



My McGill

This section will get you started on understanding your role as a student at McGill. Find out more about McGill's history, as well as its future in sustainability. Learn about how McGill's structure and governance affects you, especially your rights and responsibilities!

"The biggest hurdle I faced was American intellectual hegemony through academic practices in writing. I see myself within the larger McGill community as a member of the First Peoples House who found solace from that hurdle with Indigenous storytellers and knowledge-holders."

- Jennifer Craig , PhD Anthropology, 2021

Governance

STRUCTURE

Although McGill's governance structure is complex, your individual interests should be the top priority.

Here is a brief snapshot of this structure and how advocating for your needs fits in.

BOARD OF GOVERNORS

The BoG is McGill's highest governing body. It has twenty-five members, twelve of whom do not have formal affiliations with the university. They have general jurisdiction and final authority over the academic, business, and financial affairs of McGill. The BoG meets six times throughout the year and has two voting student members, one from the SSMU and the other from the Post-Graduate Student's Society (PGSS). Representatives of the Macdonald Campus Students' Society (MCSS) as well as the McGill Association of Continuing Education Studies (MACES) have observer seats.

SENATE

The Senate handles general control and supervision over academic affairs of the university. The composition and responsibilities of the Senate are governed by the *Statutes of McGill University*, and the proceedings are governed by the *Standing Rules of Procedure*. It is also responsible for many committees that have student representatives - more information on the committees of Senate can be found [here](http://mcgill.ca/senate/committeesofsenate) (mcgill.ca/senate/committeesofsenate).

There are fourteen undergraduate student representatives in the Senate who are elected through their faculty or department student associations. The SSMU Senators can be found [here](http://ssmu.ca/senators) (ssmu.ca/senators). All undergraduate senators meet weekly in Senate Caucus, led by the SSMU VP-UA.

P7

The P7, also known as the Principals' Seven, consists of the Principal and the Chief of Staff, the Vice-Principals, General Counsel, the Secretary General, and the Deputy Provost (Student Life & Learning). Some of these roles are:

PRINCIPAL AND VICE-CHANCELLOR

Currently held by Suzanne Fortier, this is the chief executive officer of the university. The Principal works to improve academic excellence in teaching, research, and service. She represents McGill to external bodies domestically and abroad.

PROVOST AND VICE-PRINCIPAL (ACADEMIC)

Currently held by Christopher Manfredi, the Provost and Vice Principal (Academic) is the chief academic officer of the University and is in charge of the development, implementation and assessment of all academic policies and programs. The position also oversees budget planning and allocations.

VICE-PRINCIPALS

There are currently seven VPs and their duties range from Communications & External Relations to Research & Innovation.

DEPUTY PROVOST (STUDENT LIFE & LEARNING)

Currently held by Fabrice Labeau, the Deputy Provost (Student Life & Learning) is the senior administrator who is responsible for implementing policies, actions, and decisions that help improve student life and learning at McGill. This includes Student Services, Athletics and Recreation, and Student Housing and Hospitality Services. Student societies are able to give feedback on how the office can be improved.

Got questions about McGill governance?

Not sure what a policy means?

Want to get involved?

Contact the VP-UA at ua@ssmu.ca or the Students' Rights Researcher and Advocacy Commissioner at srrac@ssmu.ca

Student Aid and Finances

TUITION DUE DATES

FALL 2021: August 31st, 2021
WINTER 2021: January 4th, 2022

How much do I pay for Tuition?

There are three types of tuition costs depending where you are residing:

- Quebec
- Non-Quebec Canadian
- International

UNDERSTANDING TUITION

TUITION AND FEES ARE DIFFERENT FOR EVERYONE

Not everyone will pay the same amount for their studies at McGill. Depending on your faculty, major, residency, and how many credits you take, your overall cost will change. Unlike some universities, McGill has a credit-based system in which students will pay an amount per credit they take, and the prices depend on your program.

