Made by the courage to take on challenges
The full details of the program, admission requirements, and admission procedures summarized in this document can be found in the School of Continuing Studies’ current course calendar. If there are any discrepancies between the course calendar and this summary, the information in the course calendar takes precedence in all cases. McGill University reserves the right to change this information at any time.
The need for financial skills has existed in the world ever since there was a need to sustain organizations. While the fundamentals of the “funding-financing” duality (which can translate into “lending-borrowing”) have not changed, the direction of evolution of our societies have pointed, over the last century, towards a globalized and highly technological world.

This has naturally resulted in a body of knowledge and skills that are considered necessary for a successful career in Finance and Investments. This body of knowledge is set forth by the CFA® Institute, which internationally regulates professionals in the sector. And it evolves fueled by the experience gained due to significant events that impact our dynamic planet (technology evolution, pandemics, climate change, etc.).

Finance touches on many aspects of society resulting in a demand for qualified, skilled and knowledgeable professionals by a wide range of employers such as banks, insurance companies, investment companies, and real estate firms. The financial sector itself has many different facets which can offer exciting career opportunities in various areas, including corporate finance, banking, consulting, investments and regulation. The more knowledge and skills acquired by a professional often results in more doors opening career wise.

Whether you would like to join as a professional in this exciting sector, sharpen your knowledge and skills, or become a CFA® Charterholder, the Diploma in Professional Practice in Finance can provide you with critical information to help you achieve your goals.

Eduardo Lima, PhD, CFA
Faculty Lecturer and Academic Coordinator
Potential Careers

- Equity or Fixed-Income Research Analyst
- Portfolio Manager
- Investor/Consultant Relationship Manager
- Investment Product Specialist
- Operations or Compliance Analyst/Manager
- Investment Consultant
- Pension Fund Manager

Potential Employers

- Investment Management Firms
- Banking Institutions
- Insurance Companies
- Investment Consulting Firms
- Family Offices, Foundations, Endowments
- Private Companies
- Governmental or Regulatory Agencies
- Self-Employed/Consultant
The Diploma in Professional Practice in Finance is a CFA® University Affiliate program accredited by the CFA® Institute, and is intended to allow students to develop professional competencies that will be recognized nationally and internationally. This 30-credit graduate-level program, which covers all three levels of the CFA® Exams, is designed to provide training in the competencies, techniques, and specific expertise required to become a successful professional in various finance-related fields.

Through its affiliation with the CFA® Institute under the University Affiliation Program, the program also provides our students with benefits, including the opportunity to benefit from CFA® Student Scholarships, as well as, participation in events promoted by the CFA® Institute.

### Program Description

- **30 Credits**
- **11 Courses**
- **30 Weeks to Complete a 3 Credit Course**
- **Full-Time or Part-Time**
- **In-Class**
- **Evening and Saturday Classes**
- **Can be completed in as little as 2 years**
- **Covers the full CFA® Program Curriculum.**

CFA® is a registered trademark owned by CFA Institute

**Apply Now**
All course lecturers teaching finance courses in the program are CFA® Charterholders and hold a master’s degree or a PhD in a finance-related field. In addition to their academic knowledge, our course lecturers have extensive experience in the finance industry, which allows them to bring a professional perspective and use real-life examples in the classroom.

The required and complementary courses in the program cover both the theory and applications of finance associated with today’s market and business challenges. In addition, the courses also cover the full CFA® Program curriculum. While our students are not required to write the CFA® Program examinations, the material they learn in the program positions them to follow this path.

McGill University is uniquely positioned to nurture a solid network that includes firms in the relevant Financial Services industries, which will provide excellent lecturers and guest speakers, as well as potential employment for our students.
Key Features

- Evening and weekend classes
- Practical approach to learning and teaching that uses common case-study and simulation techniques
- Learn directly from experienced CFA® Charterholders
- Maps the CFA® Program Curriculum
- Access to CFA® Student Scholarships
- Access to Career and Transition Services (CATS)
- Access to the Writing Tutorial Service from the McGill Writing Centre (MWC)

Learning Outcomes

The program is designed to provide training in the competencies, techniques, and specific expertise required to become a successful professional in various finance-related fields, such as:

- Equity and Credit Research
- Portfolio Management
- Corporate Finance
- Commercial Banking
- Investment Banking
- Regulatory Compliance
- Investment Risk Management

CFA® is a registered trademark owned by CFA Institute
Curriculum

External Pre-Requisite to Program:

- CMSC 000
  Foundations for Mathematics
  (3 credits)

