



# McMaster University

## 2017-2018 Exchange Fact Sheet



### Exchange Program Contacts:

Contact	Function	Contact Details
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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	<b>After Hours (Emergency)</b> 24 Hour Emergency Line	1-905-525-9140 x 24281
Website		<u><a href="#">Incoming Exchange</a></u>

### Mailing Address:

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### Undergraduate Programs:

<b>Faculty of Humanities</b>		<a href="#"><u>website</u></a>
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	
<b>Faculty of Engineering</b>		<a href="#"><u>website</u></a>
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		
<b>Faculty of Social Sciences</b>		<a href="#"><u>website</u></a>
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	
<b>Faculty of Science</b>		<a href="#"><u>website</u></a>
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	
<b>DeGroote School of Business</b>		<a href="#"><u>website</u></a>
Commerce		





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### Application & Process

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**Partner Nomination Deadline**    **March 15, 2017 (both terms)**

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

username: **guest2017**  
password: **macnom17\***

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

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**Student Application Deadline**    **March 31, 2017 (both terms)**

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**Student Application Process**    Upon receipt of student nomination details, the Exchange Office will contact each student with instructions on how to apply through our **online application system**.

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 **home exchange coordinator** is asked to please send **original, physical copies** of the following:

- 1) 1 original, official transcript with English translation and grading system attached
  - 2) TOEFL or letter from home exchange coordinator confirming English Language proficiency (see *Language Requirements* below).
  - 3) Two Letters of Reference (**only for Graduate and MBA applicants**)
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### **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.

### **MBA Applicants**

English certification is required for MBA exchange students. Please see the MBA admissions website for more information on [MBA Language Proficiency](#):

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).

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
- Pearson Test of Academic English (PTE Academic) requirement: Overall score of 68. A minimum score of 59 is required in each of the 3 sections of Speaking & Writing, Reading, and Listening.
- Visit [www.toefl.org](http://www.toefl.org), [www.ielts.org](http://www.ielts.org), or [www.pearsonpte.com/testme/Pages/TestMe.aspx](http://www.pearsonpte.com/testme/Pages/TestMe.aspx) for more information on these tests.

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

### **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 write and participate in class discussions. If not currently studying at an English-speaking institution, a letter from the home exchange coordinator or university professor must be submitted along with the application confirming that the student's language skills have been assessed at the home institution and they are sufficient for the student to participate in a study abroad/exchange program at the university level.

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### Level & Course Selection

#### Undergraduate

Undergraduate exchange students will be registered in Level 3 at McMaster, and should expect to mostly take 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 Undergraduate Calendar and list their preferred selections on the MacAbroad 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. Actual course registration for both Semester 1 and Semester 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. Please note that students applying for the MBA program must have completed a Bachelor's Degree and provide copies indicating completion.

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### Course Restrictions

#### Undergraduate

##### **General Restrictions**

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

##### **DeGroot 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 Undergraduate courses in the School of Business

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### 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](http://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>

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### McMaster Students Union (MSU) Health & Dental Plan

The MSU Health and Dental plan is on its way to becoming a mandatory health insurance plan for incoming exchange students at McMaster. Currently students have the option to opt-in upon arrival; however, this could change to mandatory enrolment as early as September 2017. The estimated cost for this coverage is set around \$230 CAD and includes basic coverage for prescription medication, vision and dental care (not covered by UHIP).

For more details, please visit MSU Health & Dental:

<https://www.msumcmaster.ca/services-directory/36-health-and-dental-insurance>

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### 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 requesting on-campus accommodation must submit an application to Residence Admissions by the stated deadline and submit the 'Special Accommodation Request' form as part of their application.

[http://housing.mcmaster.ca/Residence\\_Admissions/Special\\_Accom.html](http://housing.mcmaster.ca/Residence_Admissions/Special_Accom.html)

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

Tim Nolan

Director, Student Accessibility Services

[tnolan@mcmaster.ca](mailto:tnolan@mcmaster.ca)

1-905-525-9140, x 24339

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### 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.

#### **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>

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### Accommodation

#### **On-Campus (Residence)**

##### Website

*\*Incoming exchange student eligibility for on-campus housing has not yet been confirmed for 2017-2018. 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.
- **All** McMaster residences will be closed during the December holiday break. All students will be required to move out during this period. Full year exchange students will be able to leave things in their room over the break but won't be able to enter the building until the residences re-open in January. Students generally travel during this period, return home, or stay with friends.

Students with disabilities requesting on-campus accommodations must submit the 'Special Accommodations Request' form as part of their online residence application.

#### **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,

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exchange students can browse through rental listings for shared housing in the nearby Community of Westdale and surrounding area. Please note it is generally easier to find 1-term 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.

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### **Airport Pick-up Service**

Availability depends on individual exchange agreements and is based on reciprocity. Pick-up service from Toronto Pearson International Airport to McMaster University is arranged through a trusted airport transportation company.

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### **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>

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