



**Ingram School of Nursing**  
**Programs, Courses and University Regulations**  
**2015-2016**



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

**1 .** McGill University reserves the right to mak

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- 
- 5.9 Academic Standing and Evaluation System, page 25
    - 5.9.1 Grading, page 26
    - 5.9.2 Standing in Undergraduate Nursing Programs, page 26
    - 5.9.3 Examinations, page 27
    - 5.9.4 Academic Integrity, page 28
  - 5.10 Requirements for Licensure (Entry into the Profession), page 28
  - 6 Academic Programs, page 29
    - 6.1 Nursing, page 29
      - 6.1.1 Location, page 29
      - 6.1.2 Programs Offered, page 29
      - 6.1.3 Program Accreditation, page 29
      - 6.1.4 Graduate Programs, page 29
      - 6.1.5 Nursing Admission Requirements and Application Procedures, page 30
        - 6.1.5.1 B.Sc.(N.) Entrance Requirements, page 30
        - 6.1.5.2 B.N. (Integrated) Entrance Requirements, page 31
        - 6.1.5.3 Application Procedures, page 31
        - 6.1.5.4 Application Deadlines, page 32
      - 6.1.6 Nursing Faculty, page 32
        - 6.1.6.1 Clinical and Affiliated Faculty Members, page 36
      - 6.1.7 Bachelor of Science (Nursing) (B.Sc.(N.)) (106 credits) , page 37
      - 6.1.8 Bachelor of Nursing - Integrated Nursing (B.N.I.) (67 credits) , page 39

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## 1 History

The McGill Ingram School of Nursing, a professional School within the Faculty of Medicine, has been educating nurses since 1920. The School is internationally recognized for its distinctive vision, leadership in nursing, and the quality of its programs. McGill nursing graduates have earned a reputation as outstanding clinicians, educators, researchers, and leaders in the discipline.

Over the years, the faculty of the School at McGill has worked to formulate a philosophy about the responsibilities and practice of nursing. This philosophy, known as the *McGill Model of Nursing*, directs the curriculum of the programs at the School and emphasizes health, the family, learning and development, collaboration with clients and working with the resources of individuals, families and communities. Its intent is to actively promote health and well-being in people of all ages and across all situations. The McGill Model is also central to the Department of Nursing of the *McGill University Health Centre*.

The first programs offered at the McGill Ingram School of Nursing in the 1920s were intended to develop knowledge and skill for nurses working in the field of community health. In those early years, education programs offered at McGill were directed at nurses holding diplomas from hospital schools. Since 1957, the School has offered a first level undergraduate degree in nursing to university students interested in health care. The increasing complexity of nursing practice, coupled with the rapid growth of knowledge about human behaviour during health and illness led to the development of the Master's program in nursing in 1961. In 1974, the School opened the first direct entry Master's program in Nursing. This program, which remains the only one of its kind in Canada, admits students with a B.A. or B.Sc. in the social or biological sciences and selected course requisites to a three-year clinically based program of study that leads to a Master's degree in Nursing and to licensure as a registered nurse. In 1993, the joint Doctoral program began in collaboration with the *Université de Montréal*. Continuing its long tradition of innovation and responsiveness, in 2004, the School opened a new Bachelor of Nursing degree for students who complete the DEC 180.A.0 in Quebec and meet the University entrance requirements. The neonatal nurse practitioner program opened in 2005 and the nurse practitioner program in primary care in 2007.

The first doctoral degree in nursing in Canada was awarded at McGill in 1990. In addition, the McGill School continues to publish the *Canadian Journal of Nursing Research*, Canada's first refereed journal of research and scholarly papers in nursing.

The School is located in Wilson Hall, which houses classrooms and faculty offices. The Nursing Learning Lab, housed in University Hall, is just a few steps away. Students registered in the School also take courses in other faculties within the University. Selected experience in nursing is provided in the *McGill University Health Centre*, other McGill affiliated hospitals, and in a wide variety of health agencies in Montreal.

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## 2 Ingram School of Nursing

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### 2.1 Location

Ingram School of Nursing  
Wilson Hall  
3506 University Street  
Montreal QC H3A 2A7  
Canada

Telephone: 514-398-4144

Fax: 514-398-8455

Website: [www.mcgill.ca/nursing](http://www.mcgill.ca/nursing)

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### 2.2 About the Ingram School of Nursing

Part of McGill's Faculty of Medicine, the Ingram School of Nursing has demonstrated leadership in unique ways since 1920.

Our programs present students with the opportunity to explore, discover, and learn about the endless opportunities within, and the faces of, nursing in the 21st century. At the Ingram School of Nursing, dedicated clinical and university-based faculty members are accomplished leaders in the fields of research, clinical practice, and education.





### 3.2.2.1 Proof of Proficiency in English

Applicants are not required to submit proof of proficiency in English if they meet one of the following conditions: their mother tongue/first language is English; or they have completed both Secondary V and a Diploma of Collegial Studies in Quebec; or they have studied for five or more years in an institution where English is the primary language of instruction.

**All other applicants must demonstrate proficiency in English, using one of the following five options:**

- **Test of English as a Foreign Language (TOEFL)**

Most undergraduate programs require 90 (iBT; 577 for the PBT (paper-based test)). Some programs require higher or lower scores.

- **McGill Certificate of Proficiency in English**

For further information about the program, contact:

Department of Language and Intercultural Communication, School of Continuing Studies  
688 Sherbrooke Street West, 11th floor  
Montreal QC H3A 3R1  
Telephone: 514-398-6160  
Email: [info.conted@mcgill.ca](mailto:info.conted@mcgill.ca)  
Website: [www.mcgill.ca/continuingstudies/programs-and-courses/languages](http://www.mcgill.ca/continuingstudies/programs-and-courses/languages)

- **International English Language Testing System (IELTS)**

A band score of 6.5 or better.

- **University of Michigan English Language Test (MELAB)**

A minimum mark of 85%.

- **Advanced Placement International English Language (APIEL)**

A minimum score of 4.

### 3.2.3 Vaccination/Immunization Requirements for Health Sciences Programs

A **compulsory** immunization program exists at McGill for students in the Health Sciences programs. Health Sciences students must start the immunization process as soon as they are accepted at McGill and must complete it well before they are permitted contact with patients. Entry into the McGill University Teaching Hospitals may be delayed if immunizations are incomplete according to the information provided by the McGill Student Health Service: [www.mcgill.ca/studenthealth/immunize/forms](http://www.mcgill.ca/studenthealth/immunize/forms).

