Attention: Elective Director, Undergraduate Medical Education
Administrative Coordinator (Electives)

From: Electives Director, McGill University
Undergraduate Medical Education

Dear colleagues,

I am writing to inform you of a modification to the eligibility criteria for international medical students applying for electives at McGill University. As medical students from your school frequently request elective opportunities at McGill University, it was important that I communicate with you directly regarding this issue. Due to limited capacity for electives, and an increasing demand from students eligible for Canadian residency training programs, we will only be able to accommodate students from your school who are eligible to do residency in Canada and who are in their final year of medical studies.

I regret that this change in our elective policy will have an impact on your students’ ability to do electives at our institution. Given our limited availability of elective positions, we are working to ensure that our policy best serves the needs of Canadian medical students and our postgraduate medical education programs.

Thank you for your collaboration.

Sincerely,

[Name]
Electives Director, Undergraduate Medical Education
Faculty of Medicine, McGill University