Admissions website instructions for the CentraleSupélec - McGill Bachelor of Global Engineering

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1. Connecting to the admissions website

• By clicking on the link available on the CentraleSupélec website (under the headings /Formations/Global Bachelor/Admission) a new window will open.
• In this window, enter the email address you wish to use for your application to the Bachelor of Global Engineering.
• You will then receive an email with a new, personalized link that will allow you to log in to your own application file.
• Should you disconnect and need to reconnect, please use the personal link you received by email.
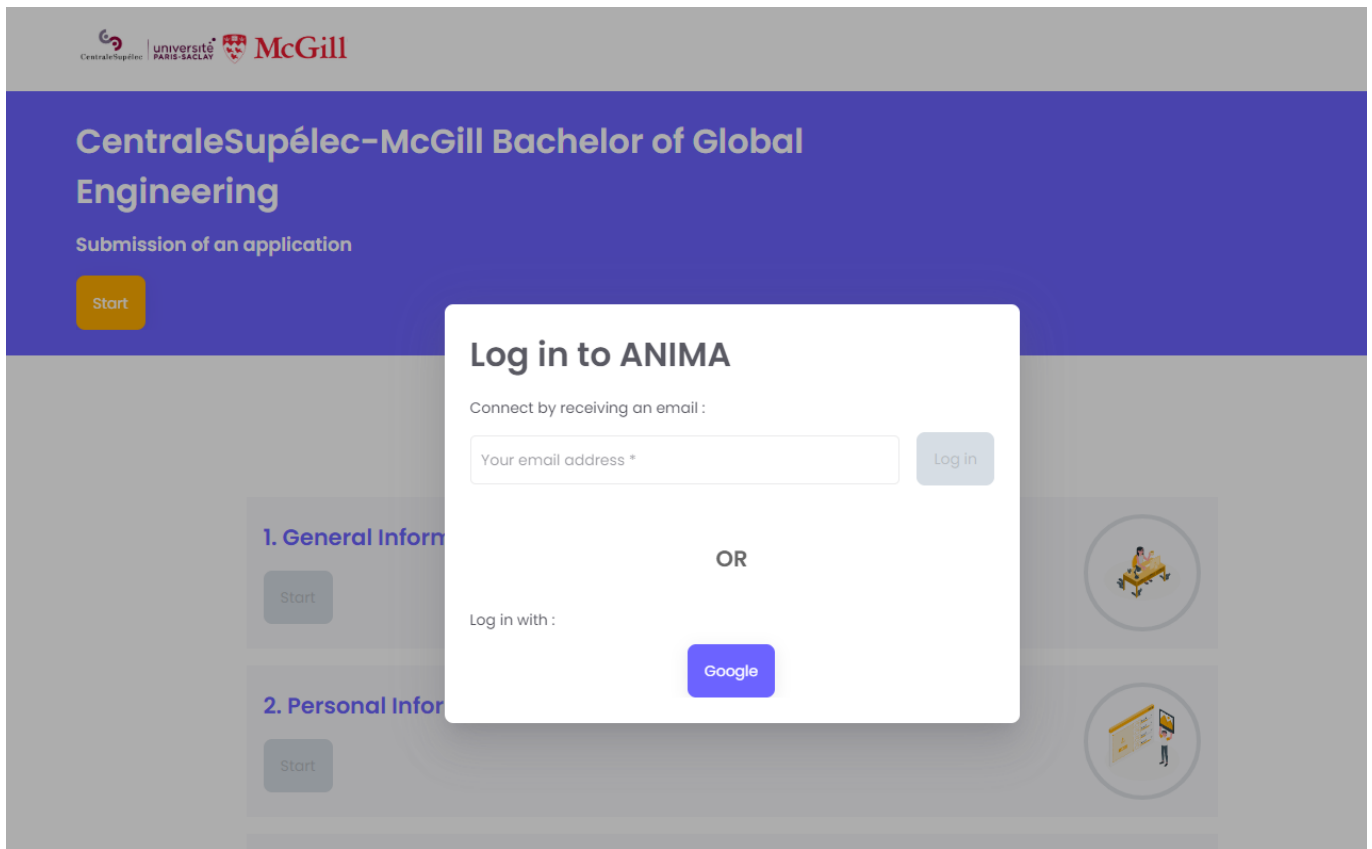

Figure 1. Screenshot of the login page.

