED 301 FAMILY MEDICINE - ICM.** (1) (Restriction: Good standing in the M.D.,C.M. Program.) Introduction to the principles of family medicine and patient-centered care, to the role of the family physician in our health care system, and to the diagnosis and management of common medical problems seen in an office setting.

Please refer to our website: [www.mcgill.ca/familymed/undergrad](http://www.mcgill.ca/familymed/undergrad).

**FMED 405 FAMILY MEDICINE - CORE CLERKSHIPS.** (8) (Restriction: Must be in good standing in M.D.,C.M. Program.) Principles of family medicine in a rural and/or urban clinical setting.

This eight-week core rotation provides an opportunity for the student to become acquainted with the discipline of family medicine. During this rotation, the student is expected to learn the principles of family medicine while working in an ambulatory care setting. The student will join a primary care team and will participate in clinical decision-making and management.

The clerkship may be done in the following ways:

1. Maximum: a four-week rotation in an urban site at a McGill-affiliated site or a non-McGill site (Urban Special).
2. Minimum: a four-week rotation must be spent in a rural site. This site can be a McGill-affiliated site or a non-McGill site (Rural Special). If applicable, the Ministry of Health and Social Affairs will provide a stipend to students for travel and lodging costs for the majority of Quebec sites.
3. All requests to non-McGill sites (Urban/Rural Special) must be submitted to the family medicine course coordinator three months prior to the rotation.

Information on the compulsory Pre-departure Orientation will be made available to students.



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### 7.5.12 Geriatric Medicine

#### Senior Clerkship

The following course is given by the Division of Geriatric Medicine, Department of Medicine.

**IMED 406 GERIATRIC MEDICINE - SENIOR CLERKSHIPS.** (4) (Restriction: Good standing in M.D., C.M. Program.) Orientation of students towards continuity of care for frail elderly patients, including training in geriatric consultations on wards and Emergency Room; patient assessments in a clinical setting; patient follow-ups in the community.

For more information please visit the following website: [mycourses2.mcgill.ca](http://mycourses2.mcgill.ca); select Geriatrics in the Senior Clerkship section.

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### 7.5.13 Human Genetics

#### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), and Senior Clerkship. In addition, see the Elective Program for elective opportunities.

#### Graduate Courses

M.Sc. in Genetic Counselling (non-thesis); M.Sc. and Ph.D. (with thesis). See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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### 7.5.14 Medical Physics Unit

#### Graduate Program

The Medical Physics Unit is a teaching and research unit concerned with the application of physics and related sciences in medicine, especially (but not exclusively) in radiation medicine, i.e., radiation oncology, medical imaging and nuclear medicine. The Unit offers an M.Sc. in Medical Radiation Physics and facilities are available for students to undertake a Ph.D. in Medical Physics through the Department of Physics.

The research interests of members of the Unit include various aspects of medical imaging, including: 3D imaging, the development of new imaging modalities, and applications of imaging in radiation therapy; radiation dosimetry and solid state; nuclear cardiology; and applications of radiation biology to therapy.

The M.Sc. and Ph.D. programs in Medical Physics are accredited by the Commission on Accreditation of Medical Physics Education Programs, Inc., sponsored by The American Association of Physicists in Medicine (AAPM), The American College of Medical Physics (ACMP), The American College of Radiology (ACR), and the Canadian College of Physicists in Medicine (CCPM). See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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### 7.5.15 Medicine

#### Core Courses

This Department contributes to all curriculum components of Introduction to Clinical Medicine (ICM) and Core Clerkship. In addition, see the Elective Program for elective opportunities.

**INDS 301 INTRODUCTION TO CLINICAL SCIENCES.** (2) This course will teach all parts of history taking and physical examination in an objective and structured fashion. The course will be taught in small groups with one or two group leaders who will take the students through the principles of history taking and physical examination in a prearranged and structured mode. In the second and third week of the course, the students are asked to hone their skills by doing one written case report and physical examinations on patients from the ward. In the latter two weeks of the course, the students continue to refine their skills in groups, at the bedside, with their tutor.

At the end of this course, students will be able to demonstrate the basic skills of physical examination on a peer or on selected real patients. Students will be able to produce a written case report combining information from both a complete history and a complete physical examination of a real patient. Examination of the rectum, breast and genitalia is not covered in this course.

The course is taught over four weeks in small groups with one or two group leaders, both in a classroom and at the bedside with real patients.

**INDS 302 MEDICAL ETHICS AND HEALTH LAW - ICM.** (1) The objectives of this course are to familiarize students with the basic ethical and legal issues and problems arising in clinical medicine and to develop the skills needed to identify and resolve ethical dilemmas. Emphasis is placed on the following subjects: informed consent, risk disclosure, patient competence, confidentiality, research ethics, discontinuing life support, physician impairment, and ethics in the team context.

**IMED 301 MEDICINE - ICM.** (7) In this ten-week multi-disciplinary course, the student has the opportunity to build further on the clinical skills developed in the course on ICM-A. The students perform full history and physical examinations on assigned patients, write up the cases (including a discussion of the clinical - basic science correlations), and present the case orally to their tutors. Through bedside teaching sessions in small groups, they develop clinical skills. Seminars give an approach to the diagnosis of common problems in Internal Medicine.

#### PRACTICE OF MEDICINE (CLERKSHIP)

**IMED 401 MEDICINE - CLERKSHIPS.** (8) This course consists of an eight week clinical rotation in General Medicine.

#### Experimental Medicine

See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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### 7.5.16 Microbiology and Immunology

#### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)) and Senior Clerkship.

#### Other Courses

The Department offers a range of courses leading to the Liberal/Majors/Honours B.Sc. in Microbiology & Immunology, and the Interdepartmental Honours Immunology Program. The Department is also well-equipped for graduate research leading to the M.Sc. and Ph.D. degrees through a program that includes the multidisciplinary and trans-departmental Microbiome and Disease Tolerance Centre (MDTC) and access to cutting-edge research and technology. In addition, the Department offers courses that translate fundamental knowledge in Microbiology and Immunology to basic science, clinical, biotechnological, and public policy aspects of Infection and Immunity. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study) and the Faculty of Science section of the Undergraduate *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).



## 7.5.17 Neurology and Neurosurgery

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)) and Introduction to Clinical Medicine (ICM).

**NEUR 301 NEUROLOGY - ICM.** (2) The course's objectives will be to have the student develop the skills to acquire and record a detailed neurological history; perform a complete, orderly and accurate neurological examination, develop a clinical problem-solving approach, i.e. to correlate neurological symptoms and deficits with neuroanatomy and disease processes. The student will also accumulate factual knowledge about neurological diseases, develop awareness of special procedures in neurology and foster positive attitudes towards independent learning.

### Graduate Courses

See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

## 7.5.18 Obstetrics and Gynecology

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)) and Introduction to Clinical Medicine (ICM). In addition, see the Elective Program for elective opportunities.

**INDS 305 INTRODUCTION TO CLERKSHIPS.** (1) The role of the clerk on the medical team, writing orders, ordering and interpreting laboratory tests and conduct with patients and other health professionals. (OB & GYN sessions)

### CORE CLERKSHIP

**OBYG 401 OBSTETRICS/GYNECOLOGY - CLERKSHIPS.** (8) As part of the core curriculum in Med III, students will spend an eight-week clerkship on a clinical teaching unit in one of the five centres within the McGill teaching hospital system. This clerkship is designed to enlarge and enrich the basic experience of Med I and Med II. Under supervision, students play an integral role in the management of patients and become a recognized part of the resident-intern-medical student team.

## 7.5.19 Oncology

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)) and Introduction to Clinical Medicine (ICM). In addition, see the Elective Program for elective opportunities.

**INDS 307 PRINCIPLES OF ONCOLOGY.** (2) Students will be introduced to the basic principles of surgical, medical and radiation oncology. Objectives are to know cancer risks, clinical presentations, cancer therapy; cancer prevention, cancer screening, genetic counselling; to interpret imaging and pathological data; to manage in a multidisciplinary approach.

During the whole class teaching, the students are exposed to evidence-based guidelines in cancer epidemiology, cancer prevention and screening for major cancer sites, namely: breast, genito-urinary, colorectal and lung.

During their clinical rotations, the students are introduced to the basic principles of surgical, medical, pediatrics and radiation oncology. Objectives are to know cancer risks, clinical presentations, principles of cancer therapy, cancer prevention, cancer screening, genetic counselling and to interpret imaging and pathological data.

Students are also exposed to the principles of pain management and have one session on communication skills.

## 7.5.20 Ophthalmology

### Core Courses

**OPHTH 300 OPHTHALMOLOGY - ICM.** (1) This course will teach the basics of the eye exam (ophthalmoscope, visual acuity and slit lamp). It will focus on the following topics: acute and chronic visual loss, trauma to the eye, the red eye and eye manifestations of systemic diseases (e.g. hypertension, diabetes).

The Department of Ophthalmology gives sessions with particular emphasis on history-taking, diagnosis and treatment of common eye problems, as well as instruction on how to use the ophthalmoscope and slit lamp microscope.

Four-week electives are offered to ICM or Clerkship students at the Montreal General, Royal Victoria, Jewish General and Montreal Children's Hospitals. Each student functions as a clinical clerk in the respective Eye Department.

## 7.5.21 Otolaryngology – Head & Neck Surgery

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), and Core Clerkship. Through a systematic approach of lectures and small group sessions, students will actively learn the principal diseases of the head and neck region (including the ears and nose), including the etiology, pathogenesis, presentation and management.

### Electives

Medical students may choose to do a sub-specialty elective in Otolaryngology – Head and Neck Surgery during their surgery rotation of their Senior Clerkship year. The Department also offers four-week electives for students at the following four affiliated teaching hospitals: Royal Victoria Hospital, Montreal General Hospital, Jewish General Hospital and the Montreal Children's Hospital. During these electives, students will learn the history-taking, physical examination of common disorders of the head and neck in an objective and structured fashion. Students will become part of the surgical team and be involved in the workup and management of their patients.

### Graduate Courses

See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

## 7.5.22 Pathology

### Core Courses

The teaching in Pathology is designed to provide a systematic coverage of the principal diseases or groups of diseases, including their etiology, pathogenesis, pathology and pathophysiology. This is done with a combination of lectures and small group sessions, in conjunction and integrated with the other units of the curriculum. Thus, the Department of Pathology contributes to multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)).

### Electives

The Department provides four-week electives for medical students. These are available at the Royal Victoria Hospital, Montreal General Hospital, Jewish General Hospital, St. Mary's Hospital and the Montreal Children's Hospital. Please contact the Pathology Teaching Office, Duff Medical Building, 514-398-7192, ext. 00481, [pathologyteaching.med@mcgill.ca](mailto:pathologyteaching.med@mcgill.ca).

## Other Courses

The Department is well-equipped for graduate research leading to the M.Sc. and Ph.D. degrees and offers several graduate-level courses. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study) and the Faculty of Science section of the Undergraduate *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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## 7.5.23 Pediatrics

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)) and Introduction to Clinical Medicine (ICM). In addition, see the Elective Program for elective opportunities.

**PAED 301 PEDIATRICS - ICM.** (1) Provides the students with a data base in pediatrics in order for them to approach the clerkship with some basic understanding of pediatric problems. The course will cover aspects of growth, perinatology, morbidity-mortality in Pediatrics, nutrition, fluid balance, infections of many systems, and neurologic and psychologic development. The course will consist of didactic teaching and small group tutorials where problems related to lecture content are discussed.

### CLERKSHIP

**PAED 401 PEDIATRICS - CLERKSHIPS.** (8) Clerkship in Pediatrics as a member of a clinical service provides the opportunity for experience in the management of pediatric problems under supervision. The clerkship includes ward and ambulatory rotations at the Montreal Children's Hospital and newborn experience at either the Jewish General Hospital or the Royal Victoria Hospital. The clerks participate in a series of core-material conferences in addition to the regularly scheduled educational program of the hospital.

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## 7.5.24 Pharmacology and Therapeutics

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), and Senior Clerkship.

### Other Courses

The Department offers a range of different level courses on the principles of pharmacology and therapeutics, with emphasis on the sites and mechanisms of action of drugs from whole body to molecular interactions. The compounds covered are representative of classes of drugs used in the treatment of human disease. These courses are available to students registered in the B.Sc. programs. The Department also offers a graduate program leading to the M.Sc. and Ph.D. degrees. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study) and the Faculty of Science section of the Undergraduate *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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## 7.5.25 Physiology

The Department offers a range of courses at the introductory, intermediate, and advanced levels, which are part of undergraduate Majors and Honours programs leading to a B.Sc. in Physiology. The Department also offers core course requirements toward the completion of the B.Sc. Liberal Program (Core Science Component Physiology). Offered as well are the Joint Majors programs in Physiology and Physics, and in Physiology and Mathematics, the Interdepartmental Honours Immunology program, and the Interdepartmental Neuroscience program. A number of graduate-level courses are also offered. Instruction and opportunities for

interdisciplinary graduate research are provided in molecular systems, cellular systems, and computational approaches to physiological systems (nervous, immune, cardiovascular, respiratory, endocrine, and renal). The Department always welcomes applications for their Graduate Research program leading to either the M.Sc. or the Ph.D. degree, and is a participant in McGill's M.D./Ph.D. program. See the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study) and the Faculty of Science section of the Undergraduate *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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## 7.5.26 Psychiatry

### Core Courses

This Department contributes to the multidisciplinary curriculum components of Fundamentals of Medicine and Dentistry (FMD; formerly Basis of Medicine (BOM)), Introduction to Clinical Medicine (ICM), Core Clerkship, and Senior Clerkship components. In addition, see the Elective Program for elective opportunities. Intro to Psychiatry lectures are given during the ICM 4-week course.

**INDS 305 INTRODUCTION TO CLERKSHIPS.** (1) The role of the clerk on the medical team, writing orders, ordering and interpreting laboratory tests and conduct with patients and other health professionals.

### Graduate Courses

For information regarding courses leading to the M.Sc. degree in Psychiatry, see the Graduate and Postdoctoral Studies *Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

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## 7.5.27 Social Studies of Medicine

### Core Courses

This Department contributes to the following courses: Physicianship 4 replacing Medicine & Society in the Senior Clerkship of the medical curriculum (INDS 406).

**INDS 420 PHYSICIANSHIP 4.** (4) (Prerequisite: INDS 320.) (Restrictions: M.D., C.M. students only.) Social dimensions of medical judgment; social contract; organization of health services emphasizing preventative interventions, advanced topics including giving bad news, clinical thinking, cross-cultural communication, and boundary issues.

### Electives

The Department offers a wide range of electives in aspects of the social sciences and humanities as they relate to medicine. For details see the Electives Catalogue.

### Graduate Program

Through the Department, graduate students can obtain an M.A. in the History of Medicine, an M.A. in Medical Anthropology and an M.A. in Medical Sociology. The above degrees are acquired in programs administered jointly with the Departments of History, Anthropology, and Sociology in the Faculty of Arts. Consult the Department for further information.

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## 7.5.28 Surgery

### Core Courses

This Department contributes to all curriculum components.

**SURG 301 SURGERY - ICM.** (4) The main objectives for this five-week rotation are to develop the history-taking and physical examination skills necessary to collect information and make the diagnosis of the patient. The student also learns the pathophysiology of surgical conditions. These objectives help prepare the student for clerkship in the senior years where the issues of patient workup and management are covered. The ICM-C Surgery rotation involves being assigned to a surgical service and tutor, seeing

patients in the preoperative and peroperative period and following the patient postoperatively. The student will workup two patients per week on the ward and in the ambulatory care setting and follow each patient through the entire peroperative period. Apart from doing histories and physical examinations, the student will learn how to write progress notes and prepare for case presentations. The objectives of knowledge are primarily covered in small group teaching sessions held in the hospitals. These cover a broad range of topics in the fields of surgical principles and all the subspecialties of surgery. Students are encouraged to attend services rounds, ward rounds, and participate in the operative management of their patients. Students do their rotations at the MGH, RVH, JGH and SMH.

**SURG 402 GENERAL SURGERY - CLERKSHIPS.** (4) (Restriction: Good standing in M.D.,C.M. program.) Principles of general surgery.

In their core clerkship third year, students spend four weeks as clinical clerks in general surgery. The objectives of the surgical clerkship are the workup and management of surgical conditions. As clinical clerks, the students become a part of the surgical team, attending rounds, managing patients and wards, taking calls and becoming involved in the entire management period of their patients. During the four-week rotations, students are given small group teaching on various topics in surgery and orientation sessions at the McGill Simulation Centre.

**SURG 403 SURGERY SUB-SPECIALTY - SENIOR CLERKSHIPS.** (4) (Prerequisite: SURG 401.) (Restriction: Good standing in M.D.,C.M. Program.) Principles of a surgery sub-specialty.

In their senior fourth year, students spend four weeks as senior clinical clerks in a subspecialty of surgery. The objectives of the surgical clerkship are the workup and management of surgical conditions. Four weeks are spent in Surgery, assigned to one of the following surgical disciplines: Cardiothoracic Surgery, Neurosurgery, Orthopedic, Otolaryngological, General Pediatric Surgery, Plastic Surgery, Transplant, Urology or Vascular Surgery. As senior clinical clerks, the students become a part of the surgical team, attending rounds, managing patients and wards, taking calls and becoming involved in the entire management period of their patients. During the four-week rotations, students are given small group teaching on these surgical subspecialty topics.

## 7.6 Staff by Department

### Anatomy and Cell Biology

Strathcona Anatomy and Dentistry Building  
3640 University Street, Room 1/60  
Montreal, QC H3A 0C7  
Telephone: 514-398-6335  
Website: [www.mcgill.ca/anatomy](http://www.mcgill.ca/anatomy)

*Chair* — Craig A. Mandato

*Emeritus Professors* — G.C. Bennett, Y. Clermont, D.G. Osmond, H. Warshawsky

*Professors* — C. Autexier, P. Barker, O. Blaschuk, J.R. Brawer, S. David, L. Hermo, T. Kennedy, N. Lamarche-Vane, M. McKee, P. McPherson, S.C. Miller, C. Morales, B. Posner, D. Reinhardt, A. Ribeiro-Da Silva, W. Sossin, S. Stifani, D. Walker

*Associate Professors* — E. Daniels, E. Davis, M.F. Lalli, C. Mandato, J. Presley, H. Vali

*Assistant Professors* — F. Bedford, I. Rouiller

*Associate Members* — J.J.M. Bergeron, A. Berghuis, C. Chalk, J.F. Cloutier, C. Cuello, G. DiBattista, A. Fournier, J. Henderson, R. Kiss, B. Knoppers, S.V. Komarova, S. Laporte, A. Leblanc, T. Nilsson, C. Rocheleau, E. Ruthazer, M. Sacher, P.M. Siegel, T. Stroh, J. Vogel, Xiang-Jiao Yang

*Adjunct Professors* — M. Cayouette, F. Charron, D. Cyr, M. Desjardins, J. Drouin, D. Hipfner, M. Horb, A. Kania, A. Nantel, A. Pshezhetsky, J. Schrag, A. Sik

*Faculty Lecturers* — A. Behiery, G.P. Noël

### Anesthesia

Royal Victoria Hospital, F9-16  
687 Pine Avenue West  
Montreal, QC H3A 1A1  
Website: [www.mcgill.ca/anesthesia](http://www.mcgill.ca/anesthesia)

*Professor and Chair* — S. Backman (*Wesley Bourne Professor of Anesthesia*)

*Professors* — S.B. Backman, G.J. Bennett, K. Brown, TBA (*Harold Griffith Professor of Anesthesia*), F. Carli, F. Cervero, G. Plourde, T. Schricker, Y. Shir

*Associate Professors* — J.F. Asenjo, F. Beique, R. Bondy, D. Bracco, D. Chartrand, T. Coderre, D. Craig, F. Donatelli, J. Desparmet, M. English, R. Finlayson, P. Fiset, A. Gamsa, A. Gordon, T. Hemmerling, D. Hickey, K. Kardash, S. Kleiman, J. Lavoie, R.J.S. Robinson, T. Schricker, M. Tessler, D. Tran, M. Ware, D. Withington

