



Date: Monday, March 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), as follows:

Courses taken as an Admission requirement

Undergraduate level course(s) (~~500-400~~-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 as per conditions outlined in the Offer of Admission.

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. You must pass this course according to the grade scale used at the undergraduate level of the Faculty offering the course, unless the Offer of Admission specifies an alternate required grade. 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.