Welcome to the Max Bell School! We are thrilled that you have chosen to undertake your Master of Public Policy (MPP) degree with us. You aren’t just coming to the Max Bell School, you are coming to McGill, which has maintained its record as a great university filled with lots of intellectual excitement for two hundred years.

McGill has many services to support your academic studies and activities on campus to keep you busy. This guide outlines key information about the MPP program and what you need to know to succeed and complete your degree.

Sincerely,
Chris Ragan
Director, Max Bell School of Public Policy

It also provides an overview of campus life and resources, as well as useful information on how to take advantage of all that Montreal has to offer.
The MPP program at Max Bell School is a new and innovative Master's program which tackles the complexities of public policy from diverse perspectives, giving students the skills to understand and solve the most important issues impacting Canada and the world today.
Your MPP in Detail

Key Dates and Courses

**ORIENTATION**

Aug 16 – Aug 27  Orientation Period

**FALL MODULE #1**

Aug 30 – Oct 8  PPOL 602: Microeconomics for Public Policy
                PPOL 603: Comparative Government Structures

Sept 6  Labour day – Administrative offices and libraries closed. No classes.

Sept 10  Professional Development Day

Oct 8  Professional Development Day

Oct 11  Thanksgiving and Study Break - Administrative offices and libraries closed. No classes.

Oct 14 – Oct 15  Exam Period

**FALL CASE STUDY WEEK**


**FALL MODULE #2**

Nov 1 – Dec 10  PPOL 611: The Canadian Political and Policy Landscape
                PPOL 612: The U.S. Political and Policy Landscape
                PPOL 613: The Global Political and Policy Landscape
                PPOL 604: Ethics, Rights, and Law

Nov 12  Professional Development Day

Dec 13 – Dec 17  Exam Period

Dec 20 – Jan 4  Holiday Break
WINTER TERM

Jan 5 – Jan 14  Policy Lab: Two Initiation Weeks
Jan 7                  Professional Development Day

WINTER MODULE #1

Jan 17 – Feb 25  PPOL 607: Media and Information Literacy
PPOL 606: Science, Experts and Evidence
PPOL 605: Analytical Methods for PE
PPOL 608: Theory and Practice of Program Evaluation
Feb 11                  Professional Development Day
Feb 28 – Mar 4  Reading Week
Mar 7 – Mar 11  Exam Period

WINTER CASE STUDY WEEKS

Mar 14 – Mar 18  PPOL 631-638: Policy Case Studies
Mar 21 – Mar 25  PPOL 631-638: Policy Case Studies

POLICY LAB

Mar 28 – Apr 1  Policy Lab: One Dedicated PL Week
Apr 1                  Professional Development Day

WINTER MODULE #2

Apr 4 – May 13  PPOL 601: Global Macroeconomic Policy
PPOL 609: Reasoning and Public Policy
Apr 15 – Apr 18  Good Friday and Easter Monday – Administrative offices and libraries closed. No classes.
Apr 29                  Professional Development Day
May 13                  Professional Development Day
May 16 – May 20  Exam Period
SUMMER MODULE

May 23  Victoria Day – Administrative offices and libraries closed. No classes.
May 25 – Jun 28  PPOL 640 - PPOL 650 Complexity Seminars
May 25 – Jul 9  Policy Lab
Jun 24  St-Jean Baptiste – Administrative offices and libraries closed. No classes.
Jul 1  Canada Day – Administrative offices and libraries closed. No classes.
Jul 12 – Jul 16  Policy Lab (Final team presentations)

END OF MPP PROGRAM

MPP degrees are officially granted in the fall, following McGill University’s senate meeting.

Please refer to https://www.mcgill.ca/maxbellschool/programs/current-students for complete course and program details.
STUDENT NUMBER AND PERSONAL IDENTIFICATION NUMBER
If you are attending McGill for the first time, your 9-digit student number will have been issued to you online upon submission of your application. If you have forgotten your PIN number or if it has been disabled for any reason, call the Minerva Help Line (514-398-7878) during McGill business hours to have it reset.

Minerva does not guide you to the courses you need and will not necessarily prevent you from registering for courses you are not entitled to take. You are responsible for making sure that you follow the regulations and deadlines outlined in the calendar.

STUDENT RESPONSIBILITY
While the School’s staff and faculty will provide advice and guidance, you have ultimate responsibility for:

- The completeness and correctness of your course selection and registration;
- Compliance with the completion of program and degree requirements;
- Observance of regulations and deadlines as outlined in the University Calendar.

REGISTRATION PROCEDURES
To register for courses, new students can access Minerva at: mcgill.ca/minerva-students
Space for MPP Students

Please note that our offices are taking precautionary measures against COVID-19 and that they are subject to change as the situation evolves.

The Max Bell School has dedicated space for MPP students. The ten team rooms are ideal for working on the many group assignments and the Policy Lab, all of which are an integral part of the MPP learning experience. Two seminar rooms, when they are available, can be booked and used by MPP students for larger group discussions.

In addition, the main McGill University Library is equipped with several meeting rooms and special study spaces that may be reserved by students: libraryrooms.mcgill.ca/reserve/groupstudy
PPAGS is an association of graduate students at the Max Bell School of Public Policy, serving as the official student representative organization. Membership of the organization is composed of all graduate students enrolled at the Max Bell School.

Throughout the year, PPAGS plans and hosts events for the Max Bell and McGill community. These include social events, wellness sessions, student and faculty town halls, a speaker series and the Policy under Pressure case competition.

PPAGS' mandate is to represent and advocate for its members' interests and concerns, to develop graduate student participation, and to provide a platform for improvement of all social and educational interactions between students at Max Bell.

PPAGS needs engaged students who are willing to advocate and work for the betterment of the program and to create a meaningful and fulfilling student experiences for their peers. If you're interested in participating next year, please contact Catherine Stace at: catherine.stace@mcgill.ca.

To learn more, visit: ppags.ca
The Equity, Diversity and Inclusion (EDI) Committee’s mandate is to further the School’s mission to bring together people from varied perspectives to explore and design innovative policy solutions to address discrimination and racism, and to promote equity.

