



**Date:** Monday, February 14, 2022

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**To :** Members of the Council of Graduate and Postdoctoral Studies (CGPS)

**From :** Josephine Nalbantoglu, Chair of Council of Graduate and Postdoctoral Studies (CGPS)

**Subject:** Courses taken as an Admission requirement

**Purpose:**  For Information  For Review and Approval

**Background & rationale**

Students admitted to graduate programs may, at the discretion of the Admissions Committee, be required to complete one or more undergraduate courses to gain missing background knowledge in their field. This is increasingly common for students admitted into interdisciplinary programs which have gained popularity over the years.

It should be noted that undergraduate courses are structured differently from graduate courses, with expectations and grade scales that also differ from the graduate level. It is important to clarify that any undergraduate courses designated as an admission requirement for graduate study are to be graded according to the undergraduate grade scale and do not count under the Graduate Failure Policy.

**Proposal:**

To add a new section to the eCalendar, under Graduate Regulations – Registration ([https://www.mcgill.ca/study/2021-2022/university-regulations-and-resources/graduate/gps\\_gi\\_regulations\\_registration#topic\\_090B6D23CCB B49BE845B90C049189FCA](https://www.mcgill.ca/study/2021-2022/university-regulations-and-resources/graduate/gps_gi_regulations_registration#topic_090B6D23CCB B49BE845B90C049189FCA)), as follows:

**Courses taken as an Admission requirement**

Undergraduate level course(s) (500 level or lower) which are named as a pre-requisite or admission requirement in the Offer of Admission letter and/or indicated in the “Additional admission remark” section from the accepting department. Admission requirements course(s) must be successfully completed within the first year of graduate study.

The course will be designated as an “Admission requirement” at the time of registration and indicated as such on your transcript. The grade earned will **not** be included in your grade point average (GPA) calculations. The course will **not** count towards the credits necessary for your graduate degree. You must pass this course with a grade of D or better. A failure will **not** fall under the Graduate Failure Policy.

**Next steps:**

Once approved by CGPS, this proposal will be submitted to APC for review and approval.