*Assistant Professors* — I. Amir, M. Angle, C. Baldry, F. Barry, C. Bozzer, N. Buu, R. Carranza, G. Carvalho, R. Charghi, V. Collard, A. Coté, J.F. Courval, T. Daloz, E. Delabayes, H. Elshobary, C. Frigon, G. Fuda, M. Gauthier, M. Germain, C. Goyer, B. Grillas, A. Guzzo, N. Hamawy, R. Hasel, R. Hatzakorjian, I. Kaufman, R.C. Khairy, K. Klubien, I. Kocur, G. Kovarik, V. Kudish, I. Lakheeram, M. Lannes, V. Lash, R. Lattermann, W. Li Pi Shan, D. Mayrand, M. McHugh, P. McMillan, B. Mistry, M. Moellonhoff, A. Moore, S. Nordstrom, S. Odeh, J-F. Olivier, A. Owen, C. Paquet, J. Perez, U. Pfeiffer, B. Popovec, D. Quance, F. Ramadori, F. Salevsky, A. Sinha, J. Sloan, P. Solomon, W. Triolet, T. Valois, V. Villeneuve, P. Waters, P. Wiczorek

*Lecturers* — N. Alsenosy, S. Bekhor, J. Bissonnette, H. Cong, L. De Bellefeuille, J. Doan, L. Dumais, E. Dupont, G. Fortier, P. Hamilton, T. Hennessey, G. Huni, B. Martel, M. Moellenhoff, S. Nordstrom

*Adjunct Professors* — J. Aragon, G. Blaise, S. Charbonneau, J. Cogan-Collet, F. Donati, G. Hemmings, S. Lenis, B. Qizilbash, R. Rezonzew, K. Toledano, C. Woodruff

*Post-Retirement* — P. Bromage, G.S. Fox, K. Krnjevic, R. Melzack, I. Metcalf, S. Rafla, J. Rosales

### Anaesthesia Research Unit

McIntyre Medical Building  
3655 Promenade Sir-William-Osler, Room 1207  
Montreal, QC H3G 1Y6

*Director and Associate Professor* — T. Coderre

*Professors* — G.J. Bennett (CRC), M.C. Bushnell (*Harold Griffith Professor of Anaesthesia*), F. Cervero

### Artificial Cells and Organs Research Centre

3655 Promenade Sir-William-Osler, Room 1003  
Montreal, QC H3G 1Y6  
Website: [www.medicine.mcgill.ca/artcell](http://www.medicine.mcgill.ca/artcell)

*Professor and Director* — T.M.S. Chang

*Professors* — C.J. Chiu, M. Levy, P. Ponka, S. Prakash

*Associate Professors* — P.E. Barre, R. Cacere, R.F. Gagnon, D. Shum-Tim

### Biochemistry

3655 Promenade Sir-William-Osler, Room 905  
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*Professor and Chair* — D.Y. Thomas

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*Professors* — N. Beauchemin, A. Berghuis, P.E. Branton (*Gilman Cheney Professor of Biochemistry*), K. Gehring, V. Giguère,



P. Gros (*James McGill Professor*), R. McInnes, W. Muller, A. Nepveu, M. Park, J. Pelletier (*James McGill Professor*), G.C. Shore, J. Shuster, J.R. Silvius, N. Sonenberg (*James McGill Professor*), D.Y. Thomas, M.L. Tremblay (*James McGill Professor*), M. Zannis-Hadjopoulos

*Associate Professors* — M. Bouchard, I. Gallouzi, B. Nagar, A. Pause, J. Young

*Assistant Professors* — J. Dostie, T. Duchaine, S. Huang, J. St-Pierre, M. Schmeing, J. Teodoro

*Associate Members* — K. Auclair, J. Genest, M. Gotte, M. Hallett, Q. Hamid, R.S. Kiss, G. Miller, V. Papadopoulos, J. Rak, R. Salavati, M. Saleh, E. Schurr, P. Siegel, Y. Tsantrizos, B. Turcotte, S. Wing, X.J. Yang

*Adjunct Professors* — M. Cygler, J. Drouin, A. Fortin, T. Moroy, D. Nicholson, M. O'Connor-McCourt, E. Purisima, R. Roy

### Biomedical Engineering

3775 University Street, Room 316  
Montreal, QC H3A 2B4

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

*Professor and Chair* — R.E. Kearney

*Emeritus Professor* — T.M.S. Chang

*Professors* — J.D. Bobyn, L. Collins, A.C. Evans, H.L. Galiana, G.B. Pike, S. Prakash, M. Tabrizian

*Associate Professors* — W.R.J. Funnell, D. Juncker, J. Nadeau

*Assistant Professors* — C. Grova

*Adjunct Professors* — P. Charette, J.-M. Lina, T. Veres

*Associate Members* — S. Baillet, C. Baker, F. Barthelat, K. Cullen, I. El Naqa, J. Gotman, D. Guittion, E. Jones, A. Katsarkas, A.M. Lauzon, R. Leask, T. Milner, L. Mongeau, R. Mongrain, J. Near, D. Pasini, A. Reader, A. Shmuel

### Biomedical Ethics Unit

3647 Peel Street, Room 309  
Montreal, QC H3A 1X1

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

*Director* — E. Bereza

*Emeritus Professor* — K. Glass

*Associate Professors* — C. Ells, J. Kimmelman

*Assistant Professors* — J. Fishman, N. King

### Communication Sciences and Disorders, School of

1266 Pine Avenue West, Beatty Hall  
Montreal, QC H3G 1A8

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

*Director and Associate Dean* — M. Pell

*Emeritus Professor* — D. Doehring

*Professors* — S. Baum, A. Katsarkas

*Associate Professors* — V. Gracco, M. Pell, L. Polka (*Graduate Program Director*), S. Rvachew, K. Steinhauer, E. Thordardottir

*Assistant Professors* — M. Clayards, L. Gonneman, A. Nadig

*Assistant Professors (Part-time)* — C. Lattermann, G. Leonard, R. Shenker

*Coordinators of Clinical Education* — K. Root, S. Vaillancourt

*Lecturers (Part-time)* — C. Bossé, M. Brandeker, L. Brunetti, P. Coffin, K. Evans, A. Fraid, J. Lapointe, Z. Mateus, G. Mills, K. Rees, J. Robillard-Shultz, A. Sudarshan, C. Timm

*Adjunct/Associate Members* — H. Chertkow, M. Crago, E. Kehayia, R. Mayberry, D. McFarland, Y. Oshima-Takane

### Diagnostic Radiology

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*Professor and Chair* — R. Lisbona

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### Epidemiology, Biostatistics and Occupational Health

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*Professors* — A. Abrahamowicz, J.F. Boivin, J. Brophy, E. Franco, R. Fuhrer, T. Gyorkos, J.H. Hanley, C. Infante-Rivard, L. Joseph, J. Kaufman, M.S. Kramer, J. McCusker, R. Menzies, O.S. Miettinen, R. Platt, S. Suissa, R. Tamblyn, C. Wolfson

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*Assistant Professors* — J. Baumgartner, A. Benedetti, J. Cox, S. Harper, A. Labbe, S. Martin, A. Nandi, L. Patry, O. Saarela, E. Strumpf, G. Tan

*Lecturers* — J.P. Courteau, J.P. Gauvin, C. Paquette, W. Wood

*Adjunct Professors* — I. Arnold, M. Baillargeon, M. Baltzan, D. Bartels, J. Brownstein, J. Caro, M. Casapia, F. Ducharme, D. Gaudin, A. Kossowski, J. Lemke, R. Lessard, J. Lynch, R. Massé, S. Palmieri, S. Perron, F. Richer, P. Robillard, E. Robinson, P. Rohan, M. Schweigert, L. Scott, J. Siemiatycki, P. Simon, S. Stock

*Associate Members* — H. Abenhaim, S. Ahmed, P. Allison, A. Andermann, A. Barkun, M. Behr, S. Bernatsky, J. Bourbeau, P. Brassard, B. Case, A. Clarke, K. Dasgupta, G. Dougherty, M. Eisenberg, P. Ernst, J. Feine, B. Foster, R. Gagnon, M. Goldberg, K. Gray-Donald, C. Greenaway, J. Haggerty, S. Kahn, N. King, M. Klein, E. Latimer, A. Malla, N. Mayo, N. Pai, L. Pilote, C. Quach-Thanh, E. Rahme, B. Richards, N. Ross, N. Schmitz, K. Schwartzman, M. Sewitch, I. Shrier, V. Tagalakos, B. Thombs

*Post-Retirement* — A. Lippman, I.B. Pless, G. Thériault, S. Wood-Dauphinee

### Family Medicine

517 Pine Avenue West  
Montreal, QC H2W 1S4

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

*Chair* — H. Bergman

*Professors* — H. Bergman, A. Macaulay, Y. Steinert, M. Yaffe

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The fundamental research approach adopted by the Centre is focused on better understanding the mechanisms involved in cancer initiation and progression and the pressing need to identify targets for clinical drug development. The research model involves identifying priority themes and establishing a critical mass of expertise within each theme. These themes include Breast Cancer, Metabolism and Cancer, Stem Cells and Signaling, DNA Replication/Repair and Apoptosis, and Embryonic Development and Cancer.

The GRCR has adopted a proactive and innovative approach to training the next generation of cancer researchers. In conjunction with the Experimental Medicine graduate program, the GRCR has implemented a specialized program, which is called the "Oncology Stream". This program was conceived to give trainees the opportunity to acquire an integrated and broader perspective of basic and clinical research as it relates to cancer. Among other cancer related courses, the students take a mandatory course called "Experimental & Clinical Oncology". This comprehensive course was created to expose trainees to a spectrum of different cancers, with topics ranging from diagnosis to current treatment and future drug development. These courses are offered in the context of a CIHR funded training program termed the McGill Integrated Cancer Research Training Program. The training program includes other features such as seminar series featuring international

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*Assistant Professor* — T. Rees

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## 8 Ingram School of Nursing

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### 8.1 The School

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## McGILL UNIVERSITY HEALTH CENTRE (MUHC)

Lachine Hospital & Camille-Lefebvre Pavillion  
 Montreal Chest Institute  
 Montreal Children's Hospital  
 Montreal General Hospital  
 Montreal Neurological Institute  
 Royal Victoria Hospital

## McGILL UNIVERSITY TEACHING HOSPITALS AND AFFILIATED CENTRES (MUTHC)

Douglas Mental Health University Institute  
 Jewish General Hospital  
 Shriner's Hospital for Children  
 St. Mary's Hospital Centre

## OTHER TEACHING CENTRES

Addington Addiction Centre  
 Batshaw Youth and Family Centre  
 Cambridge Residence  
 Concordia University Health Clinic  
 CSSS Ahuntsic-Montréal Nord  
 CSSS Bordeaux-Cartierville-St-Laurent  
 CSSS Cavendish (CLSC NDG-MTL Ouest, CLSC René Cassin,  
 Henri-Bradet Day Center, Julius Richardson, GMF Queen  
 Elizabeth)  
 CSSS de la Montagne (CLSC Côte des Neiges, CLSC Métro,  
 CLSC Parc Extension)  
 CSSS de l'Ouest de l'Île (CLSC Pierrefonds-Lac St. Louis,  
 Lakeshore General Hospital)  
 CSSS Dorval-Lachine-Lasalle (CLSC Lasalle, CLSC Dorval-  
 Lachine)  
 CSSS Jardins-Rousillon (CLSC Kateri, CLSC Châteauguay)  
 CSSS Lucille-Teasdale  
 CSSS Pointe de l'Île  
 CSSS St. Léonard-St. Michel  
 CSSS Sud Ouest Verdun (CLSC St. Henri, CLSC Verdun, CLSC  
 Ville Emard-Côte St. Paul)  
 Jewish Elder Care Day Centre  
 Jewish Rehabilitation Hospital  
 Kateri Memorial Hospital  
 Maimonides Hospital Geriatric Centre  
 Manoir Montefiore  
 Manoir Westmount  
 Mount Sinai Hospital  
 Salvation Army Montclair Residence  
 Ste. Anne's Veteran Hospital  
 Tiny Tots Medical Centre  
 Tulattavik Health Centre Kuujuaq  
 Waldorf Residence  
 West Island Palliative Care Residence  
 West Montreal Readaptation Centre

## INTERNATIONAL SITES

A range of international placement sites is collated by the Clinical Placement Coordinators.

## DIRECTORS OF NURSING RESEARCH IN TEACHING HOSPITALS

MUHC — TBA  
 Jewish General Hospital — Margaret Purden

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 Peter Nestel, Carolyn Pepler, Edith Zorychta

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Bruce Gottlieb

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### 8.1.4 History

The McGill Ingram School of Nursing, a professional School within the Faculty of Medicine, has been educating nurses since 1920. The School is internationally recognized for its distinctive vision, leadership in nursing, and the quality of its programs. McGill nursing graduates have earned a reputation as outstanding clinicians, educators, researchers, and leaders in the discipline.

Over the years, the faculty of the School at McGill has worked to formulate a philosophy about the responsibilities and practice of nursing. This philosophy, known as the McGill Model of Nursing, directs the curriculum of the programs at the School and emphasizes health, the family, learning and development, collaboration with clients and working with the resources of individuals, families and communities. Its intent is to actively promote health and well-being in people of all ages and across all situations. The McGill Model is also central to the Department of Nursing of the McGill University Health Centre.

The first programs offered at the McGill Ingram School of Nursing in the 1920s were intended to develop knowledge and skill for nurses working in the field of community health. In those early years, education programs offered at McGill were directed at nurses holding diplomas from hospital schools. Since 1957, the School has offered a first level undergraduate degree in nursing to university students interested in health care. The increasing complexity of nursing practice, coupled with the rapid growth of knowledge about human behaviour during health and illness led to the development of the Master's program in nursing in 1961. In 1974,

the School opened the first direct entry Master's program in Nursing. This program, which remains the only one of its kind in Canada, admits students with a B.A. or B.Sc. in the social or biological sciences and selected course requisites to a three-year clinically based program of study that leads to a Master's degree in Nursing and to licensure as a registered nurse. In 1993, the joint Doctoral program began in collaboration with the Université de Montréal. Continuing its long tradition of innovation and responsiveness, in 2004, the School opened a new Bachelor of Nursing degree for students who complete the DEC 180.A.0 in Quebec and meet the University entrance requirements. The neonatal nurse practitioner program opened in 2005 and the nurse practitioner program in primary care in 2007.

The first doctoral degree in nursing in Canada was awarded at McGill in 1990. In addition, the McGill School continues to publish the *Canadian Journal of Nursing Research*, Canada's first refereed journal of research and scholarly papers in nursing.

The School is located in Wilson Hall, which houses classrooms, learning labs, computer facilities, faculty offices, and lounges. Students registered in the School also take courses in other faculties within the University. Selected experience in nursing is provided in the McGill University Health Centre, other McGill affiliated hospitals, and in a wide variety of health agencies in Montreal.

### 8.1.5 Programs Offered

1. The Ingram School of Nursing offers the following bachelor programs:
  - A bachelor's program, B.Sc.(N.), for holders of a collegial (CEGEP) diploma in Health Sciences or Natural Sciences (or its equivalent). This program prepares students for entry into the Nursing Profession. (High school, Mature, university transfer, and other applicant types for the B.Sc.(N.) program can be found in [section 8.2.1, "Bachelor of Science in Nursing Program – B.Sc.\(N.\)"](#)).
  - A bachelor's program, B.N. (Integrated) for holders of the DEC 180.A.0. Applicants must apply within 3 years of obtaining their DEC 180.A.0 from their CEGEP program.
2. The Ingram School of Nursing offers a M.Sc.(A.) in Nursing. This clinically based program prepares nurses to assume advanced practice roles in nursing (Clinical Nurse Specialist or Nurse Practitioner). The M.Sc.(A.) program of study can be tailored to meet specific career goals in areas such as administration and international health. There are two routes of entry to this program.

Applications to the Master's program are accepted from:

- Nurses holding a bachelor's degree in nursing equivalent to the B.Sc.(N.) or B.N. (Integrated) undergraduate degree offered at McGill.
- Graduates with a general B.A. or B.Sc. from programs comparable to the McGill undergraduate degrees *and no* previous nursing preparation. This route of entry to graduate studies in nursing is unique in Canada.

3. The Ingram School of Nursing offers a Graduate Certificate Theory in Neonatology and a Graduate Certificate Theory in Primary Care. Graduate Diplomas are offered in Neonatal Nurse Practitioner and in Primary Care Nurse Practitioner.

Applications to the Graduate Certificates and Diplomas are accepted from:

- Licensed nurses with a minimum of a baccalaureate degree.
- A minimum of two years experience in the field of neonatology or in primary care.

See [www.mcgill.ca/nursing/program-information](http://www.mcgill.ca/nursing/program-information) for further details.

4. The Ingram School of Nursing of McGill University and the *Faculté de Sciences Infirmières* of the Université de Montréal offer a joint doctorate program leading to a Ph.D. in Nursing. Candidates that have completed Master's level studies with either their undergraduate or graduate degree in Nursing are eligible



to apply. Selected students may be admitted after completion of their first year of Master's study at McGill.

For information on our graduate programs (graduate certificate, master's, doctoral, and postdoctoral studies), please refer to the *Graduate and Postdoctoral Studies Programs, Courses and University Regulations* publication available at [www.mcgill.ca/study](http://www.mcgill.ca/study).

Other online resources available include the *Undergraduate Admissions Guide* at [www.mcgill.ca/undergraduate-admissions](http://www.mcgill.ca/undergraduate-admissions). Useful information can also be found on the Enrolment Services website at [www.mcgill.ca/es](http://www.mcgill.ca/es).

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### 8.1.6 Program Accreditation

The Bachelor of Science (Nursing) and the Bachelor of Nursing (Integrated) programs are fully accredited by the Canadian Association of Schools of Nursing (CASN).

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### 8.1.7 Language Policy

For more information, see [section 3.1.4, "Language Policy"](#).

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### 8.1.8 Communication Policy

Email is the official means of communication between McGill University, the Ingram School of Nursing, and its students. Please consult [section 3.1.9, "Email Communication"](#).

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## 8.2 Bachelor Programs

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### 8.2.1 Bachelor of Science in Nursing Program – B.Sc.(N.)

**The Bachelor of Science (Nursing) program is accredited by the Canadian Association of Schools of Nursing.**

The curriculum for the B.Sc.(N.) extends over three years (four years for students who must complete U0 science courses, i.e., high school graduates, mature students with no previous science background - see [section 8.2.1.2 "B.Sc.\(N.\) Course of Study"](#)) with general and professional courses in each year. Nursing courses continue in the Summer sessions. Clinical experiences are in community health centres, hospitals, and other agencies as well as in patients' homes.

#### 8.2.1.1 B.Sc.(N.) Entrance Requirements

Detailed information about each admission category can be found at [www.mcgill.ca/applying/admissionsguide](http://www.mcgill.ca/applying/admissionsguide).

#### Quebec Diploma of Collegial Studies (Health Sciences/ Sciences)

Holders of the Diploma of Collegial Studies who have completed the following courses are considered for admission to the 106-credit B.Sc.(N.) Program:

- Biology - NYA, General Biology II (00UK, 00XU)
- Chemistry - NYA, NYB, Organic Chemistry I (00UL, 00UM, 00XV)
- Mathematics - NYA, NYB (00UN, 00UP)
- Physics - NYA, NYB, NYC (00UR, 00US, 00UT)

Admission will be based on the *cote de rendement au collégial* (*cote r*); overall *cote r* and *cote r* in prerequisite courses are considered.

#### Mature Students

Within the University provisions, candidates who are at least 23 years old and are Canadian citizens or permanent residents, may be eligible for consideration as Mature Students. See [www.mcgill.ca/applying/admissionsguide/mature](http://www.mcgill.ca/applying/admissionsguide/mature) for more specific details. An applicant requesting entry as a Mature Student must have successfully completed a minimum of three courses:

one in functions (precalculus; calculus is preferred), and at least two of general biology, chemistry, or physics (all with labs). Each of the courses must have been completed at the CEGEP or university level, with a minimum university grade of 70% or equivalent. Mature students are advised to meet with CEGEP representatives to determine what courses they should take based on high school science studies. Candidates with these prerequisites may then be admitted to the 139- or 140-credit B.Sc.(N.) program (four years, see U0 year in [section 8.2.1.2 "B.Sc.\(N.\) Course of Study"](#); students will not repeat CEGEP level courses that are equivalent to U0 courses).

**Applicants from Ontario** must have completed the Ontario Secondary School Diploma (OSSD) by the time they commence their university studies; see [www.mcgill.ca/applying/admissionsguide/ontario](http://www.mcgill.ca/applying/admissionsguide/ontario). Most students are considered for the four-year B.Sc.(N.) program (includes a U0 year described in B.Sc.(N.) Course of Study).

