



McGill

Engineering
Student Centre

**TRANSFER CREDIT PROCESS FOR
NEWLY ADMITTED STUDENTS
Faculty of Engineering**

This process is for students who have been admitted based on the following admit category:

- Advanced Placement Examinations (AP)
- Advanced Levels (A-Levels)
- European Baccaleureate from Schola Europaea
- French Baccalaureate Diploma
- International Baccalaureate Diploma
- For University-level courses please see a separate guide here:
<https://www.mcgill.ca/engineering/students/undergraduate/new-students/transfer-credits>

STEP 1

- Review the “next steps” page for instructions on how to send us your final grades: www.mcgill.ca/accepted/nextsteps/finalmarks
- Official transcripts must be sent to officialschooldocs@mcgill.ca from the issuing Examinations Board
- Any questions about the status of your official documents can be sent to Service Point at: www.mcgill.ca/servicepoint/contact email at servicepoint@mcgill.ca

Send us your final marks

To complete your admission, we need your final, official transcript (including final marks and confirmation of your graduation).

If you have completed (or will complete) ANY of the following diplomas, exams or courses, consult the right hand column for instructions on how to submit final, official results.	
<ul style="list-style-type: none"> Quebec DEC Ontario high school 	<p>No documents needed. We will receive your transcript electronically.</p> <p>Note: If you are from an Ontario high school and you do not have an OUAC number, you must ensure that McGill receives your final marks and confirmation of graduation directly from your school (see mailing address below).</p>
<ul style="list-style-type: none"> Canadian high school diploma (outside QC and ON) U.S. high school diploma French Baccalaureate (including Quebec schools) High school diploma from outside Canada and the U.S. 	<p>McGill accepts electronic final official transcripts and proof of graduation sent through a recognized digital credential service provider or directly from the issuing school or Ministry of Education in your home province or country.</p> <p>Recognized digital credential service providers include (but are not limited to):</p> <ul style="list-style-type: none"> Parchment Credentials Solutions Bureau du cooperation interuniversitaire (BCI) National Student Clearinghouse Digitary My eEquals eScrip-safe <p>If it is not possible for documents to be sent via one of the service providers listed above, McGill will accept final official transcripts and proof of graduation (in PDF format) sent directly from the issuing institution to officialschooldocs@mcgill.ca. Documents that are not required or that are determined to be unofficial will not be accepted.</p> <p>Transcripts in languages other than English or French must be accompanied by an English or French translation prepared by the school. If your school cannot provide a translation, you must send a translation from a certified translator.</p>
<ul style="list-style-type: none"> Advanced Subsidiary (AS) Advanced Level (A-Level) Cambridge Pre-U Caribbean Advanced Proficiency Examination (CAPE) 	<p>You must ensure that McGill receives your Certifying Statement of Results directly from the Examination Board(s) (see address below). Include all A-Levels/Pre-U/CAPE (also those written in previous years), as well AS results for subjects that were not carried through to A-Level (A2).</p> <p>Enrolment Services Management of Academic Records Unit McGill University 3415 McTavish Street Room MS13 Montreal, Quebec</p>

	<p>Canada, H3A 0C8</p> <p>Some Examinations Boards may be issuing results via email. In this case, the McGill email address is officialschooldocs@mcgill.ca. Note that this is a dedicated email address for official documents only, sent to McGill directly from the issuing Examinations Board. Documents that are determined to be unofficial will not be accepted.</p>
<ul style="list-style-type: none"> Advanced Placement (AP) 	<p>You must ensure that McGill receives your final exam results directly from the College Board.</p>
<ul style="list-style-type: none"> International Baccalaureate (IB) Diploma or diploma courses 	<p>You must ensure that McGill receives your final exam results directly from the IBO.</p>
<ul style="list-style-type: none"> University/college studies 	<p>You must make arrangements to have your final, official transcript sent from the institution(s) you attended.</p> <p>McGill accepts electronic final official transcripts and proof of graduation sent through a recognized digital credential service provider or directly from the issuing institution(s).</p> <p>Recognized digital credential service providers include (but are not limited to):</p> <ul style="list-style-type: none"> Parchment Credentials Solutions Bureau du cooperation interuniversitaire (BCI) National Student Clearinghouse Digitary My eEquals eScrip-safe <p>If it is not possible for documents to be sent via one of the service providers listed above, McGill will accept final official transcripts and proof of graduation (in PDF format) sent directly from the issuing institution to officialschooldocs@mcgill.ca. Documents that are not required or that are determined to be unofficial will not be accepted.</p> <p>Transcripts in languages other than English or French must be accompanied by an English or French translation prepared by the school. If your school cannot provide a translation, you must send a translation from a certified translator.</p> <ul style="list-style-type: none"> You may be required to upload course descriptions for math and science courses via Minerva.

