Enrolment Services

Procedure for Requesting Reconsideration of an Admission Decision

For applicants to undergraduate programs in:

Applicants to the programs listed above may submit a written request for reconsideration of a refusal decision. A request must include supporting information, such as:

- a description of significant change in the applicant’s circumstances since the initial application review,
- the correction of any missing or erroneous information in the original application,
- information the applicant believes may have been overlooked when the original decision was made.

The outcome of the reconsideration review will be communicated to the applicant by email.

Given that the number of applications to McGill University far exceed the number of spaces available, admission competition is intense and decision changes following the reconsideration process are rare. In the past three years, fewer than 1% of admission decisions have been changed.

- Decisions on Transfer/Second Degree, Special, Visiting, and Exchange applications are final and requests for reconsideration are not accepted.
- McGill will also normally not reconsider applications where a refusal decision was made after June 30.

Please use the following procedures for requesting reconsideration:

- For refusal decisions issued up to and including April 1, requests must be submitted within 30 days of the decision notification date.
- For refusals issued from April 2 to June 30, requests must be submitted within three weeks of the decision notification date.
- A certified cheque or money order in the amount of $40, payable to McGill University, must accompany the request. Personal cheques will not be accepted.
- Requests must be postmarked. Emails, faxes, or hand delivered letters will NOT be accepted.
- Review of requests for reconsideration begins in April for US high school and Overseas high school applicants and in June for CEGEP, Canadian high school, and Ontario high school applicants.

Requests must be addressed to:
Kim Bartlett, Director of Admissions
Enrolment Services
McGill University
3415 McTavish Street
Montreal, Quebec, H3A 0C8
Canada

For any undergraduate programs not listed above, requests for reconsideration should be addressed to the Admissions Office responsible for that program.

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