

CONDITIONS OF ADMISSION - MDCM and joint programs

The offer of admission to the undergraduate medical education program (MDCM and joint programs) of the Faculty of Medicine and Health Sciences at McGill University (hereinafter, the “Faculty”) is subject to the following conditions:

1. McGill University reserves the right to verify any information submitted in your application and to withdraw the offer of admission or cancel registration should evidence of fraudulent or misleading information be found.

2. McGill University reserves the right to withdraw the offer of admission or cancel registration in the case of non-compliance with any of the following conditions:

§1 Degree requirements: The degree or diploma upon which admission was offered is obtained **by July 31** prior to commencing the undergraduate medical education program and academic performance in the degree or diploma program is comparable to the academic performance upon which admission was offered.

§2 Immunizations: You are required to submit proof of complete immunization by **May 1** prior to commencing the undergraduate medical education program. Students admitted or promoted to the program after May 1 must submit proof within 2 weeks of receiving their offer, but no later than the first business day before Orientation. **Students who have not completed all immunization requirements by Orientation may not be admitted to the Program and the position may be given to a student on the waiting list.** Rarely, extensions to this date may be granted for in progress immunization series requiring additional delays, at the discretion of the Associate Dean, UGME.

➤ **Special deadline for IMG-2 students: Submit completed and signed form by April 2, 2024**

Students are required to be fully immunized according to the specifications of the **Quebec Immunization Protocol**: www.quebec.ca/en/health/advice-and-prevention/vaccination/quebec-immunisation-program (English) Full website in French: www.msss.gouv.qc.ca/professionnels/vaccination/protocole-d-immunisation-du-quebec-piq/. Students are advised that they may need to meet additional requirements above and beyond the PIQ required by the **Association of Faculties of Medicine of Canada** for students when applying for 3rd year elective courses at other Canadian universities: <https://afmcstudentportal.ca/immunization/>

A detailed form to be completed by your healthcare provider listing all these requirements that apply to newly admitted students, with instructions for submission is found here:

www.mcgill.ca/medadmissions/newstudents/conditions/immu-blsc. If you do not have records of your vaccinations, you will need to request them from your healthcare provider which takes time. A certified translation must be provided for vaccination records that are not in French or English. For the purposes of verification of compliance with the admissions immunization requirements, you grant permission to the Undergraduate Medical Admissions Office and the UGME Office and their appointed healthcare professional to review your immunization documents and to communicate regarding your compliance status.

§3 Basic Cardiac Life Support: you must provide, **by July 31** of the year in which you are commencing undergraduate medical education, proof of certification in cardiopulmonary resuscitation (CPR), level C or C+, and automated external defibrillation (AED) training. Certification must be valid until at least the start date of the program. Certification must be granted, or fully recognized, by one of the following organizations: the Canadian Heart and Stroke Foundation, the Quebec Heart and Stroke Foundation, the Canadian Red Cross, St. John Ambulance, the American Heart Association, or the American Red Cross. Please note that fully online CPR/AED courses are not acceptable. Exceptionally, the theory portion of the course may be completed online, followed by an in-person practical session (hybrid course). Students who have not completed BCLS will not be admitted to the Program and your position may be given to a student on the waiting list. Students are required to maintain valid certification for the duration of the program, at their own expense.

➤ **Special deadline for IMG-2 students: April 10, 2024**

§4 Ministry of Health contract for non-Quebec cohorts: Persons admitted in the “**Out Of Province Canadian**” and “**International**” cohorts are required to sign the *Contract relating to registrations in doctoral medical training programs in Québec subject to an undertaking to practice in a region or institution determined by the Minister for persons admitted under the agreement with New Brunswick, Canadians from other provinces or territories, and foreign nationals holding a study permit*. Two (2) copies of the original French version of the contract must be duly completed and signed and mailed to the Office of Admissions **by July 31** of the year of registration in the undergraduate medical education program. See:

www.mcgill.ca/medadmissions/newstudents/conditions/contract-ceq. A Quebec address is required; If your Quebec address is not known by July 31, contact the Office of Admissions to obtain an extension to the deadline.