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2. Tips when applying

• Complete your application on a computer, not a smart phone.
• Monitor the email address you have just used to connect to this form, because we will contact you by using this same address.
• This email address is also your UserID to connect to the form.
• Review your application before submitting.
• Remember that once you submit your application, you won't be able to login and make any changes.
• Have a credit card handy when you submit your application.
• Your application will only be processed once the application fee is paid.
• Please make sure that you have gathered all documents needed before continuing your application. In addition to information about yourself, you will need to provide:

- Proof of identity: Passport or National Identification Card;
- Transcripts of your academic record for the years N, N-1, N-2 and N-3 in particular circumstances (where "N" is the current year).
- Your pre-university diploma, if you already have it, or a transcript of French Baccalaureate anticipated exams.
- Proof of successful completion of an English proficiency test recognized by our program, or a justification of exemption from such a test.
- A Personal Statement
- A scan of the (hand-signed and dated) McGill University Consent to McGill Policies on Personal Information

• If the documents you need to upload are not originally written in French or English, please also include an officially-certified English translation.

• The documents must be merged in a single PDF file.

• Please note that fields marked with an asterisk (*) are mandatory.

• CentraleSupélec and/or McGill reserve the right to verify the accuracy of the documents provided.

• If you have any questions about the process that you did not find on the brochure or the website, please feel free to send an email to admissions@centralesupelec.fr

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3. Regulations regarding the protection of personal data

Due to the bi-national nature of the Bachelor of Global Engineering, jointly operated by CentraleSupélec and McGill, two sets of regulations must be approved by the applicant. A set of regulations must be approved at the start of the application, applicable to the laws of France, and a second set at the end of the process, respecting the laws of Canada and Québec. The McGill consent form can be downloaded here (*BoGE_consent to McGill Policies on Personal Information*).

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4. Admissions site map

1. General Information
In this section, you will find general information and links to documents to read before applying.

2. Personal Information
In this section, indicate your identity, address, and other personal details.
If you will be a minor on September 1, 2024, please provide the contact information for at least one of your legal representatives.

3. Academic Documents
In this section, indicate the pre-university program(s) in which you have been enrolled and upload the associated transcripts. You must submit your results for the last 3 school years. Details are given in the document *BGoE_Egibility and required document.pdf*.

4. Proof of English Proficiency
In this section, upload your English proficiency test results, or indicate the justification of your exemption from the English proficiency test. Details are given in the document *BoGE_Proof of English proficiency.pdf*.

5. Personal Statement

In this section, submit your personal statement indicating your reasons for applying to the *CentraleSupélec - McGill Bachelor of Global Engineering*. If any circumstances (illness, extenuating circumstances, etc.) have had an impact on your studies, please indicate this in section 6.

6. Extenuating Circumstances

To complete your application, you may wish to bring to our attention any special circumstances (Canadian Aboriginal minority students, students with disabilities, other situations). The information you provide in this section will be examined with great care. More information can be found in the following document *BGoE_Extenuating circumstances.pdf*.

7. McGill Policies on Personal Information

In this section, you will upload the signed *Consent to McGill Policies on Personal Information form*.

8. Admission fees payment

In this section, please pay the 90 € application fee by credit card. This fee is non-refundable. Students "*boursier certifié des lycées*" should contact us (admissions@centralesupelec.fr) before to finalize their application.

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5. Section 2. Personal Information

Your first name and your last name should be in upper and lower case, as it appears on your identity card or passport.

If you have dual nationality, please indicate it (and upload the corresponding documents). Should one nationality result in more advantageous tuition fees, the lower fees will be applied. There is no consequence to the order in which the nationalities are listed.

If you wish to name a third-party who can have access to your application and who will receive the same information as you, you may provide the relevant information in this section.