- Transfer credits will **only** be granted and reflecting on your McGill transcript (viewable on MINERVA) once McGill has received your **OFFICIAL** transcripts
- In some cases, official transcripts are automatically loaded to our MINERVA interface (see previous slide)
- In other cases, such as Advanced-level results, you will be responsible for contacting the exam board to arrange for the official results be sent to McGill. Please have the exam board send your results to officialschooldocs@mcgill.ca.

IMPORTANT: Your results will only be considered official if sent directly by the Exam board: www.mcgill.ca/accepted/nextsteps/finalmarks

- For more information about submitting your official documents, contact McGill's Admissions office: www.mcgill.ca/servicepoint/contact

STEP 2

- While the University awaits your final marks, you can verify whether you are eligible for transfer credits based on your specific background
- You can view this information on our Transfer credit and Advance standing site: www.mcgill.ca/transfercredit/prospective

Click on your admit type on left side (see next slide)

[Advanced Level & Advanced Subsidiary Exams](#)

[Advanced Placement Exams](#)

[Bologna-signatory \(Europe\) countries](#)

[European Baccalaureate \(from Schola Europaea\)](#)

[French Baccalaureate](#)

[International Baccalaureate](#)

[CEGEP Courses](#)

[University-level courses](#)



Prospective & New Students

This section is for:

- applicants to McGill who have not yet been admitted; and
- applicants who have received an acceptance letter from McGill, but have not yet taken any classes.

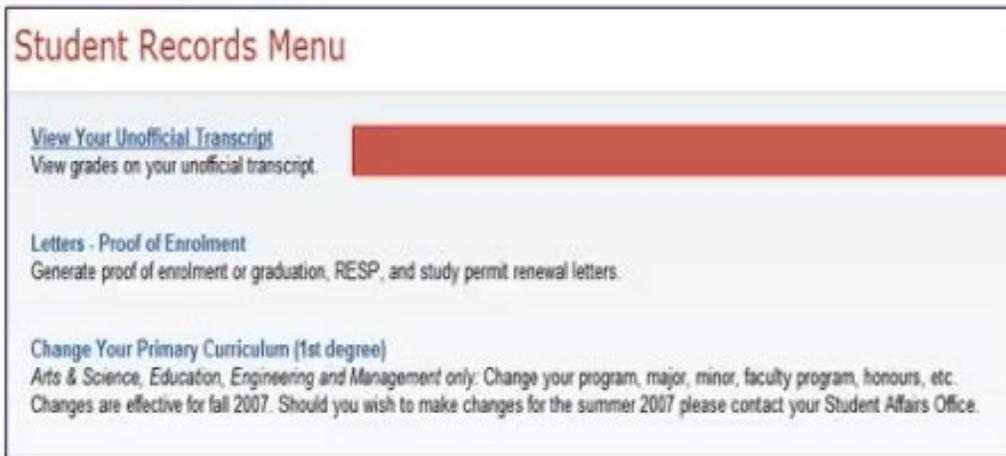
STEP 3

- Transfer credits will be processed upon receiving your OFFICIAL transcripts
- McGill's Admissions office will process credits all throughout the summer up until Mid-October. As a result, **you might not see your transfer credits on your McGill transcript on MINERVA prior to your scheduled registration date.**
- With that in mind, while referring back to the Transfer credit site www.mcgill.ca/transfercrredit/prospective and understanding which credits you are eligible for, you must **NOT** register for the courses in which you will be granted credit for. Instead, you will be required to register for the remaining or next-level courses.

