



School of Physical and
Occupational Therapy

EXCELLENCE THROUGH GROWTH

Qualifying Year for the MScA
Physical Therapy
2023 Admission

APPLICANT GUIDEBOOK (PT QUALIFYING YEAR)

Welcome to SPOT !

Qualifying Year for the Master of Science (Applied)
in Physical Therapy Program

APPLICANT GUIDEBOOK



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Program Overview

There are only two means by which applicants may qualify for entry into McGill's Master of Science (Applied) in Physical Therapy (MScA-PT) program:

1. By completing McGill's Bachelor of Science in Rehabilitation Science (Major in Physical Therapy) program, or
2. By completing a Qualifying Year (QY) for the MScA-PT program.

No applicant will be considered for entry into the MScA-PT program without having completed one of these two entry requirements, ***without exception.***

Foreign trained physiotherapists who do not wish to complete the MScA-PT program may also consider applying to McGill's [equivalency program](#).

Note: the Qualifying Year is not open to applicants who have completed a BSc. in Rehabilitation Science (Major in Physical Therapy) at McGill.

Qualifying Year (QY)

The QY Program begins in the Fall semester, and consists [of 30 credits over 2 semesters](#). Students who successfully complete the QY with a cGPA of 3.0 or better, and who maintain the program's standards of ethics and professionalism, can apply for the five semester MScA-PT program. Places are reserved in the MScA-PT program for QY students who meet all entry requirements. There are no admission quotas for the QY Program for international students, or for Canadian students from outside or within Québec.

Master of Science, Applied, in Physical Therapy (MScA-PT)

The Master of Science, Applied, in Physical Therapy (MScA-PT) is [a 63-credit program, over five semesters](#), including four clinical practica (1,050 hours in total). The educational approach is consistent with adult learning, self-directed learning, reflective clinical practice, and inter-professionalism. Strong links between academic and clinical fieldwork are emphasized. Courses emphasize client-centered and evidence-based practice across the lifespan and health care continuum, and include health promotion from prevention of disability to rehabilitation. The program also includes courses in advanced professional practice, research and educational methodology, and a master's level research project.

The program is fully compliant with the [Physical Therapy Education Accreditation Canada](#) standards for entry-level physical therapy education.



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Program Timeline

Year	Summer	Fall	Winter
QY		Campus-based Courses: PHTH 550 PHTH 551 PHTH 554 PHTH 563 IPEA 500	Campus-based Courses: PHTH 560 PHTH 561 PHTH 564 IPEA-501
M1	Clinical Practicum 1 (PHTH 571) 7 weeks in April – May Clinical Practicum 2 (PHTH 572) 7 weeks in June – Sept	Campus-based Courses: PHTH 606 PHTH 623 PHTH 652 POTH 612 Professional complementary course	Clinical Practicum 3 (PHTH 573) 8 weeks in Jan – Feb Campus-based Courses (9-weeks) PHTH 622 POTH 602 POTH 682 IPEA 502 IPEA 503 Professional complementary course
M2	Full-time work related to Masters Research Project (POTH-624)	Clinical Practicum 4 (PHTH 620) 8 weeks in Sept-Oct Research Project POTH-624 (registration and credit) Completion of degree requirements for licensure in Canada (November)	Graduation (February)

For more information on our program, please refer to our website: <https://www.mcgill.ca/spot/programs/pt/curriculum>

Alternatively, you can also refer to the program's calendar: <https://www.mcgill.ca/study/2022-2023/faculties/spot/graduate/programs/master-science-applied-msc-apt-physical-therapy-non-thesis>



Tuition & Financial Aid

Tuition

For information on tuition fees, please refer to the Student Accounts webpage — [Fee calculator](#). When using the fee calculator, please select the ‘Masters Non-Thesis programs’ option.

McCall MacBain Scholarship

Newly admitted QY students are eligible to submit an application for the McCall MacBain Scholarship. The application period is from June to September. For more information, please visit their [website](#).

