
The [Professional Master of Science in Physical Therapy](#) is a 58-credit degree program including one thousand hours of fieldwork education over 5 semesters. The educational approach is consistent with adult learning, self-directed learning, reflective clinical practice and inter

1.2 *Individual and group evaluation.*

In any course which comprises both individual and group evaluation components, each student must achieve a passing grade of B- (65%) in each of these components, as well as in the overall course, in order to receive a passing grade for the course. If the overall course mark is a failure, the student will be permitted to write a supplemental exam in this course.

If the overall course mark is a pass but one component is a failure, the course mark is withheld from the record. The student must undertake remedial work in the failed component(s), and successfully pass the additional evaluation within 30 days of being advised of the original mark. If the additional work is successfully passed, the original final course mark is then recorded.

Students will have only one opportunity to attain a passing grade through remedial work. No further supplemental exams will be permitted. Failure in remedial work will result in a final grade of F (failure) for the whole course.

Students will be required to attend all small group and laboratory sessions, including Clinical Reasoning Workshops and Seminars, and are expected to attend all other course-related activities outlined in the course description and/or syllabus.

To be approved, an absence (for example, compassionate or medical reasons) must be supported by written documentation, such as a medical certificate (in the case of a medical reason), and submitted to the Program Director or delegate. The Program Director, at his or her entire discretion, may request additional information before approving the absence.

Students who have missed more than 10% of laboratory or small group sessions, or who miss any required professional workshop or seminar, without prior approval, will receive 0/10 for participation in the course. If a course does not have a participation mark, then the final course mark will be decreased by 10%. This rule applies to labs and to all required workshops, seminars or professional activities.

No absences are permitted during any clinical fieldwork or visits. Any absences for illness or compassionate reasons must be documented at both the site and the School and the time must be made up. The absence must be approved by the Program Director or delegate.

A student's overall standing in the Physical Therapy Program will be recorded as satisfactory, probationary or unsatisfactory. For acceptance into the

A Student in probationary standing may be required:

- To pursue specific remedial activity to address areas of weakness;
- To meet specific performance criteria;
- To meet on a regular basis with the Program Director and/or delegate;
- To take a maximum[]TJETBT/F2 12en(s)7()]o Universo

The Physical Therapy Program promotion periods are as follows:

Promotion Period 1	M1 Summer	May- August
Promotion Period 2	M1 Fall	September -December
Promotion Period 3	M1 Winter	January-April
Promotion Period 4	M2 Fall	May - November (graduation)

The following courses have special conditions for evaluation. Please refer to Sections [1.1 Theoretical and practical evaluation](#), and [1.2 Individual and group evaluation](#) for details of these evaluation conditions.

PHTH 571	Clinical Practicum 1
PHTH 572	Clinical Practicum 2

POTH 612	Advanced Research Methods
POTH 622	Integrated Pain Management:
PHTH 623	Differential Diagnoses and Management
Professional Complementary Course	
Complementary Course	

PHTH 573	Clinical Practicum 3
POTH 602	Educational Methodology

progression to the next promotion period even when requirements have not been fully met.

All examinations are governed by university regulations (please refer to: www.mcgill.ca/student-records/exam/regulations/) and by the specific Faculty

6. All work must be done in accordance with the examination instructions, and must be handed in to the Invigilator.
7. At the close of the examination, candidates must stop writing and submit their work at once.
8. Food or a beverage is permitted at the discretion of the Chief Invigilator. Food should be brought in prior to the exam. Students will not be permitted to go to vending machines/cafeteria during an examination.
9. Bathroom privileges: only one student at a time will be allowed to go to the bathroom, and the student may be escorted there and back by an Invigilator (at the Invigilator's discretion).
10. No student will be permitted to leave during the final ten minutes of the examination.

2.3 Examination regulations cheating.

2.4 *Assignments.*

The Faculty adheres to definitions of plagiarism and cheating described in the Code of Student Conduct and Disciplinary Procedures. Any course instructor has the right to require that assignments (including case reports)

medical certificate). The Program Director reserves the right to verify all documentation.

In the case of an emergency on the day of the exam, supporting documents must be presented to the Program Director as soon as possible after the examination. These documents must indicate that the student was unable to write the examination for an approved reason on the specific date of the examination. The Program Director may request further corroborative documentation.

In general, an approved deferred examination will be written in the deferred/supplemental exam period or at the earliest feasible time. Deferred examinations will generally be in the same format as the missed examination. Supplemental examinations are not permitted for students who fail to achieve the required passing grade on a deferred examination.

