CGS Master's - Guidelines for Transcripts – December 1, 2015 Deadline

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 these transcripts. The transcript portion of 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.	If the first-class **average cannot be calculated** due to the absence of transfer credit grade(s), the transcript portion of the application is considered **incomplete**.	Ineligible
	If the first-class average **can be calculated** despite the absence of transfer credit grade(s), the transcript portion of the application is considered **complete**.	Eligible
Transcript **issued before the fall term** which **confirms the completion** of a degree included in the application.	The transcript portion of the application is considered complete.	Eligible
Transcripts which are **difficult to read** (e.g., watermarks) included in the application.	Institutions can, at their discretion, follow-up with the candidate to obtain a legible copy.	Eligible
Degree listed in CCV - Transcripts not included in the application.	If the first-class **average cannot be calculated** without the missing transcript, the transcript portion of the application is considered **incomplete**.	Ineligible
	If the first-class average **can be calculated** without the missing transcript(s), the transcript portion of the application is considered **complete**.	Eligible
Confirmation of current registration in a degree program - Transcript not included in the application.	If the first-class average **cannot be calculated** without the missing transcript, the transcript portion of the application is considered **incomplete**.	Ineligible
	If the first-class average **can be calculated** without the missing transcript, the transcript portion of the application is considered **complete**.	Eligible
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.	Since the official letter does not contain grades, it cannot be used to calculate the first-class average. The transcript portion of the application is considered **complete**.	Eligible
Non-official transcript such as a transcript from a student's account on the institution's website included in the application.	A non-official transcript will not be accepted. If the first-class average **cannot be calculated** without the missing official transcript, the transcript portion of the application is considered **incomplete**.	Ineligible
	A non-official transcript will not be accepted; however, if the first-class average **can be calculated** without the missing official transcript the transcript portion of the application is considered **complete**.	Eligible
Degree program in foreign institution - Transcript **not translated** to either of the official languages (English or French) or non-certified translation included in the application**.**	A non-translated transcript or a transcript that includes a non-certified translation will not be accepted. If the first-class average **cannot be calculated** without the missing transcript, the transcript portion of the application is considered **incomplete**.	Ineligible
	A non-translated transcript or a transcript that includes a non-certified translation will not be accepted; however, if the first-class average **can be calculated** without the missing transcript, the transcript portion of the application is considered **complete**.	Eligible
Transcript **issued before the fall term** for a degree program in which the **candidate is still (currently) registered** included in the application.	If the first-class average **cannot be calculated** without the up-to-date transcript, the transcript portion of the application is considered **incomplet**e.	Ineligible
	If the first-class average **can be calculated** without the up-to-date transcript, the transcript portion of the application is considered **complete**.	Eligible