Services and Resources for Graduate Students
Incoming Fall 2021 Grad Students

August 17, 2021
Land Acknowledgement

McMaster University recognizes and acknowledges that it is located on the traditional territories of the Mississauga and Haudenosaunee nations, and within the lands protected by the Dish With One Spoon wampum agreement.
Today’s Overview

- School of Graduate Studies
- Campus Resources
- Community Resources
• Dean of Graduate Studies and the Associate Graduate Deans for all faculties
• Central administration and resources for all faculties:
  o Admissions & Graduation
  o PhD defenses
  o Rules & regulations
  o Forms and policies
• Scholarships and Awards
• Grad Pay Inquiries
• Graduate Student Resources team
Contact Grad Studies
Welcome to our “front desk”

Email askgrad@mcmaster.ca for:

• Issues related to enrollment, retrieving online letters from Mosaic, student photo upload, etc.
• Requests to update your record: name change, citizenship change, etc.
• Signature for CPP forms
• Information on petitions such as leaves of absence, withdrawals, transferring programs, etc.

Program specific questions, such as questions about requirements for your degree, courses to take, funding, etc., should be asked to your program directly.
Applications are managed through **AwardSpring**:  
- The AwardSpring login tile can be found your Mosaic home page  
- Students completes one application to be matched with all eligible awards.  
- It tracks the completion of any additional application requirements on a user-friendly dashboard.

**Additional questions:**  
graduatescholarships@mcmaster.ca
You may receive payments from

- Student Center (in Mosaic) – Scholarship funds (Graduate Scholarship, Entrance Scholarship, Department Scholarship, External Scholarship, Tuition Bursaries) and Awards
  - Payments will be sent to your email via Interact e-transfer
- Human Resources – Research Scholarship, TA, and/or RA in lieu of TA. You must provide Human Resources with your direct deposit information.
  - Payments will be deposited directly into your Canadian bank account

Additional Questions: gradpay@mcmaster.ca
Working in Canada

- You must have a Social Insurance Number and a Canadian bank account.
- You may work up to average of 10 hours on-campus.
- Update your direct deposit information with Human Resources
- International students: your study permit will outline the condition(s) for you to work in Canada

Finding employment on campus:
- Login to Mosaic: Career Opportunities
Reminders

Key dates:

- September 8: student card pick-up (if not received by mail to a Canadian mailing address)
- September 25: tuition deadline
- September 30: complete SGS 101 and 201

Tip: How to enroll in SGS101 and 201

New Graduate Student Resources
For students beginning their studies in Fall 2021

Visit the Hub for everything you need to know to get started:

- Instructions and links to tasks
- Register for events
- Resources for campus support

https://gs.mcmaster.ca/ive-accepted-my-offer/graduate-student-orientation/
Student Resources

The Student Resources team at School of Graduate Studies organizes events throughout the year and shares helpful resources for all graduate students.

Supervisory Relationship

Academic

Wellness & Community

Professional Development
Getting the Supervisory Relationship Off to a Good Start

Template

- Intended to be completed by both the student and the supervisor at the beginning of the student’s program as a communication tool; can be revisited anytime
- May be optional or required (depends on program/supervisor)
- Download a copy from gs.mcmaster.ca or look for it by email

Guidelines for Students, Supervisors, Programs, and Committees

- Summary of expectations and roles
- Quick reference if you aren't sure about something
- Supports self-efficacy, awareness, and effective communication

Grad Calendar and Ph.D. Supervision policy
What to do if the expectations are not being met?

(student or supervisor not holding up their end of the agreement)

If you have reviewed the expectations, roles and responsibilities and have concerns about the quality of your supervision, discuss with:

1. Your Supervisor directly
2. Grad Chair/Department Advisor/Director/Program Lead
3. Associate Dean for your Faculty

You can also seek support from:

• Student Wellness Centre
• Graduate Student Association

If you have concerns about misconduct, harassment, or discrimination:

• Equity & Inclusion Office
• Ombuds
• CUPE 3906 (in the case of TA/employment concerns)
• A trusted peer, mentor, or staff member
If you have a disability and would like to set up academic accommodations, please connect with Student Accessibility Services (SAS) before classes or academic work begins.