- Calculus and Vectors MCV4U (or Calculus MCB4U or Geometry MGA4U)

At least two of:

- Biology SBI4U (or OAC)
- Chemistry SCH4U (or OAC)
- Physics SPH4U (or OAC)
- 4U (or OAC) English or French

**Applicants from Canadian High Schools outside of Quebec and Ontario** must hold a high school diploma giving access to university education in their province/territory; see [www.mcgill.ca/applying/admissionsguide/canada](http://www.mcgill.ca/applying/admissionsguide/canada). Most students are considered for the four-year B.Sc.(N.) program (includes a U0 year described in B.Sc.(N.) Course of Study).

- Grade 12 Mathematics (precalculus)
- At least two of: Grade 12 Biology, Chemistry or Physics
- Grade 12 English or French

#### Applicants from other Universities or Colleges and Second Bachelor Degree applicants (Transfer Students)

see [www.mcgill.ca/applying/admissionsguide/other](http://www.mcgill.ca/applying/admissionsguide/other).

Students who wish to transfer from other universities and colleges are considered on the basis of both the pre-university and university studies. A minimum of 60 credits must be completed at McGill if a degree is to be granted. Admission requirements are:

- One semester of differential calculus
- One semester of integral calculus
- Two semesters of biology with labs
- Two semesters of general chemistry with labs
- One semester of organic chemistry with lab
- Two semesters of physics (mechanics, electricity and magnetism, waves and optics) with labs

It is possible to be admitted with a minimum of two semesters of calculus plus two semesters of biology, chemistry and/or physics, in which case the remaining science prerequisite course requirements must be completed within the program. Applicants with a previous degree, and missing one or more of the above courses may be granted equivalence if credit and exemption is awarded for courses which are part of the 106-credit B.Sc.(N.) program. This applies particularly to the Physiology and Pharmacology courses.

**Applicants from U.S. High School Programs (in U.S. or other countries)** must hold a high school diploma and must have followed an academic program leading to university entrance; see [www.mcgill.ca/applying/admissionsguide/usa](http://www.mcgill.ca/applying/admissionsguide/usa).

- Precalculus (functions)
- At least two of: Biology, Chemistry or Physics
- SAT IIs must include at least two different subjects from the following list: Biology, Chemistry, Mathematics, Physics

### Applicants from outside Canada or the U.S.

Students with a strong mathematics and science preparation at a Senior High School level, who wish to be considered for entrance to the Bachelor of Science (Nursing) program, should visit [www.mcgill.ca/applying/admissionsguide/overseas](http://www.mcgill.ca/applying/admissionsguide/overseas) for detailed information about requirements. Most students are considered for the four-year B.Sc.(N.) program (includes a U0 year described in B.Sc.(N.) Course of Study).

Students educated in different languages may be required to provide proof of proficiency in English. A TOEFL (Test of English as a Foreign Language) score of at least 233 (577 for the paper-based version) is required (see [section 3.1.5 "Proof of Proficiency in English"](#) for other assessments that are acceptable). Information is also available at [www.mcgill.ca/applying/admissionsguide/general-requirements](http://www.mcgill.ca/applying/admissionsguide/general-requirements) in the *Proof of Proficiency in English* section.

### Inter-Faculty Transfer Students (McGill University students)

Applications are completed through Minerva. Visit [www.mcgill.ca/students/transfer-readmission](http://www.mcgill.ca/students/transfer-readmission) for complete instructions.

The Ingram School of Nursing accepts applications from students currently enrolled in another program within McGill University. Students must be in Satisfactory Standing in their current program. A minimum cumulative GPA of 2.70 or above is normally required. Transfer students are considered for admission on the basis of current university studies and previous studies.

### Holders of a Bachelor's Degree

Applicants who already have a general bachelor's degree in Science or Arts, or will have completed such an undergraduate degree by August 1 of the entering year, should contact Service Point at [www.mcgill.ca/students/servicepoint](http://www.mcgill.ca/students/servicepoint) or the McGill Welcome Centre at [www.mcgill.ca/undergraduate-admissions/introducing-mcgill/visit-mcgill/welcome-centre](http://www.mcgill.ca/undergraduate-admissions/introducing-mcgill/visit-mcgill/welcome-centre). Said applicants may be eligible to apply either for entrance to the B.Sc.(N.) program or to the Qualifying Year of the Master's program. Application to the B.Sc.(N.) program is made to Enrolment Services. Requests for information regarding applications to the Qualifying Year should be directed to the Ingram School of Nursing.

#### 8.2.1.2 B.Sc.(N.) Course of Study

Total program credits: 106

The courses outlined below have been developed and sequenced to ensure that students meet the overall program objectives. The following courses must be completed in sequence unless discussed with an adviser.

#### First Year (U1) – Required Courses (37 credits)

##### Fall Term

NUR1 220	(3)	Therapeutic Relationships
NUR1 222	(1)	McGill Model of Nursing
NUR1 223	(3)	Development over the Lifespan
NUR1 422	(3)	Research in Nursing
PHGY 209	(3)	Mammalian Physiology 1
PSYC 215	(3)	Social Psychology

##### Winter Term

NUR1 200	(4)	Biology for Illness & Therapy
NUR1 221	(3)	Families and Health Behaviour
NUR1 234	(3)	Nursing Elderly Families
NUR1 235	(4)	Health and Physical Assessment
PHGY 210	(3)	Mammalian Physiology 2

*Summer Term (Registration takes place during Winter term – in March – [www.mcgill.ca/summer](http://www.mcgill.ca/summer))*

NUR1 233	(4)	Promoting Young Family Development
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#### Second Year (U2) – Required Courses (35 credits)

##### Fall Term

NUR1 311	(3)	Infection Prevention and Control
NUR1 321	(2)	Acute Stressors and Coping
NUR1 323	(3)	Illness Management 1
NUR1 331	(4)	Nursing in Illness 1

PHAR 300	(3)	Drug Action
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##### Winter Term

NUR1 322	(3)	Chronic Illness and Palliative Care
NUR1 324	(3)	Illness Management 2
NUR1 332	(4)	Nursing in Illness 2
PATH 300	(3)	Human Disease
PHAR 301	(3)	Drugs and Disease

*Summer Term (Registration takes place during Winter term – in March – [www.mcgill.ca/summer](http://www.mcgill.ca/summer))*

NUR1 333	(4)	Nursing in Illness 3
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#### Third Year (U3) – Required Courses (28 credits)

##### Fall Term

NUR1 428	(3)	Learning and Health Education
NUR1 420	(3)	Primary Health Care
NUR1 424	(3)	Legal and Ethical Issues: Nursing
NUR1 431	(4)	Community Nursing 1

##### Winter Term

NUR1 421	(3)	Resources: Special Populations
NUR1 432	(4)	Community Nursing 2
PSYC 204	(3)	Introduction to Psychological Statistics

*Summer Term (Registration takes place during Winter term – in March – [www.mcgill.ca/summer](http://www.mcgill.ca/summer))*

NUR1 530	(5)	Clinical Internship
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#### Elective Courses (6 credits)

6 credits with 3 credits at the 300 level or above.

(Full-time students normally take these courses in the third year.)

**The first year (U0) of the 139- or 140-credit four-year program consists of the following courses:**

#### U0 Required Courses (27 credits)

##### Fall Term

CHEM 110	(4)	General Chemistry 1
PHYS 101	(4)	Introductory Physics - Mechanics

##### Winter Term

BIOL 112	(3)	Cell and Molecular Biology
CHEM 120	(4)	General Chemistry 2
MATH 141	(4)	Calculus 2
PHYS 102	(4)	Introductory Physics - Electromagnetism

*Summer Term (Registration takes place during Winter term – in March – [www.mcgill.ca/summer](http://www.mcgill.ca/summer))*

CHEM 212	(4)	Introductory Organic Chemistry 1
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#### U0 Complementary Courses (6 or 7 credits)

One of the following Calculus courses (to be taken in Fall term):

MATH 139	(4)	Calculus
MATH 140	(3)	Calculus 1

AND

Either:

NUR1 223**	(3)	Development over the Lifespan
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OR

3-credit elective

\*\* Students who take NUR1 223 in U0 will take a 3-credit elective in U1; students who take a 3-credit elective in U0 will take NUR1 223 in U1. It is generally recommended that U0 students take NUR1 223 in U0, so that they meet other nursing students.

Following successful completion of the U0 courses, students enter First Year (U1).

### 8.2.2 Bachelor of Nursing (Integrated) Program – B.N.

The B.N. (Integrated) program is part of a five-year program developed jointly by the Quebec universities and CEGEPs. This 93-credit program is open only to students who complete the three-year 180-A.0. Nursing program at CEGEP. Students admitted on the basis of a CEGEP DEC receive 27 credits of advanced standing (equivalent to the first year of university) and are admitted to the second year of university. The program consists of two years

at university in which students take more advanced nursing and science courses to meet the competencies expected of a nurse with a Baccalaureate degree. These competencies include working in multidisciplinary teams or more autonomously in hospital and community settings, with individuals, families, and groups, planning health education programs and participating in research. This program also aims to further advance the practice of students by expanding their knowledge base, strengthening their critical thinking skills, promoting a strength-based, family-centred perspective and preparing them for roles expected of a baccalaureate nurse. The program may be completed in two years if taken full-time and four years if taken part-time.

### 8.2.2.1 B.N. (Integrated) Entrance Requirements

Applicants who have completed the *Diplôme d'études collégiales* (DEC) 180.A.0. will be considered for admission to the University segment of the program. Applications must be made within three years of graduation from the DEC 180.A.0. Admission will be based on the *cote de rendement collégiale* (*cote r*); overall *cote r* and *cote r* in prerequisite courses are considered.

**Note:** Successful applicants must pass the *Ordre des infirmières et infirmiers* (OIIQ) licensing exam within one year of entry to McGill.

The courses below must be taken in the sequence outlined unless discussed with the B.N. (Integrated) adviser.

### 8.2.2.2 B.N. (Integrated) Course of Study

Total program credits: 66

#### Required Courses (63 credits)

##### Year 2

##### Fall Term

- CHEM 232 (4) Organic Chemistry Principles
- NUR1 239 (3) Health & Physical Assessment 2
- NUR1 319 (3) Stress & Illness Management
- NUR1 422 (3) Research in Nursing
- PHGY 209 (3) Mammalian Physiology 1

##### Winter Term

- NUR1 200 (4) Biology for Illness & Therapy
- NUR1 219 (1) Transition to McGill Model
- NUR1 324 (3) Illness Management 2
- PHGY 210 (3) Mammalian Physiology 2
- PSYC 215 (3) Social Psychology

Summer Term (Registration takes place during Winter term – in March – [www.mcgill.ca/summer](http://www.mcgill.ca/summer))

- NUR1 331 (4) Nursing in Illness 1

Students must successfully complete all courses in year 2 before they will be permitted to take the clinical courses in year 3.

##### Year 3

##### Fall Term

- NUR1 428 (3) Learning and Health Education
- NUR1 420 (3) Primary Health Care
- NUR1 431 (4) Community Nursing 1
- PHAR 300 (3) Drug Action

##### Winter Term

- NUR1 322 (3) Chronic Illness & Palliative Care
- NUR1 421 (3) Resources: Special Populations
- NUR1 432 (4) Community Nursing 2
- PATH 300 (3) Human Disease
- PSYC 204 (3) Introduction to Psychological Statistics

#### Elective Course (3 credits)

Any 3-credit elective course.

### 8.2.3 Application for Admission

Application to the Ingram School of Nursing can be made using the McGill online application available at [www.mcgill.ca/applying](http://www.mcgill.ca/applying).

Please note that the same application is used for all undergraduate programs at McGill and two program choices can be entered.

The deadlines for submission of applications for Fall admission are: **January 15** (applicants studying outside of Canada), **February 1** (applicants from Canadian high schools outside of Quebec), **March 1** (all other applicants). For January admission to the Bachelor of Nursing program, the deadline for application is **November 1**.

All applications must be accompanied by a \$100 non-refundable fee, in Canadian or U.S. funds only, payable by credit card, certified cheque, or money order. McGill does not offer application fee waivers.

### 8.2.4 Scholarships, Bursaries and Prizes

There are a number of entrance scholarships open to students from all parts of Canada registering in the University. Information can be found in the *Undergraduate Scholarships and Awards Calendar* available at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars).

**GRACE PRESCOTT BURSARY**, established in 1990 by Grace Harriet Prescott to assist students pursuing studies in Nursing. Awarded on the basis of academic standing and financial need.

**ISABEL CLARKE DICKSON WOODROW SCHOLARSHIPS**, established in 2000 by a generous bequest from Isabel Clarke Dickson Woodrow for Canadian students entering an undergraduate Nursing program. While academic standing is of primary importance, account may also be taken of financial need and/or qualities of leadership in community and school activities. Administered by the Scholarships and Student Aid Office. Any unspent funds may be awarded by the Scholarships and Student Aid Office as bursaries to Canadian undergraduate students in Nursing. Value: \$3,000 each.

**WOMAN'S GENERAL/REDDY MEMORIAL AND A.W. LINDSAY AWARD**, established in 2001 by joint gifts from alumnae of the Reddy Memorial Hospital (formerly the Woman's General Hospital) and Estelle Aspler, Cert. Nursing. 1947, whose gifts are in memory of Agnes Winonah Lindsay, B.N. 1950. Awarded by the Ingram School of Nursing to undergraduate students who have completed at least one year of their degree program. Preference shall be given to students who are returning to obtain a university degree after working in the nursing profession with a college diploma. Estimated value: \$500.

#### In-Course Awards

**CLIFFORD C.F. WONG SCHOLARSHIP**, established in 1989 by the late Clifford C.F. Wong, B.Arch. 1960, to recognize distinguished academic standing. Awarded by the School to a continuing student having completed at least one year in the Bachelor of Science in Nursing Program. Estimated value: \$1,300.

**LUELLA DOWNING PRIZE IN NURSING**, established in 2006 through a bequest by Luella Downing. Awarded by the Ingram School of Nursing to an undergraduate student who has completed at least one year of study at the School. Awarded to a student who has contributed to the life of the School and her or his class. Estimated value: \$500.

**MILDRED B. LANDE SCHOLARSHIP IN THE SCHOOL OF NURSING**, established in 2008 by Mrs. Mildred Lande, C.M., B.A. 1936, for an outstanding undergraduate student or students who have completed at least one year of the Nursing Program. Estimated value: \$2,000 for two scholarships or \$4,000 for one student.

**NURSING ALUMNAE AWARD**, several scholarships of approximately \$1,000 each. Awarded annually to undergraduate nursing students in the second and third year of their program and to students in the graduate program in Nursing. Some of these prizes are named: the Marion Lindeburgh Scholarship, the Irma Riley Award, the Agnes Boisse Award, the Montreal General Hospital Alumnae Association Award and the MGH Flo Mackenzie Award. Application is made at the School early in the Fall term.



**THE ROBERT H. LENNOX AND ELIZABETH GRAHAM LENNOX SCHOLARSHIPS IN SCIENCE AND IN NURSING**, established in 2007 by Elizabeth Graham Lennox, RN(RVH), in memory of her husband, Robert H. Lennox, B.Sc. 1941, M.D., C.M. 1943, Dip. Med. 1946, RCNVR. One scholarship to be awarded to an outstanding undergraduate student in the Faculty of Science who has completed at least one year of a B.Sc. program and a second to be awarded to an outstanding undergraduate student who has completed at least one year of the B.Sc.(N.) program. Awarded on the basis of high academic standing with a preference to international students selected, respectively, by the Faculty of Science Scholarships Committee and the Ingram School of Nursing Scholarships Committee. Estimated value: \$2,500 each.

**Note:** The Ingram School of Nursing also awards Book Prizes and Canadian Journal of Nursing Research (CJNR) Prizes. Students are encouraged to inquire with the Ingram School of Nursing for additional fellowships and scholarships available within the current academic year.

#### Prizes Awarded at Convocation

**ANNE MARIE FONG HUM MEMORIAL PRIZE**, established in 1985 and awarded to the student who has demonstrated sensitivity and skill in helping patients and families cope with situations related to long-term illness. Estimated value: \$500.

**BARBARA ANN ALTSHULER PRIZE IN NURSING**, established in 2006 by David Altshuler and the Altshuler family, in honour of his mother, Barbara Altshuler, D.I.P., P.Th. 1958. Awarded by the Ingram School of Nursing to an undergraduate nursing student on the basis of clinical and academic achievement. Estimated value: \$1,000.

**EVELYN ROCQUE MALOWANY PRIZE IN NURSING**, established in 2007 by Evelyn Rocque Malowany. Awarded by the Ingram School of Nursing to a graduating student who has demonstrated initiative and leadership in the profession. Estimated value: \$500.

**LEXY L. FELLOWES MEMORIAL PRIZE**, established in 1969 by Miss Rae Fellowes in memory of her mother, this prize is awarded to the student with the highest academic and professional achievement in the Bachelor of Science Nursing program. Estimated value: \$1,500.

A complete list of scholarships, bursaries, prizes and awards, and the regulations governing the various loan funds are given in the *Undergraduate Scholarships and Awards Calendar* and in the *Graduate Fellowships and Awards Calendar*. Both publications are available at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars). Information is also available at [www.mcgill.ca/nursing/students/funding/allnursing](http://www.mcgill.ca/nursing/students/funding/allnursing) and [www.mcgill.ca/nursing/students/funding/ugfunding](http://www.mcgill.ca/nursing/students/funding/ugfunding).

## 8.3 Registration and Regulations

Please read [section 3, "General University Information and Regulations"](#) for more details.

Students admitted to the B.Sc.(N.) and B.N. (Integrated) programs are advised to refer to the website for newly admitted undergraduate students at [www.mcgill.ca/newstudents](http://www.mcgill.ca/newstudents) for information on *Discover McGill* activities.

New undergraduate nursing students may obtain information related to registration and/or academic advising on the web at [www.mcgill.ca/students](http://www.mcgill.ca/students).

Official registration through Minerva must be completed by the Orientation Session in August. Students registering late for reasons unrelated to the admission procedure are subject to the late payment and registration fees. See [section 3.3.1 "Registration"](#) for more information.

Returning students are responsible for ensuring that registration is complete as per University timetables (see [www.mcgill.ca/](http://www.mcgill.ca/)

[importantdates](#)). However, the deadline for registration for Fall NUR1 331 and NUR1 431 clinical courses to guarantee placement is June 15.

#### Degree Evaluation

Students are responsible for ensuring that they are taking the required courses as set out in their program of study to meet the degree requirements. Students can check their degree requirements at [www.mcgill.ca/students/courses/plan/evaluation](http://www.mcgill.ca/students/courses/plan/evaluation).

#### General Course Requirements

Students are informed at the beginning of any course of the course objectives and requirements as well as the methods of evaluation and the contribution of each method of evaluation to the final grade in the course. Students will not be permitted to write an examination in any course unless they have fulfilled the requirements of the course, including attendance.

#### Regulations Concerning Final Examinations

See [section 3.6.1, "Examinations: General Information"](#).

#### Leave of Absence

Exceptionally, students may require a Leave of Absence (LOA) for personal illness, pregnancy, parental leave, or for compassionate reasons. Students must receive permission from the Program Director for any LOA. Supporting documentation may be required. Students are granted no more than one leave of absence during the program of study. A student returning from a LOA due to illness must provide supporting documentation indicating that the student is able to resume studies.

**Any student who has been granted a leave of absence for one academic year and who does not resume studies in the following semester, must withdraw from the Ingram School of Nursing. Such students may apply for readmission within one year after withdrawal.**

#### Withdrawal

Permission must be obtained from the Program Director prior to withdrawing from a required course as this can change the degree completion date. Students considering withdrawal from the Program are advised to discuss their situation with the Director of their program prior to making a final decision.

Deadlines are noted at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates), and will be in accordance with [section 3.4.7, "Fees and Withdrawal from the University"](#).