Proof of immunity must be written and signed by either a nurse or a physician. For details, see [www.mcgill.ca/studenthealth/immunize/vaccine](http://www.mcgill.ca/studenthealth/immunize/vaccine).

**There are no exceptions to these requirements. Students who do not meet these requirements will be asked to withdraw.**

Vaccination against other infectious diseases such as influenza may be required.

Current information indicates that there is a potential risk of transmission of Hepatitis B from practitioner to patients in the clinical dental setting. Therefore, applicants for the D.M.D. program, Multidisciplinary Residency Program in Dentistry and M.Sc. in Oral and Maxillofacial Surgery will be required to be tested for Hepatitis B surface antigen by the McGill Student Health Services. Applicants who test positive for Hepatitis B surface antigen will be tested for Hepatitis B “e” antigen and Hepatitis B viral DNA to help determine infectivity risk. If either Hepatitis B “e” or Hepatitis B viral DNA is positive, the offer of acceptance will be withdrawn and registration in the program will not be completed.

Health Sciences students who think they might be infected or think they have been exposed to a blood-borne disease should be tested for any or all blood-borne pathogens.

Students who are seropositive for Hepatitis B, C, HIV, and/or any other blood-borne pathogens have an obligation to notify the Dean or Director of the school as soon as they know their serologic status. These students will be referred to the "Service d'évaluation du risque de transmission d'infections hématogènes", a provincial service responsible for all infected workers, including medical students. This service will make recommendations to the students and Faculty based on current scientific knowledge and relevant guidelines and practices. Students must follow the recommendations of the Service. The Service may recommend restricting the practice of these students. Students who carry blood-borne pathogens may not be permitted to perform procedures involving needles, scalpels or other sharp objects as this may pose a risk to patients and co-workers. **This means that they may not be able to complete their clinical requirements and may be required to withdraw.**

**Applicants who know they are carrying blood-borne pathogens should consider carefully their intention to become healthcare workers and govern themselves accordingly.**

Students involved in patient care who develop any contagious disease placing patients at risk must immediately discuss their condition with their supervisor and they may be required to temporarily stop clinical activities. McGill University considers it important for Health Sciences students to fulfil their ethical obligation to patients by taking appropriate measures to minimize the transmission of disease.

Students will receive details of the immunization requirements with their acceptance package and on the following website:

[www.mcgill.ca/studenthealth/immunize/forms](http://www.mcgill.ca/studenthealth/immunize/forms). Immunizations can be completed at McGill Student Health Services which operates during the summer.

For information on how to make a Student Health Services clinic appointment see [www.mcgill.ca/studenthealth/see-doctor/appointments](http://www.mcgill.ca/studenthealth/see-doctor/appointments).



**Note:** You must also refer to your specific Faculty's or School's immunization section to be certain that all immunization requirements have been fulfilled.



**Note for Medicine and Dentistry:** M.D.,C.M. and D.M.D. students must also refer to [www.mcgill.ca/ugme/student-affairs/infection-control-immunization](http://www.mcgill.ca/ugme/student-affairs/infection-control-immunization).

### 3.3 Fees: Health Sciences

The information in this publication was updated in April 2015. The University reserves the right to make changes without notice in the published scale of fees.

Further information regarding fees is available at [University Regulations and Resources > Undergraduate > : Fees](#) , and on the [Student Accounts](#) website.

#### Fees for the Health Sciences (rates as of 2014-2015)

##### Application Fees:

All undergraduate programs, <i>excluding</i> Medicine	\$102.20
Medicine	\$143.08
Reconsideration fee	\$40

##### Repayment Fee:

Dentistry	\$500
Pre-Dentistry	\$300
Medicine	\$500

#### Communication Sciences and Disorders Fees

M.Sc.A. ID Badge - First Year	\$23.70
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#### Dentistry - Purchases of Equipment and Materials Fee

In addition to the fees shown on the list of fees for Dentistry, students must purchase certain items of equipment and supplies from the Faculty of Dentistry. The fee also includes an amount for general supplies in the laboratories and clinics and will be billed on your e-bill.

The cost of these purchases (including GST and QST) in 2014–2015 was as follows:

First Year (starting 2014-2015)	\$343.54
	\$17,808.67

**Dental Students' Society New Facility Contribution**

Years 1 through 4**	\$5,000
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\*\* The Dental Students' Society has voted that as of September 2014, incoming dental students will pay \$5000 per year throughout the four years of their program as a contribution towards the new Faculty of Dentistry facility. Please visit [this section](#) of our website for more information about this new project.

**Dental Clinic/Lab Usage Fee (as of 2014-2015)**

Second Year	\$1,026
Third Year	\$2,052
Fourth Year	\$2,052

**Dentistry - Laptops**

The Faculty of Dentistry uses web-based courseware and examinations. Students are required to be equipped with laptops that meet certain minimum requirements.

**Dentistry and Medicine - Microscopes**

In order to ensure that each student is adequately equipped for the microscopic work in histology, microbiology and pathology, a binocular microscope is provided for all students in first and second year.

**Nursing Fees**

Books, Uniform, Stethoscope, etc.	\$2,500
Graduate Pins – Third Year	\$50 to \$160
Nursing Explorations – 3 years	\$55 to \$75 per year
Name Badge – First Year	\$23
OIIQ registration fee (paid at the OIIQ)	\$218.45 (for duration of program)

**Physical and Occupational Therapy Fees**

Books and Other Equipment	\$1,000
Laboratory Materials	\$59.96

**3.4 Immigration Information**

**Unless** their studies at McGill will be completed in less than six (6) months, all students, other than Canadian citizens and Permanent Residents of Canada, must obtain proper authorization from both Quebec and Canadian Immigration officials prior to proceeding to Canada and/or commencing studies. The process begins with a Letter of Acceptance from McGill University.

Details on Canadian immigration regulations may be obtained from the closest Canadian Visa Service (CVS) of [Immigration Canada](#).

In addition, International Student Services prepares a “Getting Started” pamphlet along with a detailed Handbook for international students, which is sent to all accepted applicants. The Handbook is also available on the [International Student Services website](#)

**Hosmer House**

3630 Promenade Sir-William-Osler, Montreal, QC H3G 1Y5

Built in 1901, for Ogilvie Flour Mill founder Charles Hosmer, this heritage building and its coach house, designed by architect Edward Maxwell, houses teaching and research facilities of the School of Physical and Occupational Therapy.

**Hosmer House Annex**

3541 de la Montagne, Montreal, QC H3G 2A2

Some of the teaching facilities of the School of Physical and Occupational Therapy are located in this building.