§5 International students (those who require a study permit/visa; does not include permanent residents or citizens of Canada) are required to submit additional documentation to the University (Service Point):

a. Documentation confirming your permission to study in Quebec by, or on, the first day of the undergraduate medical education program. Such students must meet all the relevant requirements of both

the Canadian and Quebec immigration services. **This process may take several months and may involve a medical examination.** Note that the program includes a mandatory practical work component (clinical rotations). International students are therefore required to obtain a “**co-op work permit**” in addition to the Canadian study permit. You will need the “International Supplement” document from our program to support your application, found here: www.mcgill.ca/medadmissions/newstudents/registration-orientation/international-students Do not delay in obtaining this permit; consult [McGill’s International Student Services for assistance](#). As a healthcare student, Citizenship and Immigration Canada will require you to provide proof of completion of medical examination from a CIC panel physician. More information about medical exam requirements: <http://www.cic.gc.ca/english/information/medical/medexams-temp.asp>

b. International students (not including U.S. citizens) are required to submit before July 31 of the year of registration in the undergraduate medical education program an official statement, or verifiable text (e.g. a web link), issued by the responsible authority(ies) of their country of citizenship, indicating that the medical degree awarded by an accredited Canadian medical school (e.g. McGill) is recognized and that a holder of this degree is eligible to practice medicine in that country.

3. Registration & Orientation

§1 Your attendance is required for MDCM program orientation days, beginning the morning of **Tuesday, August 20, 2024**. Failure to attend will result in the cancellation of your registration with the Faculty. Students are required to register online for the academic year’s courses (Fall, Winter and Summer) using the [Minerva system](#) during the **course registration period June 3 to July 12, 2024**. Register for at least 1 course by August 14, 2024 to avoid late fees. The list of courses will be published here by June 3:

www.mcgill.ca/medadmissions/newstudents/registration-orientation For students admitted after July 12, 2024, please register for Fall and Winter courses no later than August 14, 2024 and the UGME office will take care of Summer 2025 registration.

- **Special orientation and registration dates for IMG-2 students: Orientation begins April 17, 2024 and clinical rotations begin April 29, 2024.** You will receive detailed course registration instructions, as well as orientation time and location information directly from the Undergraduate Medical Education office by email; ensure you activate your McGill email address promptly.

§2 Students registered in the undergraduate medical education program are subject to published policies, including, but not limited to:

- a) Academic Standards & Essential Skills** (www.mcgill.ca/medadmissions/applying/requirements/academic-standards-essential-skills) It is your responsibility to contact McGill’s Student Accessibility and Achievement Office prior to the start of term if you require accommodations: <https://www.mcgill.ca/access-achieve/contact-us/register> , and follow the instructions in the undergraduate medical education [Academic Accommodation Policy](#)
- b) Faculty of Medicine and Health Sciences Code of Conduct** www.mcgill.ca/medhealthsci/about/our-vision-mission-values/code-conduct includes student behaviour and professionalism standards as well as academic integrity expectations.
- c) All other policies and procedures for Undergraduate Medical Education are found here:** www.mcgill.ca/ugme/policies-procedures New students are encouraged to review the following policies before starting the program:
 - a) [Short-term Absences & Leaves](#) and [Medium and long-term Leaves](#) policies
 - b) [Accommodation for Pregnancy, Pregnancy-Related Conditions and/or Parenting](#)

§3 Students registered in the undergraduate medical education program are required to register with *le Collège des médecins du Québec* (hereinafter, the CMQ) by September 30th of the year of registration in the undergraduate medical education program, which may include (but is not limited to) submitting to the CMQ:

- a) official documentation from your institutions of study;
- b) a formal declaration of any security or criminal record.

Failure to register successfully with the CMQ may result in the cancellation of your registration with the Faculty; prompt attention to the email instructions and deadlines you will receive is essential. Registration with the Faculty and with the CMQ is according to the applicant category set out in the letter of offer; any change of citizenship or residency status, occurring before the completion of the CMQ registration process must be reported promptly to the Faculty. **Registration instructions will be provided during Orientation.**

§4 Multiple offers, course registration and information sharing.

- a) Any student registered for courses (via the Minerva system) in the MCDM program is required to cancel their registration (decline their admission) in the undergraduate medical education program at any other institution of undergraduate medical education or training. McGill reserves the right to verify multiple acceptances with other medical schools before the program start date to ensure your compliance with this condition. **Accepting multiple offers and failing to decline those you will not attend with sufficient time before the program starts means that you are preventing students on the waitlist from entering the program; this is generally considered an unprofessional action by medical schools and may be flagged****

on your record. Consult the policy on registration for cases in which students are permitted to finish a concurrent graduate studies program at McGill, or who wish to register for approved non-MDCM courses (language proficiency courses). See www.mcgill.ca/ugme/policies-procedures/ugme-registration-policy

- b)** Pursuant to an agreement between the faculties and schools of medicine in Canada and the United States and administered by the Association of the Faculties of Medicine of Canada (AFMC) and the Association of American Medical Colleges, these institutions shall inform, through a secure system, the names, dates of birth and/or email addresses of students admitted to undergraduate medical education programs in order to facilitate decision-making regarding those who are on the waiting list, and to provide access to the Careers in Medicine program of the AAMC to facilitate career exploration and self-assessments. Furthermore, all program applicants consent to the release of personal information to the AFMC to facilitate collecting Canadian medical education statistics and surveying educational experiences.

