



McMaster University

2018-2019 Exchange Fact Sheet



Exchange Program Contacts:

Contact	Function	Contact Details
Ms. Jenna Levi	Education Abroad Coordinator (In/Outbound Exchange Students) International Student Services, Student Success Centre	levij@mcmaster.ca 1-905-525-9140 x 26105
Ms. Melanie Varela	Education Abroad Intern	Silvam5@mcmaster.ca
Ms. Gina Robinson	Director Student Success Centre	robing@mcmaster.ca 1-905-525-9140 x 22295
Mr. Ni Jadon	Exchange Agreements Office of International Affairs	jadon@mcmaster.ca 1-905-525-9140 x 24616
General Student Inquiries	General Email Office of International Student Services	macincoming@mcmaster.ca 1-905-525-9140 x 26105
McMaster Campus Security	After Hours (Emergency) 24 Hour Emergency Line	1-905-525-9140 x 24281
Website		<u>Incoming Exchange</u>

Mailing Address:

Jenna Levi, Education Abroad Coordinator
International Student Services/Student Success Centre
Gilmour Hall Room 110, McMaster University

1280 Main Street West
Hamilton, Ontario, Canada, L8S 4L8
P: 1-905-525-9140 x 24254



McMaster University

2018-2019 Exchange Fact Sheet

UNDERGRADUATE PROGRAMS:

Faculty of Humanities		<u>website</u>
Art	Justice, Political Philosophy and Law	
Art History	Linguistics	
Classics	Multimedia	
Cognitive Science of Language	Music	
Communication Studies	Music Cognition	
English and Cultural Studies	Peace Studies	
French	Philosophy	
History	Theatre & Film Studies	
Faculty of Engineering		<u>website</u>
Business Informatics	Engineering Physics	
Chemical Engineering	Materials Engineering	
Chemical Engineering & Bioengineering	Mechanical Engineering	
Civil Engineering	Mechatronics Engineering	
Computer Engineering	Software Engineering	
Computer Science	Software Engineering (Embedded Systems)	
Electrical Engineering	Software Engineering (Game Design)	
Electrical and Biomedical Engineering		
Faculty of Social Sciences		<u>website</u>
Anthropology	Labour Studies	
Economics	Political Science	
Geography	Psychology, Neuroscience & Behaviour	
Geography & Environmental Studies	Religious Studies	
Gerontology	Social Psychology	
Health Studies	Social Work	
Indigenous Studies	Sociology	
Faculty of Science		<u>website</u>
Actuarial & Financial Mathematics	Geography and Environmental Sciences	
Astrophysics	Integrated Science	
Biochemistry	Kinesiology	
Biology	Life Sciences	
Biology & Environmental Science	Mathematical Science	
Biology & Pharmacology	Mathematics and Statistics	
Biology & Psychology	Medical Radiation Sciences	
Biophysics	Molecular Biology & Genetics	
Chemical Biology	Music Cognition	
Chemistry	Physical Science	
Environmental & Earth Sciences	Physics	
Environmental Sciences	Psychology, Neuroscience & Behavior	
DeGroot School of Business		<u>website</u>
Commerce		



McMaster University

2018-2019 Exchange Fact Sheet

GRADUATE PROGRAMS:

Faculty of Business		<u>website</u>
Master of Business Administration - MBA (Ron Joyce Centre, Burlington Campus)		
Faculty of Engineering		<u>website</u>
Biomedical Engineering	Engineering Physics	
Chemical Engineering	Manufacturing Engineering	
Civil Engineering	Materials Engineering	
Computational Science and Engineering	Materials Science	
Computer Science	Mechanical Engineering	
Electrical and Biomedical Engineering	Nuclear Technology	
Electrical and Computer Engineering	Software Engineering	
Engineering and Public Policy	Software Engineering and Virtual Systems Design	
Engineering Design	Technology Entrepreneurship and Innovation	
Engineering Entrepreneurship and Innovation	UNENE Nuclear Engineering	
Faculty of Humanities		<u>website</u>
Classics	English	
Cognitive Science of Language	French	
Communication and New Media	Gender Studies and Feminist Research	
Communications Management	History	
Cultural Studies and Critical Theory	Philosophy	
Faculty of Science		<u>website</u>
Biology	Geography	
Chemical Biology	Kinesiology	
Chemistry	Mathematics	
Computational Science & Engineering	Physics and Astronomy	
Earth and Environmental Sciences	Psychology	
Financial Mathematics	Statistics	
Faculty of Social Science		<u>website</u>
Anthropology	International Relations	
Economic Policy	Religious Studies	
Economics	Social Gerontology	
Globalization	Sociology	
Health and Aging	Work and Society	
Health Studies	Political Science	
Faculty of Health Science		
The Faculty of Health Sciences is not open to incoming exchange students		



McMaster University

2018-2019 Exchange Fact Sheet



Important Course Information

Programs Offered: Undergraduate, Graduate, MBA

Language of Instruction: English

Total student population: 28,000

Campus locations

Hamilton, Ontario (Undergraduate, Graduate)
Burlington, Ontario (MBA programs)

***As of January 2018, McMaster is a smoke-free campus.**

Semester Dates

Term 1: Early September to end of December (including exams)
Term 2: Early January to end of April (including exams)
Term 3: *We do not offer exchanges in the summer term*

Important Dates

See the website for the [Office of the Registrar](#)

Course Listings

[Undergraduate Class Search](#) – Course offerings of previous calendar year
[Undergraduate Calendar](#) – all courses (not all courses are always offered, please cross reference with the Class Search tool)

[Graduate Calendar](#)

[MBA](#)

Course Load per semester

Undergraduate

Full-time studies at McMaster equates to 9 to 15 units per semester (3 to 5 courses).

MBA

Full-time course load for MBA is 4-5 courses per term.

Graduate

Full time varies by program. On average students should take 1- 3



McMaster University

2018-2019 Exchange Fact Sheet

Application & Process

Partner Nomination Deadline *Includes both Fall and Winter exchange terms*

March 15, 2018 (Preferred Deadline)

April 15, 2018 (Final Deadline)

Partner Nomination Process Please nominate your students using our [online nomination portal](#).

username: **guest2018**

password: **nommac2018***

The system allows for multiple nominations at once. Please remember to logout.

Student Application Deadline *Includes both Fall and Winter exchange terms*

March 31, 2018 (Preferred Deadline)

April 31, 2018 (Final Deadline)

Student Application Process Upon receipt of student nomination details, the McMaster Exchange Office will contact each nominated student with instructions on how to apply through our **online application system**. Invitations to apply will go out to students beginning early January 2018.

Students will need to complete the online application, which will include uploading supporting documents (**resume, statement of interest, passport type photo**). **Please **do not** send us additional scanned or printed copies of the online application**

The student's **home international office** is asked to please send original or **scanned copies** of the following (Scans: Please send as **1PDF attachment per student**):

- 1) 1 original, official transcript (or verified scan) with [English translation and grading system attached](#).
- 2) English Language Certification (see *Language Requirements* below).
- 3) Two Letters of Reference (**only for Graduate and MBA applicants**)

Supporting documents must be sent from the Home Institution Coordinator.

Transcript scans should clearly show the institutional seal/stamp or home coordinator's signature verifying that the document was taken from an official source.

We cannot accept scanned supporting documents directly from students.

We can accept official, university-generated e-transcripts directly from students via a secure portal/ link. Please send to Jenna Levi at levij@mcmaster.ca



McMaster University

2018-2019 Exchange Fact Sheet

Language Requirements

The language of instruction at McMaster is English. We **do not** offer English as a Second Language (ESL) courses for incoming exchange students. Students must be proficient in English prior to arrival.