For more information on scholarships and financial aid, please refer to the Scholarships and Student Aid webpage on the McGill website: <http://www.mcgill.ca/studentaid/scholarships-aid>.

This program is eligible for Quebec Student Loans and Bursaries and many other provincial or national student funding schemes.

Please note that, as this is a professional program, departmental and university funding is limited.



McIntyre Medical & Hosmer Building in Winter



Admission Requirements

Overview:

Those wishing to apply to this program should first review the following conditions. After preparing a file, applicants may open a [Slate](#) application by following the directions on [page 14](#).

Requirements:

1. An undergraduate (bachelor's) degree, in any discipline:

- The degree must be completed before the start of the QY with [McGill equivalent](#) cumulative grade point average (cGPA) of at least 3.2 (B/B+) in the bachelor degree only;
 - A bonus of 0.1 will be added to the cGPA of applicants who have already completed a master's degree when submitting their application to the QY;
 - A bonus of 0.1 will be added to the cGPA of applicants who have already completed a doctoral degree when submitting their application to the QY.
- McGill uses a 4.0 scale which does not include C- (1.7) and A+ (4.3) marks. Please see our [cGPA Conversion Worksheet](#) to determine how the cGPA equivalent is calculated;
- **Upgrading, graduate, or out-of-program courses will not be factored into cGPA calculations.** Only courses taken as part of the undergraduate degree program for credit are counted;
- Applicants with a physical therapy degree from a university other than McGill must follow the same process;

Individuals licensed as physiotherapists outside of Canada may wish to consider McGill's [PT Equivalency Program](#).



Admission Requirements

2. [Prerequisite courses in Anatomy and Physiology](#)
 - Applicant must have at least three **university** credits of Human Anatomy and at least three university credits of Human or Mammalian Physiology **prior** to the start of the QY;
 - These courses may be in progress at the time of application;
 - Applicants must achieve a [McGill equivalent](#) mark of B or higher;
 - These courses may be taken as part of any graduate or undergraduate program, or as independent studies.
 - **Courses must be completed prior to the start of the QY.** Successful completion of an in-progress course will be a condition of admission;
 - In order to allow for verification of these prerequisite courses, applicants must enter **all courses taken at the university level** for which the primary focus of the course was human anatomy and/or human/mammalian physiology, in a the [Physical Therapy Prerequisite Courses Form](#);
 - [This Form](#) must be uploaded to Slate application in the Foundational Courses for PT slot. [An example](#) of a completed form is also provided on our [website](#);
 - **Each course will be assessed following receipt of your final application. SPOT cannot determine equivalencies beforehand.**



McGill Main Campus from the Roddick Gates

Admission Requirements



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3. Completion of CASPer (Canadian Professional Health Sciences)

- [CASPer](#) (Computer-based Assessment for Sampling Personal characteristics) is an online situational judgement test intended to evaluate key non-cognitive competencies for healthcare professionals, as identified by accreditation standards;
- CASPer is administered by [Altus Assessments](#). **Candidates must complete the CASPer test before the application deadline.** SPOT accepts the Canadian Professional Health Sciences test (Sciences de la santé— Niveau 2);
- There are a limited number of eligible [English](#) and [French](#) testing dates. **The test must be done in the current admission year (2022-2023);**
- Applicants must request that Altus Assessments disclose their test results to SPOT;
- The [CASPer FAQ](#) provides information on registering for CASPer. Please review this document before registering.