**Hugessen House**

3666 McTavish Street, Montreal, QC H3A 1Y2

This building houses 4 Administrative Excellence Centres (AEC).

**Irving Ludmer Psychiatry Research and Training Building**

1033 Pine Avenue West, Montreal, QC H3A 1A1

In 1943 a large building and site were donated as a basis for the development of an Institute of Psychiatry. The building was reconstructed to permit the establishment of a 50-bed unit, together with extensive research laboratories, and opened in 1944.

In 1946 the first day-hospital in the world was opened at the Institute and in 1953 a 50-bed wing was added. In 1985, another wing, housing in-patient services, psychology and occupational therapy, was added.

The Irving Ludmer Psychiatry Research and Training Building of the Department of Psychiatry was built by McGill University in 1963, providing an extensive and modern research facility.

**Lady Meredith Annex**

3706/3708 Peel Street, Montreal, QC H3A 1W9

This annex is the new on-campus social space for medical students, complete with computers, study desks, sofas, and other furnishings, and also houses the Faculty of Medicine Communications Office and the Offices of Student and Resident Affairs.

**Lady Meredith House**

1110 Pine Avenue West, Montreal, QC H3A 1A3

This building currently houses the Division of Experimental Medicine; the Centre for Medical Education; the offices of Occupational Health and Distance Education; the Faculty Development Office; and the McGill Continuing Professional Development Office.

**Lyman Duff Medical Building**

3775 University Street, Montreal, QC H3A 2B4

Opened for use in 1924, the b

The Faculty of Dentistry and the School of Communication Sciences and Disorders both relocated to this site, which is located at the corner of McGill College Avenue and Sherbrooke Street. The building houses Dentistry's administrative offices; Oral Health and Society Research Group; the teaching laboratories and classrooms; and the Undergraduate Teaching Clinic (formerly at the Montreal General Hospital), and the School of Communication Sciences and Disorders administrative offices, faculty laboratories, and classrooms (formerly in Beatty Hall).

**Purvis Hall**

1020 Pine Avenue West, Montreal, QC H3A 1A2

Purvis Hall, one of several old mansions in the historic “Golden Square Mile” of Montreal, is situated at the corner of Peel and Pine. This building is dedicated to the administrative offices, teaching, and research activities of the Department of Epidemiology, Biostatistics, and Occupational Health.

**Rabinovitch House**

3640, rue de la Montagne, Montreal, QC H3G 2A8

This building houses the Centre for Research on Brain, Language, and Music; research facilities of the School of Physical and Occupational Therapy; and the McGill Phonathon.

**Strathcona Anatomy and Dentistry Building**

3640 University Street, Montreal, QC H3A 0C7

This building, opened in 1911, houses the research wet laboratories and research administration of the Faculty of Dentistry, offices and laboratories of the Department of Anatomy and Cell Biology, the Programs in Whole Person Care, and the Polypeptide Hormone laboratory.

**Wilson Hall**

3506 University Street, Montreal, QC H3A 2A7

The Ingram School of Nursing shares this main campus building with the School of Social Work.

**3.5.1.2 Macdonald Campus**

**Macdonald-Stewart Building**

21,111 Lakeshore Rd., Ste-Anne-de-Bellevue, QC H9X 3V9

This building, completed in 1978, houses the administrative offices and laboratories for the School of Dietetics and Human Nutrition and the Faculty of Agricultural and Environmental Sciences.

**3.5.2 Hospitals**

**3.5.2.1 McGill University Teaching Hospitals**

The teaching hospital network of McGill University is an integral part of the research, teaching, and clinical activities of the Faculty of Medicine. By agreement and tradition, the administration, medical staff, and scientific personnel of these institutions are closely integrated with McGill University and form the basis for the clinical departments of the Faculty of Medicine.

**McGill University Health Centre (MUHC) / Centre universitaire de santé McGill (CUSM)** is a merger of seven teaching hospitals affiliated with the Faculty of Medicine at McGill University. The activities of the MUHC are carried out at the following locations:

**The Montreal Children's Hospital, the Royal Victoria Hospital, the Montreal Chest Institute, and the Cedars Cancer Centre at the Glen Site**

1001 Décarie Boulevard  
 Montreal QC H4A 3J1  
 Telephone: 514-934-1934  
 Website: [muhc.ca/glen](http://muhc.ca/glen)

**The Montreal General Hospital**

1650 Cedar Avenue  
 Montreal QC H3G 1A4  
 Telephone: 514-934-1934  
 Website: [muhc.ca/mgh/dashboard](http://muhc.ca/mgh/dashboard)

**The Montreal Neurological Institute and Hospital**

3801 University Street  
 Montreal QC H3A 2B4  
 Telephone: 514-398-6644  
 Website: [muhc.ca/mnh/dashboard](http://muhc.ca/mnh/dashboard)

**The Lachine Hospital**

650 16th Avenue  
 Lachine QC H8S 3N5  
 Telephone: 514-634-2351

Website: [muhc.ca/lachine/dashboard](http://muhc.ca/lachine/dashboard)

Each year the MUHC receives over 700,000 ambulatory visits (clinics only), approximately 40,000 in-patient stays, and trains over 600 residents and 300 clinical fellows, as well as 700 undergraduate medical students and 400 foreign students. In addition, the MUHC Nursing Department and the McGill University Ingram School of Nursing train nearly 200 student nurses, as well as nurses pursuing graduate degrees.

The MUHC has close to 14,000 health care and other personnel working within the organization's eight clinical missions:

- The Montreal Children's Hospital;
- The Lachine Hospital;
- Medicine;
- Surgery;
- Neurosciences;
- Mental Health;
- Women's Health;
- Cancer Care.

The Research Institute of the McGill University Health Centre (RI MUHC) is a world-renowned biomedical and health care hospital research centre. The Institute is the research arm of the MUHC affiliated with the Faculty of Medicine at McGill University and a major training and teaching centre to over 1,200 graduate students, postdocs, and fellows devoted to a broad spectrum of fundamental and clinical research. Operating at the forefront of knowledge, innovation and technology, it is inextricably linked to the clinical programs of the MUHC, ensuring that patients benefit directly from the latest research-based knowledge. More information is available at <http://muhc.ca/research>







3647 Peel Street  
Montreal QC H3A 1X1  
Telephone: 514-398-6980  
Fax: 514-398-8349  
Website: [www.mcgill.ca/biomedicalethicsunit](http://www.mcgill.ca/biomedicalethicsunit)

The Biomedical Ethics Unit (BEU) offers graduate courses, lectures and rounds for residents and other health care workers. The BEU also administers the Master's specialization in Bioethics for students in the Faculties of Medicine, Law, Religious Studies and the Department of Philosophy. The program emphasizes the conceptual and practical aspects of bioethics and typically takes two years to complete. Current faculty members have training in philosophy, religious studies, medicine, history, anthropology, sociology, epidemiology, molecular biology, and genetics. The BEU faculty and trainees are active in a variety of interdisciplinary research areas including anti-aging research, clinical trials research, genetics, reproductive technologies, access to care, public health ethics, health inequalities, bioethics, and end-of-life care policies, and ethics education. The BEU also provides in-hospital clinical ethics consultation services on the Clinical and Ethics Committees for the McGill Health Centre.