**N.B. Students who withdraw from their Fall term courses are considered as withdrawn from the University unless a leave of absence is recorded on their transcript.**

**Students who decide to withdraw from nursing or transfer to another McGill program are required to return their proof of registration (*immatriculation*) to the OIIQ.**

### 8.3.1 Clinical Requirements for All Undergraduate Programs

Entrance into clinical courses is dependent on having met *Immatriculation* (licensing) with the *Ordre des infirmières et infirmiers du Québec* (OIIQ) as outlined in [section 8.3.2 "Registration with the Profession \(Immatriculation or Licensing during the Course of Study\)"](#) and the following requirements as well as additional requirements outlined in the *Ingram School of Nursing Faculty and Student Handbook*:

#### Vaccination/Immunization Requirements

See General University Information [section 3.1.12, "Vaccination/Immunization Requirements for Health Sciences Programs"](#). A copy of the immunization form outlining requirements can be found at [www.mcgill.ca/studenthealth/forms](http://www.mcgill.ca/studenthealth/forms). **Annual flu vaccination is mandatory.** Entry into the McGill University Teaching Hospital Network of Affiliated Centres is dependent on having met the immunization requirements. Immunizations must be complete (or in progress for Hepatitis B) by September 30 of the first year of

studies involving clinical courses (U1 for B.Sc.(N.); U2 for B.N. (Integrated)).

### Mask Fitting Requirements

Prior to commencing NUR1 331, all Nursing undergraduate students must be "mask fitted" by Student Health Services to protect against airborne transmissible infections to which they may be exposed in the hospital setting.

### CPR and First Aid Requirements

All students are required to obtain (by January 30 of the first year of the Nursing programs) and maintain First Aid and CPR certification level Health Care Provider (HCP) and Automated External Defibrillation (AED) throughout their nursing studies.

### Training in Moving Patients

Students must follow a tailored 4-hour training program that uses the *Moving Patients Safety Principles Program* of the *Association pour la santé et sécurité du travail*.

### Clinical Courses

- Clinical courses must be taken sequentially as identified in the Course of Study (section 8.2.1.2 "B.Sc.(N.) Course of Study" and section 8.2.2.2 "B.N. (Integrated) Course of Study").
- Students are expected to demonstrate professional behaviour at all times. The OIIQ Code of Ethics, the Faculty of Medicine Code of Conduct, and the McGill University Code of Student Conduct (as outlined in the *Handbook of Student Rights and Responsibilities*) provide guidelines. Accountability and professionalism are evaluated throughout clinical courses.
- Professional behaviour is expected in relation to classmates, teachers, patients, the interprofessional team, and the institutions within which studies take place.
- Students must be registered with the profession (see section 8.3.2, "Registration with the Profession (Immatriculation or Licensing during the Course of Study)") before they can have access to clinical placements.
- In any formal documentation, such as in the patient's chart, students must identify themselves as a McGill Nursing Student with the respective year of study noted.
- Name badges indicating affiliation with McGill University and the program of study must be worn at all times in clinical studies (these are ordered in the Fall term for U1 B.Sc.(N.) students and in the Winter term for U2 B.N. (Integrated) students).
- Attendance in clinical courses is mandatory and absences must be communicated to the instructor. Students with repeat absences may be asked to defer clinical studies if progress in the clinical course is compromised.
- Students whose pattern of performance in clinical studies is not meeting expectations relative to the course objectives will be informed in writing so that a learning plan can be developed. Students whose performance is well below expectations or deemed to be incompetent or unsafe in clinical studies can be required to withdraw from the course at any time – in this case the student will receive a grade of WF or F. A meeting with the Program Director is required in such cases.
- Students are required to comply with the Ingram School of Nursing uniform policy (or that of the clinical agency) during clinical placements. Details are given in the *Ingram School of Nursing Faculty and Student Handbook*.
- Students are required to purchase a stethoscope and other health-assessment equipment required within specific courses.
- An effort is made to place students within reasonable travelling distance for clinical studies but this cannot be guaranteed. Therefore, each student must budget a sum of money to travel to and from a clinical agency during their clinical course experiences.
- Special requests for specific location or hours of clinical study cannot be accommodated.
- Clinical courses can require that students study during the day time, evening and weekends; clinical studies in NUR1 530 can

involve days, evenings, and night-time studies during the week and on weekends.

- Success in NUR1 220 Therapeutic Relationships is required for entry into NUR1 234 and NUR1 235 (students who have not been successful in NUR1 220 cannot proceed to 234 or 235, even if in Satisfactory Standing).
- Students requesting clinical placements outside the McGill University Teaching Hospital Network (option only available for NUR1 530), or on Specialized Units (e.g., Intensive Care, Emergency Department) within the McGill University Teaching Network, must be in Satisfactory Standing in their program as well as have a CGPA of at least 3.2. Certain placements may require a higher CGPA. Placement decisions in NUR1 530 take into account the strength and completeness of the proposal for placement, the level of autonomy and accountability of the student, the pattern of the student's progress in the program, and interviews.
- B.N. (Integrated) students must successfully complete all Fall and Winter U2 courses PRIOR to taking NUR1 331.

### Criminal Reference Check:

Clinical agencies may require students entering their facility to undergo a Criminal Reference Check prior to being granted permission to enter their facility. Inability of the student to gain access to clinical study settings can preclude their ability to meet the clinical course requirements within their program of study. Registration with the Profession (OIIQ) requires that students declare any criminal offences.

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### 8.3.2 Registration with the Profession (Immatriculation or Licensing during the Course of Study)

All students enrolled in a Nursing program must be registered with the *Ordre des infirmières et infirmiers du Québec* - OIIQ (Order of Nurses of Quebec) to have access to clinical studies. B.Sc.(N.) students receive direct communication from the OIIQ to their Quebec mailing address in the Fall semester. (Students who do not have a Quebec address on the MINERVA system will not receive this notice and their clinical placement will be in jeopardy.) Students must provide the OIIQ with the necessary documentation (e.g., certified birth certificate) and respond to questions related to criminal activity (if any). B.Sc.(N.) students register as *Student Nurse* for which the OIIQ charges a fee (\$211.27 in 2012); the registration (*immatriculation*) is valid for the duration of the program. B.N. (Integrated) students must have passed the OIIQ professional examination or have received licensure from the OIIQ to take the first community clinical course NUR1 431. All Nursing students must adhere to the Code of Ethics of Nurses as outlined in the Professional Code R.S.Q., c. C-26, s. 87; 2001, c. 78, s. 6.

**Note:** Registration of a student in Nursing may be revoked by the OIIQ for expulsion from a teaching establishment, for unacceptable conduct in the clinical milieu, criminal convictions, drug addiction, alcoholism, troubles of a physical or psychological nature incompatible with the practice of nursing, and for any other act derogatory to the dignity of the profession as outlined in the Professional code R.R.Q., 1981, c. I-8, r. 6, s. 2.01.

**Note:** When B.Sc.(N.) students interrupt their clinical studies, they must return their *immatriculation* to the OIIQ during that period. The OIIQ will return the *immatriculation* when clinical studies resume. Any student who interrupts studies for more than a year will have their *immatriculation* revoked by the OIIQ and another application must be made if clinical nursing studies resume.

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### 8.3.3 Academic Integrity

For information on academic integrity, see section 3.1.6, "Academic Integrity".



### 8.3.4 Academic Standing and Evaluation System

Academic standing matters are the jurisdiction of the Student Standing and Promotions Committee. This committee is composed of faculty and student representation and meets at least three times a year to review the performance of all students in the Ingram School of Nursing.

The committee reviews the student record, professional conduct, and general performance and makes decisions on all matters relating to standing, promotion and graduation. The committee also receives and determines responses to requests for leave of absence, grants or denies permission to write deferred and/or supplemental examinations (in nursing and non-nursing courses), assesses that students have fulfilled the Registration with the Profession (*Immatriculation*) requirements of the *Ordre des infirmières et infirmiers du Québec - OIIQ* (Order of Nurses of Quebec) (section 8.3.2, “Registration with the Profession (*Immatriculation* or Licensing during the Course of Study)”), assesses that students have fulfilled the Vaccination/Immunization requirements of the Faculty of Medicine, receives requests for reassessments and rereads in examinations, and receives inquiries and/or complaints related to student conduct issues (as per McGill *Handbook of Student Rights and Responsibilities*, and/or Professional Code of Ethics of Nurses). With respect to the aforementioned requests, the committee may refer these decisions to the responsible Program Director. The Committee refers any disciplinary issues to the Associate Dean and Director of the Ingram School of Nursing.

#### Grading

A student is allowed to write a final examination in a course only after the course requirements have been fulfilled. Courses can be graded either by letter grades or in percentages, but the official grade in each course is the letter grade.

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%
D*	1.0	50 - 54%
F (Fail)	0	0 - 49%

\* *designated a failure.*

**For students in the B.Sc.(N.) and B.N. (Integrated) programs, a passing grade in all courses is a “C”. Letter grades are assigned grade points according to the table shown above.**

A student's academic standing will be determined on the basis of a grade point average (GPA), which is computed by dividing the sum of the grade points accumulated by the total course credits attempted.

$$\text{GPA} = \frac{\sum (\text{course credit} \times \text{grade points})}{\sum (\text{GPA course credits})}$$

The term grade point average (TGPA) is the GPA for a given term calculated using all the applicable courses in that term. The cumulative grade point average (CGPA) is the grade point average calculated using the student's entire record in the program. **CGPA calculations will, therefore, include all passing grades, grades of D or F, grades from supplemental examinations, and grades from repeated courses.**

#### Other Letter Grades

- P** — **Pass:** Pass/Fail grading is restricted to certain clinical courses (e.g., NUR1 530) only. In such cases all grades in these courses are recorded as either Pass or Fail. Not included in GPA calculations.
- J** — **Absent:** to be recorded for the student who did not write the final examination and had not been granted deferred status, or who did not complete an essential part of the course requirements without a valid reason. This is a failure and is calculated in the TGPA and CGPA as a failure. Appearing at the incorrect time for an examination is not a sufficient reason for a J grade to be replaced by a grade of L (deferral).
- K** — **Incomplete:** deadline extended for submission of work in a course (maximum four months). (Note: this option is rarely used in the Undergraduate Nursing Program and can only be given after discussion with the Assistant Director of the respective program; if used, a 'K contract' must be signed.)
- KF** — **Incomplete/failed:** failed to meet the extended deadline for submission of work in a course. This is a failure and is calculated in the TGPA and CGPA as a failure.
- L** — **Deferred:** for students whose final examinations or papers have been deferred, for reasons such as illness, at the time of the examination. The “L” grade must be cleared as soon as possible (maximum four months).  
A medical certificate or appropriate document must be submitted to the Nursing Student Affairs Office **as per McGill University deadlines**. In particular, such recommendations will not be considered if medical reasons are brought forth after a grade is assigned.  
By commencing to write any examination, the student waives the right to plead medical causes for deferral or permission to write a supplemental examination, unless the medical problem occurs in the course of the examination and is documented by examination authorities.
- LE or L\*** — **Further deferral:** permitted to defer examination for more than the normal period.
- NA** — **Grade not yet available.**
- NR** — **No grade reported** by the instructor (recorded by the Registrar).
- W** — **Withdrew with approval:** a course dropped, with permission, after the change of course period. Not included in GPA calculations.
- WF** — **Withdrew failing:** a course dropped, with special permission in exceptional case, after faculty deadline for withdrawal from course, the student's performance in the course at that stage being on the level of an F; not included in GPA calculations.
- WL** — **Withdrew from a deferred examination:** granted only with appropriate medical documentation and permission of the Program Director.
- W-- or --** — **No grade.** Student withdrew from the University.

### Satisfactory/Unsatisfactory S/U

In certain instances, students may designate elective courses to be graded under the S/U option. Only one course (3 credits) per term, to a maximum of 10% of a student's credits taken at McGill to fulfil the degree requirements, may be taken in this way. Grades will be reported in the normal fashion by the instructor and those of A through C will be converted to "Satisfactory" (S), and grades of D and F will become "Unsatisfactory" (U). The decision to have an elective course graded as S/U must be made by the student before the end of the Drop/Add period, and no change can be made thereafter. The courses taken under the S/U option will be excluded from the grade point average calculations, but they will be included in the number of credits attempted and completed. **The S/U option is not available for Required or Complementary Courses.**

**Note:** The S/U option **has very limited application** in the Ingram School of Nursing; students considering it should seek guidance from the Assistant Director of their respective program. To be considered for in-course awards and/or the renewal of entrance scholarships, students must complete at least 27 graded credits in the regular academic session exclusive of courses completed under the S/U option.

### Standing in Undergraduate Nursing Programs

#### Satisfactory Standing:

Any U1, 2, and 3 student who meets ALL of the following criteria is in Satisfactory Standing:

- a CGPA of 2.0 or above;
- no more than two failures in the non-nursing (non-NUR1) courses of the program;
- no more than four credits of failure in nursing (NUR1) courses;
- no failures in clinical courses (note that clinical courses are indicated by the middle course number of '3', e.g., NUR1 234, NUR1 233 and NUR1 530);
- no failure in NUR1 220 Therapeutic Relationships;
- a TGPA of  $\geq 2.0$ ;
- demonstrated professional behaviour and integrity in adherence with standards in classroom and clinical studies (including performance at the Simulation Centre and in the Ingram School of Nursing Learning Lab), and adherence to:
  - the Quebec Code of Ethics of Nurses;
  - the McGill University Code of Student Conduct (as per the *Handbook on Student Rights and Responsibilities*);
  - and the Faculty of Medicine Code of Conduct.

Any U0 student who meets ALL of the following criteria is in Satisfactory Standing:

- a CGPA of 2.0 or above;
- a TGPA of 2.0 or above;
- no more than 2 failures in the U0 year (note that the number of failures in U0 Freshman Science courses are zeroed when the student enters U1 and the above conditions apply).

#### Probationary Standing:

The student who has not met the criteria of Satisfactory Standing (see above) and who has been allowed to continue in the program is placed on probationary standing in the following conditions when the student has:

- more than two failures in the non-nursing (non-NUR1) courses of the program but has a CGPA  $\geq 2$ ;
- more than 4 credits of failures in nursing (NUR1) courses and has a CGPA  $\geq 2$ ;
- a CGPA of between 1.5 - 1.99 but has not exceeded the number of allowable failures in nursing and/or non-nursing courses and was previously in Satisfactory Standing;
- a CGPA of between 1.5 - 1.99 and has exceeded the number

of allowable failures in nursing and non-nursing courses but who has been granted permission to remain in the program;

- a TGPA below 1.5 (or  $< 2.0$  for U2 and U3 B.Sc.(N.) students);
- been granted the exceptional decision to repeat a failed clinical course or who has had a repeated clinical alert status and allowed to continue in the program;
- failed to demonstrate professional behaviour or integrity by not adhering with standards in classroom and clinical studies (including performance at the Simulation Centre and in the Ingram School of Nursing Learning Lab), by violating:
  - the Quebec Code of Ethics of Nurses;
  - the McGill University Code of Student Conduct (as outlined in the *Handbook on Student Rights and Responsibilities*);
  - or the Faculty of Medicine Code of Conduct;
 and has been allowed to continue in the program;
- been readmitted as "Unsatisfactory Readmitted"; the student remains on probation until the conditions specified in their letter of readmission are met.

Students in probationary standing may continue in their program, but must carry a reduced load (maximum 14 credits per term). They must maintain a TGPA of a minimum 2.5 and obtain a CGPA of 2.0 or above at the end of the next academic year to return to satisfactory standing (see above). Students on probation must also meet any requirements outlined by the Student Standing and Promotions Committee. Any student on probation should see their faculty adviser to discuss their course selection and degree planning.

#### Clinic Alert:

Any student who obtains a grade of C or C+ in a clinical course or in NUR1 220 Therapeutic Relationships or whose pattern of performance during the clinical evaluation period indicates steady decline or whose conduct in the areas of professionalism or moral/ethical behaviour is a concern (but meets minimum standards) or the student has been out of clinical studies for two or more semesters, is placed on Clinic Alert. Students who have failed a clinical course and have been allowed to repeat this course are placed on Clinic Alert. The student is allowed to continue into the subsequent clinical course but must meet the criteria outlined in the learning plan that is established between the student and clinical course coordinator. Failure to meet the learning plan criteria results in a grade of F. Only one Clinic Alert is allowed in the program of study. The clinic alert standing is not recorded on the student's Minerva record.

#### Unsatisfactory Standing:

Students in unsatisfactory standing have not met the minimum standards set by the Ingram School of Nursing. Students in unsatisfactory standing are required to withdraw from the program. These students should consult their nursing adviser for guidance as their status in the University may be deemed satisfactory in programs with less rigorous standing requirements.

Unsatisfactory Standing is granted when the student:

- obtains a CGPA of  $< 1.5$ ;
- obtains a CGPA of between 1.5 - 1.99 and the number of allowable failures in nursing and non-nursing courses has been exceeded and the student has not been granted permission to remain in the program;
- was previously in probationary standing (includes Unsatisfactory Readmitted students) or interim Unsatisfactory Standing and the TGPA is below 2.5 and the CGPA is below 2.0 OR the student fails to meet the requirements outlined by the Student Standing and Promotions Committee;
- has failed a clinical course and the student has not been allowed to repeat the course;
- has failed to demonstrate professional behaviour or integrity by not adhering with standards in classroom and clinical

studies (including performance at the Simulation Centre and in the Ingram School of Nursing Learning Lab), by violating:

- the Quebec Code of Ethics of Nurses;
- the McGill University Code of Student Conduct (as outlined in the Handbook on Student Rights and Responsibilities);
- or the Faculty of Medicine Code of Conduct;

and has not been allowed to continue in the program;

- is considered incompetent and/or unsuitable for the practice of Nursing.

#### Interim Standings:

Any student who, after only one semester of studies in the program, does not meet satisfactory standing requirements, is granted an interim standing (e.g., interim probation; interim unsatisfactory). Students in interim standing may continue in their program, but must meet with their faculty adviser to evaluate their course load and reduce it as appropriate.

#### Appeals

Only standing decisions that place the student in Unsatisfactory Standing or require the student to withdraw from the program of study can be appealed. In such cases, the student makes a written appeal to the Student Standing and Promotions Committee, within 14 days of the decision, stating the reason(s) for the appeal.

Further appeals are dealt with by the Associate Dean and Director of the Ingram School of Nursing. Complete details on the appeals process are found in the *Ingram School of Nursing Faculty and Student Handbook* found in pdf format at [www.mcgill.ca/nursing/students](http://www.mcgill.ca/nursing/students).

#### Examinations

##### Supplemental Examinations

Students who have a grade of D, J, F, or U in a course and who have a CGPA of  $\geq 2.2$  in U0 or U1 or  $\geq 2.3$  in U2 or U3 are eligible to apply for supplemental examination on Minerva (as per McGill deadlines).

Only under very special circumstances will a student be permitted to write more than two supplemental examinations throughout the program.

##### Deferred Examinations

An examination may be “deferred” for reasons of illness or family crisis **only** by permission of the Program Director. This verification (generally a medical certificate or appropriate document) must be supplied **as per McGill deadlines posted on the web** at [www.mcgill.ca/students/exams/supdefer](http://www.mcgill.ca/students/exams/supdefer).

**Note:** This stipulation refers to any course taken in the program of study, i.e., nursing and non-nursing courses.

**Note:** Students who are unable to write their deferred exam(s) as scheduled due to documented illness, family affliction, or other crisis, must contact the Nursing Student Affairs Office to initiate a withdrawal from the deferred exam(s). If the withdrawal is not approved, a final grade of “J” (absent) will appear on the student's transcript, and will count as zero in the grade point average (GPA).

##### Reassessments and Rereads

Requests for reassessments are made to the Student Standing and Promotions Committee within 10 working days after the graded material has been made available for student viewing. An impartial reviewer recalculates the grade based on the allocation of grades and, rather than re-correct the work and grade it as they would have done themselves, reviewers assess the appropriateness of the original grade based, for example, on the application of the grading key to the student's work. Reassessments are free.

A written request for a reread is submitted to the Student Standing and Promotions Committee (see deadlines below). A reread involves a cost to the student. Grades are either raised, lowered, or remain the same, as the result of a reread. Rereads for courses not administered by the Ingram School of Nursing are subject to the deadlines and regulations of the relevant faculty.

#### Procedures Governing Reassessment/Rereads

**Reassessment** is done free of charge. Computer marked examinations can be reassessed but not reread. There is a fee for the **reread** of a final examination or paper. Visit [www.mcgill.ca/student-accounts/fees/adminfees](http://www.mcgill.ca/student-accounts/fees/adminfees) for details.

Application Deadlines for Reread:

- March 31 for courses ending in the Fall term
- July 31 for courses ending in the Winter term
- August 31 for courses ending in May

Requests for reassessments or rereads in more than one course per term are not permitted.

Reassessments or rereads are not available for supplemental examinations.

#### 8.3.5 Requirements for Licensure (Entry into the Profession)

For licensing as a registered Nurse in the Province of Quebec, requests must be addressed to the *Ordre des infirmières et infirmiers du Québec* (OIIQ) (Order of Nurses of Quebec).