- Book an appointment with SAS: [https://sas.mcmaster.ca/appointments/register/](https://sas.mcmaster.ca/appointments/register/)
  (even if you registered as an undergrad, need to re-register for accommodations as a grad student)

**Upcoming event:**
Disability and Graduate School: An introduction to services, accommodation, and community
August 19, 3:00 – 4:30 pm
Disability Workplace Accommodations

For Teaching Assistants (TAs) and other campus employment

Workplace accommodations

- requested through Human Resources

- Career Access Professional Services (CAPS) can help with navigating accommodations, guidance on how and when to disclose a disability and more: https://sas.mcmaster.ca/caps/

More information about Graduate disability and accommodations:

- https://gs.mcmaster.ca/current-students/resources/graduate-disability-and-accommodations/
Career and Professional Development

Workshops and events:
- Networking and career prep
- Job search, career fairs job postings, and conferences
- Mitacs internships and training
- McMaster Research Shop

Upcoming event:
- Emotional Intelligence: Professional skills for graduate students and postdoctoral fellows
  - August 31, 9:00 -10:30 am
  - [https://gs.mcmaster.ca/events/emotional-intelligence-professional-skills-for-graduate-students-and-postdoctoral-fellows/](https://gs.mcmaster.ca/events/emotional-intelligence-professional-skills-for-graduate-students-and-postdoctoral-fellows/)

Stay tuned for more opportunities on the Weekly newsletter and Grad Studies website

[https://gs.mcmaster.ca/current-students/resources/career-and-professional-development/](https://gs.mcmaster.ca/current-students/resources/career-and-professional-development/)
Graduate Studies Newsletter

For important updates and information from Graduate Studies, please keep up-to-date with our emails and newsletters.
Support for International Graduate Students

International Graduate Students Coordinator

• Supports international graduate student throughout their graduate student life experience
• Plans programming that addresses and advocates for international graduate student needs
• Connects students to relevant services and resources

Email: zheny37@mcmaster.ca

One-on-one appointments:
https://outlook.office365.com/owa/calendar/InternationalGraduateStudents@mcmaster.ca/bookings/
Campus Resources
University Technology Services (UTS)

For information and support: uts.mcmaster.ca

• MacID
  o Your MacID gives you access to services such as McMaster email, Microsoft 365, Off-campus housing portal, etc.
  o https://uts.mcmaster.ca/services/accounts-and-passwords/macid/

• Office 365
  o Applications such as Word, Excel, PowerPoint, Outlook, and Teams are free for students with McMaster email
  o Some classes and appointments will take place on Teams
Teaching and Learning
MacPherson Institute for Teaching & Learning

- Classroom Instructional Skills
- Teaching and Learning Certificate Program
- TA training
- Workshops
- Weekly MacPherson memo

https://mi.mcmaster.ca/whoweworkwith/students/

Upcoming event:
Flexible Teaching with Echo360: Engaging students in the online classroom
August 19, 10:00 – 11:30 am
Academic Resources: Scholarly Writing Support
https://gs.mcmaster.ca/current-students/resources/graduate-writing/

Writing Centre
• Open for one-on-one appointments starting Sept 13

Thesis Writer's Bootcamps
• This week-long series facilitates supportive environments for writing and reflection

Online Resources
• Introduction to Graduate Level Writing Online Module
• Thesis Writer's Toolkit

Upcoming event:
Writing strategies for Graduate Students: Outlines, August 25, 1:00 – 2:30 pm
https://gs.mcmaster.ca/events/writing-strategies-for-graduate-students-outlines/
McMaster Office for the Development of English Language Learners (MODEL)

For more information, visit: model.mcmaster.ca

Free service available for all English language learners and newcomers.

- Lessons, workshops, and support to improve English language proficiency.
- One-on-one help is available to address individual student needs

Upcoming event:
MODEL Mini-Workshop: Improve your English language skills
August 26, 9:00 – 10:00 am
https://gs.mcmaster.ca/events/model-mini-workshop-improve-your-english-language-skills/
Libraries and Research Skills

https://library.mcmaster.ca/services/graduate-students-library

- Graduate Studies & faculty specific librarians – librarians are your friends!
  - Research Consultations
  - Citation Management
- Grad & Postdoc Study Room (L405 in Mills Library) – open on September 7
- Specialized research and innovation centres
  - Sherman Centre
  - Data Analysis Support Hub (DASH)
  - Lyons Centre for New Media

Upcoming event:

Get to know your librarian and the Library
September 8, 11:00am – 12:00pm
https://gs.mcmaster.ca/events/get-to-know-your-librarian-and-the-library/
Health and Wellness

Student Wellness Centre (SWC)
- Addresses physical and mental wellness needs. Provides counselling options, medical services, and wellness programs: [wellness.mcmaster.ca](https://wellness.mcmaster.ca)
- Grad Wellness Newsletter – made by graduate students for graduate students: [https://mailchi.mp/947bed78071f/gradwellness](https://mailchi.mp/947bed78071f/gradwellness)