Faculty members and research associates actively collaborate with other McGill faculty members nationally and internationally in research, teaching, and clinical activities. There are currently five faculty members plus affiliate members, postdoctoral fellows, and graduate students.

#### **Centre for Bone and Periodontal Research**

740 Doctor Penfield Avenue, Room 2207  
Montreal QC H3A 0G1  
Telephone: 514-398-6028  
Fax: 514-398-4020  
Website: [www.bone.mcgill.ca](http://www.bone.mcgill.ca)

The Centre for Bone and Periodontal Research was established in October 2001 to promote and facilitate research and training in the areas of bone, cartilage and periodontal disease. The Centre is currently the interests of more than 60 clinical and fundamental scientists, many of whom are recognized internationally for their work in osteostatic and metabolic bone disease and developmental biology.

The Centre provides advanced instrumentation for hard tissue research and has the capacity to translate advances into improved diagnosis, prevention and treatment of diseases involving bone and cartilage.

#### **Centre for Medical Education**

Lady Meredith House  
1140 Pine Avenue West, Room 205  
Montreal QC H3A 2B4  
Telephone: 514-398-7246  
Fax: 514-398-7246  
Website: [www.mcgill.ca/centreformed](http://www.mcgill.ca/centreformed)

The Centre for Medical Education promotes excellence and scholarship across all



1001 boulevard Décarie, Glen Block E  
Program Mail Drop EM3 3211  
Montreal QC H4A 3J1  
Telephone: 514-934-1934, ext. 42815  
Website: [www.mcgill.ca/tb](http://www.mcgill.ca/tb)

The McGill International TB Centre brings together over 20 investigators with expertise ranging from economics to mouse models, working both at an academic centre and with a number of collaborating groups around the world.

The Centre includes researchers interested in biomedical, clinical, epidemiologic, and social determinants of TB.

The Life Sciences Library service point, located on the third floor of the McIntyre Medical Sciences Building, provides borrowing access to course reserves materials. McGill faculty, staff, and students can also request materials from other library branches or through the interlibrary loan service (ILL) and pick them up at this service point. A life sciences librarian is available for research assistance during service hours.

McIntyre Medical Building  
3rd floor - 3655 Promenade Sir William Osler  
Montreal QC H3G 1Y6  
Website: [www.mcgill.ca/library/branches/lsl](http://www.mcgill.ca/library/branches/lsl)

The Library's hours vary throughout the year and are available on the website noted above or by telephoning 514-398-4475.

#### **Osler Library of the History of Medicine**

The Osler Library of the History of Medicine is physically and intellectually connected to the Life Sciences Library. The Library has as its nucleus the 8,000 volumes willed to McGill University in 1919 by Sir William Osler (one of its most famous pupils and teachers). The collection now totals over 90,000 volumes including older, rare materials as well as current books and periodicals about the history of the health sciences and related areas.

McIntyre Medical Building  
3rd floor - 3655 Promenade Sir William Osler  
Montreal QC H3G 1Y6  
Website: [www.mcgill.ca/library/branches/osler](http://www.mcgill.ca/library/branches/osler)

The Osler Library is open to all who wish to consult its collections and current material is available for loan to all McGill faculty, staff and students. The Library is open on weekdays from 9:00 a.m. to 5:00 p.m. and in July and August is also closed on Fridays.

#### **Schulich Library**

The Schulich Library, which occupies the Macdonald-Stewart Library Building, has an extensiv

**Woman's General/Reddy Memorial and A.W. Lindsay Award**

Established in 2001 by joint gifts from alumnae of the Reddy Memorial Hospital (formerly the Woman's General Hospital) and Estelle Aspler, Cert. Nursing, 1947, whose gifts are in memory of Agnes Winonah Lindsay, B.N. 1950. Awarded by the Ingram School of Nursing to undergraduate students who have completed at least one year of their degree program. Preference shall be given to students who are returning to obtain a university degree after working in the nursing profession with a college diploma.

Estimated value: \$400.

**Luella Downing Prize in Nursing**

Established in 2006 through a bequest by Luella Downing. Awarded by the Ingram School of Nursing to an undergraduate student who has completed at least one year of study at the School. Awarded to a student who has contributed to the life of the School and her or his class.

Estimated value: \$400.

**Mildred B. Lande Scholarship in the School of Nursing**

Established in 2008 by Mrs. Mildred Lande, C.M., B.A. 1936, for an outstanding undergraduate student or students who have completed at least one year of the Nursing Program.

Estimated value: \$1,500 for two scholarships or \$3,000 for one student.

**Nursing Alumnae Award**

Several scholarships of approximately \$1,000 each. Awarded annually to undergraduate nursing students in the second and third year of their program and to students in the graduate program in Nursing. Some of these prizes are named: the Marion Lindeburgh Scholarship, the Irma Riley Award, the Agnes Boisdé Award, the Montreal General Hospital Alumnae Association Award and the MGH Flo Mackenzie Award. Application is made at the School early in the Fall term.

**The Robert H. Lennox and Elizabeth Graham Lennox Scholarships in Science and in Nursing**

Established in 2007 by Elizabeth Graham Lennox, RN(RVH), in memory of her husband, Robert H. Lennox, B.Sc. 1941, M.D., C.M. 1943, Dip. Med. 1946, RCNVR. One scholarship to be awarded to an outstanding undergraduate student in the Faculty of Science who has completed at least one year of a B.Sc. program and a second to be awarded to an outstanding undergraduate student who has completed at least one year of the B.Sc.(N.) program. Awarded on the basis of high academic standing with a preference to international students selected, respectively, by the Faculty of Science Scholarships Committee and the Ingram School of Nursing Scholarships Committee.

Estimated value: \$2,000 each.



**Note:** The Ingram School of Nursing also awards Book Prizes. Students are encouraged to inquire with the Ingram School of Nursing for additional fellowships and scholarships available within the current academic year.