The EDI Committee was created in the context of broad structural and systemic challenges related to racism and discrimination in our learning environments. It works for and with people who face systemic barriers, including people with disabilities and LGBTQ2SIA+ people, and to address all forms of racism, including against Black people, Indigenous peoples, and people of colour.

The School is committed to developing innovative policy solutions and ideas that address these challenges, tracking progress on the five broad axes identified by the University: student experience, research and knowledge, outreach, workforce and physical space.

The EDI Committee has identified five key priority areas and is working towards their realization. The five key priorities areas of focus are to

1. Ensure resources are available to support EDI work.
2. Diversify programs, events, and publications.
3. Improve the diversity of the workforce and advisory boards.
4. Establish mentoring and wellness initiatives for staff, instructors, and students.
5. Improve accessibility for persons with disabilities and promote universal design for all.

With the collaboration of PPAGS VP EDI, the EDI Committee has created structured pathways, including a First Responders Program and EDI Office Hours, for students and staff to disclose EDI concerns related to mental health challenges, discrimination, access to University mechanisms, amongst other issues.

To meet the Max Bell School EDI Committee, visit: https://www.mcgill.ca/maxbellschool/about/max-bell-school-committee-equity-diversity-and-inclusion
The Equalizer is a student-led podcast at the Max Bell School of Public Policy. It aims to contribute to Max Bell’s inclusion project: what is the particular role of public policy in relation to equity-seeking groups and how do we explore and design innovative policy solutions related to the challenges they face?

We are looking for leaders with a passion for justice, storytelling, and podcasting. The Equalizer needs engaged students who are willing to take the initiative to identify emerging topics in areas of justice, equity, and sustainability, who can reach out to engage with people that are making a difference, and who have diverse identities and experiences to ask challenging questions about innovative and inclusive policymaking.

For more information about The Equalizer and how students can get involved, please contact the project lead Nayantara Sudhakar (MPP 2021) at sudhakarnayantara@gmail.com or EDI Chair Pearl Eliadis at pearl.eliadis@mcgill.ca. No experience is required. We will support on-boarding and work to secure a small budget.
GROUP WORK
Since working with others is a key part of most professional settings, learning how to work productively and respectfully in small groups is a central aspect of the Max Bell MPP program.

Each of the Core Policy Courses (3 credits) has several group assignments. The Policy Case Studies (1 credit) and the Complexity Seminars (2 credits) involve mostly individual work, although students should expect informal group activities and discussions to occur regularly in class. The Policy Lab (9 credits) is entirely group work, with teams of 4-5 students working together over several months to deliver a full policy briefing in response to a well-defined policy challenge. In any of these group settings, students must work hard to ensure that their teams are inclusive, respectful and productive.

You're MPP in Detail
Group and Individual Work

INDIVIDUAL WORK
Despite the importance of group work in the Max Bell MPP program, students have considerable individual work and receive individual grades in all of their courses.

Each Core Policy Course (3 credits) will have a final exam, and/or a major paper. The Policy Case Studies (1 credit) and the Complexity Seminars (2 credits) will be graded mostly through individual writing projects, such as op-ed columns, short essays, and policy briefing notes. Students should feel free to consult widely during the formative stages of their written projects, but the final written products must be original.

Problems with team dynamics should be brought to the attention of the relevant MPP instructor as soon as possible.
Co-curricular Activities for MPP Students

**PROFESSIONAL DEVELOPMENT DAYS**
Professional Development Days are scheduled throughout September through April. These workshops are specially designed for the MPP students and are integrated into their program. In particular, they will build the skills necessary for the successful completion of the 9-credit Policy Lab. There are workshops on several “soft skills,” such as developing leadership, managing conflict, engaging in courageous conversations, and building alliances, and also workshops on several “hard skills,” such as conducting stakeholder interviews, building insights, writing a policy brief, managing jurisdictions and public speaking.

**VISITING SPEAKERS**
Each term, several policy specialists from McGill’s other faculties, leading universities from Canada and abroad, and from important policy institutions are invited to present talks at the School. These events are opportunities for MPP students to engage visitors in discussion and debate. To see what’s going on at Max Bell, visit: mcgill.ca/maxbellschool/events

**STUDENT-LED EVENTS**
Students may propose or organize events, talks, and social activities for which they can apply to the School for funding and administrative support.

**OTHER EVENTS AT MCGILL UNIVERSITY**
Students of the Max Bell MPP program have full access to all of the activities open to other McGill students. There are many interesting activities occurring all across the McGill campus, every week! To find out what’s happening at McGill, see: mcgill.ca/channels/events
Max Bell MPP students must successfully pass all of their courses (45 credits) in order to complete the MPP degree.

Students’ final course grades are determined by the course instructor, consistent with the grading scheme described in the relevant course outline. This grading scheme (including the weighting of various assignments and exams) is not permitted to vary from the description in the course outline, except in extraordinary circumstances.

**EXTENSIONS (K GRADES)**
In extraordinary circumstances (determined by the course instructor), a student may be permitted an extension beyond the normal deadline for completion of an exam or submission of a major assignment. In such cases, a grade of K is submitted and a new deadline for completion of course work is assigned. Both student and professor must sign the appropriate form and submit it to the School’s Administrative Officer. The new deadline is normally no more than one month after the initial deadline.

**FAILURES**
The lowest passing grade in all MPP courses is 65%, a letter grade of B-. Any student who receives a grade lower than B- in a course can apply on Minerva for the permission to take a Supplemental Exam. If granted such permission, the new course grade is determined by the grade received on the Supplemental Exam; however, the original grade remains on students’ transcripts and both grades are calculated in students’ GPA.

Students will not be granted permission to write two Supplemental Exams in any one course; nor will they be granted permission to write Supplemental Exams in two different courses in which they received a failing grade. Students who fail two courses, or fail any course twice, will be required to withdraw from the MPP program. In such cases, no tuition or ancillary fees are reimbursed to the student.