4200 boulevard Dorchester Ouest

Westmount, QC H3Z 1V4

Telephone: 514-935-2505

Toll-Free: 1-800-363-6048

Email: [inf@oiiq.org](mailto:inf@oiiq.org)

Website: [www.oiiq.org](http://www.oiiq.org)

The Order of Nurses of Quebec administers the professional examination for graduates planning to work in Quebec; graduates from the Ingram School of Nursing who completed high school before 1986 from an English Quebec high school or from an English high school outside of Quebec, **MUST** pass a French Language Proficiency Licensure Examination administered by the *Office québécois de la langue française*, in accordance with Article 35 of the Charter of the French Language. Students who obtained their Quebec high school diplomas after 1986 or who studied at least three years full-time in French at the secondary or post-secondary level are **not required** to write the French language examination. Information about the examination can be obtained at [www.oqlf.gouv.qc.ca](http://www.oqlf.gouv.qc.ca).

Students are eligible to write the French Language Proficiency test in the last two years preceding completion of their degree in Nursing.

For students wishing to be licensed in provinces outside Quebec or in other countries, consult the licensing body of that site. Generally, licensure is required in the jurisdiction in which the nursing program is completed. Once this has been received, reciprocal arrangements for licensure in other jurisdictions may be made. Graduates may have to write more than one licensure examination. Therefore, it is recommended that graduates contact the jurisdiction in which they plan to practice nursing early in the program.

It is to the students' advantage to write their Professional Examination for Licensing with the OIIQ since it is an approved examination under the Mutual Recognition Agreement on Labour Mobility for Registered Nurses in Canada. As these agreements can change from year to year, students are encouraged to contact the licensing body directly.

International students are strongly urged to contact the licensing body of the country in which they intend to practice as early as possible in order to have complete information on the requirements for license.

## 8.4 Undergraduate Courses

Students preparing to register should consult the web at [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) (click "Class Schedule") for the most up-to-date list of courses available; courses may have been added, rescheduled or cancelled after this Calendar was published. "Class Schedule" lists courses by term and includes days, times, locations, and names of instructors.

The course credit weight is given in parentheses after the title.

Information on non-nursing courses are found in the *Programs, Courses and University Regulations* publication at:

[www.mcgill.ca/study](http://www.mcgill.ca/study).

**Note:** Registration for the two following HSEL courses will be wait-listed. (*Students are encouraged to register early due to limited seats.*)

**HSEL 308 ISSUES IN WOMEN'S HEALTH.** (3) (Fall) (Prerequisite: Introductory Psychology or Sociology or permission of the instructor) (Complementary course for the Women's Studies and Social Studies of Medicine Concentrations) Exploration of a wide range of topics on the health of women. Topics include use of health care system, poverty, roles, immigration, body image, lesbian health, and violence against women. Additional topics vary by year. A Health Science elective open to students in the Faculties of Arts, Science, and Medicine.

**HSEL 309 WOMEN'S REPRODUCTIVE HEALTH.** (3) (Winter) (Prerequisite: Introductory Psychology or Sociology or permission of the instructor) (Restriction: not open for credit to students who have taken HSEL 308 prior to September 1997) (Complementary course for the Women's Studies and Social Studies of Medicine Concentrations) Concepts of health and medicalization. Canadian and international perspectives. Topics include contraception, abortion, infertility, menstruation, menopause, new reproductive technologies, prenatal care, childbirth. Additional topics vary by year. A Health Science elective open to students in the Faculties of Arts, Science, and Medicine.

**NUR1 200 BIOLOGY FOR ILLNESS & THERAPY.** (4) (Prerequisite: CHEM 212 or CHEM 232 or equivalent.) A biological base for pharmacology and pathology. Topics include: cell types, structure and function. Movement across cell membranes, cell movement, transportation, and intercellular communication. Cell life-cycle, normal, abnormal cell growth, repair, and death. Cell metabolism, energy production, storage, release, vitamins, enzymes, DNA structure, nucleic acid replication, transcription and translation.

**NUR1 219 TRANSITION TO THE MCGILL MODEL.** (1) This course introduces students to the McGill Model of Nursing.

**NUR1 220 THERAPEUTIC RELATIONSHIPS.** (3) (Prerequisite or Corequisite: NUR1 222.) The course introduces the principles, theories, and basic skills of a collaborative relationship with individuals and families. Students will learn about the phases of the relationship (i.e., engagement, working, and termination) and the clinical skills involved in establishing, maintaining, and terminating a relationship in promoting health.

**NUR1 221 FAMILIES AND HEALTH BEHAVIOUR.** (3) This course introduces theoretical perspectives of family, and the role of the family in health and illness. Characteristics of healthy families, family environments that promote health, family influences on health practices, and family roles during illness are examined. Students will be introduced to family assessment tools and nursing research.

**NUR1 222 MCGILL MODEL OF NURSING.** (1) This introductory course provides an overview of the history and the philosophical and theoretical tenets underlying the core concepts of the Model. Students are introduced to McGill's perspective on health, family, learning, and collaborative nursing through a study of selected theoretical and research papers.

**NUR1 223 DEVELOPMENT OVER THE LIFESPAN.** (3) Study of biological, psychological, and social perspectives of human development from infancy through old age within an ecological

framework. Developmental processes of learning, coping, and social relationships will be linked to biological development and be discussed as major determinants of health.

**NUR1 233 PROMOTING YOUNG FAMILY DEVELOPMENT.** (4) (Prerequisites or Corequisites: NUR1 220, NUR1 221, NUR1 222, NUR1 223.) This clinical course focuses on identifying indicators of healthy development in individuals and families during two phases of development, the birth of a baby and the young pre-schooler. Students will develop skill in the assessment of these individuals and families and explore nursing approaches that promote their health.

**NUR1 234 NURSING ELDERLY FAMILIES.** (3) (Prerequisites or Corequisites: NUR1 220 and NUR1 222.) A clinical course providing basic knowledge and skills in promoting and maintaining biological, psychological, and social processes of health in the aged. Students will acquire skill in gerontological nursing assessment and intervention with the elderly living in the community.

**NUR1 235 HEALTH AND PHYSICAL ASSESSMENT.** (4) (Prerequisite: NUR1 220) This course will develop basic knowledge and skills required to do a health history and to carry out basic physical assessment in infants, children, and adults.

**NUR1 239 HEALTH & PHYSICAL ASSESSMENT 2.** (3) (Prerequisite or Corequisite: PHGY 210.) (College introduction to health and physical assessment.) An integrated approach to physical assessment and a comprehensive health assessment for the purpose of primary care screening and triage.

**NUR1 311 INFECTION PREVENTION AND CONTROL.** (3) (Prerequisite: NUR1 200) Principles of microbiology and their application to clinical practice in acute and community care settings. Laboratory diagnostics, infectious diseases, and infection prevention and control principles and activities are covered.

**NUR1 319 STRESS & ILLNESS MANAGEMENT.** (3) (Corequisites: NUR1 219 and PHGY 209) The psychological, behavioural and biological responses to stress and acute illness and the interrelationship between personal and contextual resources in determining health outcomes.

**NUR1 321 ACUTE STRESSORS AND COPING.** (2) (Prerequisite(s): NUR1 234, NUR1 233.) Physiological, psychological, and social perspectives are used to examine stress associated with illness, injury, and developmental events. Theories of stress and coping are examined; research findings highlighting the links between stressors, coping responses and health outcomes in individuals and families are reviewed.

**NUR1 322 CHRONIC ILLNESS AND PALLIATIVE CARE.** (3) (Prerequisite: NUR1 331 or NUR1 319.) The biological, psychological and social factors which influence living with chronic illness are examined. Empirical findings linking different chronic stressors to coping responses and to health outcomes are reviewed. Issues in palliative care, the care of the dying, and the nature of bereavement are reviewed.

**NUR1 323 ILLNESS MANAGEMENT 1.** (3) (Corequisite: NUR1 331.) The focus of this course is the medical, surgical and nursing management of the major illnesses in adults and children. Topics will include diagnostic tests, drug therapies, dietary management, exercise, relaxation techniques, pain management approaches, patient education, and strategies for maintaining physical and emotional well-being.

**NUR1 324 ILLNESS MANAGEMENT 2.** (3) (Prerequisite: NUR1 323 or NUR1 319.) (Note: Continuation of NUR1 323.) Medical, surgical, and nursing management of the major illnesses in adults and children. Topics will include diagnostic tests, drug therapies, dietary management, symptom management, patient education, and strategies for maintaining physical and emotional well-being.

**NUR1 331 NURSING IN ILLNESS 1.** (4) (Prerequisite: NUR1 235; Pre-/co-requisite: NUR1 321, NUR1 323 or permission of the instructor.) This clinical course integrates knowledge of normal physiological and psychological processes, disease and illness management in the assessment and care of the acutely ill. Students will develop interventions that conserve patient energy,



alleviate physical and emotional pain, promote healing, and help families cope and deal with the health care system.

**NUR1 332 NURSING IN ILLNESS 2.** (4) (Pre-/co-requisite: NUR1 235, NUR1 322, NUR1 331 or permission of the instructor.) This clinical course integrates knowledge related to individuals and families coping with acute, chronic and terminal illnesses, and illness management in nursing practice. Assessment skills will focus on changes in physiological functioning, emotions, behavior, and family processes.

**NUR1 333 NURSING IN ILLNESS 3.** (4) (Prerequisite: NUR1 332) Focus is on the integration of knowledge and skills acquired over the first two years of the program. Students and faculty will jointly determine the student's clinical placement on the basis of the student's learning needs and their previous clinical experiences.

**NUR1 420 PRIMARY HEALTH CARE.** (3) (Corequisite: NUR1 431.) Principles of accessibility, public participation, intersectoral and interdisciplinary collaboration, appropriate technology, and health promotion and illness prevention are discussed in relation to the planning and delivery of local, regional, and international health delivery systems. Topics include the infrastructure that supports health, and socio-economic, political and cultural contexts of health.

**NUR1 421 RESOURCES: SPECIAL POPULATIONS.** (3) (Prerequisites: NUR1 420, NUR1 431.) (Corequisite: NUR1 432.) The concept of social support is explored and links between social networks and health are examined. Groups at health risk including the homeless, poor, and new immigrants are identified. Types and functions of community groups available as social resources for these groups will be discussed.

**NUR1 422 RESEARCH IN NURSING.** (3) Quantitative and qualitative approaches to nursing research and guidance to effectively critique research and apply the results to clinical practice, including: formulating a research question, research design issues, strategies for data collection and analysis, appraisal and utilization of nursing research.

**NUR1 424 LEGAL AND ETHICAL ISSUES: NURSING.** (3) (Prerequisite: NUR1 333.) This course covers ethical and legal aspects related to caring for patients and their families, and principles in ethical decision-making. Issues of professional accountability, liability, and advocacy are addressed in such contexts as withholding treatment, organ harvesting, abortion, involuntary commitment, etc.

**NUR1 428 LEARNING AND HEALTH EDUCATION.** (3) (Prerequisite: NUR1 331.) (Restriction: Not open to students who have taken NUR1 328.) This course examines how cognitive, behaviorist, and social learning theories may be used to enhance individual and family health behaviors, coping and development. Topics include: learning theories; principles of teaching and learning, support groups, issues around clients' use of information technology for health information.

**NUR1 431 COMMUNITY NURSING 1.** (4) (Prerequisite: NUR1 331 for B.N. (Integrated) students; NUR1 333 for B.Sc.(N) students.) (Corequisite: NUR1 420.) In this clinical course students will apply their knowledge and increase their skills in assisting families and special groups in the community to deal more effectively with normal developmental events, ongoing social problems and illness or other crisis events.

**NUR1 432 COMMUNITY NURSING 2.** (4) (Prerequisite: NUR1 431, NUR1 428.) (Corequisite: NUR1 421.) In this clinical course students will apply their knowledge and increase their skills in assisting families and special groups in the community to deal more effectively with normal developmental events, ongoing social problems and illness or other crisis events.

**NUR1 530 CLINICAL INTERNSHIP.** (5) (Prerequisite: NUR1 432.) (Restriction: Only B.Sc.(N) Program) This clinical nursing experience offers students an opportunity to consolidate their knowledge and assessment skills in either community nursing or critical care.

#### 8.4.1 Note to All Students

It is expected that students will attend designated Ingram School of Nursing conferences such as 'Nursing Explorations'. A student fee applies.



## 9 School of Physical and Occupational Therapy

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### 9.6.4.2 Physical Therapy Courses

## 9.1 The School

### 9.1.1 Location

School of Physical and Occupational Therapy  
Davis House  
3654 Promenade Sir-William-Osler  
Montreal, QC H3G 1Y5

### 9.1.2 Administrative Officers

David Eidelman; M.D., C.M. (McG.), FRCPC, FACP  
**Vice-Principal (Health Affairs) and  
Dean of the Faculty of Medicine**

Annette Majnemer; B.Sc. (O.T.), M.Sc., Ph.D. (McG.)  
**Director and Associate Dean**

Sarah C. Marshall; B.Sc. (P.T.), M.Sc. (McG.)  
**Director's Academic Associate**

Bernadette Nedelec; B.Sc. (O.T.), Ph.D. (Alta.)  
**Academic Director, Occupational Therapy**

Aliki Thomas; B.Sc. (O.T.), M.Ed., Ph.D. (McG.)  
**Academic Associate Director, Occupational Therapy**

Judith Soicher; B.Sc. (P.T.), B.Sc. (L.S.), M.Sc., Ph.D. (McG.)  
**Academic Director, Physical Therapy**

Liliane Asseraf-Pasin; B.Sc. (P.T.), M.Ed., Ph.D. (McG.)  
**Academic Associate Director, Physical Therapy**

Isabelle Gélina; B.Sc. (O.T.) (Montr.), M.Sc. (Virg.),  
Ph.D. (Rehab. Sc.) (McG.)  
**Academic Director, Graduate Programs**

Laurie Snider; B.Sc. (O.T.) (McG.), M.A. (Br. Col.), Ph.D. (Tor.)  
**Academic Associate Director, Graduate Programs**

Hélène Fyfe  
**Administrative Officer**

### 9.1.3 Staff of the School

#### Emeritus Professors

Robert Dykes; B.A. (Calif.-LA), Ph.D. (Johns Hop.)  
Erika Gisel; B.A., B.Sc. (O.T.), M.Sc., Ph.D. (Temple)  
Sharon Wood-Dauphinee; B.Sc. (P.T.), Dip. Ed., M.Sc.A.,  
Ph.D. (McG.)

#### Professors

Hugues Barbeau; B.Sc. (P.T.), M.Sc., Ph.D. (Laval) (*on leave*)  
Nicol Korner-Bitensky; B.Sc. (O.T.), M.Sc., Ph.D. (McG.)  
Mindy Levin; B.Sc. (P.T.), M.Sc., Ph.D. (McG.)  
Annette Majnemer; B.Sc. (O.T.), M.Sc., Ph.D. (McG.)  
Nancy Mayo; B.Sc. (P.T.) (Qu.), M.Sc., Ph.D. (McG.)

#### Associate Professors

Philippe Archambault; B.Sc. (O.T.) (McG.), M.Sc.A.,  
Ph.D. (Montr.)  
Joyce Fung; B.Sc. (P.T.) (Hong Kong Polytech. Univ.),  
Ph.D. (McG.)  
Isabelle Gélina; B.Sc. (O.T.) (Montr.), M.Sc. (Virg.),  
Ph.D. (Rehab. Sc.) (McG.)  
Eva Kehayia; B.A., M.A., Ph.D. (McG.)  
Anouk Lamontagne; B.Sc., M.Sc., Ph.D. (Laval)  
Bernadette Nedelec; B.Sc. (O.T.), Ph.D. (Alta.)  
Laurie Snider; B.Sc. (O.T.) (McG.), M.A. (Br. Col.), Ph.D. (Tor.)

#### Assistant Professors

Sara Ahmed; B.Sc. (P.T.), M.Sc., Ph.D. (McG.)  
Dana Anaby; B.O.T., M.Sc. O.T. (Tel Aviv), Ph.D. (Br. Col.)

Patricia Belchior da Cunha; B.S.(Law), B.S.(O.T.)(Dom Bosco Catholic Univ.), Ph.D.(Flor.)  
André Bussi res; B.Sc.(Nursing)(Montr.), D.C.(Canadian Memorial Chiropractic College Toronto), M.Sc.(UQTR), Ph.D.(Ott.)  
Isabelle Gagnon; B.Sc.(P.T.)(McG.), M.Sc., Ph.D.(Montr.)  
Mathew Hunt; B.Sc.(P.T.), M.Sc., Ph.D.(McG.)  
Barbara Mazer; B.Sc.(O.T.)(Qu.), M.Sc., Ph.D.(McG.)  
Melissa Park; B.A.(Yale), M.A.(O.T.), Ph.D.(Occupational Sci.)(USC)  
Richard Preuss; B.Sc.(P.T.), B.Sc.(L.S.), M.Sc.(Wat.), Ph.D.(McG.)  
Shawn Robbins; B.Sc.(P.T.), Ph.D.(Health and Rehabilitation Sciences)(W. Ont.)  
Marc Roig Pull; M.Sc.(Nott.), Ph.D.(Br. Col.)  
Judith Soicher; B.Sc.(P.T.), B.Sc.(L.S.), M.Sc., Ph.D.(McG.)  
Jadranka Spahija; B.Sc.(P.T.), Ph.D.(McG.)

#### *Assistant Professors (Professional)*

Susanne Mak; B.Sc.(O.T.), M.Sc.(McG.) (*on leave*)  
Cynthia Perlman; B.Sc.(O.T.), M.Ed.(McG.)  
Caroline Storr; B.Sc.(O.T.), M.B.A.(C'dia)  
Alik Thomas; B.Sc.(O.T.), M.Ed., Ph.D.(McG.)  
Adriana Venturini; B.Sc.(P.T.), M.Sc.(McG.)

#### *Faculty Lecturers*

Liliane Asseraf-Pasin; B.Sc.(P.T.), Ph.D.(McG.)  
Isabel Audette; B.Sc.(P.T.), M.Sc.(McG.)  
Dana Benoit; B.Sc.(O.T.), M.Sc.(McG.)  
Marie Eve Bolduc; B.Sc.(O.T.), M.Sc.(McG.)  
Franzina Coutinho; B.Sc.(O.T.), M.O.T.(Mumbai), Ph.D.(O.T.)(Texas)  
Marika Demers; B.Sc.(O.T.)(Montr.)  
Nancy Forget; B.Sc.(O.T.)(McG.), M.Sc.(Montr.)  
Crystal Garnett; B.A., M.Sc.(P.T.)(Qu.)  
Heather Lambert; B.Sc.(O.T.), M.Sc., Ph.D.(McG.)  
Isabelle Pearson; B.Sc.(P.T.), M.Sc.(McG.) (*on leave*)  
Claire Perez; B.Sc.(P.T.), B.Sc.(Bio), M.Sc.(McG.)  
Suzanne Rouleau; B.Sc.(O.T.)(Laval), M.Sc.(Montr.)  
Sara Saunders; B.Sc.(O.T.)(Dal.)  
Hiba Zafran; B.Sc., B.Sc.(O.T.), M.Sc.(McG.)

#### *Professional Associates*

Fernanda Alves; B.Sc.(P.T.)(McG.)  
Ann Hetherington; B.Sc.(P.T.)(McG.)  
Linda Labelle; B.Sc.(P.T.)(Montr.), D.A.S.(HEC)  
Sylvie Laplante; B.Sc.(O.T.)(McG.)  
Vassiliki Lyroudias; B.Sc.(Anat.)(McG.), B.Sc.(O.T.)(McG.)  
Donald MacLeod; B.Sc.(P.T.)(McG.)  
Anita Menon; B.Sc.(O.T.), M.Sc.(McG.)  
Rochelle W. Rein; B.Sc.(P.T.)(McG.)  
Ana Maria Rodriguez; B.Sc.(P.T.), M.Sc.(McG.)  
Kimberley Smalridge; B.Sc.(P.T.)(McG.), B.A.(C'dia)

#### *Faculty Lectureship (Nil Salary)*

Tammy Abramovitch-Ostroff; B.Sc.(P.T.)(McG.)  
Melanie Berghorson; M.Sc.(O.T.)(ATSU)  
Zachary Boychuck; M.Sc.(A)(O.T.)(McG.)  
Clara Carpintero; B.A.(O.T.), B.Sc.(O.T.)(Bogota), M.Ed.(McG.)  
Tammam El-Khodor; B.Sc.(O.T.), M.Sc.(Br. Col.)  
Erin Freedin; B.Sc.(C'dia), M.Sc.(O.T.)(Qu.)  
Nathalie Khoury; B.Sc.(O.T.)(McG.)  
Loo Kim; B.Sc.(O.T.)(Ott.)  
Masoud Mehrzad; B.Sc.(O.T.)(Tehran), M.H.A.(Montr.)  
Marla Rapoport; B.Sc.(P.T.)(McG.)  
Jenne Saunders; M.Sc.(A)(O.T.)(McG.)  
Julie Valiquette; B.Sc.(P.T.)(McG.)  
Elizabeth Wynands; B.Sc.(O.T.)(McG.)