4. Résumé (short Curriculum Vitae)

- The résumé must be formatted using the [template](#) and [instructions](#) provided for application to the PT QY program;
- [An example](#) résumé is provided. Only [this format](#) will be accepted;
- The document can be in English or French;
- Résumés must be uploaded to your Slate application;
- **Note: we do not accept letters of reference.**



Hosmer House - Site of many SPOT teaching spaces



Admission Requirements

5. Statement of Interest (video)

- **A video (2 minutes or less)** in which you explain your decision to apply to the QY for McGill's MScA-PT program;
- The video should allow the admissions committee to evaluate:
 - Your ability to verbally express your thoughts and ideas;
 - Your understanding of the [physical therapy profession](#);
 - Your motivation for applying to a physical therapy program.
- You may present this information in **English** or **French**;
- **The maximum file size is 5GB. Supported file formats are: g2, .3gp, .avi, .m2v, .m4v, .mkv, .mov, .mpeg, .mpg, .mp4, .mxp, .webm, .wmv.**
- Please state your full name at the beginning of the video;
- The video should be a simple upper-body shot, with a plain background and no digital enhancements or special effects;
- Videos must be uploaded to your Slate application.

6. Language Requirement Component

- See [page 10 - 12](#) of this guide for French language requirements.
- Proof of English language proficiency [requirements and exemptions](#) for QY admission are the same as for all McGill graduate students;
- If Slate indicates that a proof of English language proficiency is required, applicants should contact us via email (slate.spot@mcgill.ca).
- [Various tests accepted](#). Results must be sent electronically, directly to McGill (institution code 0935).
 - A) TOEFL IBT of 86, no less than 20 or
 - B) IELTS of 7.0



Admission Requirements

French Requirement for Healthcare Professionals

French is the official language in Québec and thus health and social services administered by the Ministry of Health are bound by the Charter of the French Language. In order to provide essential and safe care to all patients within a Québec-based healthcare setting, students must achieve an appropriate level of French before entering their respective health program's clinical affiliations where they integrate their knowledge, skills and attitudes. This will ensure all students have every opportunity to maximize their learning with all patients, families and fellow health care workers they meet during their studies at McGill University.

Qualifying year applicants will therefore be required to provide proof of a minimum level of French language competency, at the equivalent of B2, (mid-intermediate) on the Common European Reference Framework in oral (speaking and comprehension) and written (reading and writing) communication, to be eligible for admission.

Applicants will be exempted from testing for French language competency if they meet at least one of the following requirements:

Secondary school, CEGEP and/or pre-university experience

- Completed both secondary school and CEGEP in Québec in either French or English
- Completed secondary school in an institution where French was the primary language of instruction.
- Completed CEGEP in Québec in a francophone institution.
- Completed a pre-university diploma from a program where French was the primary language of instruction (e.g., Baccalauréat d'une académie de France, certificat d'enseignement secondaire supérieur de Belgique, Certificat de maturité de Suisse).



Admission Requirements

French Requirement for Healthcare Professionals

Proficiency Certificates of French

- Diplôme Approfondi de Langue Française (DALF)
- Diplôme d'études en langue française (DELFI)
- McGill Certificate of Proficiency in French (SCS)
- McGill Certificate of Proficiency in French for Professional Communication (SCS)
- Other equivalent

University equivalency

- Completion of at least 60 credits in an undergraduate program in a francophone university in Québec
- Completion of at least two consecutive years in a full-time undergraduate program, whose primary language of instruction is French, in a university outside of Québec

For applicants who do not meet the requirements above, proof of French language competency may be demonstrated with any one of the following tests:

- Test de connaissance du français (TFC – France éducation internationale)
- Test de connaissance du français – Québec (TCFQ – France éducation internationale)
- Test de connaissance du français pour la demande d'admission préalable (TCF DAP - France éducation internationale)
- Test d'évaluation de français (TEF)
- Test d'évaluation de français – Québec (TEFaQ)
- Test d'évaluation de français – Canada (TEF Canada)
- [Online test with McGill School of Continuing Studies](#): Part 1: Written assessment. Part 2: Communication Skills assessment.