More information about the university’s exams and failure policy can be found here: [www.mcgill.ca/study/2020-2021/university_regulations_and_resources/graduate/gps_gi_failure_policy](http://www.mcgill.ca/study/2020-2021/university_regulations_and_resources/graduate/gps_gi_failure_policy)
McGill places a great deal of importance on honest work, the art of scholarship, and the fair treatment of all members of the university community, and demands a rigid insistence on giving credit where credit is due. Offenses such as cheating and breaches of research ethics undermine not only the value of our collective work, but also the academic integrity of the University and the value of a McGill degree.

**PLAGIARISM**

“Plagiarism” means the representation of another’s work as one’s own or assisting another in representing another’s work, published or unpublished, as their own.

No student shall represent another person’s work, published or unpublished, as their own in any writing, such as an essay, thesis, research report, project or assignment submitted in a course or a program of study, or represent as their own the work of another, whether the material so represented constitutes a part or the entirety of the work submitted.

No student shall contribute any work to another student with the knowledge that the latter may submit the work in part or whole as their own. Receipt of payment or other forms of compensation for work contributed shall be cause for presumption that the student had such knowledge.

To learn more about Academic Integrity and the Student Code of Conduct at McGill, please refer to this page: https://www.mcgill.ca/students/srr/academicrights/integrity/cheating
Students who miss classes due to illness (or other reasons) must make arrangements with their relevant MPP instructor and their assigned teams. Students should be prepared to provide confirmation of their illness to the instructor.

It is the student’s responsibility to catch up on relevant class material, readings and group assignments. Due to the importance of group work in the MPP program, students must recognize that missing classes and getting behind on the material imposes costs on their team members.
Max Bell Career Services provides career coaching, workshops, programs, events, and resources that will help students to:

- Identify career objectives and set goals;
- Expand awareness of career paths;
- Build professional relationships;
- Communicate skills, experience, motivation, and value to employers in their desired field;
- Develop a personalized job search strategy.

To book an individual appointment, please email: maxbell.careers@mcgill.ca
Mandatory Training

ACADEMIC INTEGRITY TUTORIAL
All students are required to complete a mandatory Academic Integrity Tutorial in order to ensure that they know—and fully understand—what’s expected of them.

The Tutorial—which can be found in Minerva (mcgill.ca/minerva-students) under the Student Menu—must be completed by the end of their first term at McGill. Failure to complete the Tutorial will result in a registration block for the following term. The registration block is automatically released the moment the Tutorial is completed in Minerva.

CREATING A CAMPUS COMMUNITY FREE OF SEXUAL VIOLENCE
It Takes All of Us: Creating a Campus Community Free of Sexual Violence is a learning program that strives to increase awareness of sexual violence, to ensure that our campus culture is based on respect and consent, and to help create a community free of sexual violence.

The training consists of four modules that use character-driven scenarios to teach important topics surrounding sexual violence and its impact. You can find this mandatory training on myCourses.

mcgill.ca/students/srr/honest/students/test
mcgill.ca/sv-education/program-overview
As regulations for COVID-19 continue to shift for both the city of Montreal and the McGill campus, it’s important to keep track of any updates and advisories.

**MONTREAL COVID-19 UPDATES**
To know more about the recommendations and guidelines issued by the regional public health department (Direction régionale de Santé publique de Montréal), please refer to: https://santemontreal.qc.ca/en/public/coronavirus-covid-19/. This page provides updates about current COVID-19 safety regulations and news:

**MCGILL CAMPUS COVID-19 UPDATES**
For news and updates specific to the McGill community, please refer to the university’s COVID-19 page for more information. This page contains the current guidelines for quarantine procedures on campus as well as resources for students on learning remotely, financial aid, health, and well-being. Learn more: https://www.mcgill.ca/coronavirus/
Digital Resources

SOFTWARE
As a McGill student, you will have access to free software to aid in communications, productivity, and collaboration. These platforms and resources will be particularly important for the Fall 2020 semester. See page 31 for more details.

ZOOM
McGill students automatically have access to a licensed Zoom account. This allows users to host unlimited meetings with up to 300 participants, but with a 24-hour maximum for group meetings. Learn more here: www.mcgill.ca/tls/students/remote-learning - resources/learning-zoom

OTHER SOFTWARE
To learn more about Office 365 and OneDrive, please see page 31. For information about my Courses, refer to page 29.

LIBRARY RESOURCES
McGill University has a world class library and online database with over 2.5 million e-books, e-journals, and multimedia resources—all available to you 24/7 from around the globe. These can be accessed by simply using your McGill credentials. The library also accepts requests from students for the purchase of e-books.

See page 28 for details on accessing library services and resources remotely.
McGill University is one of Canada’s best-known institutions of higher learning and one of the leading universities in the world. With students coming to McGill from over 150 countries, our student body is the most internationally diverse of any research-intensive university in the country.

Founded in 1821, McGill is recognized around the world for the excellence of its teaching and research programs. In addition to a stellar faculty, McGill is known for attracting the brightest students from across Canada, the United States, and around the world.

McGill students have the highest average entering grades in Canada, and our commitment to fostering the very best has helped our students win more national and international awards on average than their peers at any other Canadian university.

McGill University is located on land which has long served as a site of meeting and exchange amongst Indigenous peoples, including the Haudenosaunee and Anishinabeg nations. The School honours, recognizes, and respects these nations as the traditional stewards of the lands and waters on which we meet today.
GETTING YOUR STUDENT CARD
Your student ID card is proof that you are a registered student at McGill and gives you access to a full range of McGill services. You will need it to use most essential services on campus including the library and athletic facilities and to access certain study areas and classrooms during regular daytime hours as well as after hours.

Be sure to bring your McGill ID number, valid photo ID, and the documents you used to prove your citizenship status. More details can be found at: mcgill.ca/student-records/personal-information/id

Those students who have a McGill undergraduate ID card will need to replace it with a new graduate level ID card.

