

PERSONAL INFORMATION

It is important to keep your McGill record up to date with your personal information, especially a mailing or billing address, as these are used by the University year-round. Upon initial registration, students are prompted to provide this information. Every six months thereafter, students are prompted to update this information as needed.

You must update your address(es) and/or telephone number(s) and emergency contact information in Minerva under the Personal Menu.

If you need to change important personal information that requires the University to verify official documents—such as a name change, gender, or a correction of your birth date—refer to the instructions on the Student Records Name and Gender page. Macdonald Campus students can request changes in person at the Macdonald Campus Student Affairs Office, Laird Hall, Room 106.

Note for Continuing Studies: If you need to change important personal information that requires the University to verify official documents, such as a change to your name, gender, citizenship, or a correction of your birth date, you must go in person (as soon as possible) to the School of Continuing Studies Client Services Office. Such changes can only be made in person at the School of Continuing Studies, Client Services Office, 680 Sherbrooke Street West, Room 1199.

Note for Nursing: A Quebec address and telephone number are required for Nursing students on Minerva to meet OIIQ registration requirements.