



McMaster University

2019-2020 Exchange Fact Sheet



McMaster 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. Gina Robinson	Director International Student Services, Student Success Centre	robing@mcmaster.ca 1-905-525-9140 x 22295
Mr. Ni Jadon	Exchange Agreements Renewals 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		Incoming Exchange

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 26105



McMaster University

2019-2020 Exchange Fact Sheet

UNDERGRADUATE PROGRAMS:

Faculty of Humanities			<u>website</u>
Art	French	Music	
Art History	History	Music Cognition	
Classics	Justice, Political Philosophy and	Peace Studies	
Cognitive Science of Language	Law	Philosophy	
Communication Studies	Linguistics	Theatre & Film Studies	
English and Cultural Studies	Multimedia		

Faculty of Engineering			<u>website</u>
Business Informatics	Electrical Engineering	Mechatronics Engineering	
Chemical Engineering	Electrical and Biomedical	Software Engineering	
Chemical Engineering & Bioengineering	Engineering	Software Engineering (Embedded	
Civil Engineering	Engineering Physics	Systems)	
Computer Engineering	Materials Engineering	Software Engineering (Game Design)	
Computer Science	Mechanical Engineering		

Faculty of Social Sciences			<u>website</u>
Anthropology	Inuktitut	Psychology	
Cayuga	Labour Studies	Reconciliation	
Economics	Mohawk	Religious Studies	
Geography	Ojibwe	Sanskrit	
Globalization Studies	Political Science	Social Psychology	
Health, Aging & Society	Psychology, Neuroscience &	Social Work	
Indigenous Studies	Behaviour	Sociology	

Faculty of Science			<u>website</u>
Actuarial & Financial Mathematics	Chemistry	Mathematical Science	
Astrophysics	Environmental & Earth	Mathematics and Statistics	
Biochemistry	Sciences	Medical & Biological Physics	
Biology	Environmental Sciences	Medical Radiation Sciences	
Biology & Environmental Science	Geography and	Molecular Biology & Genetics	
Biology & Pharmacology	Environmental Sciences	Music Cognition	
Biology & Psychology	Integrated Science	Physical Science	
Biophysics	Kinesiology	Physics	
Chemical Biology	Life Sciences	Psychology, Neuroscience & Behavior	

DeGroote School of Business			<u>website</u>
Commerce			

Faculty of Health Science			
The Faculty of Health Sciences is not open to incoming exchange students with the exception of students from Maastricht University.			



McMaster University

2019-2020 Exchange Fact Sheet

GRADUATE PROGRAMS:

Faculty of Business	<u>website</u>
Business Administration - MBA (Ron Joyce Centre, Burlington Campus)	

Faculty of Engineering	<u>website</u>	
Chemical Engineering	Engineering Design	Materials Science
Civil Engineering	Engineering Entrepreneurship & Innovation	Mechanical Engineering
Computer Science	Engineering Physics	Software Engineering
Computing & Software	Manufacturing Engineering	Technology Entrepreneurship & Innovation
Electrical and Biomedical Engineering	Materials Engineering	UNENE Nuclear Engineering
Electrical and Computer Engineering		
Engineering & Public Policy		

Faculty of Humanities	<u>website</u>	
Classics	Cultural Studies & Critical Theory	Gender Studies & Feminist Research
Cognitive Science of Language	English	History
Communication & New Media	French	Philosophy
Communications Management		

Faculty of Science	<u>website</u>	
Biology	Geography	Physics and Astronomy
Chemistry	Health & Radiation Physics	Psychology
Earth & Environmental Sciences	Kinesiology	Statistics
Financial Mathematics	Mathematics	

Faculty of Social Science	<u>website</u>	
Anthropology	Health & Aging	Religious Studies
Economic Policy	International Relations	Social Gerontology
Economics	Labour Studies	Sociology
Globalization	Political Science	Water Without Borders
Health & Society		

Interdisciplinary Studies*	<u>website</u>	
Astrobiology	Computational Science & Engineering	Global Health
Biomedical Engineering	eHealth	Health Policy
Chemical Biology		

**Some interdisciplinary courses housed in the Faculty of Health Sciences may not be available to incoming exchange students.*

Faculty of Health Science
The Faculty of Health Sciences is not open to incoming exchange students.