**Prizes Awarded at Convocation****Anne Marie Fong Hum Memorial Prize**

Established in 1985 and awarded to the student who has demonstrated sensitivity and skill in helping patients and families cope with situations related to long-term illness.

Estimated value: \$500.

**Barbara Ann Altshuler Prize in Nursing**

Established in 2006 by David Altshuler and the Altshuler family, in honour of his mother, Barbara Altshuler, D.I.P, P.Th. 1958. Awarded by the Ingram School of Nursing to an undergraduate nursing student on the basis of clinical and academic achievement.

Estimated value: \$1,000.

**Evelyn Rocque Malowany Prize in Nursing**

Established in 2007 by Evelyn Rocque Malowany. Awarded by the Ingram School of Nursing to a graduating student who has demonstrated initiative and leadership in the profession.

Estimated value: \$500.

**Lexy L.emic year**

Official registration through Minerva must be completed by the Orientation Session in August. Students registering late for reasons unrelated to the admission procedure are subject to the late payment and registration fees. See [University Regulations and Resources](#) > *Undergraduate* > : [Registration](#) for more information.

Returning students are responsible for ensuring that registration is complete as per Univ

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## 5.7 Clinical Requirements for Undergraduate Programs

B.Sc.(N.) students must be registered as Nursing Students (*immatriculation*) with the *Ordre des infirmières et infirmiers du Québec* (OIIQ), and B.N.(I.) students must be licensed with the OIIQ in order to enter into clinical courses as outlined in [section 5.8: Registration with the Profession \(Immatriculation or Licensing during the Course of Study\)](#) and in the *Ingram School of Nursing Faculty and Student Handbook* .

B.Sc.(N.) and B.N.(I.) students must also meet the following requirements:

### 5.7.1 Vaccination/Immunization Requirements

See [section 3.2.3: Vaccination/Immunization Requirements for Health Sciences Programs](#). See



- Clinical courses can require that students study during the day time, evening, and weekends; clinical studies in NUR1 530 can involve days, evenings, and night-time studies during the week and on weekends;
- Success in NUR1 220 Therapeutic Relationships is required for entry into NUR1 234 and NUR1 235 (students who have not been successful in NUR1 220 cannot proceed to NUR1 234 or NUR1 235, even if in Satisfactory Standing);
- Students requesting clinical placements outside the McGill University Teaching Hospital Network (option only available for NUR1 530), or on Specialized Units (e.g., Intensive Care, Emergency Department) within the McGill University Teaching Network, must be in Satisfactory Standing in their program as well as have a CGPA of at least 3.2. Certain placements may require a higher CGPA. Placement decisions in NUR1 530 take into account the strength and completeness of the proposal for placement, the lev



- been readmitted as “Unsatisfactory Readmitted”; the student remains on probation until the conditions specified in their letter of readmission are met.

Students in probationary standing may continue in their program, but must carry a reduced load (maximum 14 credits per term). They must maintain a TGPA of a minimum 2.5 and obtain a CGPA of 2.0 or above at the end of the next academic year to return to satisfactory standing (see above). Students on probation must also meet any requirements outlined by the Student Standing and Promotions Committee. Any student on probation should see their faculty adviser to discuss their course selection and degree planning.

### **Clinic Alert**

A student who meets any of the following criteria is placed on Clinic Alert:

- The student who obtains a grade in the Below Expectations category (i.e., B-, C, or C+) in a graded clinical course (i.e., NUR1 233, NUR1 234, NUR1 235, NUR1 331, NUR1 332, NUR1 431, NUR1 432) or in NUR1 220 Therapeutic Relationships.
- The student's pattern of performance during the clinical evaluation period indicates steady decline.
- The student's conduct in the areas of professionalism or moral/ethical behaviour is a concern (but meets minimum standards).
- The student has been out of clinical studies for two or more semester.
- The student has failed a clinical course and has been allowed to repeat this course.

The student is allowed to continue into the subsequent clinical course but must meet the criteria outlined in the learning plan that is established between the student and clinical course coordinator. Failure to meet the learning plan criteria results in a grade of F. Only one Clinic Alert is allowed in the program of study. The clinic alert standing is not recorded on the student's Minerva record.

### **Unsatisfactory Standing**

Students in unsatisfactory standing have not met the minimum standards set by the Ingram School of Nursing. Students in unsatisfactory standing are required to withdraw from the program. These students should consult their nursing adviser for guidance as their status in the University may be deemed satisfactory in programs with less rigorous standing requirements.

Unsatisfactory Standing is granted when the student:

- obtains a CGPA of < 1.5;
- obtains a CGPA of between 1.5 - 1.99 and the number of allowable failures in nursing and non-nursing courses has been exceeded and the student has not been granted permission to remain in the program;
- was previously in probationary standing (includes Unsatisfactory Readmitted students) or interim Unsatisfactory Standing and the TGPA is below 2.5 and the CGPA is below 2.0 OR the student fails to meet the requirements outlined by the Student Standing and Promotions Committee;
- has failed a clinical course and the student has not been allowed to repeat the course;
- has failed to demonstrate professional behaviour or integrity by not adhering with standards in classroom and clinical studies (including performance at the Simulation Centre and in the Ingram School of Nursing Learning Lab), by violating:
  - the Quebec Code of Ethics of Nurses;
  - the McGill University Code of Student Conduct (as outlined in the [Handbook of Student Rights and Responsibilities](#));
  - or the Faculty of Medicine Code of Conduct;

and has not been allowed to continue in the program;

- is considered incompetent and/or unsuitable for the practice of Nursing.

### **Interim Standings**

Any student who, after only one semester of studies in the program, does not meet satisfactory standing requirements, is granted an interim standing (e.g., interim probation; interim unsatisfactory). Students in interim standing may continue in their program, but must meet with their faculty adviser to evaluate their course load and reduce it as appropriate.

### **Appeals**

Only standing decisions that place the student in Unsatisfactory Standing or require the student to withdraw from the program of study can be appealed. In such cases, the student mak

An examination may be deferred for reasons of illness or family crisis **only** by permission of the Program Director. This verification (generally a medical certificate or appropriate document) must be supplied **as per McGill deadlines** posted at [www.mcgill.ca/students/exams/supdefer](http://www.mcgill.ca/students/exams/supdefer).



**Note:** This stipulation refers to any course taken in the program of study, i.e., nursing and non-nursing courses. Students who are unable to write their deferred exam(s) as scheduled due to documented illness, family affliction, or other crisis, must contact the Nursing Student Affairs Office to initiate a withdrawal from the deferred exam(s). If the withdrawal is not approved, a final grade of “J” (absent) will appear on the student's transcript, and will count as zero in the grade point average (GPA).