STEP 4

- To see whether your transfer credits have been processed, you can refer to your McGill transcript on MINERVA:

In Minerva, click on your student Menu, then on Student Records Menu and then on View Your Unofficial Transcript



Student Records Menu

[View Your Unofficial Transcript](#)
View grades on your unofficial transcript

Letters - Proof of Enrolment
Generate proof of enrolment or graduation, RESP, and study permit renewal letters.

Change Your Primary Curriculum (1st degree)
Arts & Science, Education, Engineering and Management only: Change your program, major, minor, faculty program, honours, etc. Changes are effective for fall 2007. Should you wish to make changes for the summer 2007 please contact your Student Affairs Office.

Fall 2019

Bachelor of Engineering
Full-time Year 1
Mechanical Engineering

Credits/Exemptions

From: Advanced Level Exams - 19 credits

CHEM 110

CHEM 120

MATH 140

PHYS 101

PHYS 102

- As mentioned prior, if your credits don't appear just yet, it can be due to one of the following:
 - a) McGill's Admissions office has not yet received your official transcript. You can check the status by contacting www.mcgill.ca/servicepoint/contact
or
 - b) Admissions is in the process of getting to your record

STEP 5

- If your credits are reflected on your record or pending to be processed, you must **NOT** register for the courses in which you will be granted credit for. Instead, you will be required to register for the remaining or next-level courses. In cases where you have registered for courses in which credit will or has been granted, it will be either dropped or excluded from your record.

EXAMPLE: Referring to an older version 2020 Mechanical Engineering curriculum, www.mcgill.ca/engineering/students/undergraduate/new-students/course-registration, if you expect to receive credit for all or a few basic science courses such as CHEM 110, CHEM 120, MATH 140, PHYS 131 or PHYS 101, PHYS 142 or PHYS 102, please see the next two slides explaining your course registration.

- If you are receiving credit for the following courses, CHEM 110, CHEM 120, MATH 140, PHYS 131 or PHYS 101, PHYS 142 or PHYS 102, simply cross them off your curriculum list and register for the remaining courses and move the next term courses in your Fall term as depicted in the image below. Your Fall semester registration will comprise of the courses highlighted in yellow and your Winter semester courses will comprise of the list of courses in the 3rd term:

IMPORTANT: Don't register for PHYS 131 if you've received PHYS 101 and don't register for PHYS 142 if you received PHYS 102

Mechanical Engineering Curriculum - Fall 2020 (Stream B)