GSA Health & Dental Plan
- [Studentcare macgsa@mcmaster.ca](mailto:macgsa@mcmaster.ca) or 1-866-358-4434
- EmpowerMe (24/7 mental health & wellness counseling services) No issues are too big or small. Request support for depression, anxiety, grief, relationship problems, adjusting to life in a new country, addictions, mild substance abuse, educational conflict, disordered eating, and more

CUPE 3906 Health & Dental Plan (for Teaching Assistants)
- [https://cupe3906.org/tas-unit-1/](https://cupe3906.org/tas-unit-1/)

UHIP (International Students)
- Mandatory for all international students and their dependants
- [https://studentsuccess.mcmaster.ca/international-students/health-insurance/](https://studentsuccess.mcmaster.ca/international-students/health-insurance/)
Equity, Diversity, and Inclusion

For information: equity.mcmaster.ca

- The Equity and Inclusion Office promotes and supports institution-wide commitments to equity, diversity, inclusion, and accessibility
  - Human Rights and Dispute Resolution
  - Inclusion and Anti-Racism Education
  - Accessibility Program
  - Sexual Violence Prevention and Response
  - McMaster Equity and Inclusion Policies
    - Accessibility Policy
    - Discrimination and Harassment Policy
    - Sexual Violence Policy
Financial Planning

- **Mac's Money Centre**
  - Money coaches – one-on-one meetings with an accredited money coach (book through OscarPlus)
  - Workshops

- **Emergency financial support**
  - For financial emergencies and negative circumstances outside of your control

- **Graduate Student Association (GSA)**
  - Grants and bursaries
  - [https://gsa.mcmaster.ca/gsa-funding/funding-overview/](https://gsa.mcmaster.ca/gsa-funding/funding-overview/)
International Student Services (ISS)
Available to all international students at McMaster

**Services include:**
- Health Insurance (UHIP)
- Events and activities
- Success Coaching
- Immigration and Mobility Advising

Appointments with ISS staff can be booked on [OSCARplus](https://iss.mcmaster.ca/).

For more information, visit: [iss.mcmaster.ca/](https://iss.mcmaster.ca/)
Graduate Student Association (GSA)

- Operated by and for graduate students: health & dental coverage, sport leagues, the Phoenix restaurant, grad student clubs, social events, advocacy, faculty reps, subcommittees, student representation.
- gsa.mcmaster.ca
Student Groups
Student led and organized

• International Graduate Student Association (iGSA)
  o Operated by and for international graduate students
  o [facebook.com/groups/MAC.IGSA](https://facebook.com/groups/MAC.IGSA)

• Student Groups and Clubs
  o [McMaster Grad Parents](https://mcmaster.ca)
  o [Engineering Grad Students](https://engineering.gradstudents.mcmaster.ca)
  o [Science Grad Student Association](https://science.gradstudents.mcmaster.ca)
  o [African Caribbean Grad Students Association](https://african.caribbean.gradstudents.mcmaster.ca)
  o McMaster Indigenous Graduate Students Group
  o RESIST BIPOC Working Group
  o Latin American Graduate Students Association

And more at [https://gsamcmaster.org/clubs-list/](https://gsamcmaster.org/clubs-list/)
CUPE 3906

Union for TA/RAs

• Labour union for Teaching Assistants and Research Assistants. Protected under the Collective Agreement. Health plan, advocacy, International Officer.

• cupe3906.org
Community Connections & Wellness

Open Circle
- A diverse and consensus-based community where McMaster students can discuss life, spiritual and societal issues, as well as find volunteering opportunities available in the broader Hamilton community.
- Personal Discovery Course and Becoming Myself Series for Graduate Students [opencircle.mcmaster.ca](opencircle.mcmaster.ca)

PACBIC
- President's Advisory Committee on Building Inclusive Community (PACBIC) has working groups open to campus community members to join
- [pacbic.mcmaster.ca/](pacbic.mcmaster.ca/)
Graduate Students who are also parents

Juggling being a parent and being a graduate student can be challenging.

• Grad Parents network: 
  https://gs.mcmaster.ca/current-students/resources/gradparents-network/

Upcoming event:
Being a GradParent: Managing family responsibilities and Grad School
August 18, 9:00-10:30 am (tomorrow!)
https://gs.mcmaster.ca/events/being-a-gradparent-managing-family-responsibilities-and-grad-school/
Questions?
Thank You

Questions?
Contact Grad Studies at askgrad@mcmaster.ca