Admission Requirements

French Requirement for Healthcare Professionals

Submitting Test Scores or Documents for Testing Exemptions

Applicants will be able to submit official test scores or proof of exemption from the French language requirement via document upload on Slate. For applicants who believe they qualify for one of the exemptions, please upload any appropriate documentation proving that exemption. As there are a wide variety of documents that could potentially be used, use your best judgement in selecting what to upload. If, during our review process, we are unable to verify your eligibility for an exemption based on the documentation you have provided, we may ask you to upload additional or different documentation. If you believe you qualify for an exemption but are unable to obtain documentation to upload, please upload a signed affidavit outlining the exemption and attesting to the fact you meet the minimum required level of French proficiency.





Mitigating Circumstances:

Mitigating Circumstances

Applicants may feel that exceptional circumstances, which mitigate less favourable aspects of their application, should be taken into account. These circumstances should be communicated to us via email (slate.spot@mcgill.ca), after the application has been submitted. For circumstances which meet our criteria, the Admissions Coordinator will create a document upload place on Slate for a Letter of Mitigating Circumstances. This formal letter should be addressed to the **SPOT Admissions Committee**, and provide a detailed reason for why you believe your file should be given special considerations. We recommend including pertinent documentation (e.g. medical note, death certificate, legal attestation).

Should you have trouble completing or submitting any application requirement due to extenuating circumstances, we encourage applicants to reach out the QY Admissions Coordinator via email (slate.spot@mcgill.ca) as early as possible. In exceptional documented circumstances, we may consider alternative arrangements.



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Preparing to Apply & Deadlines

Creating your Application:

After reviewing this guide and [our admissions website](#), candidates may apply using the paperless Slate. To do so, first create an account, being sure to enter all university education attempted (including abandoned programs, exchanges, transfer credit, online courses, etc.). **Failure to disclose all past university education may be considered academic fraud.** College (non-university) and CEGEP education should not be included; however, candidates with college credit which was transferred, for credit, to a university must include the college transcript in a merged file with the university transcript.

Please be sure to enter the degree and university name **exactly** as stated on the academic record (transcript, relevé de notes). The system cannot process an application for which the education history entry does not correspond to the name written on the official transcript.

N.B. Once an application has been submitted (paid for), a request must be made via [email](#) to change the education history.

	Canadian Candidates	International Candidates
Payment & Submission	February 12th	January 15th
Final CASPer Testing Date	January 26th (English) January 17h (French)	January 26th (English) January 17th (French)
Document Upload	February 12th	February 12th



Submission & Payment

Application Selection:

Application Type: Degree, certificate or diploma

Program: Qualifying for MScA

Area of Study: Physical Therapy

Term: FALL 2023

Concentration: Qualifying

The program only admits new students in the Fall term. Applications for the Winter or Summer terms are not accepted. It is important that you select the Fall term when completing the application form. We will not be able to change the application term or refund your application fee if you enter the wrong term.

Following the creation of an application profile, Candidates must submit (pay for) the application. Please be sure to use the information provided above to apply to the QY for the MScA in PT. If the wrong information is entered, SPOT will be unable to review your file. Note that submitting an application profile does not mean that your file has been submitted for review. Rather, this gives applicants access to all additional Slate features including document upload and communication with the admissions coordinator.

During application submission, applicants will need to pay a non-refundable fee (approx. \$129.03 for up to two applications). Applicants are then able to upload their **unofficial transcripts, resumé, and prerequisite courses form** at any time prior to the document upload deadline. Incorrect or out-of-date documents can be **replaced** by uploading a new document prior to early review or the document upload deadline. SPOT does not accept anything by mail or courier—all submissions must be electronic. If the system requests proof of English proficiency, please communicate with the Admission Coordinator via email (slate.spot@mcgill.ca). Unofficial transcripts for in-progress studies should be uploaded. If they are not available, a receipt or proof of registration will suffice. Ensure that an updated transcript, including **all course marks for the Fall 2022 semester**, is uploaded prior to the document upload deadline. Should these marks not be available prior to the deadline, please communicate with us via email.