#### *Associate Members*

Bruno Gagnon; M.Sc.(McG.), M.D.(Laval)  
Walter Wittich; B.Sc., M.A.(C'dia), Ph.D.(McG.)

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### 9.1.4 History of the School

In response to the marked need for rehabilitation specialists in Canada at the time of the Second World War, the School of Physiotherapy was started at McGill University in 1943. It was the first Canadian School to be under the aegis of a Faculty of Medicine. Initially the School offered a two-year program in physiotherapy plus internship, upgraded to a three-year program in 1947.

In 1950, Occupational Therapy was introduced in a three-year combined Physical and Occupational Therapy diploma program, followed by two months of internship in each profession. The School was given its present name the following year. In 1954, McGill introduced Canada's first B.Sc. program in Physical and Occupational Therapy, together with separate diploma programs in Physical Therapy and in Occupational Therapy.

Due to the advancement of science and technology and to the increasing emphasis on health care needs of society, the programs have evolved, integrating a greater academic and scientific base over the ensuing decades. Thus the diploma programs were phased out, allowing for the creation of the B.Sc. degree in Physical Therapy in 1969, and the B.Sc. degree in Occupational Therapy in 1971.

At the graduate level, an M.Sc.(A.) program in Health Science (Rehabilitation) was initiated in 1972 and formally approved in 1976. To provide the foundation for the development of a doctorate degree, it was changed from an (Applied) to a thesis degree in 1982. The School now offers two non-professional M.Sc. programs (thesis and non-thesis) in Rehabilitation Science and, since 1988, a Ph.D. program in Rehabilitation Science, the first of its kind in Canada. Also at the graduate level as of 2008, the School offers Master level degrees for entry into professional practice. Students can complete the McGill B.Sc. (Rehabilitation Science); Major in Occupational Therapy or Major in Physical Therapy degree and then proceed to the entry level professional Masters in the same discipline, or can enter the Masters program through a preparatory year referred to as a qualifying year.

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### 9.1.5 List of Programs

B.Sc. (Rehabilitation Science); Major in Occupational Therapy  
B.Sc. (Rehabilitation Science); Major in Physical Therapy  
Graduate Certificate in Assessing Driving Capabilities  
Graduate Certificate in Chronic Pain Management  
M.Sc.A. (Occupational Therapy)  
M.Sc.A. (Physical Therapy)  
M.Sc. (Non-Thesis) in Rehabilitation Science  
M.Sc. (Thesis) in Rehabilitation Science  
Ph.D. in Rehabilitation Science

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## 9.2 Programs and Admission Information

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### 9.2.1 Professional Profiles

#### **Occupational Therapy**

Occupational therapy examines all aspects of how occupation as a therapeutic intervention enhances and enables health-related quality of life. Individuals who are affected by physical injury, disability or psychosocial dysfunction are among the clientele served by occupational therapists. Occupational therapy maximizes independence, prevents disability and promotes health across the lifespan, from early intervention in infancy to preventive interventions with the well elderly. In the field of mental health, the occupational therapist contributes to clarifying the functional psychiatric diagnosis and assists clients in coping with environmental stress and integration into the community.



## Physical Therapy

Physiotherapy is a primary care, autonomous, client-focused health profession dedicated to improving and maintaining functional independence and physical performance; preventing and managing pain, physical impairments, disabilities and limits to participation; and promoting fitness, health and wellness (*Canadian Physiotherapy Association*).

Physical therapists use exercise, physical modalities, manual therapy approaches, assistive devices, and lifestyle management to help individuals obtain maximal functional potential. The physical therapist is a health professional who contributes to the multi-disciplinary team through patient evaluation, treatment planning and delivery, education, research and consultation in clinics, industry, and the community.

### 9.2.2 Undergraduate Programs Offered

#### B.Sc. (Rehabilitation Science); Major in Occupational Therapy

This is a 90-credit degree that provides access to the 58-credit Master of Science, Applied, Occupational Therapy degree. This program provides the student with a basic health sciences foundation and undergraduate-level courses specific to the practice of Occupational Therapy. The Occupational Therapy curriculum emphasizes occupation and occupational performance in daily life, community rehabilitation, client-centered and evidence-based practice, clinical reasoning, ethics, teamwork and professionalism as essential components for the development of a humanistic, ethical, knowledgeable, competent, critical-thinking, and problem-solving occupational therapist.

#### B.Sc. (Rehabilitation Science); Major in Physical Therapy

This is a 90-credit degree that provides the student with a basic health sciences foundation and undergraduate-level courses specific to the practice of Physical Therapy. This undergraduate program prepares students for the professional Master's program (Master of Science Applied in Physical Therapy). The Physical Therapy curriculum emphasizes clinical reasoning, diagnostics, evidence-based practice, community rehabilitation, teamwork, and professionalism as essential components for the development of a humanistic, ethical, knowledgeable, competent, critical-thinking, and problem-solving physical therapist.

### 9.2.3 Requirements for Admission

Students are admitted to a 90-credit pre-professional Bachelor of Science (Rehabilitation Science); Major in Occupational Therapy or Major in Physical Therapy. The undergraduate degrees are designed to lead to a Master of Science, Applied, in the same discipline, i.e., Master of Science, Applied, in Occupational Therapy or Master of Science, Applied, in Physical Therapy.

All entrance requirements for 2013–2014 are available at [www.mcgill.ca/applying](http://www.mcgill.ca/applying). Information is also available at Enrolment Services, Service Point, 3415 McTavish Street, Montreal, Quebec, H3A 0C8; telephone: 514-398-7878; email: [admissions@mcgill.ca](mailto:admissions@mcgill.ca); as well as from the School of Physical and Occupational Therapy.

Students who are required to withdraw from either the occupational therapy or physical therapy programs **will not be readmitted to either program**.

#### 9.2.3.1 Admission Requirements for Undergraduate Programs

**Quebec applicants** who have obtained a CEGEP Diploma of Collegial Studies are expected to have taken the following prerequisite courses: Biology - 00UK, 00XU; Chemistry - 00UL, 00UM, 00XV; Mathematics - 00UN, 00UP; Physics - 00UR, 00US, 00UT.

**Applicants who have completed a minimum of one year of college/university studies (or equivalent)** are expected to have taken the following university/college-level courses: two terms of biology with labs; two terms of general chemistry with labs; one term of organic chemistry with lab; two terms of physics

(mechanics, electricity and magnetism, waves and optics) with labs; one term of differential calculus; and one term of integral calculus.

**Applicants from the United Kingdom and Commonwealth countries** must have completed two A-Level subjects with final grades of B or better, and two A-Level subject with a final grade of C or better. A-Level subjects must include Biology, Chemistry, Mathematics and Physics.

**Applicants with a French Baccalaureate** must have completed Series S, with a minimum overall average 12/20 and a minimum of 10/20 in each mathematics, biological and physical sciences course. Applicants may be required to complete additional courses in organic chemistry prior to admission.

**Applicants with an International Baccalaureate** must have completed biology, chemistry, mathematics, and physics at Higher Level. Calculus II and one semester of college/university level organic chemistry.

#### McGill Inter-faculty Transfer

McGill students applying for an inter-faculty transfer to the non-practicing undergraduate degree in occupational therapy or physical therapy must have completed a minimum of two terms of study (24 credits) at McGill, taken all the prerequisite courses: two terms of biology with labs; two terms of general chemistry with labs; one term of organic chemistry with labs; two terms of physics with labs (including mechanics, electricity and magnetism, waves, optics at the university level) or three terms of physics at the CEGEP level; and two terms of calculus (differential and integral).

High school graduates from outside Quebec who have been accepted into a 120-credit Science program who wish to transfer into the undergraduate programs in the Physical or Occupational Therapy degrees must have taken the McGill courses listed below to be eligible to apply to transfer into Physical or Occupational Therapy.

**Note:** McGill students who have completed fewer than 24 credits or who will have completed an undergraduate degree by August 1 of the entering year cannot apply as a transfer and must apply directly to Enrolment Services, Service Point, 3415 McTavish Street, Montreal, Quebec, H3A 0C8. See [www.mcgill.ca/applying](http://www.mcgill.ca/applying).

#### Equivalent McGill Science Prerequisite Courses – McGill Inter-faculty Transfer

##### Fall Term

BIOL 111	(3)	Principles: Organismal Biology with lab
CHEM 110	(4)	General Chemistry 1 with lab
MATH 140	(3)	Calculus 1
PHYS 101	(4)	Introductory Physics – Mechanics with lab
or PHYS 131	(4)	Mechanics and Waves with lab

##### Winter Term

BIOL 112	(3)	Cell and Molecular Biology with lab
CHEM 120	(4)	General Chemistry 2 with lab
CHEM 212*	(4)	Introductory Organic Chemistry 1 with lab
MATH 141	(4)	Calculus 2
PHYS 102	(4)	Introductory Physics – Electromagnetism with lab
or PHYS 142	(4)	Electromagnetism and Optics with lab

\* Alternatively, this course can be taken intensively in the Summer term in the month of May, the recommended option. It can only be taken in the Winter term by students who have a Fall term overall average of B+.

Students applying for an inter-faculty transfer into the Bachelor of Science, Rehabilitation Science, programs offered at the School of Physical and Occupational Therapy must apply directly to the School of Physical and Occupational Therapy. Application forms are available from the School at the beginning of February of the year applying. The completed application forms must be received by the School no later than April 1 of the entering year. In addition to the information required in the application package, students must complete an inter-faculty transfer form available on Minerva. Please refer to [www.mcgill.ca/students/transfer-readmission](http://www.mcgill.ca/students/transfer-readmission) or section 3.3.12 "Inter-Faculty Transfer" for details.

### 9.2.3.2 Admission Requirements for Qualifying Year - Master of Science, Applied, Occupational Therapy or the Master of Science, Applied, Physical Therapy

Students seeking admission to the Master of Science, Applied, Occupational Therapy degree or the Master of Science, Applied, Physical Therapy degree who have undergraduate degrees other than the B.Sc. (Rehabilitation Science); Major in Occupational Therapy or the B.Sc. (Rehabilitation Science); Major in Physical Therapy degree from McGill University, are required to complete a preparatory year of study prior to beginning the Master's Program. This preparatory year is referred to as the Qualifying Year (QY). Students apply through Graduate and Postdoctoral Studies (GPS).

Students wishing to enter the qualifying year of the M.Sc.A. (Occupational Therapy) or the M.Sc.A. (Physical Therapy) degree must consult the Graduate and Postdoctoral Studies Programs, Courses and University Regulations publication ([www.mcgill.ca/study](http://www.mcgill.ca/study)) and the School's website at [www.mcgill.ca/spot/admissions](http://www.mcgill.ca/spot/admissions).

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## 9.3 General Information

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### 9.3.1 Student Advising

The Mission Statement of the University expresses the commitment to offer students "the best education available". An essential component of this is the advising process. The active participation of students in the advising process is essential in order for them to access the full range of academic opportunities during their studies. They must be proactive in seeking meetings with advisers, professors, counsellors, and such to ensure that they receive the advice they need to meet their academic goals. It is their responsibility to inform themselves about the rules and regulations of the University faculty, and their program. With the students' cooperation, all advisers and counsellors will work together to help students throughout their program.

Students are responsible for the correctness and completeness of their records. While faculty advisers and staff are always available to give advice and guidance, it is the student's ultimate responsibility for completeness and correctness of course selection, for compliance with and completion of program and degree requirements and for observance of regulations and deadlines. It is the student's responsibility to seek guidance if in any doubt; misunderstanding or misapprehension will not be accepted as cause for dispensation from any regulation, deadline, program or degree requirement.

#### Your adviser

- is a faculty member with whom you can build a relationship to counsel you throughout the program;
- can guide you with both academic and non-academic concerns;
- is the person in the School with whom you can discuss any matter and to whom you may go for advice;
- will provide ongoing advice and guidance on the program;
- will assist you with workload management;
- will assist you with guidance regarding career options or considerations;
- will offer help managing academic situations during periods of personal, financial, or medical problems, by working with students to identify various possibilities and strategies for making informed decisions;
- will communicate with other advisers within the University and, with a student's permission, serve as a direct link to other University resources.

#### Related Services

**The First-Year Office (FYO)** (Brown Student Services Building; [www.mcgill.ca/firstyear](http://www.mcgill.ca/firstyear); [firstyear@mcgill.ca](mailto:firstyear@mcgill.ca)) can help new students navigate their way through the *Health Sciences Calendar* and Undergraduate Programs, Courses and University

Regulations publication ([www.mcgill.ca/study](http://www.mcgill.ca/study)), as well as the information contained on the website for newly admitted undergraduate students: [www.mcgill.ca/newstudents](http://www.mcgill.ca/newstudents). They will help students prepare for the course registration period when the Minerva registration system opens for newly admitted students. To maximize this help, it is strongly recommended that students first consult the sections specific to their faculty at the website for newly admitted undergraduate students. The FYO staff are always available to provide advice and referrals to the many support mechanisms at McGill.

**Student Services Counselling Service** (Brown Student Services Building; [www.mcgill.ca/counselling](http://www.mcgill.ca/counselling); [counselling.service@mcgill.ca](mailto:counselling.service@mcgill.ca)) has professional counsellors who are available to discuss personal, academic and career goals or problems. They can provide individual or group study skills sessions or guide students through financial, or other, crises by means of interventions or referrals.

**Office for Students with Disabilities** (Redpath Library Building; [www.mcgill.ca/osd](http://www.mcgill.ca/osd)) is the unit which offers support if you require special accommodations or assistance with facilities access, or if you feel that difficulties or impairments (either permanent or temporary) are hindering your academic performance while at McGill.

**Career Planning Service (CaPS)** (Brown Student Services Building; [www.mcgill.ca/caps](http://www.mcgill.ca/caps); [careers.caps@mcgill.ca](mailto:careers.caps@mcgill.ca)) provides career education, guidance, and individual advising to students in their search for permanent, part-time, or summer jobs and internships.

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### 9.3.2 Language Policy

The language of instruction at McGill is English. Every student has a right to write term papers, examinations, and theses in English or in French except in courses where knowledge of a language is one of the objectives of the course.

Students should be aware that most of the clinical affiliation placements undertaken in the province of Quebec, including those in Greater Montreal, require proficiency in both English and French.

It is recommended that students who lack proficiency in English or French avail themselves of the opportunity to take an English or French as a second language course, prior to, or early in their program of studies. Information concerning second language courses can be found at the McGill Writing Centre ([www.mcgill.ca/mwc](http://www.mcgill.ca/mwc)) and at the French Language Centre ([www.mcgill.ca/flc](http://www.mcgill.ca/flc)).

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### 9.3.3 Vaccination

Students in all health care programs must comply with the section 3.1.12 "Vaccination/Immunization Requirements for Health Sciences Programs". A COMPULSORY Immunization program exists at McGill for students in the Health Sciences Programs. New students must start the immunization process as soon as they are accepted at McGill and must complete it well before they are permitted contact with patients. Entry into the McGill University Teaching Hospitals may be delayed if immunizations are incomplete. Proof of immunity must be written and signed by either a nurse or a physician. Further information is available from the Student Health Service, 514-398-6017, [www.mcgill.ca/studenthealth/forms](http://www.mcgill.ca/studenthealth/forms). There are no exceptions to these requirements. Students who do not meet these requirements will be asked to withdraw.

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### 9.3.4 Clinical Placements and CPR Requirements

All the clinical affiliation hours required to comply with the standards necessary for membership in both the national associations and provincial licensing bodies for each profession are included within the professional Master's programs (M.Sc.A. (Occupational Therapy) and M.Sc.A. (Physical Therapy)). This standard is compatible with the licensing requirements in provinces where legislation is in force.

During the course of study, students will be assigned to clinical placements outside of Montreal and/or in rural areas within the province of Quebec. Students are expected to budget for this in planning for their funding for degree completion.

Valid CPR certification level "C" (which includes adult's and children's resuscitation) is required prior to going into any of the clinical affiliation placements. This certification must be maintained throughout the professional Master's program.

### 9.3.5 Prizes, Awards and Loans for Continuing Students

#### Undergraduate Prizes and Awards (Eligibility subject to change)

**McGILL ALUMNAE SOCIETY PRIZE**, presented upon graduation to a distinguished student for excellence and high academic standing. Preference given to women students.  
Value: \$150.

**PATRICIA ANN MACDONALD WELLS VAN DAELE MEMORIAL AWARD**, established in 2003 by family, friends, and colleagues of Patricia Ann MacDonald Wells Van Daele as well as graduates of the School of Physical and Occupational Therapy. Awarded by the School of Physical and Occupational Therapy to students enrolled in the School's professional programs or to post-baccalaureate physical and occupational therapists registered in the Master's programs in Rehabilitation Science, in recognition of an outstanding clinical, community-based, or research project related to the aging population and/or clinical education.  
Value: minimum \$500.

#### Undergraduate Scholarship

**WOMEN ASSOCIATES OF MCGILL SCHOLARSHIP**, awarded on the basis of high academic standing to an undergraduate student having completed at least one year in the B.Sc. degree program in Physical or Occupational Therapy. Preference is given to women students.  
Value: varies.

A complete list of scholarships, bursaries, prizes, and awards, and the regulations governing the various loan funds, are given in the *Undergraduate Scholarships and Awards Calendar* available at [www.mcgill.ca/students/courses/calendars](http://www.mcgill.ca/students/courses/calendars) and on the Graduate and Postdoctoral Studies website at [www.mcgill.ca/gps/funding](http://www.mcgill.ca/gps/funding).

### 9.3.6 Licensing Regulations

Graduates who complete the M.Sc.A. (Occupational Therapy) or the M.Sc.A. (Physical Therapy) degree are eligible to seek licensure. Graduates from McGill may seek licensure world-wide. Each country, province, or state sets its own requirements for licensure which may necessitate examination, further course work, and/or the TOEFL. Those intending to practice occupational therapy or physical therapy within their borders must comply with special provincial or state licensing regulations.

Further information regarding Canadian requirements may be obtained from the offices of the associations listed under [section 9.3.7 "Professional Organizations"](#).

In order to practice occupational therapy or physical therapy in the province of Quebec, a permit must be obtained from the appropriate provincial regulatory body. Quebec law also requires that candidates seeking admission to the provincially-recognized Quebec regulatory bodies must possess a working knowledge of the French language, i.e., be able to communicate verbally and in writing in that language. For further information, refer to [section 3.9.1 "Language Requirements for Professions"](#).

Occupational therapists practising in Canada (except Quebec and Saskatchewan) are required to pass a National Certification Examination after graduation. For information, write to the Canadian Association of Occupational Therapists (see below).

As of 1993, all physical therapy graduates who wish to practice in provinces in Canada (other than Quebec) are required to pass a Physiotherapy National Examination. For confirmation, write to the Canadian Alliance of Physiotherapy Regulators.