MOU Applicants

Applicable to students from the below partners:

- University of Science & Technology Beijing (USTB)
- Nankai University
- Shanghai International Studies University (SISU)

MOU exchange students are expected to submit official language test scores according to [McMaster's English Proficiency requirements](#). These must be received by the appropriate deadline. The McMaster University institution code for ETS/TOEFL is **0936**.

MBA Applicants

Certification is required if you have not resided in an English-speaking country for at least four years, or if English was not the primary language of instruction for at least three years of your full-time post-secondary education (excluding ESL courses). Please see the MBA admissions website for more information on [MBA Language Proficiency](#):

What we look for: We accept TOEFL, IELTS, and PTE Academic scores.

- TOEFL requirement: 100 (internet based), 250 (computerized test), 600 (written test)
- IELTS requirement: Overall score of 7.0
- Visit www.toefl.org, or www.ielts.org for more information.

Please make arrangements with TOEFL, IELTS or PTE Academic to have your results sent to us directly.

Graduate Applicants

Official English language certification or a letter from your home exchange coordinator/professor confirming proficiency in English.

All Other Applicants

For all other applicants, official certification is not required, but students are expected to have sufficient proficiency in English to study at the university level and be able to read, write and participate in verbal class discussions. McMaster University assumes that the student's language skills have been assessed at the home institution and deemed sufficient for participation in a study abroad/exchange program in English.

Level & Course Selection

Undergraduate

Undergraduate exchange students will be registered in Level 3 at McMaster, and should expect to take mostly Level 2 and Level 3 courses. Enrolment in Level 4 and



McMaster University

2018-2019 Exchange Fact Sheet

many Level 1 courses is generally reserved for McMaster students. Access to Level 1 elective courses may be given, space permitting.

Students must look at the course listings in the McMaster Undergraduate Calendar/Class Search and list their preferred selections on the McMaster online application. Students should be aware that not all courses listed in the Calendar are offered every year, so this is just a provisional selection to indicate what kind of courses students are interested in. Classes scheduled in the previous academic year can be found in the Class Search. Actual course registration for both Semester 1 and 2 takes place in mid-June/July and is done online. Students must be prepared to be in e-mail contact with their McMaster academic advisors in late May (when the timetable for the coming year is published) and early June to get approval for their final course selection. This will depend on course offerings, timetable and eligibility.

Graduate

Students wishing to study at the graduate level must be currently enrolled in an equivalent graduate level program at their home university. Students may follow courses or conduct research.

GPA Requirement:

Engineering - 7.0/12.0 or 2.70/4.00

All other Faculties - 9.0/12.0 or 3.30/4.00

*These are minimums. Individual departments may require higher admissions averages.

Graduate students will be considered at the department level for exchange. Students must indicate on their McMaster exchange application to which department they are applying, for course or research purposes. Upon acceptance, graduate courses for the upcoming year will be suggested based on the student's specialization. Students may refer to the Graduate calendar for general information. Nonetheless, it is important to note that as courses are offered on a biennial basis, courses listed on the 2016-2017 calendar may not be offered in the 2017-2018 academic year.

Note: With the permission of their home university, graduate students may request to take some courses at the undergraduate level, with the exception of courses from the School of Business. Students and academic advisors should alert to the difference in course weighting between graduate and undergraduate courses.

MBA

Students are expected to take final year 700-level MBA courses only. MBA students are not permitted to take undergraduate courses, 1600 courses or 650 level courses. Please note that students applying for the MBA program must have completed a Bachelor's Degree and provide copies indicating completion.

Course Restrictions

Undergraduate

General Restrictions

Students accepted at the undergraduate (bachelor) level are NOT eligible to take



McMaster University

2018-2019 Exchange Fact Sheet

courses at the graduate (master) level. Students are not permitted to take courses within the School of Social Work. Exchange with the Faculty of Health Sciences is not permitted.

