

# **SPECIAL/VISITING/ EXCHANGE STUDENTS ADVISING SESSION**

**Jamila Adnaan**

*Student Advisor/Administrator*

**Mona Hachem**

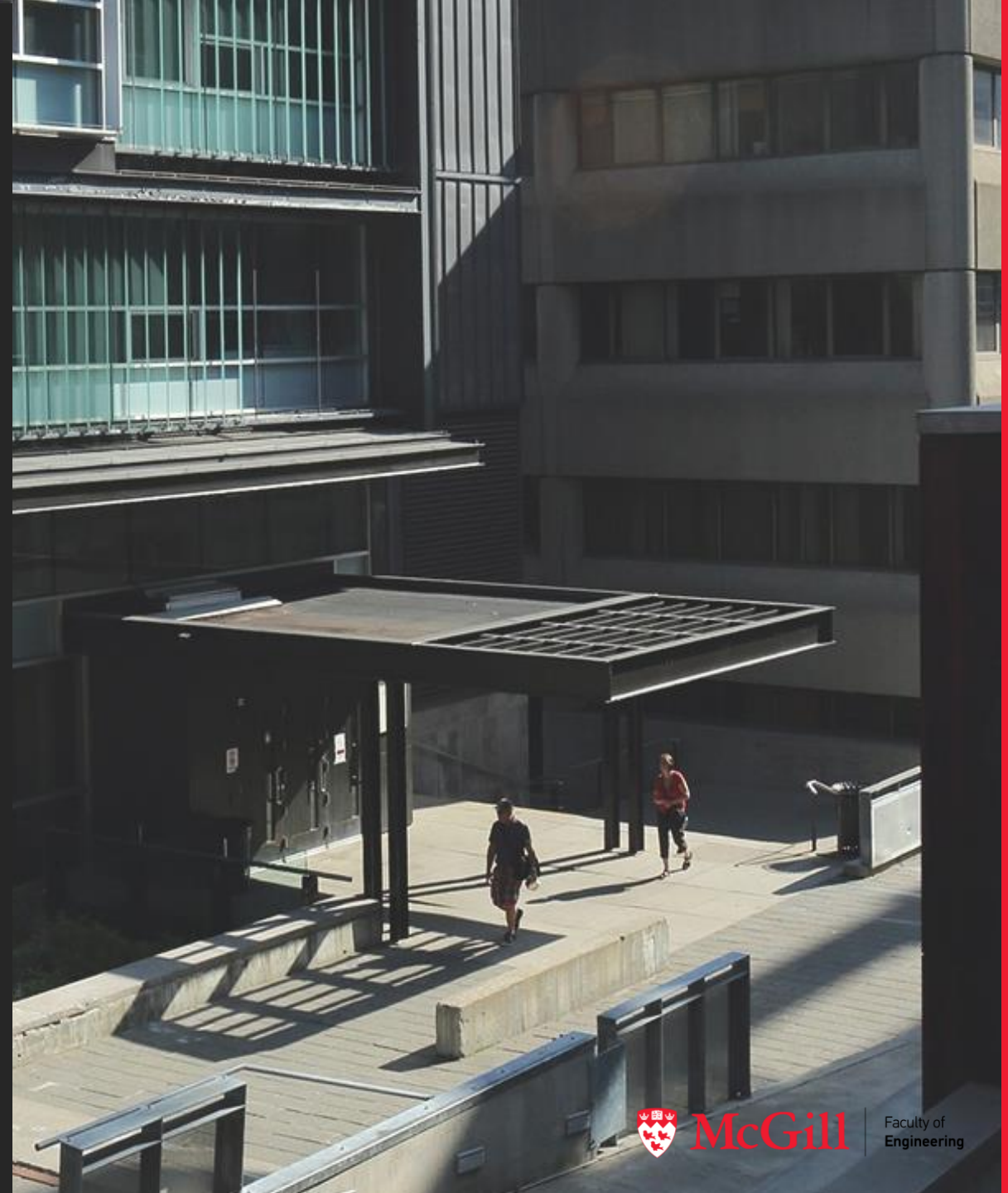
*Student Affairs Coordinator*

McGill Engineering Student Centre (MESC)