4. Undergraduate Medical Education (UGME) at the Faculty

§1 Language Policy and Clinical Placement sites. The official language of instruction of McGill's undergraduate medical education program is English on the Montreal Campus, and French on the Outaouais campus. **Students are expected to have full knowledge of the language of instruction (comprehension, spoken and written) from the outset of the MDCM program; equivalent to a C1 or advanced level.** Due to early clinical exposure in bilingual settings, the student is also expected to have an intermediate working knowledge of the other language (comprehension, spoken and basic written) at the B2 or intermediate level from the outset of the MDCM program.

- a)** Clinical rotations may be in bilingual or francophone settings. There are no English settings. Consequently, alternative arrangements aimed at placing students in sites where a working knowledge of the other language is not required will not be made.
- b)** A portion of Quebec's territory is assigned by the Ministry of Health and Social Services to each of the province's four Faculties of Medicine with the intent to facilitate specialized care, medical education, and medical research throughout the province's many regions, known as *RUISS*. Medical education and training at McGill includes teaching and clinical practicum opportunities at sites within our Academic Health Networks and our RUISS (www.mcgill.ca/medicine/health-care and www.mcgill.ca/ruiss/territory). Students are responsible for making the necessary arrangements to travel to their assigned sites. New students must note that this includes:
- i.** Montreal campus core placement areas: West-central Montreal, West Island of Montreal, as well as off-island sites;
 - ii.** Campus Outaouais core placement areas: Gatineau and surrounding MRC rural areas
 - iii.** All students: To ensure broad learning opportunities and appropriate clinical education experiences across McGill's associated clinical sites, students may **be assigned to clinical placements (in French), for short duration rotations or up to and including a one-year integrated clerkship, at regional or rural locations outside of the central campus (Montreal or Gatineau) such as Val d'Or or other sites to be developed in future years. Final assignment to clinical sites is made at the discretion of the UGME office.**

See Language Proficiency policy: www.mcgill.ca/ugme/policies-procedures/ugme-policy-language-proficiency

§3 Because the curriculum is available only electronically and examinations are administered exclusively online, admitted students are expected to **have a personal laptop computer** with word processing/office suite software, compatible web browser (E-Curriculum) and Internet connection (for technical specifications see UGME Academic Policy on **Online Examinations (Speedwell)** www.mcgill.ca/ugme/policies-procedures . Electronic media, multimedia, and other information technologies (including 3rd party software such as teachingmedicine.com, virtual patient trauma modules) are used by the Faculty for teaching purposes and to promote learning, **including being subject to being audio- and/or video-recorded as part of the program**, for example at the McGill Medical Simulation Centre.

§4 Students registered in the undergraduate medical education program may be required to provide to the Faculty and /or training sites a **declaration of any security or criminal record** during their medical training.

§5 Anatomy is a required component for completion of several courses in the first 18 months of the MDCM program (Fundamentals of Medicine and Dentistry - Blocks B, C, E, H, I and J). **Pregnant students** or students who suspect/plan pregnancy should consult with the Assistant Dean of Student Affairs along with Environmental Health and Safety to receive a **mask-fitting** and to train to wear a mask equipped with new cartridges at every laboratory session (examinations included) for personal protection, or to **arrange alternative study plans** or to take a **preventative leave of absence**. Note that the costs of the mask-fit, training, the mask and cartridges are not covered by UGME or the Students' Society of McGill University (SSMU). See UGME policies on accommodation of pregnant students www.mcgill.ca/ugme/policies-procedures and university policies for pregnant students and students with dependents: www.mcgill.ca/students/srr/policies-student-rights-and-responsibilities/

The above terms and conditions are in addition to McGill University policies, procedures and guidelines, including those set out by the University's Secretariat (www.mcgill.ca/secretariat/policies-and-regulations), and those set out by the Faculty of Medicine and Health Sciences (www.mcgill.ca/ugme/policies-procedures).

LAST NAME:		FIRST NAME(S):
↓ ADDRESS		McGILL ID NUMBER:

I, the undersigned, have read, understood, and agree to the above conditions for registration. I hereby accept the offer of admission made to me and declare that I will participate in registration and orientation on the date indicated in my offer letter. I understand that if I am not present on orientation day, my place will be forfeited. I understand that any violation of the conditions of this agreement may lead to the withdrawal of my admission offer or cancellation of my registration.

YOUR SIGNATURE:**DATE:**