### 9.3.7 Professional Organizations

#### Canadian National Offices

Canadian Association of Occupational Therapists  
Carleton Technology Training Centre  
Suite 3400, Carleton University  
1125 Colonel By Drive  
Ottawa, ON K1S 5R1  
Telephone: 613-523-CAOT(2268)  
Toll-Free: 1-800-434-CAOT(2268)  
Fax: 613-523-2552  
Website: [www.caot.ca](http://www.caot.ca)

Canadian Physiotherapy Association  
National Office  
955 Green Valley Crescent, Suite 270  
Ottawa, ON K2C 3V4  
Telephone: 613-564-5454  
Toll-Free: 1-800-387-8679  
Fax: 613-564-1577  
Website: [www.physiotherapy.ca](http://www.physiotherapy.ca)  
Email: [information@physiotherapy.ca](mailto:information@physiotherapy.ca)

Canadian Alliance of Physiotherapy Regulators  
1243 Islington Avenue, Suite 501  
Toronto, ON M8X 1Y9  
Telephone: 416-234-8800  
Fax: 416-234-8820  
Website: [www.alliancept.org](http://www.alliancept.org)

#### Quebec Provincial Offices

Ordre des ergothérapeutes du Québec  
2021 avenue Union, bureau 920  
Montréal, QC H3A 2S9  
Telephone: 514-844-5778  
Toll-free: 1-800-265-5778  
Fax: 514-844-0478  
Website: [www.oeq.org](http://www.oeq.org)  
Email: [ergo@oeq.org](mailto:ergo@oeq.org)

Ordre professionnel de la physiothérapie du Québec  
7151 rue Jean-Talon est, bureau 1000  
Anjou, QC H1M 3N8  
Telephone: 514-351-2770  
Toll-Free: 1-800-361-2001  
Fax: 514-351-2658  
Website: [www.oppq.qc.ca](http://www.oppq.qc.ca)  
Email: [physio@oppq.qc.ca](mailto:physio@oppq.qc.ca)

#### International Offices

Please check websites of individual countries and states for specific licensing requirements.

### 9.3.8 Program Accreditation

The Professional Master's Program has received accreditation status by Physiotherapy Education Accreditation Canada.

The Occupational Therapy program is accredited by the Canadian Association of Occupational Therapists.



## 9.4 Student Evaluation and Promotion

### 9.4.1 Degree Requirements for the Bachelor of Science (Rehabilitation Science); Major in Occupational Therapy and the Bachelor of Science (Rehabilitation Science); Major in Physical Therapy

Students in Occupational Therapy or Physical Therapy must complete a total of 90 course credits, successfully complete all the courses in the curriculum, be in Satisfactory standing, and have a CGPA of at least 2.3 in all courses in the Occupational Therapy or Physical Therapy curriculum to obtain the degree of B.Sc. (Rehabilitation Science); Major in Occupational Therapy or the degree of B.Sc. (Rehabilitation Science); Major in Physical Therapy. Entry to professional practice requires the completion of a Master of Science, Applied, degree in Occupational Therapy [M.Sc.A. (O.T.)] or in Physical Therapy [M.Sc.A. (P.T.)]. Therefore, students who graduate from the B.Sc. (Rehabilitation Science); Major in Occupational Therapy or the B.Sc. (Rehabilitation Science); Major in Physical Therapy degree must continue to the M.Sc.A. (O.T.) or to the M.Sc.A. (P.T.) to obtain entry to professional practice. These students are required to attain a minimum CGPA of 3.0 to proceed to the professional master's programs.

Students from McGill or elsewhere who do not hold the undergraduate degree of Bachelor of Science (Rehabilitation Science); Major in Occupational Therapy or Bachelor of Science (Rehabilitation Science); Major in Physical Therapy must apply to the master's program via a qualifying year. Students should be aware that a minimum CGPA of 3.0 is required for admission to the Occupational Therapy and a minimum CGPA of 3.2 for admission to the Physical Therapy program. For full details please refer to the information at [www.mcgill.ca/spot](http://www.mcgill.ca/spot), [www.mcgill.ca/spot/programs/occupational-therapy/curriculum](http://www.mcgill.ca/spot/programs/occupational-therapy/curriculum), or [www.mcgill.ca/spot/programs/pt/curriculum](http://www.mcgill.ca/spot/programs/pt/curriculum).

Due to the sequential nature of the programs, the Occupational Therapy and Physical Therapy programs are full-time programs of study.

The Evaluation System is multi-faceted and under constant review by the School of Physical and Occupational Therapy. The School reserves the right to change rules and regulations at any time, although in general such changes will not come into effect in the middle of an academic year/promotion period. For complete School regulations, reference should be made to *Important Information for Students* and *Rules and Regulations*. These documents are updated annually and can be found at [www.mcgill.ca/spot/programs/occupational-therapy](http://www.mcgill.ca/spot/programs/occupational-therapy) or [www.mcgill.ca/spot/programs/pt](http://www.mcgill.ca/spot/programs/pt).

For the purposes of evaluation, the three-year curriculum is broken down into the following promotion periods:

Promotion Period 1 - U1 – beginning of September to end of April

Promotion Period 2 - U2 – beginning of September to end of April

Promotion Period 3 - U3 – beginning of September to end of April

### 9.4.2 Student Promotions

For complete rules and regulations regarding student promotions, refer to the School of Physical and Occupational Therapy documents: *Important Information for Students*; *Rules and Regulations*; and *Curriculum and Code of Conduct* that are updated annually, and can be found at [www.mcgill.ca/spot/programs/occupational-therapy](http://www.mcgill.ca/spot/programs/occupational-therapy) or [www.mcgill.ca/spot/programs/pt](http://www.mcgill.ca/spot/programs/pt).

Academic matters are the jurisdiction of the Occupational Therapy Promotion and Review Committee (OTPRC) or the Physical Therapy Promotion and Review Committee (PTPRC). The OTPRC and the PTPRC review the academic record, professional conduct, and general performance of students throughout the Occupational Therapy/Physical Therapy programs. It exercises final authority to determine a student's competence and

suitability for the practice of occupational therapy or physical therapy and, hence, makes final decisions on all matters relating to promotion and graduation.

**No evaluation, examination mark, etc., shall be considered final until passed by the OTPRC or the PTPRC.**

Students must successfully complete all requirements of each promotion period before being permitted to enter the next promotion period.

**The required minimum passing grade is C+ for all courses with the designation of OCC1, PHTH, and POTH.**

As well, for any course with the designation of OCC1, PHTH or POTH which comprises both an individual and group evaluation, or both theoretical and practical evaluations, each student must pass each component in order to receive a passing grade for the course (i.e., the minimum passing grade is C+).

When a student has failed one or more courses, or course components, or has been found to have been engaged in unethical or inappropriate conduct (i.e., unprofessional behaviours), the OTPRC or the PTPRC will automatically review the student's entire academic record and general performance.

A student with an overall CGPA between 2.3 and 3.0 or TGPA between 2.3 and 2.49 in the promotion period will be placed on probation, reviewed by the OTPRC or PTPRC, and may be required to repeat the promotion period.

A student may not repeat more than two promotion periods in the curriculum. Failure in any course with the designation of OCC1, PHTH, or POTH, during a repeat promotion period will result in dismissal from the program.

Academic offences such as plagiarism and cheating on examinations and unethical or inappropriate conduct are considered serious offences which could lead to dismissal from the program.

A student who engages in criminal activity and/or who is found guilty of having violated the criminal code will have his/her dossier referred to the OTPRC or the PTPRC; this may be considered evidence of unsuitability for the practice of occupational therapy or physical therapy and grounds for dismissal from the program.

The policy for student athletes who are part of a team and are competing in athletic competitions at an inter-university level or higher is available in the School of Physical and Occupational Therapy's *Important Information for Students*. This document is updated annually and can be found at [www.mcgill.ca/spot/programs/occupational-therapy](http://www.mcgill.ca/spot/programs/occupational-therapy) or [www.mcgill.ca/spot/programs/pt](http://www.mcgill.ca/spot/programs/pt).

In the event that a student is required to withdraw or abandons their studies in occupational therapy or physical therapy, the School of Physical and Occupational Therapy will proceed with the withdrawal procedure. Students who are required to withdraw from either the occupational therapy or physical therapy programs will not be readmitted to either program.

The School has the right to dismiss, at any time, any student who is considered incompetent and/or unsuitable for the practice of occupational therapy or physical therapy.

### 9.4.3 Change of Course and Withdrawal Policy

#### Course Change and Withdrawal

Course add/drop and Withdrawal (W) deadline dates are listed on the *Important Dates* website ([www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates)).

Following the Course Change deadline, there is a period of a few days during which students may withdraw, with a grade of W and a full refund of course fees, from courses that start in that term.

After the Withdrawal (with refund) deadline, there is a period during which withdrawal from a course will also result in a grade of W but no course fees will be refunded.

#### Note:

1. The Occupational Therapy and Physical Therapy programs are highly structured and students must receive the approval of the Program Director to determine what course changes, if any, are allowed. Students can consult the Student Affairs Office for information on policies and procedures.

2. The responsibility for initiating withdrawal rests solely with the student. Neither notification of the course instructor nor discontinuance of class attendance will suffice. The date on which a student's withdrawal is entered on Minerva is the official date of withdrawal, even if the student stopped attending lectures earlier.
3. Fee refunds, if any, will be in accordance with [section 3.4.7 "Fees and Withdrawal from the University"](#).
4. You may still withdraw from a complementary or elective course after the Course Change deadline without academic penalty provided that you do so within the appropriate withdrawal deadlines for the term. Otherwise, after this time, your name will continue to appear on the class list and grade reports and, in the event that you do not take the exam, you will be given a J grade. A "J" grade (unexcused absence/failure) is equivalent to a zero in your GPA, and is a permanent part of your record.
5. After the Withdrawal (without refund) deadline but before the end of term, and only under exceptional circumstances, you may be granted permission to withdraw from a course. Permission will not be granted merely because you are doing unsatisfactory work. A grade of W or WF, as appropriate, will appear on your transcript but will not be calculated in your GPA. For further information, consult the Student Affairs Office.

### University Withdrawal

Withdrawal (W) deadline dates are specified on the *Important Dates* website ([www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates)).

Students considering withdrawal are strongly urged to consult with the Program Director and Student Affairs Office before making a final decision. The Student Affairs Office will supply any forms necessary to complete the University withdrawal. Students who decide to withdraw from the University are required to follow the following procedures:

- The responsibility for initiating withdrawal rests solely with the student. Neither notification of the course instructor nor discontinuance of class attendance will suffice. The date on which a student's withdrawal is entered on Minerva is the official date of withdrawal, even if the student stopped attending lectures earlier.
- Students who withdraw from the University before the deadlines for course withdrawal must drop or withdraw from all courses that can be dropped or withdrawn from on Minerva.
- If you are blocked from dropping or withdrawing from a course on Minerva, you are required to contact your Student Affairs Office, which will supply any forms necessary to complete the University withdrawal as long as you have not missed the **deadline for University withdrawal**.
- You must officially withdraw from the University within the deadlines indicated. See Withdrawal (W) deadline dates at [www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates). If you drop or withdraw from your last Fall or Winter course, you are withdrawn from the University.
- Students who withdraw after the deadline for course withdrawal on Minerva must contact their Student Affairs Office for information on policies and procedures.

### Note:

1. All students who have accessed Minerva to register must officially withdraw within appropriate deadlines if they decide not to attend the term(s) for which they have registered.
2. Fee refunds, if any, for the term in which the student withdraws will be in accordance with [section 3.4.7 "Fees and Withdrawal from the University"](#).
3. Upon withdrawal students are required to return their ID card to the University as stated in [section 3.2.4 "Identification \(ID\) Cards"](#).

In the event that a student is required to withdraw or abandons their studies in occupational therapy or physical therapy, the School of Physical and Occupational Therapy will proceed with the withdrawal procedure. Students who are required to withdraw

from either the occupational therapy or physical therapy programs will not be readmitted to either program. The School has the right to dismiss, at any time, any student who is considered incompetent and/or unsuitable for the practice of occupational therapy or physical therapy.

### 9.4.4 Academic Integrity

For information on academic integrity, see [section 3.1.6, "Academic Integrity"](#).

### 9.4.5 Academic Credit Transfer Agreement/ Inter-University Transfer Agreement

The Inter-University Transfer (IUT) agreement permits concurrent registration at McGill and another Quebec institution. In certain cases, credits may be granted by the School for courses taken at other universities. Approval by the Program Director is necessary and must be obtained in advance.

Courses accepted for transfer credits must meet the following criteria:

1. Courses must be comparable in their content and in their method of evaluation to McGill courses students are allowed to take for credit at McGill.
2. Course content must not overlap with courses already passed at McGill, CEGEP, another university or elsewhere.

Students wishing to take advantage of this agreement should consult the Student Affairs Office for details, and this agreement is subject to the following conditions:

- a) The other universities concerned may, at their discretion, refuse the registration of a student for any of its courses;
- b) Students must complete their program requirements;
- c) Students are responsible for ensuring that the McGill Class Schedule permits these courses to be taken without conflict;
- d) The universities concerned are not responsible for special arrangements in cases of examination or class schedule conflicts;
- e) Grades earned at the host university will not appear on McGill transcripts or be included in McGill grade point averages; and
- f) Students should be aware that late results received from host universities may delay their graduation.

Scholarship holders should consult with the Scholarships Office concerning eligibility for continuation or renewal of their rewards.

Students must initiate an online Inter-University Transfer (IUT) application to request the required authorizations. The electronic form is available on the web at [www.crepuc.qc.ca](http://www.crepuc.qc.ca). This form permits the students to obtain the required authorizations. The IUT application form can also be accessed via the McGill website at [www.mcgill.ca/students/transfercredit/current/iut](http://www.mcgill.ca/students/transfercredit/current/iut).

**Note:** Once the IUT application is approved by both the home and host universities, the student remains responsible for registering in the same course for which they have obtained electronic approval. The method of registration of the host university will vary (e.g., web, in-person, phone, etc.). **The student is advised to initiate the electronic application allowing for enough time to meet the host university's registration deadlines. Furthermore, the student is responsible for adhering to all registration deadlines of the host institution. It is your responsibility to abide by the rules and regulations of the host university to ensure the completion of the courses.**

The letter grades applied by the host institution take precedence over the numerical grades if both are provided. In order to be granted transfer credits, the final grades earned at the host university must meet the minimum requirements as set by the Occupational Therapy or Physical Therapy programs. Grades earned at the host university for transfer courses are not entered on the student's McGill transcript and are not included in the calculation of the TGPA or CGPA. For courses that are completed,



the grade will be automatically submitted to the home university (McGill) by the host institution. Students who later wish to drop or withdraw from the course(s) for which approval has been granted will need to drop or withdraw from the course as per the method of registration at the host university AND submit this change on the online IUT application. For universities outside of Quebec, it is the student's responsibility to ensure that an official transcript is sent from the host institution to the Student Affairs Office. Students studying at another Quebec university on an Inter-University Transfer Agreement (IUT) will have their grade(s) sent to McGill University automatically by the host university. **Transcripts not received by the appropriate date will be considered for the next graduation period only.**

## 9.4.6 Examinations

### 9.4.6.1 Examinations – General Information

Every student has a right to write term papers, examinations and theses in English or in French except in courses where knowledge of a language is one of the objectives of the course.

Students will not be permitted to write an examination in any course unless they have fulfilled the requirements of the course to the satisfaction of the instructor and the Program Director. Once students have presented themselves for an examination or test, they must submit all written work to the invigilator before leaving.

Students writing examinations must have with them their valid McGill student ID card. Forgetfulness cannot be considered an acceptable excuse.

**Students are reminded that cheating in any examination is considered a serious offence which could lead to expulsion from the University. Students are not permitted to have in their possession, or to use, any unauthorized materials during an examination. This includes electronic devices such as cellphones, iPods, MP3 players, PDA's and other web-access devices. Unauthorized items found on the student or desk area during an exam will be confiscated and turned over to the Disciplinary Officer.**

Responses on multiple choice examinations are normally checked by the Exam Security Computer Monitoring Program. The program detects pairs of students with unusually similar answer patterns on multiple-choice examinations. Data generated by the program can be used as admissible evidence either to initiate or corroborate an investigation or a charge of cheating under Section 16 of the Code of Student Conduct and Disciplinary Procedures.

All students are responsible for knowing the University Examination Regulations and the Code of Student Conduct and Disciplinary Procedures. The former are normally posted during the examination period.

Information about issues related to academic integrity can be found at [www.mcgill.ca/students/srr/honest](http://www.mcgill.ca/students/srr/honest).

### Special Facilities

If you have either a permanent or temporary disability and believe you require accommodations for exams or class tests, you must meet with the Director or an Access Services Adviser from the Office for Students with Disabilities ([www.mcgill.ca/osd](http://www.mcgill.ca/osd)) to determine the accommodations for which you are eligible.

### 9.4.6.2 Final Examinations

Formal final examinations are held during an examination period following the term in which the course is given. The dates of the examination periods are listed in the *Important Dates* ([www.mcgill.ca/importantdates](http://www.mcgill.ca/importantdates)). **Students are warned not to make travel arrangements to leave Montreal prior to the scheduled end of any examination period, and the publication of the final exam schedule.** In some courses there is no final examination; standing in these courses is determined on the basis of term work and class tests.

Grades for final examinations and final course grades are presented to and approved by the OTPRC or PTPRC. Following the committee meetings, final grades will be made available on Minerva.

These regulations, and any variations to them, shall be made known to students by each faculty. Instructors are not permitted to grant any special treatment regarding examinations to any student. Students who believe there are circumstances which might justify making special examination arrangements for them or which might legitimately be taken into account in evaluating their performance should apply to the Associate Dean of their faculty. It is the responsibility of the student to confirm the date, time, and place of the examination by checking examination schedules posted on notice boards on campus or on the McGill Exams website at [www.mcgill.ca/students/exams](http://www.mcgill.ca/students/exams). This information is not available by telephone. No student will be allowed to enter an examination later than one hour after it has started. For regulations pertaining to various faculties, please visit the individual faculty websites.

*University Regulations Concerning Final Examinations* and the *University Student Assessment Policy* can be found at: [www.mcgill.ca/students/exams/regulations](http://www.mcgill.ca/students/exams/regulations).

### 9.4.6.3 Interim Class Tests and Mid-Term Examinations

Students will be informed of all course requirements by the end of the first week of classes. Members of the teaching staff may give interim class tests if they consider them necessary. The class will be advised at the beginning of the course when they will occur with the means of evaluation. The timing of the class tests is at the discretion of the professor, but no written tests will be given during the last two weeks of the term, except where a pattern of continued evaluation has been established, in which case the total value of examinations given in this period shall comprise no more than 10% of the final mark.

Mid-term examinations are given close to the middle of the term. Make-up examinations follow the same rules as for class tests.

Absences from mid-term exams, required lab or group work, or seminars (i.e., mandatory inter-professionalism or other seminars) must be approved by the Program Director. For an absence to be approved, for example, because of compassionate or medical reasons, the absence must be supported by written documentation, such as a medical certificate, and submitted to the Program Director. The Program Director at his or her entire discretion may request additional information before approving the absence.

### Supplemental Examinations

Students who have failed an examination and who have been given permission to write a supplemental examination must avail themselves of this privilege at the time of the next supplemental exam period.

The results of all supplemental evaluations will be reflected on the official transcript of the student as supplemental examinations, and will be considered as such for purposes of promotion. The results of remedial work, which may be required following failure in one or more course components, will also be considered for student promotion.

Students are required to apply for a supplemental exam using the Minerva form. A non-refundable fee of \$35 for each supplemental exam is assessed at the time of application. For details please refer to the supplemental exam website at [www.mcgill.ca/students/exams/supdefer](http://www.mcgill.ca/students/exams/supdefer). It should be noted that the supplemental result will not erase the failed grade originally obtained which was used in calculating the GPA. Both the original mark and the supplemental result will be calculated in the GPA and CGPA (i.e., the taking of a supplemental examination has the same effect on a student's GPA as does repeating the course).

Supplemental examinations for failed Fall term and Winter term courses with the designation of OCC1, PHTH or POTH will be held within 30 days of the posting of final grades, if feasible, or during the official supplemental examination periods. Supplemental examinations for Fall and Winter term campus courses are written during the official supplemental periods in May and August.

### 9.4.6.4 Deferred Examinations

Students, who for serious reasons such as illness or family tragedy, have not written one or more examinations, may receive the

permission of the Program Director to defer the examination to the next deferred examination period. Students should be aware that deferred examinations are granted only for compelling reasons, which are verified and accepted by the Program Director. Students must apply for deferred exams on Minerva. Supporting evidence is required such as an appropriate medical report from McGill Health Service which indicates the date(s) and duration of the illness. The Student Affairs Office and the Program Director must be informed by the student as soon as possible after the examination of the reason for his/her absence from the examination, and the supporting documentation must be received no later than one (1) week after the examination. Please refer to details at the following site: [www.mcgill.ca/students/exams/supdefer](http://www.mcgill.ca/students/exams/supdefer).

If the request is approved, a grade of L (deferred) will appear in place of a grade in such courses, followed by the grade obtained in the deferred examination after it has been written. No supplemental examinations are available for students who did not receive the required passing grade in a course after writing a deferred examination. Such students must, with the permission of the OTPRC or the PTPRC, either (in the case of all required program courses) re-register in the same course in the next term when the course is offered, or in an approved substitute, in the case of failure of an elective/complementary course.