Faculty of Humanities

Multimedia and Studio Art courses are restricted, but may be open to students registered in a similar program at their home university (space permitting). Students interested in these courses should contact McMaster early to check availability and, if interested in Studio Art, submit a portfolio.

Faculty of Engineering

The Bachelor of Technology program is not available to exchange students. Engineering students are permitted to register in most Level 4 courses. Engineering students wishing to take a business course must be enrolled in an Engineering Management program at their home university to be eligible.

Faculty of Social Sciences

Students applying for 'PNB' (Psychology, Neuroscience, and Behaviour) courses must have completed 'A' Level Mathematics and at least 'O' level Biology. This would equate to university Calculus and grade 12 Biology (highest biology level in high school). Students applying to the psychology program must provide copies of A and O Levels.

Faculty of Science

Enrolment in Science Inquiry and Senior Projects is restricted (may be waived on case-by-case basis). Students should email McMaster in advance to confirm eligibility.

Students within the Faculty of Science may be permitted to take courses within the Faculty of Health Sciences. *This will depend on seat availability and sufficient background knowledge.* Students will be considered on a case by case basis, negotiating all requests with their McMaster academic advisor. Full exchange with the Faculty of Health Sciences is not permitted.

DeGroote School of Business

The Economics program is part of the Faculty of Social Sciences, and not part of the School of Business. This may affect some students' eligibility for Commerce courses depending on the agreement between McMaster and a partner university. Students should have a background in Business in order to apply.

Graduate

Not permitted to take Undergraduate courses in the School of Business. Not permitted to take courses in the Masters of Finance. Not permitted to take courses in MiNDS neuroscience program.

MBA

Not permitted to take UG courses in the School of Business OR I600/650 level courses.

University Health Insurance Plan (UHIP)

Ontario's University Health Insurance Plan (UHIP) is mandatory for all international and exchange students studying in Ontario. The UHIP fee will be automatically charged to the students' accounts. Students can view their account through Mosaic.



McMaster University

2018-2019 Exchange Fact Sheet

UHIP is a comprehensive plan appropriate for coverage in the Province of Ontario only. Students traveling outside of Ontario or Canada must purchase supplemental health insurance.

For more details visit www.uhip.ca.

Students may be exempt from UHIP if they can show coverage by one of UHIP's pre-approved plans. Requests for UHIP exemption must be submitted by September 29th (Fall or Full year exchange) or January 29th (Winter exchange). For a full list of pre-approved health plans visit: <http://uhip.ca/all-about-uhip.aspx#seven>

Not covered under UHIP:

- Prescription Medication
 - Dental Care
 - Vision Care
-

McMaster Students Union (MSU) Health & Dental Plan

The MSU Health and Dental plan is **no longer available** to incoming exchange students.

Students with Disabilities

Students who may require additional services or accommodations during their exchange with McMaster must make an appointment with their home disability counsellor prior to submitting an exchange application in order to identify possible needs while abroad. The student's home counsellor must be in touch with Tim Nolan, University Advisor on Disability Issues at McMaster, to confirm availability of services.

The below websites will provide students and counsellors with further information on services available at McMaster.

Student Wellness Centre: <http://wellness.mcmaster.ca/>

Student Accessibility Services: <http://sas.mcmaster.ca/>

Students with disabilities requesting on-campus accommodation should answer "Yes" to requiring [residence accommodation](#) and complete the required sections which includes an explanation of the student's situation and documentation from an attesting professional.

Should you have questions regarding disability services at McMaster, please contact:

Tim Nolan
Director, Student Accessibility Services
tnolan@mcmaster.ca
1-905-525-9140, x 24339

Canadian Immigration

All exchange students must visit Citizenship and Immigration Canada upon receiving their acceptance letter from McMaster University. Students must confirm entry requirements and supporting documentation needed for their purpose and length of stay in Canada. As processing times vary, students should apply as soon as possible.