Pre-Requisites:

- CACC 521
  Concepts of Financial Accounting
  (3 credits)
- CMS2 500
  Mathematics for Management
  (3 credits)

Co-Requisites

- CEC2 532
  Business Economics
  (3 credits)
- CMS2 521
  Applied Management Statistics
  (3 credits)

Required Courses

- CCFA 500
  Professional Ethical Practices
  (1.5 credits)
- CCFA 505
  Financial Modeling
  (1.5 credits)
- CCFA 510
  Current Operations in Global Financial Markets
  (3 credits)
- CCFA 515
  Essentials of Financial Reporting and Analysis
  (3 credits)
- CCFA 520
  Theory of Capital Structure and Corporate Finance 1
  (3 credits)
- CCFA 527
  Introduction to Portfolio and Risk Management
  (3 credits)
- CCFA 529
  Introduction to Fixed-Income and Equity Investments
  (3 credits)
- CCFA 530
  Introduction to Applications and Uses of Derivatives
  (3 credits)
- CCFA 535
  Theory of Capital Structure and Corporate Finance 2
  (3 credits)
- CCFA 540
  Portfolio Strategies and Management
  (3 credits)

Complementary Courses

- CCFA 536
  Behavioral Finance and Wealth Planning
  (3 credits)
- CCFA 545
  Advanced Fixed-Income and Equity Investments
  (3 credits)
- CCFA 547
  Advanced Portfolio Management
  (3 credits)
- CCFA 548
  Alternative Investments
  (3 credits)
- CCFA 595
  Special Topics in Finance
  (3 credits)
To obtain information on course offerings, please refer to the interactive timetable at: https://cce.mcgill.ca/itimetable/cpd/ProgramDetails/118
Course Descriptions

CMSC 000

**Foundations of Mathematics** | **Pre-requisite:** None  
CREDITS: 3  

CACC 521

**Concepts of Financial Accounting** | **Pre-requisite:** None  
CREDITS: 3  
This course examines accounting in a finance context, how to prepare, interpret, and make decisions based on accounting information. The course examines the process of recording and reporting accounting transactions, the elements of financial statements, and the preparation of various financial statements.

CMS2 500

**Mathematics for Management** | **Pre-requisite:** CMSC 000 or the Exemption by Examination Test  
CREDITS: 3  
Basic mathematics needed for business applications, including graphs of functions, series summation, mathematics of finance, annuity, discounted cash flow, internal rate of return, permutations, combinations, maxima and minima of functions with business applications in optimization, introductory statistics and probability.

CEC2 532

**Business Economics** | **Pre-requisite:** None  
CREDITS: 3  
Introductory micro and macro-economic theory and practice in profit and non-profit organizations from a managerial perspective. Topics include: demand and supply analysis, production costs, firms’ pricing and output determination, aggregate demand and supply, national income, output and employment determination, inflation, interest rate, exchange rate determination, fiscal and monetary policies.

