



Department of Political Science

GRADUATE APPLICANT INFORMATION

- This document is three pages long – please read it carefully before you apply. You will find the checklist on page 3.
- The online application for Fall 2023 will open **on September 15, 2022**. It is your responsibility to ensure that **all** supporting documents are received before the deadline **January 15, 2023**. **Incomplete files will not be reviewed**. <https://www.mcgill.ca/gradapplicants/apply-now>
- The department only offers Fall admissions. Very important: Do not apply to start the program in winter or summer – applications for winter or summer will be cancelled and the application fee will **NOT** be refunded.
- **You must submit and pay the application fee first before you can upload the supporting documents**. For detailed instructions on how to apply and upload required supporting documents into the application system, please see: <https://www.mcgill.ca/gradapplicants/how-apply/submit-your-application>
- You **must** upload your documents with your online application. Do not mail paper copies to the department. Your referees will be prompted by email to upload their reference letters.
- You can keep track of your application documents by logging into your online SLATE application.
- **ONLY SUBMIT THE REQUIRED DOCUMENTS** listed on page 3 of this document.
- The following criteria must be met for electronic reference letters to be acceptable:
 - 1) The email communicating the electronic letters must be sent from a valid **institutional or corporate** email address. Electronic letters sent from public domain addresses such as Hotmail, Gmail, Yahoo Mail or Videotron cannot be accepted.
 - 2) The electronic letters must be specific as to which program the student has applied.
 - 3) The electronic letters must be dated and must not be more than 12 months old.
 - 4) The referee must indicate his/her position and full contact information.
 - 5) The electronic letters must be on University letterhead and signed by referee.
 - 6) Electronic letters sent from a Career Centre or Portfolio Management Company must state that the letters are confidential.
- International applicants - Please consult the International Degree Equivalencies at before completing the on-line application.
<https://www.mcgill.ca/gradapplicants/international/equivalency>
- Master of Arts applicants - Please note that we only offer a Non-Thesis option for Gender and

Women's studies. Everyone else will apply to the Thesis program. You may choose to apply to an Option program as well, but this is not necessary, nor required.

- Decisions will be posted on your account in SLATE as the decisions are made. This will typically be in mid-March for Ph.D. decisions and in April for M.A. decisions. If you do not see the decision in SLATE, this means a decision has not yet been made - check SLATE every few days from mid-March onwards.
- If you are admitted into the program, you **MUST** officially **accept** or **decline** the offer in SLATE.

Please see page 3 for the CHECKLIST



Department of Political Science

The Application Checklist

<p>1. ON-LINE APPLICATION will open September 15th, 2022: APPLY HERE The deadline to apply and submit your required documents is January 15th, 2023.</p>	
<p>2. ONE-PAGE RESEARCH STATEMENT To be uploaded with your online application. This is an academic statement, and it should discuss why you are interested in graduate study in Political Science, your research intentions, and agenda, and why McGill's program fits your needs. Focus on a project you want to pursue at the MA or PhD level, refer to a political science literature that you'd be drawing on and/or research areas and/or methods that you want to learn more about. The statement should not be discussing your background experiences (unless they are highly relevant to your research agenda) or your future professional plans. In discussing why McGill, you could refer to specific professors in the department and how their research relates to your interests, but you do not need to secure a supervisor for the application process.</p> <p>MAXIMUM 1 PAGE SINGLE SPACED, CONCISE RESEARCH STATEMENT</p>	
<p>3. WRITING SAMPLE (Ph.D. ONLY). ONE article-length (approximately 25-40 double-spaced pages) paper or publication that demonstrates your potential. Please upload this document with your online application.</p>	
<p>4. ONE OFFICIAL OR CERTIFIED TRANSCRIPT from each University attended. For the initial application, please upload unofficial copies of transcripts (including translations). Only successful applicants will be required to submit 1 hard copy or certified copy of each transcript.</p> <p>Quebec University transcripts sent electronically through CREPUQ will be considered official. Make sure to contact your home institution and request documents to be sent electronically to McGill.</p> <p>Other applicants who completed a degree elsewhere in Canada or abroad will be asked to upload unofficial transcripts, including translations. If the applicant is admitted, they will be required to submit 1 degree conferred official hard copy of their transcripts to Enrolment Services. If your transcript is in a language other than English or French, you must provide 1 original or certified copy in your home university's official language as well as 1 certified translated copy either in English or French.</p> <p>Chinese Applicants: In addition to the transcripts, must also provide 1 certified copy of their Graduation Certificate and 1 certified copy of their Degree Certificate from their University. These documents must be submitted in the original language along with 1 certified English or French translation.</p>	
<p>5. TWO LETTERS OF RECOMMENDATION Applicants must provide their referee's official email addresses when they apply. Referees will be prompted by email to upload their reference letters and answer a few mandatory questions. An email prompt is usually sent to the referee within 24 to 48 hours after the application has been submitted. Reference letters are only valid for 12 months and they are not shared with the applicant. Your referees should write their letters on University or Professional letterhead and they should be sent from valid institutional or corporate email addresses.</p>	
<p>7. TOEFL SCORES (FOR BOTH M.A. & Ph.D., IF APPLICABLE) TOEFL or IELTS is required for non-Canadian applicants whose mother tongue is not English and who have not <i>completed</i> a degree from a recognized institution where English is the main language of instruction. Minimum score of 600 on paper-based test or 100 on the internet-based test with each component score not less than 20. The IELTS (International English Language Testing Systems) with a minimum overall band of 6.5 is also acceptable. See http://www.toefl.org for more information on registering for and taking the test. Send TOEFL results to McGill code 0935- Political Science 89.</p> <p>IELTS RESULTS: Please select "ARR Document Center" or contact the test centre directly to tell them to release the results to McGill.</p> <p>http://takeielts.britishcouncil.org/find-out-about-results/results-process/test-report-form</p> <p>DO NOT SEND IN THE RESULTS VIA MAIL/POST!</p>	