### 9.4.7 Credit System

All courses carry a credit rating. Courses can be graded either by letter grades or in percentages, but the official grade in each course is the letter grade. Where appropriate, a class average will be calculated and appear on transcripts expressed as the letter grade most representative of the class performance. For passing requirements, refer to the *Rules and Regulations for Student Evaluation and Promotion* on the School's website at [www.mcgill.ca/spot/programs/occupational-therapy](http://www.mcgill.ca/spot/programs/occupational-therapy) or [www.mcgill.ca/spot/programs/pt](http://www.mcgill.ca/spot/programs/pt).

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%
D	1.0	50 - 54%
F (Fail)	0	0 - 49%

Letter grades are assigned grade points according to the table shown above. Standing will be determined on the basis of a grade point average (GPA) computed by dividing the sum of the course credit times the grade points by the total course GPA credits.

$$\text{GPA} = \frac{\sum (\text{course credit} \times \text{grade points})}{\sum (\text{GPA course credits})}$$

The term grade point average (TGPA) will be the GPA for a given term calculated using all the applicable courses at the same level in that term. The cumulative grade point average (CGPA) will be the GPA calculated using the student's entire record of applicable courses at McGill at the same level; if the level is changed, e.g., from undergraduate to graduate, the CGPA starts again. This policy took effect January 2003. Prior to January 2003, if a student's degree program had changed, e.g., from B.Sc. to B.A., the CGPA started again. For students with academic information prior to Fall 2002, who are registered in a different program or in a different level post-Fall 2002, the transcript displays a special message regarding the CGPA restarting. If courses are repeated, all results are included in the GPA calculation. Therefore, grades of C, D or F continue to be used in the CGPA calculation even after the course is repeated or if a supplemental examination is taken. Note that credits are only granted once for a repeated course regardless of the passing grade.

### Other Letter Grades

- J** — unexcused absence (failed); the student is registered for a course but does not write the final examination or do other required work; calculated as a failure in the TGPA and CGPA.
- K** — incomplete; deadline extended for submission of work in a course.
- KE or K\*** — further extension granted.
- KF** — failed to meet the extended deadline for submission of work in a course; calculated as a failure in TGPA and CGPA.
- KK** — completion requirement waived. Not calculated in TGPA or CGPA.
- L** — deferred examination.
- LE or L\*** — permitted to defer examination for more than the normal period.
- NR** — no grade reported by the instructor (recorded by the Registrar).
- P** — pass; not calculated in TGPA or CGPA.
- Q** — course continued in next term (applicable only to courses taken pre-Fall 2002).
- W** — withdrew; a course dropped, with permission, after the Course Change deadline; not calculated in TGPA or CGPA.
- WF** — withdrew failing; a course dropped, with special permission in an exceptional case, after faculty deadline for withdrawal from course, the student's performance in the course at that stage being on the level of an F; not calculated in TGPA or CGPA. (Not used by Music.)
- WL** — faculty permission to withdraw from a deferred examination; not calculated in TGPA or CGPA.
- NA or &&** — grade not yet available.
- W-- or --** — no grade; student withdrew from the University, not calculated in TGPA or CGPA.

### 9.4.8 Satisfactory / Unsatisfactory Option

The University S/U grading option cannot be applied to courses required to fulfil the requirements of the Occupational Therapy or Physical Therapy curriculum. It is, therefore, not normally available to students following the Physical Therapy and Occupational Therapy programs.

## 9.5 Occupational Therapy and Physical Therapy Programs

These programs are made up of 90 credits to be completed in three years, followed by 1.5 graduate years over five continuous semesters, which includes clinical courses of 1,000 hours. The course credit weight appears in parentheses after the number.

### 9.5.1 B.Sc. (Rehabilitation Science); Major in Occupational Therapy

#### *Program under review for 2013–2014*

(Total program credits: 90)

#### **Required Courses** (63 credits)

ANAT 315	(3)	Anatomy/Limbs and Back
ANAT 316	(3)	Human Visceral Anatomy
ANAT 321	(3)	Circuitry of the Human Brain
or ANAT 323	(3)	Neuroanatomy
EDKP 206	(3)	Biomechanics of Human Movement
OCC1 245	(3)	Occupational Therapy Seminars
OCC1 545	(8)	Therapeutic Strategies in OT 1
OCC1 546	(3)	Strategies in OT Professional Practice
OCC1 547	(6)	Occupational Solutions 1
OCC1 548	(3)	Holistic Approaches in OT
OCC1 549	(4)	Therapeutic Strategies in OT 2
OCC1 550	(3)	Enabling Human Occupation
OCC1 551	(3)	Psychosocial Practice in OT
PHGY 209	(3)	Mammalian Physiology 1
PHGY 210	(3)	Mammalian Physiology 2
POTH 250	(3)	Intro to Professional Practice
POTH 401	(3)	Research Methods
POTH 434	(3)	Musculoskeletal Biomechanics
POTH 455	(3)	Neurophysiology

#### **Complementary Courses\*** (27 credits)

These courses are to be completed prior to entering third year (U3) and must include:

One 3-credit introductory-level statistics course:

PSYC 204 (3) Introduction to Psychological Statistics

One 3-credit intermediate-level statistics course:

PSYC 305 (3) Statistics for Experimental Design  
(or equivalent course)

One 3-credit Sociology course. This is required for licensure.

One Psychology course.

One professional writing course. This course can be chosen amongst CEAP 250, CESL 300, CESL 400, or CESL 500 or an equivalent course. For complete details please refer to the Orientation document available at [www.mcgill.ca/spot/programs/occupational-therapy](http://www.mcgill.ca/spot/programs/occupational-therapy).

The remaining credits are chosen by the student from a list of recommended courses\*\* or courses in the following subject areas:

- Management (in the area of personnel and private practice management)
- Additional Sociology/Anthropology courses
- French or English second language course if not proficient in French or English (maximum of 6 credits)
- Maximum of one 3-credit elective (personal interest) course

The complementary courses should be completed within these recommended timeframes:

6 credits in Fall U1

3 credits in Winter U1

9 credits in Fall U2

9 credits in Winter U2

#### **\* Course restrictions**

Complete course details are available in the orientation document available at [www.mcgill.ca/spot/programs/occupational-therapy](http://www.mcgill.ca/spot/programs/occupational-therapy).

While all courses offered at McGill have academic merit, not all are appropriate for credit towards the B.Sc.(Rehabilitation Science); Major in Occupational Therapy degree. Students should consult the information on the School's website at [www.mcgill.ca/spot/programs/occupational-therapy](http://www.mcgill.ca/spot/programs/occupational-therapy) for the regulations governing which courses are open to them.

The rules may change from year to year. Restrictions and approvals are applicable to the current academic year and should not be interpreted as applicable either in the past or in the future.

Minerva will not necessarily prevent students from registering for courses they are not entitled to take. After add/drop period, these courses will be identified on students' records and flagged for no credit. In some cases, this may happen when records are verified just before graduation, which could delay graduation until appropriate courses are taken.

\*\* Courses not on the list of recommended courses can be taken by a student with the advice of the Undergraduate Student Affairs Coordinator and the O.T. program director.

### 9.5.2 B.Sc. (Rehabilitation Science); Major in Physical Therapy

#### *Program under review for 2013–2014*

(Total program credits: 90)

#### **Required Courses** (69 credits)

ANAT 315	(3)	Anatomy/Limbs and Back
ANAT 316	(3)	Human Visceral Anatomy
ANAT 321	(3)	Circuitry of the Human Brain
or ANAT 323	(3)	Neuroanatomy
EDKP 206	(3)	Biomechanics of Human Movement
EDKP 395	(3)	Exercise Physiology
EDKP 485	(3)	Exercise Pathophysiology 1
PHGY 209	(3)	Mammalian Physiology 1
PHGY 210	(3)	Mammalian Physiology 2
PHTH 245	(3)	Physical Therapy Seminars
PHTH 550	(7)	Physical Therapy Orthopedic Management
PHTH 551	(4)	Physical Therapy Neurological Rehabilitation
PHTH 552	(4)	Cardiorespiratory Rehabilitation
PHTH 560	(7)	Integrated Orthopedic Management
PHTH 561	(5)	Integrated Neurological Rehabilitation
PHTH 570	(3)	Strategies in PT Professional Practice
POTH 250	(3)	Intro to Professional Practice
POTH 434	(3)	Musculoskeletal Biomechanics
POTH 401	(3)	Research Methods
POTH 455	(3)	Neurophysiology

#### **Complementary Courses\*** (21 credits)

These courses are to be completed prior to entering third year (U3) and must include:

One 3-credit introductory-level statistics course:

PSYC 204 (3) Introduction to Psychological Statistics

One 3-credit intermediate-level statistics course:

PSYC 305 (3) Statistics for Experimental Design  
(or equivalent course)

The remaining credits are chosen by the student from a list of recommended courses\*\* or courses in the following subject areas:

- Psychology
- Management (in the area of personnel and private practice management)
- Professional Writing
- Sociology/Anthropology courses
- French or English second language course if not proficient in French or English (maximum of 6 credits)
- Maximum of one 3-credit elective (personal interest) course

The complementary courses should be completed within these recommended timeframes:

6 credits in Fall U1

3 credits in Winter U1

6 credits in Fall U2

6 credits in Winter U2

#### \* Course restrictions

Complete course details are available in the orientation document available at [www.mcgill.ca/spot/programs/pt](http://www.mcgill.ca/spot/programs/pt).

While all courses offered at McGill have academic merit, not all are appropriate for credit towards the B.Sc.(Rehabilitation Science); Major in Physical Therapy degree. Students should consult the information on the School's website at [www.mcgill.ca/spot/programs/pt](http://www.mcgill.ca/spot/programs/pt) for the regulations governing which courses are open to them.

The rules may change from year to year. Restrictions and approvals are applicable to the current academic year and should not be interpreted as applicable either in the past or in the future.

Minerva will not necessarily prevent students from registering for courses they are not entitled to take. After add/drop period, these courses will be identified on students' records and flagged for no credit. In some cases, this may happen when records are verified just before graduation, which could delay graduation until appropriate courses are taken.

\*\* Courses not on the list of recommended courses can be taken by a student with the advice of the Undergraduate Student Affairs Coordinator and the P.T. program director.

## 9.6 Course Descriptions

Students preparing to register should consult the web at [www.mcgill.ca/minerva](http://www.mcgill.ca/minerva) (click on Class Schedule) for the most up-to-date list of courses available; courses may have been added, rescheduled or cancelled after this Calendar was published. Class Schedule lists courses by term and includes days, times, locations, and names of instructors.

Term(s) offered (Fall, Winter, Summer) may appear after the credit weight to indicate when a course would normally be taught. Please check Class Schedule to confirm this information.

Prior to September 2002 course numbers began with three-digit Teaching Unit (TU) Codes. The TU Codes used by the School were replaced as follows: OCC1 replaced 580, POTH replaced 582, PHTH replaced 581.

The course credit weight is given in parentheses after the title.

### 9.6.1 Occupational Therapy and Physical Therapy Courses - Year 1 Courses

#### Faculty of Science Courses

**ANAT 315 ANATOMY/LIMBS AND BACK.** (3) (Fall) (2 hours lectures, 2 hour laboratory) (Restriction: Open to students in Physical and Occupational Therapy, Kinesiology; and to Honours students in Anatomy and Cell Biology, with permission of instructor) The regional human gross anatomy of the skeleton, joints, muscles and neurovascular structures of the limbs and back.

**ANAT 316 HUMAN VISCERAL ANATOMY.** (3) (Winter) (Two hours of lecture and two hours of laboratory) (Prerequisite: ANAT 315 or permission of instructor) (Restriction: Open to students in Physical and Occupational Therapy and Kinesiology. Not open to students who have taken or will take ANAT 214.) The gross anatomy of the

various organ systems of the human body, with emphasis on those aspects of greatest relevance to physical and occupational therapists. Laboratories include studies of prepared specimens, use of the anatomical museum and audiovisual materials.

**EDKP 206 BIOMECHANICS OF HUMAN MOVEMENT.** (3) Analysis of fundamental human movement and the kinematic concepts which underlie each: Stability, agility, walking, running, jumping, throwing, absorbing forces, striking, kicking, spinning, twisting, aquatics and work positions.

**PHGY 209 MAMMALIAN PHYSIOLOGY 1.** (3) (Fall) (3 hours lectures weekly) (Prerequisites: BIOL 112, CHEM 110, CHEM 120, PHYS 101 or PHYS 131, and PHYS 102 or PHYS 142. Pre-/co-requisites: BIOL 200, CHEM 212 or equivalent.) (Restriction: Not open to students who have taken PHGY 211 or students who are taking and who have taken NSCI 200.) (Restriction: For students in the Faculty of Science, and other students by permission of the instructor.) Physiology of body fluids, blood, body defense mechanisms, muscle, peripheral, central, and autonomic nervous systems.

**PHGY 210 MAMMALIAN PHYSIOLOGY 2.** (3) (Winter) (3 hours lectures weekly) (Prerequisites: BIOL 112, CHEM 110, CHEM 120, PHYS 101 or PHYS 131, and PHYS 102 or PHYS 142. Pre-/co-requisite: BIOL 200, BIOL 201, BIOC 212, CHEM 212 or equivalent.) (Restriction: For students in the Faculty of Science, and other students by permission of the instructor.) (Although PHGY 210 may be taken without the prior passing of PHGY 209, students should note that they may have some initial difficulties because of lack of familiarity with some basic concepts introduced in PHGY 209.) Physiology of cardiovascular, respiratory, digestive, endocrine and renal systems.

### 9.6.2 Occupational Therapy and Physical Therapy Courses - Year 1 Courses

**OCC1 245 OCCUPATIONAL THERAPY SEMINARS.** (3) Introduction to Occupational Therapy through interactive seminars.

**PHTH 245 PHYSICAL THERAPY SEMINARS.** (3) Physical therapy and its domains through promoting health and well-being of individuals across the life span.

**POTH 250 INTRO TO PROFESSIONAL PRACTICE.** (3) (3 hours/week for 13 weeks) This course addresses the fundamentals of professionalism and professional behavior, the principles of massage, professional touch, and basic profession-specific interviewing skills. Interviewing skills will be practiced with client-visits in the community. Cultural competence and its application to clinical practice, patient/therapist relationship, and web searching will be addressed.

### 9.6.3 Occupational Therapy and Physical Therapy Courses - Year 2 Courses

#### 9.6.3.1 Faculty of Science Courses for Occupational Therapy and Physical Therapy

**ANAT 321 CIRCUITRY OF THE HUMAN BRAIN.** (3) (Fall) (2 hour lectures, 2 hours laboratory/tutorial) (Prerequisites: ANAT/BIOC 212 or BIOL 201; and one of PHGY 209, NSCI 200 or PSYC 211; or permission of instructor.) (Restriction: Open to U3 students only) This course explores the functional organization of the human brain and spinal cord. The course focuses on how neuronal systems are designed to subserve specific motor, sensory, and cognitive operations.

**ANAT 323 NEUROANATOMY.** (3) (Prerequisites for Physical & Occupational Therapy students: ANAT 315 and ANAT 316.) (Pre-requisite for Honours Anatomy & Cell Biology students: ANAT 214.) (Restrictions: Restricted to Honours Anatomy & Cell Biology students and Physical & Occupational Therapy students. Not open to students taking or having taken ANAT 321.) This course will focus on the structural and functional relationships of the central nervous system. The human neuroanatomy will be introduced via



pathological cases and will be illustrated by use of new medical imaging techniques.

#### **9.6.3.2 Faculty of Science Courses for Physical Therapy**

**EDKP 395 EXERCISE PHYSIOLOGY.** (3) (Prerequisites: PHGY 209 and PHGY 210.) Examination of the physiological responses of the neuromuscular, metabolic, endocrine, and circulatory and respiratory systems to acute and chronic exercise.

**EDKP 485 EXERCISE PATHOPHYSIOLOGY 1.** (3) (Prerequisite: EDKP 395.) The physiological bases of selected cardiovascular, respiratory and metabolic disorders and an examination of the particularities of exercise responses and the effects of exercise conditioning in these populations. A special emphasis on the scientific bases for exercise prescription.

#### **9.6.3.3 Joint Courses in Occupational Therapy and Physical Therapy Programs**

**POTH 401 RESEARCH METHODS.** (3) (4.5 hours/week for 9 weeks) A lecture and seminar course on the principles of and methods used in clinical and rehabilitation science research.

**POTH 434 MUSCULOSKELETAL BIOMECHANICS.** (3) Lecture-based course, discussing biomechanical properties of musculoskeletal tissues, mechanical factors involved in injury, and potential for adaptation and recovery. By reviewing fundamental principles of motion, biomechanics of motion is integrated with properties of biological tissues. Students learn how fundamental principles relate to injury, and to scientifically-based clinical evaluations and treatments.

**POTH 455 NEUROPHYSIOLOGY.** (3) (3 hours/week) A study of the neurophysiological principles of sensori-motor interaction as they relate to posture, motor control and cognition.

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### **9.6.4 Occupational Therapy and Physical Therapy Courses - Year 3 Courses**

#### **9.6.4.1 Occupational Therapy Courses**

**OCC1 545 THERAPEUTIC STRATEGIES IN OT 1.** (8) (Restriction: U3/QY OT students only) Evaluation, intervention and planning using a neuromuscular skeletal framework.

**OCC1 546 STRATEGIES IN OT PROFESSIONAL PRACTICE.** (3) (Restriction: OT students only) Strategies and systems which impact the role of the PT & OT therapist in traditional and role-emerging health service delivery settings including administration and management, service delivery models and professional readiness.

**OCC1 547 OCCUPATIONAL SOLUTIONS 1.** (6) (Restriction: U3/QY OT students only) Assessment and treatment of clients with disorders of the nervous system.

**OCC1 548 HOLISTIC APPROACHES IN OT.** (3) (Restriction: U3/QY OT students only) The theory, principles of treatment, clinical reasoning and therapeutic use of activities in the OT intervention of acute and chronic medical and surgical conditions.

**OCC1 549 THERAPEUTIC STRATEGIES IN OT 2.** (4) (Prerequisite: OCC1 545) (Restriction: U3/QY OT students only) Advanced Therapeutic Strategies for systemic and complex conditions.

**OCC1 550 ENABLING HUMAN OCCUPATION.** (3) (Restriction: U3/QY OT students only) Occupational performance (productivity, self-care, leisure) is examined through the Canadian Occupational Performance Model and the Model of Human Occupation, both of which focus on the interaction of the individual with the environment. Human performance is analyzed focusing on prevention of disability and/or restoration of function.

**OCC1 551 PSYCHOSOCIAL PRACTICE IN OT.** (3) (Restriction: U3/QY OT students only) Principles of basic psychosocial assessments and treatment approaches for psychiatric conditions.

#### **9.6.4.2 Physical Therapy Courses**

**PTH 550 PHYSICAL THERAPY ORTHOPEDIC MANAGEMENT.** (7) (Prerequisites: ANAT 315 or EDKP 206 or equivalent, EDKP 395

or equivalent as judged by the admission process) Evaluation and treatment in a neuromuscular framework.

**PTH 551 PHYSICAL THERAPY NEUROLOGICAL REHABILITATION.** (4) (Prerequisites: ANAT 321, POTH 455 or equivalent as judged by the admission process) Principles of neurorehabilitation motor learning and neuroplasticity including assessment and treatment.

**PTH 552 CARDIORESPIRATORY REHABILITATION.** (4) (Prerequisites: ANAT 316, EDKP 485, PHGY 209 or equivalent as judged by the admission process) Theoretical knowledge pertaining to the pathophysiology of various medical and surgical cardiorespiratory conditions, including evaluation and treatment.

**PTH 560 INTEGRATED ORTHOPEDIC MANAGEMENT.** (7) (Prerequisite: PTH 550.) Assessment and treatment of patients with multiple comorbidities or multiple injuries that require a multidisciplinary approach, integrated intervention strategies, life-style changes, integration into the work force and/or reintegration into the community.

**PTH 561 INTEGRATED NEUROLOGICAL REHABILITATION.** (5) (Prerequisite: PTH 551) PT assessment and treatment of clients with complex problems and/or multiple handicaps.

**PTH 570 STRATEGIES IN PHYSICAL THERAPY PROFESSIONAL PRACTICE.** (3) Study and analysis of strategies and systems which impact the role of the occupational and physical therapy professional in health service delivery settings. This course includes selected topics on professional competence, healthcare environments and service delivery models, administration and management.