International Students
International students must submit copies of their Certificat d’acceptation du Quebec (CAQ) and Study Permit in order to receive their ID card. International students who have confirmed their medical insurance on Minerva will receive their International Health Insurance (IHI) card at the same time as their ID card. Students who are eligible for an exemption must present valid documentation to Service Point and submit an online exemption request via Minerva.

For international students, there is a buddy program run by International Student Services (ISS). An incoming student can request a buddy from McGill here: mcgill.ca/internationalstudents/once-here/buddy. A buddy will be assigned based on request and availability.
BUY YOUR BOOKS AND COMPUTER EQUIPMENT
The McGill University Bookstore, Le James, is open year-round and carries new and used textbooks as well as reference and general books, stationery and office supplies, McGill merchandise, and snacks.

Le James Bookstore:
680 Sherbrooke Street West, Montreal, QC H3A 2M7

Regular Hours (Subject to COVID-19):
Monday-Friday: 10am – 6pm
Saturday: 11am – 4pm
Sunday: Closed

Visit the Bookstore online or in person to sign up for email reminders so you are the first to know about services such as a used textbook buy-back and other events.

lejames.ca

HEALTH (AND INSURANCE)
Health and dental insurance for local students can be arranged through the Post Graduate Student Society (PGSS).


International Students
Health insurance is mandatory for most incoming international students and it is part of the tuition fee package.

The Health Insurance Card has to be printed from Minerva and can be activated here:
mcgill.ca/internationalstudents/health

Get Reimbursed
To get reimbursed on medicine, one can download Medavie app (from Playstore or Appstore) and file the claim. For quicker processing, one can visit the Medavie Blue Cross office across from the McGill Downtown campus at 550 Sherbrooke West.
McGill in Detail

McGill IT Services

**MCGILL SERVICE POINT**
McGill’s Service Point provides you with a variety of administrative services and is located at 3415 McTavish Street, near the intersection with Sherbrooke.

[mcgill.ca/it/forms](mcgill.ca/it/forms)

Opening Hours (Subject to COVID-19):
Monday to Friday, 10am-4pm
(Wednesdays until 5pm)

Tel: 514-398-7878
Contact form:
[mcgill.ca/servicepoint/contact-us](mcgill.ca/servicepoint/contact-us)

**IT SERVICE DESK**
McGill’s IT Service Desk provides you with a variety of IT services.

Email: ITsupport@mcgill.ca
Tel: 514-398-3398

Walk-in downtown:
688 Sherbrooke Street West
Room 285

**IT SERVICES WEBSITE**
McGill’s IT Services website is your one-stop shop for all central IT services at McGill.

[mcgill.ca/it](mcgill.ca/it)

Visit the McGill IT website to:
- Get IT service descriptions and read FAQs;
- Find detailed information such as service cost and service availability as well as instructions on how to access service and get IT help and support;
- Find system availability, down times, and new service announcements posted under “Announcements, Features and Events”;
- Search the McGill IT Knowledge Base.
To access IT services, you need your McGill username (usually in the form of firstname.lastname@mail.mcgill.ca) and McGill password. Central IT services include myMcGill, myCourses, email, wireless, Virtual Private Network (VPN), and McGill’s Dial-up Access Service (DAS).

For some systems, like uPrint, you can use your McGill short username, the first letter of your first name + first 5 letters of your last name, usually followed by a number (e.g. jsmith5).

Find out your McGill username and short username and create/reset your McGill password in Minerva:
- Log in with your McGill ID and Minerva PIN;
- Go to Personal Menu > Password for McGill Username.

**SET UP YOUR WIFI**
Find instructions for setting up your WiFi at: mcgill.ca/x/ZYQ

WiFi on campus: wpa.mcgill.ca

**COMPUTERS ON CAMPUS**
Public computers are available in the libraries and many areas on campus. Find out more at: mcgill.ca/library/services/computers

**MYMCGILL PORTAL**
The myMcGill portal is the central access point for student services. Here you can:
- Read your email;
- Access myCourses;
- Get direct links to Minerva to view and update your student records and account information;
- Search the McGill Library Catalogue;
- Keep abreast of the latest McGill news.

Customize your experience by hiding/showing links, moving portlets around, and adding your own links in myFavorites.

Access the portal from the Quick Links menu of any McGill web page at: mcgill.ca and sign in using your McGill short username and McGill password.

mymcgill.mcgill.ca
**MYCOURSES**
Many of your courses will have online materials or activities including assignments and readings, lecture recordings, course syllabus, project guidelines, discussion forums, calendars, etc.

- Access myCourses from the myMcGill portal;
- Click on the title to access the course homepage;
- Your course contents are available from the start date of the course;
- Set up notifications to receive announcements and important dates on your smartphone/mobile;
- View the class list and interact with your instructor and classmates.

Watch videos and find support on myCourses at:
kbp.mcgill.ca/it/mycourses-students

**UPRINT**
UPrint is a cloud printing system that allows students to print to any machine on campus from McGill computers, personal laptops, home desktops, and mobile devices.

- Use one of the public computers on campus or email your print jobs to:
  uprint.mono@mcgill.ca or uprint.colour@mcgill.ca;
- Swipe your McGill ID card and enter your McGill password to log into the machine.

Copy and print charges are billed to your student account. Scanning to email is free.

For more information about the uPrint service, how to request access and how to install print drivers for your personal laptop or computer, please refer to the following IT Knowledge Base article: mcgill.ca/x/Zgo
EMAIL
Your McGill email address is the official email address that the university uses to communicate with you. It is your responsibility to ensure that email is accessed, read, and acted upon in a timely fashion. If you choose to forward university email to another email mailbox, it is your responsibility to ensure that the alternate account is viable.

You can access your McGill email in several ways:
• Mail tab in the myMcGill portal;
• Outlook Web App (OWA);
• Smartphone/mobile instructions;
• Configure an email client, such as MS Outlook.

ONLINE STUDENT DIRECTORY
Opt-in to the student directory and make it easier for your classmates to contact you.

mcgill.ca/directory/students

ADDRESS
Remember to keep your contact information accurate and up-to-date on Minerva, where you can view and update your mailing, permanent and employer addresses. You can also update your phone number and make minor corrections to your name, such as changing upper/lower-case letters or adding accents. Be sure to also complete the “Emergency Contact” information.