*Student Affairs Office*

*Career Centre*

*Peer Tutoring Services*







# MCGILL ENGINEERING STUDENT CENTRE (MESC)

*Support tailored to the needs of  
Engineering students*

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- Student Affairs Office (SAO)
  - Academic advising appointments
- Engineering Peer Tutoring Services (EPTS)
- Engineering Career Centre (ECC)
- Local Wellness Advisor





## MESC Academic Advising Hours

MESC in-person office hours

Monday to Friday, 9:30 a.m. to 4:00 p.m.

Frank Dawson Adams (FDA) Building, Room 22

Online Booking:

<https://www.mcgill.ca/engineering/students/undergraduate/mesc/sao/contact-us>

## Career Centre Advising Hours

Internship, CV Review, Career Advising:


In - person appointments between 2:00 p.m. to 3:00 p.m. every day


Online Booking:

<https://www.mcgill.ca/careers4engineers/>

# How to Book an Appointment with a MESC Academic Advisor

<https://www.mcgill.ca/engineering/students/undergraduate/mesc>

 Faculty of Engineering

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Undergraduate Students

**MESC: McGill Engineering Student Centre**

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## McGill Engineering Student Centre (MESC)


The McGill Engineering Student Centre (MESC) offers many services and resources to Engineering students through the integration of our Student Affairs Office (SAO), which offers academic advising and peer tutoring, and the Engineering Career Centre (ECC), which provides students with career and internship guidance.

Our team offers daily appointments and remote support for both academic and career related needs. For more information on our services, please select one of the options below.



**Student Affairs & Academic Advising**

[Find out more](#)



**Engineering Career Centre (ECC)**

[Find out more](#)

The Faculty of Engineering is committed to the safety and well-being of its community, and is working hard with McGill University on minimizing the impact of COVID-19.

Latest updates and FAQs on Academic Measures and Remote Instruction →



## Contact us

Book an appointment, chat with a MESC academic advisor, or get in touch by email

Find out more



## Sao Team

Our advisors are here to advise and assist you with program planning and course selection

Meet our team



## FAQs

Looking for answers? Check out our most frequently asked questions

Find out more



## Useful Links and Videos

A quick guide to helpful references and resources to assist you during your studies

Find out more

## MESC Remote Appointments



Book a remote appointment to meet with a MESC academic advisor on MS Teams. Appointments are available Monday through Friday.

You can only view and book appointments 5 days in advance. If you don't see an available slot for a certain service, it means the advisor is either booked or the availability is in more than 5 days. Please try again at a later date.

Book a remote appointment

## MESC In-Person Appointments



Book an in-person appointment to meet with a MESC academic advisor at the McGill Engineering Student Centre, FDA 22. Appointments are available Monday through Friday.

You can only view and book appointments 5 days in advance. If you don't see an available slot for a certain service, it means the advisor is either booked or the availability is in more than 5 days. Please try again at a later date.

Book an in-person appointment

<https://www.mcgill.ca/engineering/students/undergraduate/mesc/sao>

<https://www.mcgill.ca/engineering/students/undergraduate/mesc/sao/contact-us>

# ENGINEERING CAREER CENTRE



- On-Campus **Recruitment & job postings** database: myFuture
- Career development **workshops & advising**
- Engineers-in-Action **speaker series, networking and mentoring** events
- **McGill Techfair** (In-person Oct 4<sup>th</sup> and 5<sup>th</sup> 2023)

Book an appointment with a career advisor:  
<https://www.mcgill.ca/careers4engineers/>