Non-CEGEP Entry

1st Term (Fall)		18 credits	Prerequisites/Co-requisites
CHEM 110	General Chemistry 1	4	P - College level mathematics and physics or permission of instructor
FACC 100	Introduction to the Engineering Profession	1	-
MATH 133	Linear Algebra and Geometry	3	P - A course in functions
MATH 140	Calculus 1	3	P - High school calculus
PHYS 131	Mechanics and Waves	4	C - Calculus course [MATH 140]
CS	Complementary Studies Group B (HSSML) - 1*	3	-
2nd Term (Winter)		18 credits	Prerequisites/Co-requisites
CHEM 120	General Chemistry 2	4	P - College level mathematics and physics or permission of instructor
MATH 141	Calculus 2	4	P - MATH 140
PHYS 142	Electromagnetism and Optics	4	P - PHYS 131 / C - MATH 141
CS	Complementary Studies Group A (Impact)*	3	-
CS	Complementary Studies Group B (HSSML) - 2*	3	-
3rd Term (Fall)		16 credits	Prerequisites/Co-requisites
COMP 208	Computers in Engineering	3	P - differential and integral calculus [MATH 140 and MATH 141] / C - linear algebra [MATH 133]
FACC 300	Engineering Economy	3	-
MATH 262	Intermediate Calculus	3	P - MATH 133, MATH 141
MECH 201	Introduction to Mechanical Engineering	2	-
MECH 210	Mechanics 1	2	P - PHYS 101 or PHYS 131 or equivalent
MECH 290	Design Graphics for Mechanical Engineering	3	-
4th Term (Winter)		17 credits	Prerequisites/Co-requisites
CIVE 207	Solid Mechanics	4	P - CIVE 205 or MECH 210
FACC 250	Responsibilities of the Professional Engineer	0	P - FACC 100 or BREE 250
MATH 263	Ordinary Differential Equations for Engineers	3	C - MATH 262
MATH 264	Advanced Calculus for Engineers	3	P - MATH 262 / C - MATH 263
MECH 220	Mechanics 2	4	P - MECH 210, MATH 262 / C - MATH 263
MECH 262	Statistics and Measurement Laboratory	3	C - MATH 263
5th Term (Fall)		18 credits	Prerequisites/Co-requisites
MATH 271	Linear Algebra and Partial Differential Equations	3	P - MATH 263, MATH 264
MECH 240	Thermodynamics 1	3	-
MECH 314	Dynamics of Mechanisms	3	P - MECH 220
MECH 321	Mechanics of Deformable Solids	3	P - CIVE 207
MECH 331	Fluid Mechanics 1	3	P - MECH 210 / P or C - MECH 220, MECH 240, MATH 271
MECH 360	Principles of Manufacturing	3	P - MECH 289 or MECH 290 / P or C - CIVE 207
6th Term (Winter)		18 credits	Prerequisites/Co-requisites

STEP 6

- For those students that have not yet received their transfer credits on MINERVA and are unsure of how to proceed with registration, we will be offering remote drop in sessions to help guide you through the registration process. Stay tuned and check your email for more information:

<https://www.mcgill.ca/engineering/students/undergraduate/new-students/advising-fall-term>

- You can also contact us at newstudentadvising.engineering@mcgill.ca
- And you should also contact your department for course scheduling assistance here: <https://www.mcgill.ca/engineering/departments-schools-institutes>

STEP 7

If after reviewing this site <https://www.mcgill.ca/transfercredit/prospective> and you are still not sure which transfer credits you will be receiving based on your unofficial results please contact servicepoint@mcgill.ca (<https://www.mcgill.ca/servicepoint/contact>)

- Advanced Placement Examinations (AP)
- Advanced Levels (A-Levels)
- European Baccalaureate from Schola Europaea
- French Baccalaureate Diploma
- international Baccalaureate Diploma

SCIENCE PLACEMENT EXAMS

- If you are not eligible for transfer credit and feel you have covered material in some freshman courses, you can apply to write a Science Placement Exam. www.mcgill.ca/exams/dates/science
- Exams are only available before the term in which you were admitted.
- Transfer credits for the courses on the next slide may be granted on successful completion of the Science Placement exam

Eligible courses for Science placement exams

*Check your specific program Course Catalogue to determine if the below credits will be eligible and granted: Course Catalogue :

<https://coursecatalogue.mcgill.ca/en/undergraduate/engineering/programs/>

— Applicable courses

Science Placement Exams are held for the following courses:

- BIOL 111 - Principles: Organismal Biology
- BIOL 112 - Cell and Molecular Biology
- CHEM 110 - General Chemistry 1
- CHEM 120 - General Chemistry 2
- CHEM 212 - Introductory Organic Chemistry 1
- CHEM 222(234) - Introductory Organic Chemistry 2
- MATH 122 - Calculus for Management
- MATH 123 - Linear Algebra and Probability
- MATH 133 - Vectors, Matrices and Geometry
- MATH 140 - Calculus 1
- MATH 141 - Calculus 2
- PHYS 131 - Mechanics and Waves
- PHYS 142 - Electromagnetism and Optics