Early Review & Final Submission

Following the [document upload deadline](#), all files will be locked from editing and subsequently reviewed by an evaluator. Files found to be incomplete will not be reviewed. **All uploaded files are automatically submitted for review at the document upload deadline**— no further action is required to submit these documents for review.

Should an applicant be ready for review prior to the document upload deadline, the candidate may request an **early review** by writing to us via email (slate.spot@mcgill.ca). In this case, the Admissions Coordinator will ensure that the file is complete, and inform the applicant of any incomplete items, before the file is sent to an evaluator. Please note that a limited number of early reviews are performed, on a first-come first-served basis. As such, SPOT recommends that candidates wishing to take advantage of early review make their request before **January, 2023**.

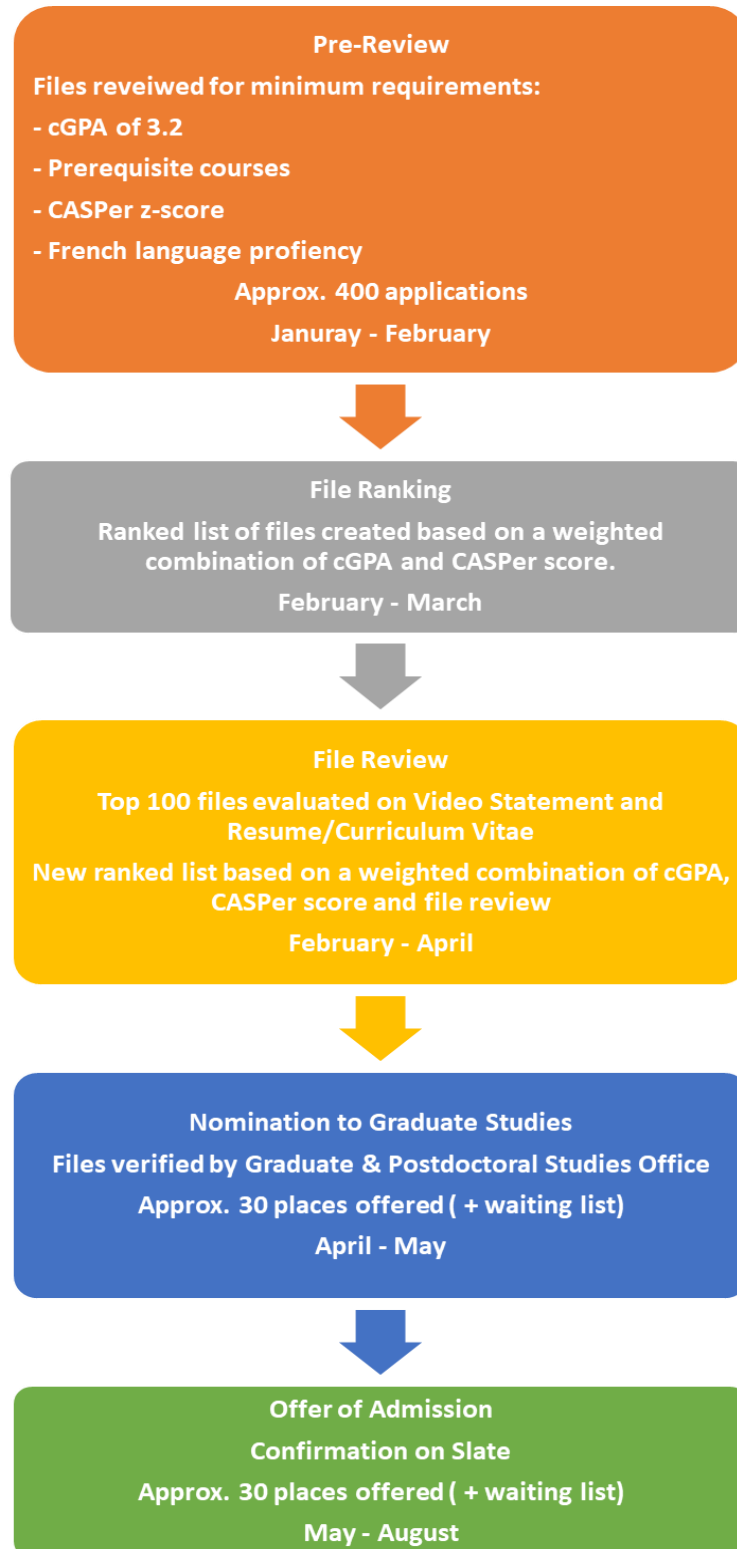
Any **questions** about the application process can be directed to the QY Admission Coordinator via [email](#).