If you will be a minor on September 1, 2023, (i.e. if you are not 18 years old on September 1, 2023), please provide the name and contact information of your legal representative.

To create your student account, the names and surnames of your parents is necessary.

The documents to be uploaded in this section are:

    - a copy of your passport or your national identification card;

    - a copy of your *carte de séjour* in France, or your residency permit in Québec/Canada, if applicable;

    - a copy of your passport or your national identification card, or any document attesting of your second nationality, if applicable.

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6. Section 3. Academic Information

For the *Pre-university diploma* section, please indicate

    - whether you have already completed this degree;

    - the name of the degree (in English and in the language in which it is prepared), whether you have already completed it or not;

    - the country, city and date of graduation, if the degree has already been obtained.

To indicate your pre-universitary diploma, please check the corresponding situation. Please use the list given p23-26 in the *BoGE_Eligibility and required document_2024*.

For each school year (2022-2023, 2021-2022, and 2020-2021) enter the information requested (country, high school, grade). If, for some reason, it took you more than 3 school years to complete the last 3 grades, use the section for the fourth school year to complete your application.

For applicants from the Southern Hemisphere (in which calendar year schooling applies), consider N, N-1 and N-2, where N is the year, you received your pre-university diploma.

For the documents to be uploaded in this section, please refer to *BGoE_Egibility and required document_2024.pdf*. Compile the documents into one PDF file per grade (i.e. Grade 12, Terminale, etc.). If your transcripts are not in English or French, then an officially certified English translation must also be included.

The results of the French Baccalaureate anticipated exams must be filed in the *Pre-university diploma AND/OR Transcript of anticipated exams section*.

For students preparing a French Baccalaureate, a European Baccalaureate or an International Baccalaureate, you must fill an .xlsx file with your grades (in addition of the transcripts you have to upload). Indicate the grades in the line #5 of the sheet corresponding to your pre-universitary diploma, and corresponding to the courses you have followed.

Transcripts must meet all the requirements for uploaded documents listed above, in addition to the following:

     - If not on the transcript, the grading scale must also be provided (usually found on the reverse side of the transcript).

Do not upload your syllabus, course schedule, or any other documents with your transcripts.

     - Example 1: Your transcript (in English or French) has four pages of courses and grades with a grading scale printed on the back of each page. Please upload and submit a five-page document: the four pages of course grades + the grading scale, in that order, all in one document.

     - Example 2: Your transcript (in a language other than English or French) has four pages of courses and grades plus a one-page grading scale. The certified English translation of the transcript has four pages of courses and grades plus one page for the grading scale. Please upload and submit a 10-page document: five pages for the English translation (course grades + grading scale) + five pages for the original language transcript, in that order, all in one document.

7. Section 4. Proof of English proficiency

If you answer yes to any of the 8 questions in this section, then you are exempt from the requirement to provide a certification of your English proficiency. In this case, however, you must then upload a document proving one of the 8 situations for which you answered yes. If not, indicate the English proficiency test you took (check the box corresponding to the test) and upload the certificate you obtained.

8. Section 5. Personal Statement

In this section, upload your personal statement. More information is available in *GBOE_Personal Statement.pdf*.

9. Section 6. Extenuating circumstances

Consult the document found here: *GBOE_Extenuating circumstances.pdf* for more information. Indicate the situation(s) that concern you only if you wish any extenuating circumstances be considered in your application. If you are a Canadian Aboriginal minority student, consult the McGill website for more information. For disabilities or other circumstances, there is no constraint on the PDF file to be uploaded.

10. Section 7. McGill General Data Protection Regulation

Download and print the *Consent to McGill Policies on Personal Information form.pdf*. Complete, sign, and scan it. Upload it in in a PDF format in this section.

11. Section 8. Admission fees payment

The application fee is to be paid in euros (€). It is not refundable.
Your application cannot be considered until your payment has been made.

12. Submitting your application

You can review your application before you officially submit it. After that, no change can be made.
In the event of any problems or questions, please contact admissions@centralesupelec.fr.