SEE EXEMPTION

Some students will be able to benefit from fee exemptions. For more information about fee exemptions, please look at the *International Fee Exemptions* (mcgill.ca/legaldocuments/fee-exemption).

WHY FEES EXIST

The fees you pay help fund things like the SSMU, Athletics and Recreation, and IT. Some of the fees are student initiated and go to student organizations to help provide services for you. Some of the fees are initiated by the university and fund university programs. For more information about the student fees visit the *SSMU Website* (ssmu.ca/about-us/finances).

YOU CAN OPT-OUT OF SOME FEES

Through the Students Accounts menu on Minerva, you have the choice to "opt-out" of some fees. However, doing this may mean that you will not be able to use some associated services. If you opt out of SSMU Health and Dental insurance, for example, you will not be able to use them.

PAYING TUITION

There are three steps in paying tuition:

- Log into Minerva
- View your e-bill
- Pay your e-bill

McGill is registered as a bill with most Canadian banks.

HOW TO PAY

- Log into your online banking account
- Add McGill as a bill. The account number will be your McGill ID number.
- The institution is listed as McGill University (PQ), or as MCGILL UNIVERSITY
- Pay McGill Bill - use the bills section of your online banking account to pay McGill.
- Double check that the amount you are paying equals the amount you are paying on your e-Bill takes one to three business days for the payment to be received.
- If you pay by the due date then there will be no interest charged.
- If there is a hold in your account, the hold will lift once the payment is received and credited into your account.

FINANCIAL ASSISTANCE

SCHOLARSHIPS

mcgill.ca/studentawards/undergraduatescholarships-and-awards.

The McGill's Scholarships and Student Aid Office offers merit-based entrance scholarships for first year students.

There are:

- One-year Scholarships: valued at \$3,000 (non-renewable)
- Major Scholarships: valued between \$3,000 and \$12,000 (renewable annually)

LOANS AND BURSARIES

The student aid office helps you find financial aid options.

WORK-STUDY OPTION

McGill has plenty of opportunities and services to help students with financial needs access to clerical, research, technical, library or other jobs on campus.

WHEN APPLYING FOR JOBS

1. Job postings will be posted on *MyFuture* (caps.myfuture.mcgill.ca). SSMU Opportunities will be posted on SSMU's facebook page, as well as at careers.smartrecruiters.com.
2. Contact the individual listed in the job posting if you are interested in applying for a position.
3. Provide your prospective employer with a copy of your Work Study Confirmation letter

Student Rights

ACADEMIC INTEGRITY

McGill has a no-tolerance policy when it comes to plagiarism. In simple terms, the institution defines plagiarism as representing someone else's work as your own. The university's Academic Integrity policy is included in every course syllabus. As well, McGill requires every incoming student to finish and complete the Academic Integrity tutorial on myCourses.

What does this mean for students? It is important to cite materials properly, and give credit to others when using their ideas in your work. Not sure how to cite properly? Talk to a librarian or your course Teaching Assistant!

YOUR RIGHTS ARE IMPORTANT

Find McGill policies at: mcgill.ca/secretariat/policies-and-regulations
Find out more here: studentrights.ssmu.ca

McGill students enjoy rights under Quebec and Canadian law, as well as McGill policies. For example, students have the right to:

- Submit work in French and English, except in foreign language classes.
- Accommodations for exams on religious holidays.
- If you disclose a disability, the right to accommodations.
- Receive an explanation from your professor of why you received a particular grade
- An impartial third party review of an assessment.

POLICIES TO KNOW

All McGill students are entitled to the rights and freedoms granted and recognized by Canadian and Quebec Law. If you want to learn more about your rights, both academic and general, go to mcgill.ca/students/srr/policies-student-rights-and-responsibilities.

CHARTER OF STUDENT RIGHTS

Key rights and obligations of students and the university, including the right to free expression, the obligation to provide a safe learning environment, and the right to a quality education.

STUDENTS WITH DISABILITIES

Articulates the rights of students with disabilities, including to receive accommodations during exams and in the classroom, to be considered for financial aid on a full-time basis, and a commitment to barrier-free learning and architecture.