### Reassessments and Rereads

Requests for reassessments are made to the Student Standing and Promotions Committee within 10 working days after the graded material has been made available for student viewing. An impartial reviewer recalculates the grade based on the allocation of grades and, rather than re-correct the work and grade it as they would have done themselves, reviewers assess the appropriateness of the original grade based, for example, on the application of the grading key to the student's work. Reassessments are free.

A written request for a reread is submitted to the Student Standing and Promotions Committee (see deadlines below). A reread involves a cost to the student. Grades are either raised, lowered, or remain the same, as the result of a reread. Rereads for courses not administered by the Ingram School of Nursing are subject to the deadlines and regulations of the relevant faculty.

### Procedures Governing Reassessment/Rereads

Reassessment is done free of charge. Computer-marked examinations can be reassessed but not reread. **There is a fee for the reread** of a final examination or paper. Visit [www.mcgill.ca/student-accounts/tuition-fees/non-tuition-charges/other](http://www.mcgill.ca/student-accounts/tuition-fees/non-tuition-charges/other) for details.

### Application Deadlines for Rereads

- March 31 for courses ending in the Fall term
- July 31 for courses ending in the Winter term
- August 31 for courses ending in May

Requests for reassessments or rereads in more than one course per term are not permitted.

Reassessments or rereads are not available for supplemental examinations.

## 5.9.4 Academic Integrity

For information on academic integrity, see [University Regulations and Resources](#) > [Undergraduate](#) > [General Policies and Information](#) > [: Academic Integrity](#).

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## 5.10 Requirements for Licensure (Entry into the Profession)

For licensing as a registered Nurse in the Pro

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## **6 Academic Programs**

The programs and courses in the following sections have been approved for the **2015–2016** academic year as listed. The Faculty/School reserves the right

1. **Nurses holding a bachelor's degree in nursing** equivalent to the B.Sc.(N.) or B.N. (Integrated) undergraduate degree offered at McGill must choose a concentration from the following: *Clinical Nurse Specialist, Global Health Clinical Nurse Specialist, Neonatology Nurse Practitioner, Nursing Education, Nursing Services Administration, and Primary Care Nurse Practitioner.*
  2. **Graduates with a general B.A. or B.Sc.** from programs comparable to the McGill undergraduate degrees and no previous nursing preparation may only choose the *Direct Entry Nursing* or the *Global Health Direct Entry* concentrations. This route of entry to graduate studies in nursing is unique in Canada.
- **Graduate Certificates** are offered in *Theory in Neonatology* and *Theory in Primary Care*. **Graduate Diplomas** are offered in *Neonatal Nurse Practitioner* and in *Primary Care Nurse Practitioner*.

Applications to the Graduate Certificates and Diplomas are accepted from:

1. Licensed nurses with a minimum of a baccalaureate degree;
2. A minimum of two years experience in the field of neonatology or in 95.866 619.22 Tmor B.Sc.

- Grade 12 Mathematics (precalculus)
- At least two of: Grade 12 Biology, Chemistry or Physics
- Grade 12 English or French

**Applicants from other Univ**

All applications must be accompanied by a non-refundable fee; please see the [Student Accounts](#) website for application fee amounts and other details. McGill does not offer application fee waivers.



**Associate Professors**

Carmen G. Loiselle; N., B.Sc.(N.)(Montr.), M.S., Ph.D.(Wisc.-Madison)  
 Christine Maheu; N., B.Sc.(N.), M.Sc.(Montr.), Ph.D.(INSERM), Post Doc.(Br. Col.)  
 Margaret Purden; N., B.Sc.(N.), Ph.D.(McG.)  
 Sonia Semenic; N., B.A., M.Sc.A., Ph.D.(McG.), Post Doc.(Ott.)

**Assistant Professors**

Madeleine M. Buck; N., B.Sc.(N.), M.Sc.A.(McG.)  
 Catherine P. Gros; N., B.Sc.(Mass.), M.Sc.A.(McG.) (*part-time*)  
 Sylvie Lambert; N., B.Sc.(N.), Ph.D.(McG.), Post Doc.(Newcastle, Australia)  
 Linda McHarg; N., B.N., M.Ed.(McG.), Ph.D.(Montr.)  
 Argerie Tsimicalis; N., B.Sc.(N.)(Windsor), M.Sc.(Qu.), Ph.D.(Tor.), Post Doc.(Col.)

**Faculty Lecturers**

Cheryl Armistead; N., B.Sc.(N.), M.Sc.(N.)(Ott.)  
 Josée Bonneau; N., B.Sc.(N.), M.Sc.(N.)(Montr.)  
 Annie Chevrier; N., B.N.(I.), M.Sc.A.(McG.)  
 Maria Di Feo; N., B.Sc.(N.)(Montr.)  
 Elaine Doucette; N., B.Sc.(C'dia), B.Sc.(N.), M.Sc.(N.)(Ott.)  
 Françoise Filion; N., B.Sc.(N.), M.Sc.(N.)(Montr.)  
 Diana Gausden; N., SCPHN(Southbank Univ., Lond.) (*part-time*)  
 Heather D. Hart; N., B.Sc.(N.)(W. Ont.), B.Ed.(Bran.), M.Sc.A.(McG.) (*part-time*)  
 Sandie Larouche; N., B.Sc.(N.)(Laval), M.Sc.A.(McG.)  
 Norma Ponzoni; N., B.Sc.(N.), M.Sc.(N.), Ph.D.(c)(Montr.)  
 Rosalia Sanzone; N., B.Sc.(N.), M.Sc.A.(McG.)  
 Jodi Tuck; N., B.Sc.(McM.), M.Sc.A.(McG.)