Davis House Lounge



Application Evaluation





Status of Applications & Waitlist

File Status:

Submitted (paid for) applications will be reviewed following the document upload deadline, or earlier should the applicant request [an early review](#). **No further action is needed to send your application for review.** Requesting an early review permits the applicant to profit from a preliminary check by an admissions coordinator to ensure that an application is complete. Please note that a limited number of early reviews are performed, on a first-come first-served basis.

To check the progress of SPOT's admission process, applicants may wish to visit our [Deadline & Application Status](#) page. We also suggest that applicants regularly check Slate and email for messages from the Admissions Team. **Please note that the file status listed on your application may remain as *submitted* or be changed to another status. This is normal.**

Refusals & Waitlist Status:

In the case of an [incomplete](#) application, the applicant will be contacted via email before the application is cancelled or refused. In the event that an applicant does not meet a requirement, a letter of refusal will be sent via Slate. Following [pre-review](#) and cGPA calculations, SPOT will rank all candidates based on undergraduate cGPA and CASPer score, with cGPA given more weight. The top 100 files are then sent for [file review](#). Those applicants not in the top 100 will be sent a refusal letter via Slate.

Following [file review](#), SPOT ranks all remaining applicants based on cGPA, CASPer and file review score. Applicants are then selected to be nominated to GPS for admission and for waitlist status. Those not selected for either will be sent a refusal letter. Please note that SPOT draws from the waiting list as candidates cancel their offer of admission—consequently, waitlisted candidates could be sent an offer of admission as late as late August. **SPOT does not disclose a candidate's position on the waiting list**



Applicant Checklist

Read the [admissions website](#) & this guide;

- ✓ Verify all [application requirements](#);
- ✓ Open an application on Slate before the deadline;
- ✓ Enter all of your university education information, **exactly** as it appears on your university transcripts;
- ✓ Verify that you are applying for the [correct program and concentration](#);
- ✓ Submit (pay for) your application, before the [deadline](#);
- ✓ Register and complete [CASPer testing](#), and request that the results be sent to SPOT (note that the last eligible [testing dates](#) are in January);
- ✓ Upload all unofficial transcripts, before the [deadline](#);
- ✓ Confirm that you have the prerequisites courses, sent the CASPer results, and completed any other requirements
- ✓ Upload the video statement, prerequisite courses form and your résumé/curriculum vitae to Slate. Submit any other requirements as listed in this guide;
- ✓ Verify [English language proficiency requirements](#) (international applicants). Ensure that the official test results are sent directly to McGill by the testing service, before **February 12th**;
- ✓ Verify the [French Requirement for Healthcare Professionals](#), before **February 12th**;
- ✓ Verify that your transcripts are up to date and complete, and that your supporting documents meet all application requirements, before the [document upload deadline \(February 12th\)](#);
- ✓ Cross-check Slate Education History against your unofficial transcripts to be sure that all information is correct;
- ✓ Once all documents and files are uploaded to Slate, no further action is required;
- ✓ **Do not modify** your application after 11:59 pm on **February 12th**.



Offers of Admission

Offer of Admission:

Following file review, the top candidates will be sent **an email** offer to nominate their file to McGill's Graduate and Postdoctoral Studies (GPS) office. Usually this happens in late [May or June](#); however, early and late nominations are perfectly normal. Should the offer to nominate be accepted, SPO'T will recommend the candidate to GPS. This department reviews the admission file to ensure that the applicant meets McGill's admissions standards. This may take between two and five weeks. Should the file be accepted, an offer of admission will be sent via email. SPO'T will contact applicants directly if any concerns arise, or if a reply to our offer is not received promptly.