# KEY ACADEMIC DATES

## Fall 2023

August 30	Classes begin
September 12	Deadline to Course Change (add/drop)
September 19	Deadline for Course Withdrawal (with refund)
October 24	Deadline for withdrawal with NO fee refund
December 5	Classes end
December 7 to 21	Exam period

[www.mcgill.ca/importantdates/key-dates](http://www.mcgill.ca/importantdates/key-dates)

# COURSE REGISTRATION

- MINERVA (McGill's course registration system)
- Registration by unit offering course once Exchange Course Authorization forms with approvals are submitted.
- 600 and 700 level course require instructor approval
- For non-engineering courses you have to contact the department/faculty directly.
- The following courses, among others, are not open to exchange students unless special permission is granted:
  - courses offered by some professional faculties
  - research project courses
  - thesis courses
  - special topics courses
  - design courses



# COURSE REGISTRATION PROCESS

Many courses offered by the Faculty of Engineering will require McGill prerequisites.

Therefore, for all courses for which a prerequisite is required, students must:

- Obtain approval from Home Institution advisor; approval may be granted via email.
- Submit a completed Request for Course Authorization
- Include the required information and attach email approval for each course.

This form must be returned to  
[exchange.engineering@mcgill.ca](mailto:exchange.engineering@mcgill.ca).

# REQUEST FOR COURSE AUTHORIZATION FORM

**Complete the form by listing all lectures, labs and/or tutorials for each individual course.**

Return completed form to [exchange.engineering@mcgill.ca](mailto:exchange.engineering@mcgill.ca)

Please see the following example which was copied directly from MINERVA for assistance with completing the form.

(CRN = 12678, Subject = MIME, Course # = 513, Section = 001 etc.):

Mining & Materials Engineering

CRN	Subj	Crse	Sec	Type	Credits/CE Units	Title	Days	Time	Cap	Act	Rem	WL Cap	WL Act	WL Rem	Instructor	Date (MM/DD)	Location	Status
<a href="#">12678</a>	MIME	513	001	Lecture	3.000	Mine Planning Optimization Under Uncertainty.	W	09:05 AM-11:55 AM	20	4	16	0	0	0	Roussos G Dimitrakopoulos	09/04-12/04	ADAMS 126	Active
NOTES: This section must be taken with a laboratory. Instructor's approval required.																		

# **ID CARDS & HEALTH INSURANCE**

## **Student Identification Cards**

Service Point, McLennan Library Building  
3415 McTavish Street  
(corner Sherbrooke Street)

<https://www.mcgill.ca/student-records/personal-information/id>

## **International Health Insurance Cards**

For more information about McGill's Compulsory Health Insurance Plan:

<https://www.mcgill.ca/internationalstudents/health>





# BUDDY PROGRAM



Each year, approximately 600 international students are matched with returning student volunteers [international and non-international].

Our Buddies, through this program, can significantly facilitate a new international student's integration into the McGill and Montreal communities.

By the same token, a Buddy volunteer will also be extended the opportunity to interact with students from various cultural backgrounds, and very likely, be rewarded with the possibility of making new friends!

For more information, visit:

[www.mcgill.ca/internationalstudents/once-here/buddy](http://www.mcgill.ca/internationalstudents/once-here/buddy)

A scientist wearing a grey lab coat and black gloves is using a pipette to transfer liquid into a test tube. In the foreground, there are several Erlenmeyer flasks and a beaker on a lab bench, some containing blue liquid. The background shows a laboratory setting with shelves of equipment.

# RESEARCH & GRADUATE EDUCATION IN ENGINEERING

## Summer Undergraduate Research in Engineering (SURE)

- Open to all exchange students who will be around in summer 2024 (May-August)
- 4-month paid assistantships
- Approximately 140 awards/year

Information Session: Jan 2024  
Application deadline: TBA

Talk to a professor in your area of interest!

[www.mcgill.ca/engineering/sure/](http://www.mcgill.ca/engineering/sure/)



**QUESTIONS?**



**ENJOY YOUR  
EXCHANGE TERM AT  
McGill!**