**Contracted Faculty (part-time)**

Tamar Amichai; N., B.A., M.Sc.A.(McG.)  
 Rosetta Antonacci; N., M.Sc.(Admin.)(Laval)  
 Elsa Artega Bernal; N., B.Sc.(N.)(McG.)  
 Melissa Asselin; N., B.N.(I.)(McG.)  
 Vanessa Jane Barry-Shaw; N., B.Sc.(C'dia), M.Sc.A.(McG.)  
 Alain Biron; N., B.Sc.(McG.), M.Sc.(N.)(Montr.), Ph.D.(McG.)  
 Sandra Bradford-Macalanda; N., B.Sc.(N.)(SUNY), M.N.(Athab.)  
 Theresa Broda; N., B.Sc.(N.)(McG.), B.Sc.(N.)(Ott.)  
 Carolyn Brown; N., N.P., B.N.(I.), M.Sc.A., Grad.Dip.(NP-PC)(McG.)  
 Susan Buddo; N., B.Sc.(N.)(Br. Col.), M.N.(Athab.)  
 Amanda Cervantes; N., B.F.A.(NYU), M.Sc.A.(McG.)  
 Sophie Charland; N., IPS-PL, B.Sc.(N.), M.Sc.(Montr.)  
 Lynne Chlala; B.A., LL.B.(McG.)  
 Gomane Nerline Colimon; N., B.Sc.(N.)(McG.)  
 Claudia Conte; N., B.Sc.(N.)(McG.)  
 Hermes Cornejo; N., B.Sc.(N.)(Chile), M.Sc.(N.)(Montr.)  
 Hedda Coronado; N., B.Sc.(N.)(Philippines)

**Contracted Faculty (part-time)**

**Contracted Faculty (part-time)**

Sharon Mooney; N., B.A.(C'dia), B.Sc.(N.)(Br. Col.), M.A.(C'dia)  
 Linda Morneault; N., B.Sc.(N.)(McG.), M.Sc.(SUNY)  
 Frederick Peter Nestel; B.Sc.(McG.), M.Sc.(Qu.), Ph.D.(McG.)  
 Tessa Nicols; N., B.Sc.(N.)(Ott.)  
 Trisha Andrea Nonog; N., B.N.(I.)(McG.)  
 Mary Owen; N., B.A.(C'dia), B.Sc.(N.)(Br. Col.)  
 Josette Perreault; N., B.N.(McG.)  
 Silvia Pistagnesi; N., B.Sc.(N.), M.Sc.A.(McG.)  
 Nicole Rheaume; N., B.Sc.(N.)(McG.)  
 Ramona Rodrigues; N., B.Sc., M.Sc.A.(McG.)  
 Patricia Sabbag; N., B.Sc.(N.), M.Sc.A.(McG.)  
 Irene Sarasua; N., B.A.(Tor.), M.Sc.A.(McG.)  
 Anita Sharma; N., B.A.(Manit.), B.Sc.(N.)(McG.)  
 Sharon Snyder; N., B.N.(I.)(McG.)  
 Marianna Sofronas; N., B.A.(McG.), M.A.(New Sch. Soc. Res.), M.Sc.A.(McG.)  
 Elisabeth Solyom; N., B.Sc., B.Sc.(N.)(McG.)  
 Anna Tazian; N., B.Sc.(N.), M.P.H.(Beirut)  
 Mehdi Torkashvand; N., B.Sc.(N.)(Tehran Univ. of Medical Sciences)  
 Reichell Torres; N., B.N.(McG.)  
 Brett Thombs; B.A.(N'western), M.A.(Ariz.), M.A., Ph.D.(Fordham), Post Doc.(Johns Hop.)  
 Antonina Triassi; N., B.N.(I.)(McG.)  
 Gerald van Gorp; B.A., M.D.,C.M.(Dal.)  
 Stephanie Welsh; N., B.Sc.(N.)(Ott.)  
 Maggie Wilson; N., B.Sc.(Manit.), M.Sc.A.(McG.)  
 Sue Wong; N., B.Ed., B.N.(I.), M.Sc.A., Grad.Cert.(NP-PC), Grad.Dip.(NP-PC)(McG.)  
 Vanessa Wrzesien; N., B.Sc.(N.), M.Sc.A.(McG.)  
 Nadia Zouari; N., B.N.(I.)(McG.)

**McGill University Health Centre (MUHC)**

Lachine Hospital & Camille-Lefebvre Pavillion  
 Montreal Chest Institute  
 Montreal Children's Hospital  
 Montreal General Hospital  
 Montreal Neurological Institute  
 Royal Victoria Hospital

**McGill University Teaching Hospitals and Affiliated Centres (MUTHC)**

Douglas Mental Health University Institute  
 Jewish General Hospital  
 Shriners' Hospital for Children  
 St. Mary's Hospital Centre

**Other Teaching Centres**

Batshaw Youth and Family Centre

### Other Teaching Centres

Cambridge Residence  
 Concordia University Health Clinic  
 CSSS Bordeaux-Cartierville-St. Laurent  
 CSSS Cavendish (CLSC NDG-MTL Ouest, CLSC René Cassin, Henri-Bradet Day Center, Julius Richardson, GMF Queen Elizabeth)  
 CSSS de la Montagne (CLSC Côte des Neiges, CLSC Metro, CLSC Parc Extension)  
 CSSS de l'Ouest de l'île (CLSC Pierrefonds, CLSC Lac St. Louis, Lakeshore General Hospital)  
 CSSS Dorval-Lachine-Lasalle (CLSC Lasalle, CLSC Dorval-Lachine, LaSalle Hospital)  
 CSSS Jardins-Rousillion (CLSC Kateri, CLSC Châteauguay)  
 CSSS Lucille-Teasdale  
 CSSS Pointe de l'île  
 CSSS St. Leonard-St. Michel  
 CSSS Sud Ouest Verdun (CLSC St. Henri, CLSC Verdun, CLSC Ville Emard-Côte St. Paul, Hôpital Verdun)  
 Jewish Eldercare Day Centre  
 Jewish Rehabilitation Hospital  
 Kateri Memorial Hospital  
 Maimonides Hospital Geriatric Centre  
 Manoir Montefiore  
 Manoir Westmount  
 Montreal Association for the Blind – Mackay Rehabilitation Centre  
 Mount Sinai Hospital  
 Salvation Army Montclair Residence  
 Ste. Anne's Veteran Hospital  
 Tulattavik Health Centre Kuujuaq  
 Ukrainian Villa  
 Vista Residence  
 Waldorf Residence  
 Welcome Hall Mission  
 West Island Palliative Care Residence  
 West Montreal Readaptation Centre

### International Sites

A range of international placement sites is collated by the Clinical Placement Coordinators.