Mailing
While you’re getting settled into your new place, don’t forget to tell us where you’re living! McGill will use this address for mailing purposes. If left blank, the permanent address is used.

Permanent Address
All students must have a valid permanent address. McGill will use this as the current mailing address if no other address is provided.

Student Billing (if not your mailing address)
You may request that your bills be sent to a third party. This address is used by Student Accounts to direct a fee invoice to an address other than the regular mailing address. In addition, this address will be used for billing a corporate or government sponsor that has agreed to cover a student’s tuition.
Access to the following services is through your McGill username and McGill password.

You must establish a Virtual Private Network (VPN) connection to access McGill restricted sites and resources (e.g. library resources) if you connect to the Internet with an Internet Service Provider (ISP) other than McGill’s DAS.

You can find an explanatory article by McGill IT Services here: mcgill.ca/x/4QJ. EZproxy is a quick, convenient way to access restricted McGill library databases and other online, library-licensed resources from off-campus. For more information: mcgill.ca/x/4QU

**FREE SOFTWARE**
Download free software from McGill’s Software Licensing Site.
- Microsoft Office 365 ProPlus is available free to all registered students. Read this article for the steps to download it on your personal computer: mcgill.ca/x/4Qw;
- MATLAB licenses are also available to registered students. Read this article for the steps to download it on your personal computer: mcgill.ca/x/4Qi;
- Be sure to uninstall any previous antivirus software from your computer before installing new antivirus software.

The McGill Bookstore also sells software at educational institution prices. Learn more: mcgill.onthehub.com/WebStore/Welcome.aspx?vsro=8

**IT SECURITY AWARENESS TRAINING**
A series of comprehensive IT Security Awareness Training courses are available in order to raise awareness of IT security issues and identify key behaviours that create risks to our organization. More information is available on at: mcgill.ca/it

**onedrive cloud file storage**
You get 1 terabyte of free file storage space for your personal use. Access your files from anywhere and share easily with friends and family. Visit the site to find out more: https://www.mcgill.ca/it/explore-services/o365
You can find several important McGill Regulations online:

- University Examination Policies
  mcgill.ca/exams/regulations
- Code of Conduct and Disciplinary Procedures
- University Student Assessment Policy
- Policy Concerning Rights of Students with Disabilities
- Regulations on Conflicts of Interest
TRAVEL INSURANCE

For ALL MPP-related travel, students must have health insurance that provides travel coverage outside and within Canada. Students have travel coverage if enrolled in the Post-Graduate Student Society’s (PGSS) Health and Dental Plan through StudentCare, or, for international students, the McGill International Health Insurance Plan (IHI) provided by BlueCross.

For details, please see:
studentcare.ca/rte/en/
McGillUniversitygraduatestudentsPGSS_Travel_TravelCoverage
or mcgill.ca/internationalstudents/health/coverage/travel
and mcgill.ca/internationalstudents/health/activate-your-coverage

Students who are not enrolled in either of these two plans must verify their travel coverage with their insurance provider.

TRAVEL REGISTRY

As a traveler, you are required to sign up on the Max Bell School of Public Policy Travel Registry. This allows McGill University to track where and when you travel, so that emergency assistance can be offered if a crisis occurs. Prior to your travel date, you must complete the Travel Registry form, along with the mandatory Student Acknowledgment and Consent Form. By clicking “ACCEPT”, you agree to the outlined condition. A hard copy must also be signed. ALL students are to register, even if only taking a trip to nearby cities, such as Ottawa.

All international students should consult with International Student Services well prior to their departure date so as to assure that all documentation is in order.
McGILL STUDENT WELLNESS HUB
The Student Wellness Hub has a renovated space, with increased staff numbers, clinicians and medical professionals, for any and all health and wellness needs that you may have. It is located on the third, fourth and fifth floors of the Brown Building. It has consolidated and expanded Health Services, Counselling and Psychiatric Services, so you won’t have to restart if or when you go between units. You also won’t have to guess which service is right for you. See this page: mcgill.ca/wellness-hub

OFFICE FOR STUDENTS WITH DISABILITIES (OSD)
The OSD works with students who have documented disabilities, mental health issues, chronic health conditions, or other impairments. These may be temporary, permanent, or episodic. The OSD encourages all students to book an appointment with an Access Services Advisor to discuss your barriers and to determine what resources or accommodations will help to make your time at McGill a success. Visit the site: mcgill.ca/osd/new-osd-students

INTERNATIONAL STUDENT SERVICES (ISS)
ISS offers a host of services to graduate degree students who opt in to pay McGill Student Services fees. A list of those services can be found on ISS’ website: mcgill.ca/internationalstudents

SCHOLARSHIPS AND STUDENT AID
Find all the resources and advice you need to help pay for university, from step-by-step guides on how to apply for funding to information on how to budget effectively. Learn more here: mcgill.ca/studentaid

DRIVESAFE AND WALKSAFE
Drivesafe and Walksafe are two great student services. Drivesafe (514-398-8040, drivesafe.ssmu.ca) is a free transportation service operating on Friday-Saturday from 11 pm to 3 am that will drive students anywhere on the island of Montreal. Walksafe (514-398-2498, walksafe.ssmu.ca) is a free walking companion service operating Sunday-Thursday 9 pm to 12 am and Friday-Saturday 9 pm to 3 am that will walk with you anywhere on the island of Montreal.

