

Guidelines Regarding Transcripts

Situation	Guidelines	Eligibility Status of Application
Diploma or certificate (college or CEGEP level) listed in CCV - transcript not included in the application.	Applicants are not required to include such transcripts. The application is considered complete.	Eligible
Course(s) credited to a degree program (from a different institution) - transcript for credited course(s) not included in the application.	As long as the courses that have been credited appear on the transcript of the degree program to which the courses have been credited (even if a grade is not included), the application is still considered as complete.	Eligible
Transcript issued before the fall term which confirms the completion of a degree.	Transcript is considered complete and up to date.	Eligible
Transcripts which are difficult to read (e.g. watermarks).	Institutions can make the decision to follow-up with the candidate to obtain a legible copy.	Eligible
Degree listed in CCV - transcripts not included in the application.	The application is considered incomplete.	Ineligible
Confirmation of current registration in a degree program - transcript not included in the application.	The application is considered incomplete.	Ineligible
Institution that does not provide a transcript before the end of the program - official letter confirming current registration in a degree program not included in the application.	The application is considered incomplete.	Ineligible
Non-official transcript such as transcripts from student's account on the institution's website.	Transcript does not meet the requirements.	Ineligible
Degree programs in foreign institutions - transcript not translated to either official languages (English or French) or translation not certified .	Transcript does not meet the requirements.	Ineligible
Transcript issued before the fall term for a degree program in which the candidate is still (currently) registered .	Transcript is not considered up to date.	Ineligible