SCIENCE PLACEMENT EXAMS

- The Exam Office will notify you by email of your results. If you successfully pass the exam (**55% or higher**), and if the course is eligible for your program, then the results will be added to your Minerva transcript as soon as results are available. Do not register for the course in which eligible credit will be granted.
- To apply for the Science Placement Exam, visit:
www.mcgill.ca/exams/dates/science

Questions about Science placement exams can be sent to: exam.es@mcgill.ca

UNIVERSITY TRANSFERS (Please see separate guide)

- Please refer to the following guide for approval of Transfer Credits
- Click “Transfer credit process guide for University transfers”
<https://www.mcgill.ca/engineering/students/undergraduate/new-students/transfer-credits>
- If you require further assistance please contact
transfercredits.engineering@mcgill.ca

More detailed instructions about University Transfers can be found here: www.mcgill.ca/engineering/students/undergraduate/new-students/transfer-credits

— Courses from other Universities

Credit may be granted for courses passed with a grade of C or better at other universities, up to the limit imposed by McGill residency requirements and program requirements in some faculties. Grades of C-, P (pass), S (satisfactory) are not acceptable for transfer credit. The letter grades applied by the host institution take precedence over the numerical grades if both are provided. Transfer students who are entering the Faculty on the basis of previous university studies will be required to attend the Transfer Credit Information Session and to meet their Department Advisors at the Advising Sessions **during the first days of September** to have their courses evaluated and the transfer credits determined.

Please refer to the following guide for approval of courses from other universities: [Transfer Credit Process Guide for University Transfers](#)

Please note that this information can be verified at [Service Point](#), which is the official website for transfer credits.

DEPARTMENT/SCHOOL CONTACTS

Architecture: luciana.adoyo@mcgill.ca

Bioengineering: studentaffairs.bioeng@mcgill.ca

Chemical Engineering: ugrad.chemeng@mcgill.ca

Civil Engineering: anna.dinolfo@mcgill.ca ugradinfo.civil@mcgill.ca

Electrical, Computer, & Co-op in Software Engineering: undergrad.ece@mcgill.ca

Materials Engineering: coordinator.minmat@mcgill.ca

Mining Engineering: admin.mining@mcgill.ca

Mechanical Engineering: ugrad.mecheng@mcgill.ca

OTHER HELPFUL CONTACTS

- If you require further guidance on understanding the courses you are eligible for transfer credits, please attend our remote transfer credit drop in (check your email for more details) you can also send your enquiries to servicepoint@mcgill.ca or newstudentadvising.engineering@mcgill.ca

For those that are **University Transfers** and need assistance, please refer to the Transfer credit guide

<https://www.mcgill.ca/engineering/students/undergraduate/new-students/transfer-credits> click on “**Course from other Universities**” or contact transfercredits.engineering@mcgill.ca

TO SUMMARIZE

- Arrange for your official transcripts be sent to McGill directly from your previous studies institution directly (it won't be considered official if it is sent by you).

Please have your official results sent to officialschooldocs@mcgill.ca also visit www.mcgill.ca/accepted/nextsteps/finalmarks

- While McGill awaits your official results, you can still register for the courses in which you won't be receiving credit for. Please refer to our **Transfer Credit and Advanced Standing** site here to determine the transfer credits you will receive www.mcgill.ca/transfercredit/prospective
- If you require guidance on course registration please **attend remote transfer credit drop in session** (check your email for more information) or contact Service Point <https://www.mcgill.ca/servicepoint/contact>
- Refer to our **new student checklist** <https://mcgill.ca/engineering/students/undergraduate/new-students/checklist/fall-term> and **key academic dates** <https://www.mcgill.ca/importantdates/key-dates>
- Familiarize yourself with your **Course Catalogue** <https://coursecatalogue.mcgill.ca/en/undergraduate/engineering/programs/> and your **curriculum** <https://www.mcgill.ca/engineering/students/undergraduate/new-students/course-registration> .