The McGill App can be downloaded from Play Store/App Store and can be synced with myCourses to access all the important resources: mcgill.ca/app
ACADEMIC AND CAREER-RELATED RESOURCES

Writing Centre's GRAPHOS
Graduate courses and workshops and work opportunities are offered.
mcgill.ca/graphos

SKILLSETS
Workshops for grad students on leadership, writing, study methods, etc.
mcgill.ca/skillsets

MyInvolvement
Activities that go towards students’ Co-curricular Record.
involvement.mcgill.ca

McGill Tutoring Services
mcgill.ca/tutoring

In addition to Max Bell’s Career Services, you also have access to CaPS:

CaPS Career Planning Services
mcgill.ca/caps

Work Study Program
mcgill.ca/studentaid/work-study/students

Campus Life & Engagement (CL&E)
CL&E offers services touching almost everything that has to do with life at McGill as a student and has a newsletter for new grad students.
mcgill.ca/cle/services/orientation-transition-grad

HEALTH-RELATED SERVICES AND RESOURCES

Office for Sexual Violence Response, Support and Education (OSVRSE)
OSVRSE/SACOMMS offers workshops on active bystanding and resources for survivors of sexual violence.
mcgill.ca/osvrse

Shag Shop
Sexual health boutique on campus.
mcgill.ca/healthymcgill/shagshop

McGill Nightline
Confidential and anonymous student-run helpline.
nightline.ssmu.ca

OTHER RESOURCES

First Peoples’ House
Resources and support for Indigenous people.
mcgill.ca/fph

McGill Office of Religious and Spiritual Life (MORSL)
MORSL offers spiritual guidance, quiet spaces to study, praying spaces, and more.
mcgill.ca/morsl

Food and Dining Services
McGill offers a variety of food and dining services, including residential dining halls, retail food options and meal plans.
mcgill.ca/foodservices
McGILL’S POST-GRADUATE STUDENT SOCIETY (PGSS)
The Post-Graduate Student Society organizes several events of a purely recreational nature. Field trips, parties and dinner events offer the chance to relax and mingle with fellow students outside the classroom setting. McGill’s Post-Graduate Student Society (PGSS) also boasts numerous student clubs and associations.

pgss.mcgill.ca/en/home

THOMSON HOUSE
You can enjoy Montreal’s famous nightlife with fellow MPP students or attend Thursdays at Thomson House, McGill graduate students’ private club. You can look forward to many memorable experiences in the program, and to developing friendships that will endure long after graduation.

thomsonhouse.ca/home

ATHLETICS AND RECREATION
Get active, stay fit and meet new people. McGill has almost fifty varsity and club teams as well as a thriving intramural program – and fresh faces are welcome. Work up a sweat in any one of over 100 fitness, recreation, aquatic and dance non-credit courses. Play a game of basketball, tennis, squash, soccer, volleyball or badminton during drop-in recreation times. Do all of this and more at our indoor and outdoor tennis courts, squash courts, weight rooms, indoor and outdoor tracks, two outdoor playing fields with artificial turf, gymnasium, arena, swimming pool and fitness centre.

athletics.mcgill.ca
Dependent on COVID-19 restrictions, your classes in the Max Bell MPP program will take place at 680 Sherbrooke St. W., 6th floor.

You can access detailed electronic campus maps at: maps.mcgill.ca
MPP and McGill in Detail

New Student Checklist

- Have you submitted your proof of Canadian citizenship or permanent residency (Canadian citizens/PR) or your Study Permit, CAQ document (international students) to Enrollment Services? *

- Have you verified your fee information and updated your mailing address on Minerva?

- Have you picked up your Student ID card from Service Point?

- Have you activated your McGill email account?

- Have you completed the mandatory Academic Integrity Tutorial on Minerva?

For international students only

- Have you accessed Minerva -> Student -> International Student Health Insurance Coverage Form to confirm your coverage? Doing this will allow you to pick up your health insurance card at Service Point.

*Please note that all students are considered international students until proof of permanent residency or citizenship is received.
Montreal is called the cultural capital of Canada; with four universities, the city has the largest per-capita student population in North America.

Montreal is a functionally bilingual community and you can manage with no French. But since you’re here, you might as well take advantage and learn a new language, which would not only help make new friends but also improve job prospects. Montreal – an amalgamation of different cultures and communities – is vibrant and exciting all year round.

Downtown Montreal is the hub of all cultural activity with art, music, and cultural festivals throughout the year. Summer is hot and it’s a season Montrealers enjoy to the fullest. You will find people having lunch in the park or next to the fountains at Place des Arts. The outdoor terraces are buzzing with activity all through the summer. The highlights of the season are the Montreal International Jazz Festival and the International Fireworks Competition. Winters are cold, so you will want to invest in a good warm jacket and boots. Layering yourself in warm clothes is the best way to enjoy Canadian winter activities that could include skiing or enjoying a meal at one of the region’s sugar shacks, our famous Nuit blanche or Igloofest.
Getting Around

**PUBLIC TRANSIT**
Montreal is well served by public transportation. The OPUS card is a smart card providing access to the Montreal bus and metro network. For students under 25 years of age, the OPUS card is available at a discounted price and can be ordered from Minerva.

mcgill.ca/student-records/personal-information/opus
stm.info

**BIKE**
Montreal has more and more bike paths each year, and cyclists love to explore Montreal from April to October. You can buy a bike, or buy a BIXI pass to use Montreal’s public bike system.

montreal.bixi.com

**TAXIS**
Taking a taxi in Montreal is safe and convenient.

Taxi Coop: 514-725-9885
taxi-coop.com
Taxi Diamond: 514-273-6331
taxidiamond.com

**CAR**
International students with a study permit can drive in Canada using their foreign driver’s licence if it is in French or English. Otherwise, they will have to obtain an international licence from the SAAQ.

saaq.gouv.qc.ca/en/drivers-licences/foreign-drivers-licence

Inform yourself! Some rules are specific to Montreal and/or Quebec, and parking is difficult in the city, especially during the winter.