### Directors of Nursing Research in Teaching Hospitals

*MUHC* – Andreeanne Saucier  
*Jewish General Hospital* – Margaret Purden

#### 6.1.6.1 Clinical and Affiliated Faculty Members

##### Professor

Susan E. French

##### Associate Professors

Susan Drouin, Lynne McVey, Frederick Peter Nestel, Carolyn Pepler, Janet Rennick, Edith Zorychta

**Assistant Professors**

Alain Biron, Madeleine Boulay-Bolduc, Mark Daly, Margaret Eades, Linda Edgar, Lucia Fabijan, Valerie Frunchak, Mary Grossman, Andrea Laizner, Ariella Lang, Virginia Lee, Diane E. Lowden, Ann Lynch, Anita Mehta, Michelle Nadon, Patricia O'Connor, H el ene Racine, Marie-Claire Richer, Christian Rochefort, Andreanne Saucier, Charles Sounan, Linda Ward

**Faculty Lecturers**

Deborah Abner, Rosetta Antonacci, Nathalie Aubin, Sophie Baillargeon, Linda Bambonye, Denise B edard, Judy Bianco, Jacqueline Bocking, Johanne Boileau, Linda P. Boisvert, Diane Borisov, Diane Bourget, Rose Boyle, Sandra Bradford-Macalanda, Diane Brault, Krista Margaret Brecht, Sharon Brissette, Carolyn Brown, Susan Marie Buddo, Kathryn Carnaghan-Sherrard, Sonia Castiglione, Sophie Charland, Luisa Ciofani, Martine Claveau, Hermes Cornejo, Joann Creager, Esther Dajczman, Julie Dallaire, Kimani Daniel, Rose Deangelis, H el ene Deutsch, Nancy Drummond, Jessica Emed, Julie Fr echette, Maryse Godin, Iris Gourdji, Cynthia Graham-Certosini, Maria Hamakiotis, Norine M. Heywood, Claire Jabbour Nehme, Tara Jesion, Rosalie Johnson, John Kayser, Mina Ladores, Dani  le Lamarche, Philippe Lamer, Anne Marie Lanct ot, Pina LaRiccica, Karine Lepage, Rachel Lomas, Luisa Luciani Castiglia, Caroline Marchionni, Althea Hazel McBean, Yannick M elan on-La tre, Sharon Mooney, Linda Morneault, Louise Murray, Maritza Obando Paredes, Catherine Oliver, France Paquet, Maxime Paquet, Joanne Power, Andr eanne Robitaille, Nathalie Rodrigue, Ramona Rodrigues, Patricia Rose, Christina Rosmus, Irene Sarasua, Maryse Savoie, Eleanor Scharf, Melanie Sheridan, Jessica Sherman, Marie Jennifer Somera, Rosa Sourial, Isabelle St-Sauveur, Janice Karen Stephenson, Susan Takahashi, Lucie Tardif, Gillian Taylor, Anna Tazian, Claire Thibault, Kelly Thorstad, Lucie Tremblay, Cania Vincelli, Antoinetta Vitale, Lucy Wardell, Rosanna Zappavigna

**Adjunct Professors**

Bruce Gottlieb, Manon Lacroix, David Wright

**Associate Members**

Rhonda Amsel, S. Robin Cohen, Jae-Marie Ferdinand, Richard Gosselin, Ronald D. Gottesman, Mary Ellen Macdonald, Brett Thombs, Gerald van Gurp

**Affiliate Members**

Stephanie Allain, Joyce Marie Arsenaault, John Atkins, Theresa Broda, Antoinette Ehrler, Suzie Gagnon, Micheline Gaudet, Tiffany Johnston, Celestine Kamdon, Donna Kindrat, Linda Mai Lee, Catherine Lloyd, Trisha Andrea Nonog, Chantal Souigny, Vida Stibernik, Marika Swidzinski, Diana Taddeo, Barbara Ann Taugher, Teresa Testa

**6.1.7 Bachelor of Science (Nursing) (B.Sc.(N.)) (106 credits)**

The courses outlined below have been developed and sequenced to ensure that students meet the overall program objectives. The following courses must be completed in sequence unless discussed with an adviser.

**First Year (U1) - Required Courses (37 credits)****Fall Term**

NUR1 220	(3)	Therapeutic Relationships
NUR1 222	(1)	McGill Model of Nursing
NUR1 223	(3)	Development over the Lifespan
NUR1 422	(3)	Research in Nursing
PHGY 209	(3)	Mammalian Physiology 1
PSYC 215	(3)	Social Psychology

**Winter Term**

NUR1 200	(4)	Biology for Illness & Therapy
NUR1 221	(3)	Families and Health Behaviour
NUR1 234	(3)	Nursing Elderly Families
NUR1 235	(4)	Health and Physical Assessment
PHGY 210	(3)	Mammalian Physiology 2

Summer Term (Registration takes place during Winter term – in March – [www.mcgill.ca/summer](http://www.mcgill.ca/summer))

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### **Interprofessional Education Activities**

These required non-credit activities address the competencies for interprofessional practice across the health professions such as professional roles, communication, collaboration in patient-centered care, and conflict resolution. Students will be advised at the beginning of each term which activities they should register for.

### **U0 Required Courses (27 credits)**

The first year (U0) of the 139- or 140-credit four-year program consists of the following courses:

#### Fall Term

CHEM 110	(4)	General Chemistry 1
PHYS 101	(4)	Introductory Physics - Mechanics

#### Winter Term

BIOL 112	(3)	Cell and Molecular Biology
CHEM 120	(4)	General Chemistry 2
MATH 141	(4)	Calculus 2
PHYS 102	(4)	Introductory Physics - Electromagnetism

### **U0 Complementary Courses**

(6 or 7 credits)

One of the follo

NUR1 200	(4)	Biology for Illness & Therapy
NUR1 219	(1)	Transition to the McGill Model
NUR1 320	(3)	Stress & Illness Management 2
PHGY 210	(3)	Mammalian Physiology 2
PSYC 215	(3)	Social Psychology

Summer Term (Registration takes place during Winter term – in March – [www.mcgill.ca/summer](http://www.mcgill.ca/summer))

NUR1 331	(4)	Nursing in Illness 1
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Students must successfully complete all courses in year 2 before they will be permitted to take the clinical courses in year 3.

Year 3

Fall Term

NUR1 420	(3)	Primary Health Care
NUR1 428	(3)	Learning and Health Education
PHAR 300	(3)	Drug Action

Winter Term

NUR1 322	(3)	Chronic Illness and Palliative Care
NUR1 421	(3)	Resources: Special Populations
PATH 300	(3)	Human Disease
PSYC 204	(3)	Introduction to Psychological Statistics

Students must also register for one of the following courses in the Fall Term and the alternate one in the Winter Term:

NUR1 431	(4)	Community Health Nursing Practicum
NUR1 432	(4)	Community Health Nursing Project

**Elective Course (3 credits)**

Any 3-credit elective course.

**Interprofessional Education Activities**

These required non-credit activities address the competencies for interprofessional practice across the health professions such as professional roles, communication, collaboration in patient-centered care, and conflict resolution. Students will be advised at the beginning of each term which activities they should register for.