



**Faculty Partnerships and Summer Studies (FPSS)
Programs, Courses and University Regulations
2016-2017**

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This publication provides guidance to prospects, applicants, students, faculty and staff.

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Note: Throughout this publication, "you" refers to students newly admitted, readmitted or returning to McGill.

Publication Information

Published by

Enrolment Services

McGill University
3415 McTavish Street
Montreal, Quebec, H3A 0C8
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1 About Faculty Partnerships and Summer Studies

1.1 Faculty Partnerships and Summer Studies

McGill Faculties and Schools do a phenomenal job in their respective domains, regularly winning prestigious awards and attaining the highest rankings on Canadian and international lists. The Faculty Partnerships and Summer Studies unit creates synergies between the School of Continuing Studies and McGill's academic units in order to deliver McGill's renowned expertise to new university and external audiences.

In these dynamic projects, SCS provides the program or course coordination, registration, and logistical support while the School or Faculty provides the subject matter and teaching expertise. The SCS-administered offerings include many continuing education and enrichment programs for a wide range of professions and professional orders in the Montreal area and beyond.

This unit also organizes the development, coordination, and administration of Summer Studies courses, offered from May to August. Based on sound educational and business planning, these courses deliver high-quality learning opportunities for local, out-of-province, and international students and professionals.

1.2 Location

Faculty Partnerships and Summer Studies
688 Sherbrooke Street West, Room 1029
Montreal QC H3A 3R1

Telephone: 514-398-5212

Fax: 514-398-5224

Email: summer.studies@mcgill.ca

Website: www.mcgill.ca/continuingstudies/about-scs/academic-areas/faculty-partnerships-and-summer-studies

2 Administrative Officers

Administrative Officers

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Director, Faculty Partnerships and Summer Studies

Jasna Hancevic; BCom(McG.), M.Sc.(UQAM)

Program Administrator, Faculty Partnerships and Summer Studies

TBA

Administrative Coordinator, Faculty Partnerships and Summer Studies

3 General Information

3.1 Registration

Non-McGill students wishing to register for credit courses during the Summer term should consult the Summer Studies website at www.mcgill.ca/summer for further instructions. Returning McGill students who wish to register for credit courses during the Summer term should do so online using Minerva. For more information regarding Special Courses and Programs, please consult the list of available special courses/programs at www.mcgill.ca/continuingstudies/about-scs/academic-areas/faculty-partnerships-and-summer-studies and www.mcgill.ca/summer/courseselection/special. As registration requirements and criteria for Special Courses and Programs are specific, students are asked to call the [Faculty Partnerships and Summer Studies](#) Office at 514-398-5212 for further information.

3.2 Fees

Full payment for non-credit courses, seminars, and workshops is due at the time of registration and can be made by cheque, Visa, or MasterCard. For information on fees for Special Courses and Programs, please contact the [Faculty Partnerships and Summer Studies](#) Office at 514-398-5212. For further information on fees for Summer term credit courses, please refer to the [Student Accounts](#) website for Summer Studies tuition and fees.

3.3 Course Cancellations and Withdrawals

Faculty Partnerships and Summer Studies reserves the right to cancel courses prior to the first lecture due to low enrolment. For the cancellation policy for credit courses, please refer to [University Regulations and Resources](#) > *Continuing Studies* > *Registration for Continuing Studies Students* > : [Course Withdrawals and Refunds](#).

Students registered in any Special Courses and Programs who wish to cancel their registration must notify *Faculty Partnerships and Summer Studies*, in writing, at least seven days prior to the start of the course. After this deadline, an administration fee will be charged to cancel your registration. Please check with [Faculty Partnerships and Summer Studies](#) at 514-398-5212 for further details. If no notice is given prior to the start of the program and you fail to attend, you will be liable for the full course fee. Failure to attend classes does not constitute a cancellation or withdrawal from the course.

4 Course Offerings: Credit Courses

Credit Courses

CHEM 181	(3)	World of Chemistry: Food
CHEM 183	(3)	World of Chemistry: Drugs