**CAR-SHARING SERVICES**
Communauto offers different packages for round-trip or one-way travel. It is low cost and eco friendly.

communauto.com/index_en.html
Welcome to Montreal

Getting Set Up

BANKING
To open a bank account, you will need to:

- Make an appointment
- Bring your passport and study permit
- Bring your letter of acceptance from the school and your Student ID

Most banks have student packages, e.g. no charge for the first 25 transactions. Major banks near the downtown campus are:

- CIBC: Sherbrooke @ Metcalfe
cibc.com
- Royal Bank of Canada (RBC):
Sherbrooke @ Peel
rbcroyalbank.com
- Banque Nationale: Sherbrooke @ Stanley
bnc.ca
- Bank of Montreal (BMO):
Maisonneuve @ Peel
bmo.com
- TD Canada Trust:
Meltcalfe @ Maisonneuve
td.com
- HSBC: Sherbrooke @ McGill College
hsbc.ca
- Scotia Bank: Sherbrooke @ Metcalfe
scotiabank.com/ca

Important! There will be a charge if you withdraw money from an ATM that is not part of your Bank’s network. Choose a bank with a large network.

PHONE AND INTERNET
Each call you make AND those you receive are calculated as part of your airtime. There are several option and rate plans that include unlimited incoming calls to avoid paying for calls you receive.

Check before purchasing:

- Length of the contract and the fee for breaking your contract before it ends
- Billing for incoming text messages (SMS)
- Start time for night rates
- Monthly network access fees, voicemail, caller ID, 911, and taxes

List of companies providing phone services:
Bell: 514-310-BELLbell.ca
Vidéotron: 1 877 512-0911 videotron.com
Télus: 1-866-558-2273 telusmobilite.ca
Virgin Mobile: 1-888-999-2321 virginmobile.ca
Fido: 1-888-481-FIDO fido.ca
Rogers: 1-877-ROGERS-1 rogers.com
Fizz: fizz.ca

Internet services are available from Bell, Vidéotron, Distributel, Fizz, TekSavvy, Electronic Box and Acanac.

Check the plans and make sure service is available in your apartment complex before purchasing. If service is not available, you may have to pay an installation fee.
WORK PERMITS

On Campus
You can work on campus without a work permit as long as you satisfy certain conditions. You can find all the necessary details on the Government of Canada website: canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/work-on-campus.html

Off Campus
To work off campus you must apply for an off campus work permit through the Government of Canada. You can find all the necessary details and forms on their website: canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/work-off-campus.html

You will need a Social Insurance Number (SIN, NAS in French) whether you want to work on campus or off campus in order to get paid. You will find all relevant information on the Service Canada website (bit.ly/2qn1FEr). Gather all the required documents and go to a Service Canada office – you will get your SIN in 10 minutes. It is an important identification document and you should not share the card information with anyone, except your employer and university. Learn more: mcgill.ca/internationalstudents/work/social-insurance

Post-Graduation Work Permit
Following your studies, should you wish to remain in Canada, you may be eligible for the PGWP. Learn more: https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/after-graduation.html
If you need any help or have any questions, you can contact the relevant government office or McGill International Student Services: https://www.mcgill.ca/internationalstudents/

TENANT’S INSURANCE
Tenant’s insurance is not compulsory, but it is advisable. Check with a bank or insurance company for more details.

HEALTHCARE
If you are not feeling well and want to see a doctor, you can go to the McGill Wellness Hub.
Brown Student Services Building, third floor 3600 McTavish Street West Montreal, Quebec H3A 0G3
Tel: 514-398-6017
mcgill.ca/wellness-hub
Welcome to Montreal

Eating in Montreal

PUBLIC MARKETS
There are four main public markets in Montreal – Jean Talon, Atwater, Lachine, and Maisonneuve. Three (not the Lachine market) are located close to metro stations. Each market provides its own flavour of Quebec and produce from around the world. Visit their site to see more: marchespublics-mtl.com

SUPERMARKETS
Montreal’s main supermarkets are Metro, IGA, Provigo, Maxi, Super C, and Adonis.

Independent Stores:
Eden – Les Galeries du Parc: 3575, avenue du Parc
Supermarché Akhavan – 6170, rue Sherbrooke O.
Segals – 4001, boul Saint-Laurent
Frigo Vert – 2130, rue Mackay
Supermarché PA – 1420, rue du Fort

FOOD AID
Located at McGill University, Midnight Kitchen offers free vegan meals to students and other programs such as weekly meal pick-up, a food bank, and workshops.
midnightkitchen.org

POPULAR NEIGHBOURHOODS TO EXPLORE
There are many food options in and around campus but it is often worth taking the trip to other Montreal neighbourhoods to enjoy all the good food Montreal has to offer:

- Jean-Talon
- Plateau Mont-Royal
- Mile End
- Chinatown
- Old Montreal
- Saint-Henri
- Little Italy

Eater Montreal (montreal.eater.com), Timeout Montreal (timeout.com/montreal) and Tastet (tastet.ca/en), all have great neighbourhood guides and top restaurant lists that are worth checking out.
Welcome to Montreal

Places and Events

PLACES TO DISCOVER
Whatever your passion, Montreal has it. Whether you’re checking out various museums and landmarks, or “festival-hopping”, you’ll find plenty to see, do and enjoy. And as Lonely Planet* notes, “Few cities can compete with Montréal’s mouth-watering mix of food, festivals and fun-centric living.”
* lonelyplanet.com/canada/montreal

Montreal Science Centre
The Montreal Science Centre is a science museum located on the King Edward Pier in the Old Port of Montreal. Unlike most museums, the Science Centre encourages you to touch and interact with the exhibits. There are permanent and temporary exhibits to entertain even the most intrepid of adventurers and most technophobic individuals. See more: centredessciencesdemontreal.com

Montreal Biodôme
A facility located at Olympic Park in the Mercier–Hochelaga-Maisonneuve neighbourhood of Montreal that allows visitors to walk through replicas of four ecosystems found in the Americas. Visit their site here: biodome.qc.ca

Environment Canada’s Biosphère
As the only environment museum in North America, the Biosphere’s mission is to raise citizen awareness, action, and engagement in environmental issues. The museum offers interactive exhibits and guided activities. Find out more: biosphere.ec.gc.ca

Grande bibliothèque
Quebec’s National Library
banq.qc.ca

Musée d’art contemporain de Montréal
Contemporary art museum
macm.org

Musée des beaux-arts de Montréal
Fine arts museum
mbam.qc.ca

Pointe-à-Callière
Museum of archaeology and history
pacmusee.qc.ca

Centre Canadien d’Architecture
Museum of architecture and research centre cca.qc.ca
Maisons de la culture
Offering shows, lectures, exhibitions, music, dance and more - Professional and up-and-coming artists perform at the rate of more than 200 events per year. All activities are free of charge.
For more information: accesculture.com