CMS2 521

**Applied Management Statistics** | **Pre-requisite:** CMS2 500 or the Exemption by Examination Test  
CREDITS: 3  
Statistical methods used in a variety of business situations, emphasizing application and providing a working knowledge of the most widely-used techniques. Topics include descriptive statistics; probability distributions; sampling procedures and distributions; inferential statistics including estimation; hypothesis testing and Anova; simple linear, multiple regression and correlation; time series and forecasting.
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Pre-requisites/Co-requisites</th>
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<tbody>
<tr>
<td>CCFA 500</td>
<td>Professional Ethical Practices</td>
<td>1.5</td>
<td>Pre-requisite: None</td>
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<td></td>
<td>The Code of Ethics and Standards of</td>
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<td>Professional Conduct (“Code and</td>
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<td>Standards”) is the ethical benchmark</td>
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<td>for investment professionals around</td>
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<td>the globe, regardless of job title,</td>
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<td>cultural differences, or local laws.</td>
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<td>Accordingly, this course covers:</td>
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<td>professionalism and integrity of</td>
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<td>capital markets; duties to clients</td>
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<td>and employers; investment analysis</td>
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<td>and recommendations and conflicts of</td>
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<td>interest and responsibilities of a</td>
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<td>CFA Institute Member or Candidate.</td>
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<td>The course includes examination of</td>
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<td>case-studies in ethics and prepares</td>
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<td>practice exam.</td>
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<td>CCFA 505</td>
<td>Financial Modeling</td>
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<td>Pre-requisite: CACC 521 or</td>
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<td>departmental approval</td>
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<td>Financial modeling involves the</td>
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<td>building of an abstract</td>
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<td>representation (a model) of a real-</td>
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<td>world financial situation. This</td>
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<td>mathematical model is designed to</td>
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<td>the performance of a financial</td>
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<td>asset or portfolio of a business,</td>
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<td>project, or other investment.</td>
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<td>Students will be introduced to, and</td>
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<td>are expected to generate and refine,</td>
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<td>financial modeling in Mergers and</td>
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<td>Acquisitions, portfolio management,</td>
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<td>corporate treasury, and risk</td>
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<td>management contexts in which</td>
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<td>derivative products will be used or</td>
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<td>in situations where analysis and</td>
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<td>decision making would be enhanced</td>
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<td>by modeling.</td>
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<td>CCFA 510</td>
<td>Current Operations in Global</td>
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<td>Pre-requisites: CEC2 532</td>
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<td>Financial Markets</td>
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<td>This course reviews the current</td>
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<td>role of financial institutions and</td>
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<td>financial markets, the transactions</td>
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<td>effected through intermediaries in</td>
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<td>facilitating global trade, and the</td>
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<td>current scheme of regulations</td>
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<td>across major trading centres. The</td>
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<td>course also considers threats to the</td>
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<td>regulated intermediary through</td>
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<td>crypto currencies and other forms of</td>
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<td>trade.</td>
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<td>CCFA 515</td>
<td>Essentials of Financial Reporting</td>
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<td>Co-requisite: CCFA 505</td>
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<td>and Analysis</td>
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<td>Pre-requisites: CACC 521</td>
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<td>This course examines the role of</td>
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<td>accounting and financial reporting</td>
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<td>in the analysis of financial</td>
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<td>statements and decision-making.</td>
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<td>on the IFRS framework in Financial</td>
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<td>Reporting, it will also cover</td>
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<td>financial statements using ASPE.</td>
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<td>Topics covered through the use of</td>
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<td>case studies and other approaches</td>
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<td>include: analysis of basic financial</td>
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<td>statements and the quality of</td>
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<td>reporting in the annual report;</td>
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<td>analysis of assets and liabilities,</td>
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<td>including taxes, debt, off-</td>
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<td>balancesheet assets and liabilities,</td>
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<td>pensions, stock compensation and</td>
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<td>other employee benefits, and global</td>
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<td>operations.</td>
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## Course Descriptions

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<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Prerequisites/Co-requisites</th>
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</table>
| CCFA 520    | Theory of Capital Structure and Corporate Finance 1 | 3       | Co-requisite: CMS2 521  Pre-requisite(s): CACC 520 or CACC 521  
This course introduces students to the liabilities and shareholders’ equity section of the balance sheet. The optimal balance between debt and equity given the company’s sector operations and the economy are analyzed. Furthermore, corporate finance topics including net present value, project finance, and others are reviewed in depth to prepare students for the Level 1 CFA exam. |
| CCFA 527    | Introduction to Portfolio and Risk Management     | 3       | Co-requisite: CMS2 521  Pre-requisite: CCFA 505  
This course introduces the portfolio planning and construction process, including the development of an investment policy statement (IPS). A discussion of risk management, including the various types and measures of risk, follows, and a risk management framework is provided. Derivatives have become increasingly important for managing financial risk, exploiting investment opportunities, and creating synthetic asset class exposure, so this course provides students with a working knowledge of derivatives analysis. Finally, the course provides an introduction to Alternative Investments, which are used in portfolios for further diversification benefits and higher returns. |
| CCFA 529    | Introduction to Fixed-Income and Equity Investments | 3       | Co-requisite: CCFA 510  Pre-requisites: CCFA 505 and CCFA 515  
Students are introduced to characteristics of fixed-income and equity investments, their markets, and indexes; they are also exposed to yield and valuation measures, risk factors and drivers of fixedincome securities and to industry and company analysis and basic equity valuation models. |
| CCFA 530    | Introduction to Applications and Uses of Derivatives | 3       | Pre-requisites: CCFA 510, CCFA 527 and CCFA 529  
Montreal is the second largest derivative market in North America. The main objective of this course is to help students gain understanding of and enhance their intuition and skills on the pricing of derivative securities. Thereafter, they will be able to use these skills in effective investment and/or risk management. The course includes an in-depth review of a wide range of applications and real-life cases, including the use of derivatives in asset management, valuation of corporate securities such as stocks and corporate bonds with embedded options, interest rate derivatives, credit derivatives, and crude oil and currency derivatives. The practical considerations of implementing strategies using derivatives are emphasized. |
Course Descriptions