N.B. Nominated files are only refused by GPS for reasons of misrepresentation, error, or extenuating circumstances.

Upon receipt of an offer of admission, applicants will need to confirm the Slate offer and pay a non-refundable \$300 deposit. This deposit will be applied to the first semester's tuition. We ask that candidates who have accepted an offer of admission, but no longer wish to join our program, please inform us as soon as possible so that another deserving candidate may be offered a place.

Deferrals:

Candidates may only defer admission to the Qualifying Year of the MSc(A) PT for situations that are beyond their control (e.g., health, bereavement, or family crises) or that cannot reasonably be delayed (e.g. maternity/paternity). Under these circumstances, admission may be deferred for one year. Admission may not be deferred to allow candidates to pursue other educational or career opportunities.

Requests for deferred admission must be submitted via email to the QY Admission Coordinator at slate.spot@mcgill.ca, prior to course registration, and must include a signed letter outlining the reason for the request, addressed to the PT Program Director. The request should, when possible, also include supporting documentation (medical note, etc.).



Unsuccessful Applications

Applicants who are not selected to continue in the admissions process will be informed via email as soon as possible.

We will inform candidates, via email, if they are put on a [waiting list](#). The waiting list remains open until late August. Should a place become available, SPOT will contact the next candidate on the waiting list.

Applications are not held over year to year. If an applicant wishes to reapply in a future year, a new application, including all documentation, will be required. Repeat applicants are not penalized or otherwise affected by past applications, except in extenuating circumstances.

Candidates who are not offered a place in the program will be provided with a reason in the letter of refusal. Reasons for refusal may include cGPA or CASPer score below our admission threshold, missing documentation, the applicant's ranking during the file review process, or because program capacity has been reached. Should a candidate wish for additional information on the reasons for their refusal, they should first review their application against the admission requirements. They may also make a written request for additional information, between June 20th and July 30th, by emailing the Admissions Coordinator (please include your McGill ID and program applied for: PT—QY). **To protect the confidentiality of applicants, requests must be sent from the email address used to register on Slate, and cannot be made in person or via telephone. Please allow six weeks for a reply. Please note that SPOT does not have access to your [CASPer test](#) and is not able to reveal your specific CASPer score.**



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Resources & Help

Getting in Touch:

To provide the best service to our candidates and students, SPOT asks applicants to carefully review this guide and [the SPOT Admissions page](#). Our guide and website have been carefully prepared to assist candidates in submitting the strongest application possible. Furthermore, as this is a professional program, candidates are expected to demonstrate diligence in preparing their application. Should your unique situation not be addressed in this guide, questions should be directed to the QY Admission Coordinator via email at profmasters2.spot@mcgill.ca - **please include your McGill ID** (past applicant or student) and application type (OT or PT). While we are happy to assist applicants, **SPOT does not offer pre-admission meetings**.

Please also note that SPOT welcomes communications and documentation in either official language (English or French).

Useful Links:

SPOT Admissions & Documents: mcgill.ca/spot/admissions

SPOT Program Guide: mcgill.ca/spot/programs

Graduate Studies Admissions: mcgill.ca/gradapplicants/apply

Undergraduate Admissions: mcgill.ca/undergraduate-admissions

English Requirements: mcgill.ca/gradapplicants/International/apply/proficiency

Graduate Society Guide*: <https://pgss.mcgill.ca/document/view/328/PGSS%20Member%20Handbook.pdf>

Tuition Information: <https://www.mcgill.ca/student-accounts/tuition-charges/fallwinter-term-tuition-and-fees/graduate-fees>

**This guide is provided by McGill's graduate students' association. We do not endorse the contents of this guide or attest to its validity.*