Old Port
Bateau-Mouche cruise, Bota Bota spa on the water, pedal boats, SOS labyrinthe, MTL Zipline & Quick Jump, and more! Find out more: vieuxportdemontreal.com

Parc Jean-Drapeau
The unique Jean-Drapeau Park, known for its diverse cultural and sports programming, is the perfect place for getaways 5 minutes from downtown Montreal! See their site here: parcjeandrapeau.com

Mt. Royal Park
Explore the nature, culture and history of Montréal’s beloved mountain situated immediately west of Downtown Montreal. Learn more: lemontroyal.qc.ca

Lachine Canal
A link between the city and nature, the Lachine Canal is located in the southwest section of Montreal. Its 13.5-kilometre urban route runs between the Old Port and Lake Saint-Louis, a navigable waterway punctuated by five locks. Along its banks, a linear green urban park is lined with vestiges of the industrial era when the canal boomed. Throughout the year, a varied schedule of activities makes this historic site a great place to experience with family or friends. Read more: mtl.org/en/explore/neighbourhoods/les-quartiers-du-canal

JOURNÉES DE LA CULTURE
Tons of FREE cultural activities occur in the fall during Journées de la culture. Visit their website: journeesdelaculture.qc.ca

Looking to explore the city at your own pace with recommendations tailored to your tastes, preferences, location and time of day? Download My Official Montréal CityGuide app to access offline maps and receive personalized recommendations: mtl.org/en/plan/my-official-montreal-city-guide
MONTREAL FESTIVALS
Festivals and grand events are a cornerstone of life in Montréal. Jazz, comedy, avant-garde dance, poutine – name a season, art form or signature local dish and you’ll find Montréal has a festival for it. From illuminated winter festivals of art, gastronomy and outdoor sports to international rhythms and circus performances in the heat of summer, the city’s festivals and special events gather locals and visitors alike in the name of celebration. Relaxing under the sun or in the plush comfort of a theatre seat, festival-goers and artists from all walks of life come together to create Montréal’s truly unique festival vibe.

Igloofest
Every winter thousands of electronic music lovers dance under the stars at the Quays of the Old Port of Montréal. With its icy décor blanketing steel structures, its striking architectural volumes, its programming drawing from the best local and international DJs, its igloo village, and its “Iglooswag” snowsuit contest, Igloofest offers the hottest winter evenings in Montréal! Visit their site: igloofest.ca

Montréal en lumière
Revel in an atmosphere of light and warmth in the middle of winter. Hundreds of exceptional gastronomic and wine tasting activities, shows (music, dance, theater, circus...) and a free outdoor illuminated site in the heart of the Quartier des spectacles annually in February. Learn more here: montrealenlumiere.com
**Fête des neiges de Montréal**
This popular family-oriented winter event features a 4-weekend programming geared toward enjoying the outdoors and offers many shows and a wide array of activities, most of which are free. Kids and grown-ups are warmly invited to come play outside and enjoy this big winter gathering. Ice slides, sled dog tours, shows, music and much more! Annually in January. Find out more: parcjeandrapeau.com/en/fete-des-neiges-de-montreal

**Art Souterrain**
The festival takes place with 10 stations in an environment that differs from the traditional exhibit space; Montreal’s underground city. It offers 33 km of tunnels, one of the biggest underground pedestrian walkways in the world. Activities with admission fee are also available (guided tours, visit of artists’ studios). Annually in March. For more information about the festival, visit their site: artsouterrain.com

**International Jazz Festival (Summer 2022)**
The Festival International de Jazz de Montréal is an annual jazz festival held in Montreal. Learn more here: montrealjazzfest.com
Just for Laughs
Considered the king of comedy festivals, the Just for Laughs is a mecca for the most riotous, side-splitting and madcap comedians from around the globe. Millions of spectators worldwide come to this Montréal summer must-see, which gives humour top honours during comedy shows, street theatre, films and plays as well as Broadway-style musicals. Its wildly popular gala evenings feature some of the world’s biggest names in comedy delivering their razor-sharp-wit unique way of seeing the world to rapt audiences. Find out more: justforlaughs.com

Les FrancoFolies
(Summer 2022)
Les FrancoFolies: is a large annual music and performance festival held in Downtown Montreal, featuring over 1,000 French-language performers from all over the world, as well as attracting over 500,000 visitors. See their site: francosmontreal.com
L’international des feux Loto-Québec
As sparkly things go, it doesn’t get bigger or better (or louder) than Montréal’s annual international fireworks competition, an explosive choreography of music and fire set against the city skyline. Easily one of the highlights of Montréal’s summer season, L’International des Feux Loto-Québec competition brings several of the city’s most iconic features together for 30 minutes of eye- (and ear-) popping fun, rain or shine, over the course of several weeks. Learn more here: sixflags.com/larondeen/linternational-des-feux/overview

Osheaga Music and Arts Festival
Come August, the Osheaga Music and Arts Festival dominates Montréal’s collective conscious for three monumental days of music, visual art, fun and frolic, minutes away from downtown in magnificent Parc Jean-Drapeau. Visit this page to find out more: osheaga.com

Mural Festival
Montreal’s MURAL Festival is an eleven day event celebrating the international urban art movement. Championing live art, music, exhibitions and artist talks, the Festival is an important gathering of the global artistic community. World class musicians and visual artists collaborate for a cultural celebration in the heart of Montreal on the Saint-Laurent Boulevard. Discover more information: muralfestival.com

MTL à Table
In November, a total of 150 restaurants will be offering table d’hôte dinner menus at fantastic prices ($23, $33 or $43) as well as a $17 brunch in some restaurants. Discover the diversity of Montréal’s food scene and the wealth of products grown right here in Québec. See their site: mtlatable.mtl.org/en
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