**CCFA 535**  
**Theory of Capital Structure and Corporate Finance 2**  
**Pre-requisite:** CCFA 520  
CREDITS: 3  
The objective of this course is to study the major decision-making areas of managerial finance and selected topics in financial theory. The course reviews the theory and empirical evidence related to the investment and financing policies of the firm, and attempts to develop decision-making ability in these areas. The course includes an analysis of leasing decisions, mergers and acquisitions, corporate reorganization, financial planning and working capital management, and other selected topics including investment decision-making under uncertainty, cost of capital, capital structure, pricing of selected financial instruments and corporate liabilities, and dividend policy.

**CCFA 540**  
**Portfolio Strategies and Management**  
**Pre-requisite:** CCFA 527  
CREDITS: 3  
In this course, students discuss and review stock market movements and the news in the past week. The aim is to enable students to research, analyze, and make recommendations for a sector or corporation and prepare them to advocate a buy or sell decision within the context of a strategy for managing an investment portfolio.

**CCFA 536**  
**Behavioral Finance and Wealth Planning**  
**Pre-requisite:** CCFA 527  
CREDITS: 3  
The standard economic paradigm—rational agents in an efficient market—does not adequately describe behavior in financial markets. In this course, students will survey emotional and cognitive biases, as well as the use of psychological criteria to guide alternative theories of financial markets. This course also introduces students to the management and planning of individual and family portfolios as well as tax considerations and tax efficiency strategies in portfolio management.

**CCFA 545**  
**Advanced Fixed-Income and Equity Investments**  
**Pre-requisite:** CCFA 529  
CREDITS: 3  
Students learn to estimate the risks and expected returns for fixed-income and equity instruments, analyze the term structure of interest rates and yield spreads, and evaluate fixed-income instruments with embedded options and unique features; in addition, they will develop the ability to analyze and evaluate equity securities using appropriate valuation concepts and techniques.
### Course Descriptions

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Pre-requisite</th>
<th>Description</th>
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<tbody>
<tr>
<td>CCFA 547</td>
<td>Advanced <em>Portfolio Management</em></td>
<td>3</td>
<td>CCFA 527</td>
<td>A conceptual framework is presented for understanding asset allocation considerations and key implementation approaches, including an examination of the effects of investor constraints and adaptations to address them. Finally, elements of currency, fixed-income, and equity portfolio management are discussed at an advanced level.</td>
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<tr>
<td>CCFA 548</td>
<td>Alternative <em>Investments</em></td>
<td>3</td>
<td>CCFA 505</td>
<td>This course explores non-traditional investment strategies currently used by investment managers to diversify their portfolio. This course covers: real estate, private equity/venture capital and valuation, investment entities, managed futures, timberland/farmland, intellectual property, distressed securities, bankruptcies, hedge fund strategies, and commodities.</td>
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<tr>
<td>CCFA 595</td>
<td>Special <em>Topics in Finance</em></td>
<td>3</td>
<td>CCFA 520</td>
<td>Advanced specialised course that exposes students to emerging and current trends in the finance area.</td>
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</tbody>
</table>
Admission Requirements

1. Bachelor’s degree (or equivalent) as approved by the Graduate and Postdoctoral Studies Office;

AND

2. Have a minimum cumulative grade point average (CGPA) of 3.0 out of 4.0 or 3.2 out of 4.0 in the last two years of full-time academic studies.

Language Requirements

- The language of instruction for most courses and programs at McGill is English; however, students may submit any written work that is to be graded in English or French, except in cases where knowledge of the language is one of the objectives of the course.

- Applicants must demonstrate an adequate level of proficiency in English prior to admission, regardless of citizenship status or country of origin. McGill University has this language requirement in place to ensure that all students are provided with the opportunity to succeed in their chosen program.

- In all cases, the University reserves the right to require proof of English proficiency if it is deemed necessary. For additional information, please click on the link below.

Learn More
Diploma in Accounting

How to Apply

STEP 1: PREPARE
1. Choose the certificate or diploma program you would like to apply to.
2. Verify the Application Deadlines to ensure that you submit your application in time.
3. Ensure you have a valid email address and credit card on hand to pay the application fee (Visa, MasterCard or American Express).
4. From the list of programs, click on the program you would like to apply to.
5. Review the admission requirements for the program to ensure you meet the criteria.
6. Ensure you have all necessary documentation required for your application as indicated in the “Documents Required” section.