McMaster University

2019-2020 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: <i>We do not offer exchanges in the summer term</i>
Important Dates	See the website for the Office of the Registrar

Class Search Portal	Search for Classes Tool (link)– Course offerings of previous calendar year (Undergraduate & Graduate). The UG course schedule is released in May each year. The Graduate course schedule is released in mid-June. <i>*Please note, <u>graduate</u> (non-MBA) courses are often offered on a <u>biennial</u> basis (every two years). Graduate students must thus be flexible in their course selections. Course listings are released in mid-June for the upcoming year.</i> MBA Courses (link)
----------------------------	---

Course Load per Semester	Undergraduate A full-time course load for undergraduate students at McMaster is 9 to 15 units per semester (3 to 5 courses). Engineering students may take up to 18 units. MBA A full-time course load for MBA students is 4-5 courses per term. Other Graduate Full time varies by program. On average students take 2- 4 courses.
---------------------------------	---



McMaster University

2019-2020 Exchange Fact Sheet

Application & Process

**Please contact us prior to your internal recruitment deadline to check the number of students we can accept from your institution each year. This number is reviewed according to the overall balance of the agreement.*

Partner Nomination Deadline *Includes both Fall and Winter exchange terms*
March 15, 2019 (Preferred Deadline)
April 15, 2019 (Final Deadline)

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

*The **Username** and **Password** will be emailed to all partners in January. If you have not received this email from us by February 1, please contact us.*

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

Students nominated for Graduate study should be in their 2nd year of the home Masters program.

Student Application Deadline *Includes both Fall and Winter exchange terms*
March 31, 2019 (Preferred Deadline)
April 31, 2019 (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 in January 2019.

Students will need to complete the online application, which will include uploading supporting documents (resume, statement of interest, passport style 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. *(Please include Bachelor transcripts for Graduate and MBA applicants)*
- 2) English Language Certification *(If required, see Language Requirements below)*.

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.



McMaster University

2019-2020 Exchange Fact Sheet

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

Language Requirements

The language of instruction at McMaster is English. Although we offer informal (non-credit) workshops to assist students with the English language, we **do not** offer English as a Second Language (ESL) for-credit 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)
- Jiangxi University of Finance and Economics (JUFE)

MOU 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](#):

We accept only TOEFL and IELTS 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 or IELTS 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



McMaster University

2019-2020 Exchange Fact Sheet

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 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 Class Search and list their selections of interest on the McMaster online application. Students should be aware that not all courses listed in the Class Search database are offered every year, so this is just a provisional selection to indicate what kind of courses students are interested in. **Course outlines may be found on the individual department webpages.** Official course registration for both Semester 1 and 2 takes place in mid-June and is done online. Students must be prepared to be in e-mail contact with their McMaster academic advisor 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 what courses are confirmed for the upcoming year, timetable clashes, and course prerequisites.

Graduate

Students wishing to study at the graduate level must be currently enrolled in an equivalent graduate level program at their home university and should be in their second year of master's study (5th year). 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 as their home base, 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 current calendar may not be offered in the subsequent academic year. A final course list is released in July of each year.

Note: With the permission of their home university, graduate students may request to take 1 course at the undergraduate level, with the exception of courses from the School of Business. Exchange students and their academic advisors should be aware of the difference in course weighting between graduate and



McMaster University

2019-2020 Exchange Fact Sheet

undergraduate courses. It is also important to note that graduate students are only permitted to register in undergraduate courses AFTER undergraduate registration has taken place. This means that some undergraduate courses may not be available for graduate students based on seat restrictions.

MBA

Students are expected to take final year **700-level** MBA courses only. MBA students are **not** permitted to take undergraduate courses, I600, HSM C700, T level, D700, 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.

Courses/programs not open to exchange students.

Undergraduate Level

General Restrictions

Students accepted at the undergraduate (bachelor) level are NOT eligible to take courses at the graduate (master) level. 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



McMaster University

2019-2020 Exchange Fact Sheet

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 Level

Undergraduate courses/programs: Any undergraduate course offered within the DeGroot School of Business is not open to graduate students of any discipline.

