
Glossary

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A-Faculty and B-Faculty

A – Faculty:

- **The admission process is handled centrally by the University's Admissions Office.**
- Include Desautels Faculty of Management, Faculty of Agricultural and Environmental Sciences, Faculty of Arts, Faculty of Education, Faculty of Engineering, Faculty of Science, School of Nursing, School of Physical and Occupational Therapy (P&OT), School of Religious Studies, and School of Social Work.

B – Faculty:

- **These faculties and schools handle their own admissions process.**
- Include the Faculty of Dentistry, Faculty of Law, Faculty of Medicine, School of Continuing Studies, and Schulich School of Music.

Official vs. Unofficial Awards

Official CESA-approved (Committee on Enrolment and Student Affairs) Award:

- **An official CESA-approved award has specific terms and conditions which must be respected when awarding to a recipient.**
- Aid Fund Codes (AFCs) will begin with an 'S' for undergraduate scholarships, prizes or awards.
- Aid Fund Codes (AFCs) will begin with an 'F' for graduate fellowships, prizes or awards.
- Some athletic awards have also been approved by CESA – these Aid Fund Codes will begin with 'A'.

Unofficial McGill Award:

- **There are no specific terms and conditions which are to be respected when awarding to a recipient.**
- The Aid Fund Code (AFC) generally begins with either an 'M' (miscellaneous) or 'T' (travel).
- Funding to be spent at the discretion of the department.

External Award:

- **An external award is not approved by CESA; these are tied to a Granting Agency, namely stipends and research awards.**
- Terms and conditions are set by the Granting Agency – these are communicated to the PI and/or recipient.
- The AFC begins with either an 'I' (stipend) or 'R' (research).

Transcript vs. Co-Curricular Record

Transcript and its conditions:

- Four conditions must be met for an undergraduate award to appear on a transcript:
 1. Award must be approved by CESA;
 2. Award must be for an undergraduate recipient pursuing a full-time degree program;
 3. Award must be solely merit-based – cannot have a financial need component; be for internships or for research;
 4. Recipient must be chosen/determined by the Undergraduate Scholarships Committee of the Faculty responsible for the award. *Exception are the University Entrance Scholarships which are selected by the Scholarships Office.*
- Most AFCs that begin with an 'S' would appear on the transcript.
- AFCs that begin with 'I' (Stipends) do not appear on the transcript.
- Eligible entrance and in-course awards appear on the transcript by processing on the Award Processing Form (APF). Eligible convocation awards appear on the transcript via submission through the Convocation Module.
- The Aid Fund Properties on the APF will provide you information.

Transcript vs. Co-Curricular Record

Co-Curricular Record (CCR) and its conditions:

- Activity-based awards and fellowships are eligible.
- Not recognized on the academic transcript.
- In some cases, AFCs that begin with 'A', 'M', 'R' and 'T' may be eligible to appear on a student's CCR.
- AFCs that begin with 'I' (Stipends) do not appear on the CCR.
- For more information on the CCR visit <https://www.mcgill.ca/involvement/ccr>

Official Scholarships

As approved by CESA/Senate and implemented by the Scholarships Office.

- Faculties have also adopted the following:
 - For undergraduate students based on academic merit.
 - Official, i.e. CESA-approved awards have specific terms and conditions which must be respected.
 - Typically distinguished by: Entrance, In-course, Convocation

Official Entrance Scholarships

Merit-based entrance scholarships are awarded to first-time university students entering a full-time undergraduate degree program.

- There are two types:
 1. **One-year** (non-renewable): Recipients of one-year entrance scholarships must complete 27 graded credits (course restrictions apply) to retain.
 2. **Renewable** (annually): Tenable until completion of a first undergraduate degree, to a maximum of three or four years; must complete at least 27 graded credits to retain and be eligible for renewal.

Official In-Course Scholarships

(excludes 3 term programs)

Awarded to a student already at McGill who is in a full-time undergraduate degree program and will be continuing full-time in the same undergraduate degree program.

- In-course scholarships are:
 - based on a student's academic performance in the previous academic year;
 - tenable for one year only and are not renewable;
 - not transferable should the student change faculties.

- Student eligibility is based on:
 - completion of a minimum of 12 credits per term and a total of 27 graded credits per academic year (excludes S/U option and Summer courses); otherwise the award, or part of it, will be cancelled;
 - registration in at least 14 graded credits to receive 50% of the value if registered for only one term;
 - registration in 9 credits per term in their graduating year to continue their eligibility.



Note: Recipients contemplating an internship, exchange, term away or course reduction should consult the awarding unit (Scholarship Office or Faculty) to learn if there could be an impact on their Scholarship.