Medical Notes obtained from McGill Student Health Services adhere to the following guidelines:

- Medical notes will ONLY be issued on the DAY of the missed exam, assignment, project, class or conference. Health Service physicians and nurses will write notes based on their medical findings and professional assessments.
- Absolutely NO medical notes will be written for past illness (for instance on a weekend, or the day before).
- The nurses and physicians at McGill Student Health Services DO NOT have the authority to exempt students from exams etc. The final decision will be taken by the Professor, Faculty and/or Dept.
- No medical notes will be issued once the clinic is CLOSED for the day. Due to the high volume of drop in patients we encourage you to arrive as EARLY as possible to ensure you will be seen on the day of your exam, class etc. in question. For more information please refer to:
<http://www.mcgill.ca/studenthealth/>

Medical notes can also be issued by medical personnel at private clinics, CLSCs, emergency rooms, etc., but note that you may be charged for this service. Medical Certificates from these health care settings must contain the following minimum information:

- The note must be written, signed and dated by a physician. In addition, the physician's name and phone number must be clearly printed.
- It must include the date(s) of the student absence and the date on which the student was seen by the physician.
- It must cite a specific reason for the absence and expected date of return to studies.

Remedial work is activity to be undertaken by a student, as required by the PTPRC, as a consequence of a failure or unsatisfactory evaluation in a course, a component of a course, or a clinical rotation. This activity will generally include additional study and additional examination(s).

For clinical courses, students will be required to carry out remedial work or repeat the course. Any remedial activity will be decided upon after discussion between the student and instructor and confirmed by the PTPRC.

Supplemental examinations may be permitted in some courses. These are examinations taken as a consequence of a failure or unsatisfactory outcome in a course. Students who do not successfully pass supplemental exams administered by the School will receive a final supplemental grade of F (failure). It should be noted that the supplemental result will not erase the original grade. Both the original mark and the supplemental result will be calculated in the tGPA and cGPA.

Students with any further failures in the failed course, including the supplemental, or a failure in any other course, will be required to withdraw from the program. Therefore two failures, one of which can be the supplemental examination, will put the student in unsatisfactory standing and require withdrawal from the program. Please refer to the Graduate & Postdoctoral Studies Calendar, Failure Policy online:
http://coursecalendar.mcgill.ca/gradgi201011/wwhelp/wwhimpl/js/html/wwhelp.htm#href=GSGI_20102011.1.83.html

In general, remedial work or supplemental examinations in outside departments will follow university schedules. For remedial work or supplemental examinations administered within the PT Program, the timing will be determined by the instructor. Supplemental examinations will cover material from the entire course or section of a course. The format of the supplemental examination may differ from the original examination.

The PTPRC is a standing committee of the School of Physical and Occupational Therapy. It is composed of 4-6 Faculty members of the PT Program. All Faculty members are voting members. The Director will vote in the case of a tie.

The PTPRC will track the records of any student in academic difficulty and the records of any student with a documented incident of misconduct. Examples of misconduct are: unethical or unprofessional behaviour, dishonesty, drug or substance abuse, criminal conviction, and academic offences such as plagiarism or cheating. This type of incident could result in the student being withdrawn from the Program.

The PTPRC will require a student, who is considered unsuitable for the practice of Physical Therapy due to poor academic standing or misconduct, to withdraw from the program. The Program Director, acting on behalf of the PTPRC, can withdraw a student from the Program or from a specific course, if the student fails to withdraw voluntarily within one week of a written request.

A grade is not final until it has been reviewed by the PTPRC and is recorded on the student's official transcript.

2.1 Review of course grades.

For academic courses, Physical Therapy students who are dissatisfied

mark. Following discussion of the student's concerns, the instructor may
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2. The Program Director will immediately forward the request to the Director of the School of Physical and Occupational Therapy. Decisions of the PTPRC may be appealed if the following circumstances are present: (i) there is new evidence relevant to the PTPRC decision, which was not available at the earlier consideration, and/or (ii) there has been a breach of natural justice. The Director of the School will determine if one of these circumstances has been met and whether to proceed with the appeal.
3. If the appeal proceeds, the Director of the School of Physical and Occupational Therapy will convene an Ad Hoc Promotions Appeal Committee.
 - The Ad Hoc Promotions Appeal Committee is comprised of five (5) members of the Faculty (School of Physical and Occupational Therapy) who have had no previous knowledge of the case under review. Those selected will have appropriate background and knowledge to bring to the Committee. One member will be designated as Chair.
 - One representative from the OPPQ, Faculty of Medicine, or Dean of Students Office may be substituted for a Faculty member.
4. The Director of the School of Physical and Occupational Therapy will communicate to each

version of the performance and the evaluation. The Chair and other committee members may ask questions to the parties.

7. Both parties (the student and the Program Director) may be accompanied by an adviser if they so wish. The adviser(s) will speak only at the invitation of the committee Chair. Witnesses may be called if needed. As defined by the Charter of Student Rights and Responsibilities, the advisor must be a member of the McGill community (such as a fellow student, a faculty member, or a student from the Student Advocacy Program of the Legal Information Clinic) and not be paid for these services.