STEP 2: APPLY
1. Click “Apply Now” at the top of the program page or go to https://mcgill.ca/x/4Um and click “Apply Now.
2. If you have a Login ID and PIN, enter them now, or if not, create one and log in.
3. Click on “Begin New”.
4. Enter the information requested and click “Continue”.
5. When asked, “What are you applying for at McGill?”, click on “Continuing Studies”.
6. On the next page, select the program you would like to apply to.
7. Complete the rest of the application with all required information and submit.
8. You will receive a confirmation email providing you with a McGill ID number and PIN. Within 24 - 48 hours, you will be able to log in to Minerva.

STEP 3: UPLOAD SUPPORTING DOCUMENTS
Once you have access to Minerva, upload your supporting documentation as per the admission requirements of your chosen program.

STEP 4: VERIFY ADMISSION STATUS
Once a decision has been made, admitted students will receive a “Letter of Admission” along with registration instructions.

Difficulty Applying Online?
If you have any problems with your online application, or if you have questions regarding admission requirements and procedures, contact Client Services.
Helpful Tips for Applying

- If transcripts are required for your application, you will need to have official transcripts sent directly to the School by mail, in a sealed envelope, by the educational institution where you studied, in addition to uploading copies with your supporting documents online. All documents will be retained by McGill.
- **Note:** In cases where the language of instruction at the institution is not English or French, you must also send an official translation of the official transcript certified by a representative from the Ordre des traducteurs, terminologues et interprètes agréés du Québec (OTTI AQ - [http://ottiaq.org/](http://ottiaq.org/)).
- You need to request official transcripts as soon as possible once your application has been submitted to the School of Continuing Studies. Your Educational Institution must then mail these directly to the appropriate office below:

**Client Services c/o Admissions**
McGill University – School of Continuing Studies
680 Sherbrooke Street West, Room 1125
Montreal, QC
Canada, H3A 3R1

- **Important:** You must make sure you apply by the application deadline. However, if you have any outstanding supporting documents at the time of your application, you may upload them as they become available or forward them directly to the School of Continuing Studies as soon as possible. Your admission application will only be completed once the School has received all of the required documents.
- **Note:** All required documents received by McGill University School of Continuing Studies become the property of the university. Official documents and/or transcripts will not be returned to the applicant.
- **Note:** Transcripts received by McGill University’s School of Continuing Studies cannot be transferred to any other department or program as it would constitute submitting a new application. Therefore, you must submit a new sealed envelope of your official transcripts for each application made to McGill University’s School of Continuing Studies.

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**Exemption by Examination**

To be exempted from a prerequisite or a co-requisite course, students admitted to a Certificate, Diploma, Graduate Certificate or Graduate Diploma program requiring a pre-requisite or co-requisite course, must provide proof that they have taken and successfully passed an equivalent 3-credit course, with the requisite grade as per McGill University’s requirements, at the appropriate level at another approved institution or have successfully completed the Exemption by Examination test.

- The Exemption by Examination test is not applicable to required or complementary course(s) within a program.
- The Exemption by Examination test is not applicable to courses required by a Professional Order or Association as part of their accreditation requirements.
- You cannot take the Exemption by Examination test if you have already attempted the course (a grade of W is considered as have attempted the course).
- If you are unsuccessful in the Exemption by Examination test, you will not be permitted to repeat the test and must instead enrol in the course(s) for which the test was taken.

**To be eligible to write the Exemption by Examination test, you must have applied to or been admitted to a program.**

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Learn More
This program is eligible for various types of financial aid and awards:

**Aide financière aux études (AFE)**
As a credit-bearing program, this program is eligible for financial aid through Quebec’s Loans and Bursaries program, *Aide financière aux études (AFE)*.

Learn More

**McGill University’s School of Continuing Studies Bursaries**
Thanks to donor contributions, the McGill School of Continuing Studies is able to offer a limited number of bursaries to students demonstrating financial need to assist them in covering a portion of their tuition expenses.

Learn More

**McGill University’s School of Continuing Studies Scholarships**
A limited number of donor-funded, merit-based scholarships are awarded to students each year to recognize academic excellence.

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**McGill University’s School of Continuing Studies Graduating Prizes**
Graduating Prizes are awarded to graduating students based on academic excellence.

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*Note:* The amount and number of McGill University’s School of Continuing Studies Bursaries, Scholarships, and Graduating Prizes issued varies from year to year, depending on funds received and their specifications.
Contact

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