Official Convocation Awards

Official undergraduate convocation awards are available for students who will be graduating with an undergraduate degree and are awarded on the basis of the student's academic history.

- Awarded by a Faculty Scholarship Committee.
- Eligibility is based on cumulative GPA or CGPA.
- Awarded to students in their graduating term.

Official Prizes and Medals

A prize is an award granted to recognize specific academic achievements. A prize can be monetary or non-monetary (book and plaque).

A medal is an award bestowed for recognition of outstanding academic achievement. Medals can also have a monetary value attached to them.

- Can be either at the in-course or convocation stage.
- Official prizes and medals appear on transcripts for undergraduate students.

Dean's Honour List (DHL)

An official University designation of the student's achievement recorded on the transcript with no monetary value.

- **Continuing students: In-course DHL**

- the completion of 27 graded credits within the Fall and Winter terms, excluding Summer term *.
- a maximum of the top 10% of the continuing students in each faculty.
- based on the CGPA (cumulative GPA) for the Fall and Winter terms (Summer term not included) *.

** Except MDCM, DENT, NURS, P&OT*

- **Graduating students: Convocation DHL**

- the completion of a minimum of 60 McGill credits towards a degree and in the top 10% of your faculty's graduating class.
- calculation based on CGPA and falls within the top 10%.

Awards (Miscellaneous)

Merit-based awards are those which are unofficial and the funding source is not tied to a Granting Agency.

- They are based on academic merit, extra-curricular activities and/or to support travel.
- Awards can be for any program stage (entrance, in-course or convocation) – in-course is generally the default.
- Other types of miscellaneous awards include: Athletic, Travel and Mobility.

Athletic Awards

Athletic awards promote and facilitate the athletic achievements of student-athletes who are entering or enrolled at McGill, and who meet specified athletic criteria.

- No application process.
- They are granted by the *McGill Athletics Board Awards Committee* on the recommendation of the coaches and follow the policies established by **U-Sports** [50.10 Athletic Financial Awards Policy](#), the governing body for interuniversity sports in Canada.
- A student-athlete must be enrolled in a minimum of three (3) courses (minimum 9 credits or more) in the semester of the award in any program as per the **U Sports Policy** [40.10.3.2 Course Load Requirements](#) (page 6).

Travel Awards

Travel awards support student travel for presenting their work at a conference or scholarly meeting, field research, collaboration, etc.

- Managed by the individual departments.

Mobility Awards

The **Mobility award** encourages students to study abroad as part of their McGill degree program by defraying part of the cost of eligible study abroad activities.

- The award has two components:
 - the **Basic Mobility Award** is offered to all McGill students accepted into eligible study abroad programs.
 - the **Mobility Financial Aid Supplement** is available to students approved to go on an exchange semester abroad who are recipients of the Basic Mobility Award and who have a demonstrated financial need. Students must apply through Minerva to be considered.

Entrance, In-Course, and Convocation Awards (Miscellaneous)

- **Entrance awards** are paid to students entering an undergraduate program. Recipients must be registered full-time.
- **In-course awards** are based on the academic performance at the end of years 1, 2 or 3 etc. and awarded to the recipient for the following year of study. Recipients must be registered full-time in the same undergraduate program in order to receive the in-course award.
- **Convocation awards** are based on the overall academic performance of the recipient and processed/awarded at the end of the final year of undergraduate studies.

Research Awards (ARIA, SURA, SURE, USRA, etc.)

These awards are intended to encourage undergraduate students' interest in research and/or to pursue graduate studies.

- Recipients of these awards (i.e. CIHR, NSERC USRA, FQRNT USRA, SURE, SSHRC, etc.) must be registered as an Undergraduate Research Trainee (URT) or be a registered McGill student in the award semester. Summer eligibility rules apply to all research awards with the exception of USRA (NSERC and supervisor's portion) *.


** USRA recipients need only be registered at McGill in the Winter term if they are to hold the award in the Summer term.*

- An URT is an undergraduate student from another Canadian/international university who conducts research at McGill University.
- Award processors are encouraged to indicate in the award comments (on Minerva) when the recipient is an Undergraduate Research Trainee (including the registration dates) or is receiving an Undergraduate Student Research Award (USRA).

Stipends

Awards which are paid to a student from a professor's/supervisor's research fund (grant) which assists the student in her/his research.

- Awarded at the in-course program stage.
- Awarded in support of the student's advancement towards educational goals.
- Gaining knowledge of scientific, scholarly ideas or materials.
- Gathering data for student's thesis/research.
- Requirement of a signed Student Stipend Authorization Form. Any changes to the award/terms would require a new Student Stipend Authorization Form to be completed by all parties. e.g. dates, award value, funding source, etc.

 **Note:** It is not work-for-pay / employment income.