ACCOMMODATION OF RELIGIOUS HOLY DAYS

Sets out the procedures for students to request to write exams on a day other than a religious holy day.

CODE OF STUDENT CONDUCT AND DISCIPLINARY PROCEDURES

Describes academic and non-academic offenses and how they may be disciplined by the university.

HAZING AND INAPPROPRIATE INITIATION PRACTICES

Joining student clubs and associations is a huge part of McGill student life, and for many a highlight of their university experience. Groups are welcome to engage in positive team-building activities with new members. Hazing is strictly prohibited - any member of the McGill community who suspects that hazing or other inappropriate initiation practices are taking place should contact the Office of the Dean of Students.

HARRASSMENT, SEXUAL HARRASSMENT AND DISCRIMINATION PROHIBITED BY LAW

This policy defines harassment, sexual harassment, and discrimination here on campus, and in the wider McGill community.

For McGill resources on these and related issues, see the [Equity at McGill webpage \(mcgill.ca/equity/resources/harassment-discrimination-sexual-violence\)](http://mcgill.ca/equity/resources/harassment-discrimination-sexual-violence).

For SSMU resources, contact the Equity Commissioners at equity@ssmu.ca.

SEXUAL VIOLENCE

Sexual Violence prevention through education and other systemic and proactive efforts to promote awareness about the nature and effects of sexual violence.

McGill is committed to fostering a safe and respectful space on campus. A variety of supports for survivors of sexual assault, as well as those who are impacted by sexual violence, are available through the [Office for Sexual Violence Response, Support and Education \(OSVRSE\)](http://ssmu.ca/resources/sexual-violence).

For McGill resources on sexual violence, check the [Sexual Violence Support](http://ssmu.ca/resources/sexual-violence) webpage. For SSMU resources on sexual violence, check their webpage [here \(ssmu.ca/resources/sexual-violence\)](http://ssmu.ca/resources/sexual-violence).

For more policies and regulations, check the [McGill Secretariat website](http://mcgill.ca/secretariat), or the website of your faculty or school.

Academic Rights

I HAVE A QUESTION ABOUT MY STUDENT RIGHTS! WHERE CAN I GO?

OFFICE OF THE DEAN OF STUDENTS

(514) 398 - 4990
deanofstudents@mcgill.ca
mcgill.ca/deanofstudents

The Office of the Dean of Students oversees student rights and responsibilities. It is in charge of disciplinary procedures and provides resources and information to help enhance and improve students' academic and personal success.

OFFICE FOR STUDENTS WITH DISABILITIES (OSD)

1010 Sherbrooke Street West, suite 410
mcgill.ca/osd
3459 McTavish Street, Room RS56
(514) 398 - 2480 |
disabilities.students@mcgill.ca
mcgill.ca/osd

The Office for Students with Disabilities (OSD) gives support services and reasonable accommodations to any students at McGill with disabilities. This includes document disabilities that are permanent, temporary, or episodic in nature. Students are invited to contact them for more information on available support. This support could include note-taking services, exam accommodations, and/or assistive technology.

OMBUDSPERSON FOR STUDENTS

3610 McTavish Street, Suite 14
(514) 398 - 7059 |
ombudsperson@mcgill.ca
mcgill.ca/ombudsperson

The Office of the Ombudsperson for Students offers confidential, informal, independent, and impartial dispute resolution services to all members of the student community by providing information, advice, intervention and referrals.

SSMU STUDENT RIGHTS

studentrights@ssmu.ca
The SSMU Students' Rights Researcher and Advocacy Commissioner and VP (University Affairs) are here to answer any questions you may have about your academic or personal rights! They can also provide advice on dispute resolution, including advocating on your behalf.

LEGAL INFORMATION CLINIC MONTREAL (LICM) (licm.ca)

The LICM provides free and confidential advice and representation to McGill students facing disciplinary procedures. Contact them if you are being disciplined, or have questions about your academic and personal rights on campus.