McMaster University

2018-2019 Exchange Fact Sheet

eTA Visa Requirement (New 2016)

Visa-exempt foreign nationals who fly to or transit through Canada need an Electronic Travel Authorization (eTA). Exceptions include U.S. citizens and travelers with a valid Canadian visa. Be prepared: Apply for an eTA before you book your flight to Canada. Most applicants get approved within minutes. However, some applications can take several days to process so don't wait until the last minute. Entry requirements for other methods of travel (land, sea) have not changed.

Please contact the nearest Canadian Embassy, Consulate or High Commissioner for more information or visit: <http://www.cic.gc.ca>

Accommodation

On-Campus

Website

**Incoming exchange student eligibility for on-campus housing has not yet been confirmed for 2018-2019. Eligibility will be confirmed to partners and students as soon as it is known.*

The below information on on-campus opportunities is for reference only:

If the number of applications exceeds the number of available rooms, a lottery system will determine the final offer. On-campus housing is not guaranteed.

Important Notes:

- Meal plans are mandatory.
- Residence accommodation is only available to Undergraduate students
- Residences are typically for first year McMaster students.
- McMaster residences, with the exception of Bates Residence, will be **closed** during the December holiday break. More information on December Stay can be found on the Residence Admissions website.
- An admin charge of **\$300** Canadian is applied to students staying only Sept-Dec in residence

Students with disabilities should answer “**Yes**” to requiring residence accommodation and complete the required sections which includes an explanation of the student's situation and documentation from an attesting professional.

Deadline to apply is **June** (September start) and **October** (January start) each year.

Off-Campus

Website

McMaster University is ideally located close to many affordable housing options suitable for incoming exchange students. Off-campus housing provides students with the ability to live in close proximity to campus while experiencing shared living with other Canadian students. Through McMaster's Off-Campus Resource Centre, exchange students can browse through rental listings for shared housing in the nearby Community of Westdale and surrounding area.



McMaster University

2018-2019 Exchange Fact Sheet

It is easier to find 4 month off-campus sublets in the January-April term.

To browse availability, visit the Off-Campus Resource Centre at the link below. Rental listings can be found at the left-hand menu under ‘*Search for Rental Housing*’. Students are advised to search under all categories, with attention to ‘*Student Rentals*’ and ‘*Sublets*’ <http://macoffcampus.mcmaster.ca>

Another informal avenue for students to search for off-campus housing is through the **M.I.X. McMaster International & Exchange Club** Facebook group. This club is part of the McMaster Students Union, not the Office of International Student Services. This Facebook group is not monitored by International Student Services.

Cost of Living

The following is an estimate
(in Canadian dollars - CAD)

1 Term (4 months)

Accommodation	On campus	\$ 2814 – \$ 4455
	Off campus	\$ 1400 – \$ 2500
Food	On campus	\$ 1213– \$ 2010
	Off campus	\$ 1000 – \$ 1500
Public Transport (HSR – Hamilton Street Railway)	HSR is free for fully registered students (All exchange students must be fully registered students)	
University Health Insurance Plan (UHIP)	\$ 204	
Personal Expenses	\$1000	

Campus Facilities

International Student Services: <https://iss.mcmaster.ca/>

Student Wellness Centre: <http://wellness.mcmaster.ca/>

Student Accessibility Services: <http://sas.mcmaster.ca/>

Athletics and Recreation: <http://www.marauders.ca/>

Libraries: <http://library.mcmaster.ca>

Financial Matters: <http://www.mcmaster.ca/services/finance.cfm>

Clubs and Organizations: <http://www.mcmaster.ca/services/clubs.cfm>

Transcripts

McMaster University will automatically send **1 official, hardcopy transcript** to the student’s home international office upon completion of the exchange program.

Transcripts will be mailed in late January/May following the study period.

Students requiring further copies can request their transcript directly through their Mosaic student center.

More information on requesting transcript requests can found [here](#). Information on our grading scale can also be found at this link.