Graduate courses/programs not available:

- Faculty of Health Sciences (All Programs).
- Masters of Finance
- Business Administration (EMBA).
- Professional Accountancy (Diploma)
- MiNDS Neuroscience.
- Global Health – GLOBHTH 702 Global Health Foundations (Course)
- Masters of Health Management
- Interdisciplinary Studies – some courses crossing with the Faculty of Health Sciences may not be available.

MBA

Not permitted to take undergraduate courses in the School of Business. Not permitted to take courses with the following codes: I600 level, 650 level, HSM C700, T level, D700.

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.

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 University

2019-2020 Exchange Fact Sheet

McMaster Students Union (MSU) Health & Dental Plan

The MSU Health and Dental plan is **not available** to incoming exchange students.

Students with Disabilities

Students who may require additional services or accommodations during their exchange with McMaster should make an appointment with their home disability counsellor prior to submitting an exchange application in order to identify possible needs while abroad. Students can then confirm the availability of appropriate supports at McMaster with:

Tim Nolan

Director, Student Accessibility Services

tnolan@mcmaster.ca

1-905-525-9140, x 24339

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.

Canadian Immigration

All exchange students must visit Citizenship and Immigration Canada upon receiving their acceptance letter from McMaster University (found in Mosaic). 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.

eTA Visa Requirement

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>



McMaster University

2019-2020 Exchange Fact Sheet

Accommodation

Due to high demand, the availability of off-campus housing in the Fall (September) term can be extremely limited, most difficult for single semester exchange students. We encourage partners to nominate their single semester students for the Spring (January) term when possible and encourage students to apply for on-campus accommodation.

It is easier to find 4 month accommodation (both on/off campus) in the January-April term.

ON-CAMPUS

housing.mcmaster.ca/future-residents/

If the number of applications exceeds the number of available rooms, a lottery system will determine the final offer. Unfortunately, we are unable to guarantee on-campus housing for exchange students.

Important Notes:

- Meal plans are mandatory.
- Residence accommodation is only available to Undergraduate students
- Residences are typically for first year McMaster students.
- McMaster facilities close over the Christmas holiday break, but some residences remain open for students who apply to stay over the holidays. More information on "[December Stay](#)" can be found on the housing website and is requested as part of the residence application.
- An admin charge of **\$300** Canadian is applied to semester students staying Sept-Dec only.

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** each year.

OFF-CAMPUS

housing.mcmaster.ca/living-off-campus/

McMaster is 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.

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

Another informal avenue for students to search for off-campus housing is through the [M.I.X. Exchange Club](#), [MaInsiders Facebook group](#), and [Kijiji](#). These pages are not monitored by McMaster University.



McMaster University

2019-2020 Exchange Fact Sheet

Cost of Living

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

1 Term (4 months)

Accommodation (shared)	On campus	\$ 3,200 – \$ 4,000
	Off campus	\$ 2,200 – \$ 3,000
Food	On campus	\$ 2,000– \$ 3,000
	Off campus	\$ 1,400– \$ 1,600
Public Transport (HSR – Hamilton Street Railway)	HSR is free for exchange students (Except MBA)	
University Health Insurance Plan (UHIP)	\$ 208	
Personal Expenses	\$1,000	
Textbooks	\$300	

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: <https://rec.mcmaster.ca/>
 Libraries: <http://library.mcmaster.ca>
 Student Accounts & Cashiers: <https://student-accounts.mcmaster.ca/>
 Clubs and Organizations: <https://www.msumcmaster.ca/clubs>

Transcripts/Grades

Students can view their grades in the Mosaic Student Centre. Information on the McMaster [grading scale](#) for undergraduate and graduate students can be found on the Office of the Registrar.

Unofficial transcripts are available for download by students at any time via Mosaic. Official transcripts can also be requested via Mosaic for release from the Office of the Registrar. There is no cost for the printing of transcripts, assuming standard processing time.

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 additional copies can request official transcripts directly through their Mosaic student center from the Office of the Registrar.

More information on requesting transcript requests can found [here](#).