

PhD in Labour Studies
Graduate Students' Handbook
2023/2024

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Welcome!

The School of Labour Studies' PhD Program was inaugurated in 2017 – the only such degree in North America, the program engages closely and critically with the issues of work and labour in contemporary and historical perspective.

The program aims to develop a new generation of scholars prepared to contribute to research leadership in the academy, the community, policy arenas and organizations representing working people. As a small interdisciplinary program, students will enjoy strong mentorship from leading scholars in the field and benefit from the strong union and community connections of faculty.

Ph.D. graduates will be ready to undertake academic employment as well as research jobs, senior administrative and leadership positions in a range of public, private and non-profit organizations with a focus on work and social justice, such as labour organizations, policy research institutes and think tanks.

It is important that students be aware of the regulations governing such matters as full-time and part-time status, leaves of absence, deadlines for adding and dropping courses, and supervision.

This program is governed by the School of Graduate Studies, and therefore is subject to their rules and regulations, which students are highly encouraged to become familiar with to meet program timelines and expectations.

All Graduate Students should consult the School of Graduate Studies graduate calendar, available online at: <https://academiccalendars.romcmaster.ca/index.php>

Faculty and Staff

Faculty: Faculty cross-appointments in other departments are listed in ()

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To view faculty profiles, as well as a list of associate and emeritus faculty, please visit our website:
<https://labourstudies.mcmaster.ca/people>

Staff:

McMaster Phone # 905.525.9140

Brenda Morrison, Administrator
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PhD Program Requirements

The program, which normally takes four years of full-time study, consists of course work, comprehensive examinations, and a Dissertation. Students are required to take four courses, of which Methods and Advanced Labour Studies Theory are required. Additional courses are chosen from a list of core Labour Studies courses as well as from disciplines such as Sociology, Political Science, Geography, Social Work, History, etc. See below for specific courses.

Courses

PhD candidates are required to complete 12 units (4 courses) of course work at the graduate level, including:

- LABRST 715 / Methods or an equivalent methods course approved by the program; Students entering the PhD program who have already taken LABRST 715 are exempt from this requirement and may take another elective
- LABRST 793 Advanced Labour Studies Theory
- Two elective courses offered by the School of Labour Studies or by another department or academic unit
- Two 0-unit SGS Training Courses

All PhD students must register in SGS 700 – Research/Writing each term in addition to their course selections.

Course Timetable

To view a list of our available courses and descriptions, please refer to our [program website](#).

Course outlines are shared as available with students, as well as posted on LS website.

All Labour Studies grad courses are open to MA and PhD LS students.

SGS Training Courses

The Graduate Calendar states that all graduate students (including part-time students), must complete the course SGS 101 and SGS 201 in September of their first term of studies at McMaster University.

SGS / 101 Academic Research Integrity and Ethics Training

The purpose of this course is to ensure that the standards and expectations of academic integrity and research ethics are communicated early and are understood by incoming students. A graduate student may not obtain a graduate degree at McMaster without having passed this course.

The course must first be added in MOSAIC. Then, to access the course material, students should visit Avenue to Learn at <http://avenue.mcmaster.ca> and click on the McMaster e-Learning button. Your MacID and Password are required to access Avenue to Learn.

SGS / 201 Accessibility for Ontarians with Disabilities Act (AODA) Training

The Graduate Calendar states that all graduate students are required to complete training on the Accessibility for Ontarians with disabilities Act (AODA), which can be completed at: <https://accessibility.mcmaster.ca/training/aoda-and-human-rights-code-training/>

Understanding how we can identify and reduce attitudinal, structural, information, technological and systemic barriers to persons with disabilities is core to McMaster University's commitment to supporting an inclusive community in which all persons are treated with dignity and equality, and completion of AODA training is critical as McMaster's graduates move forward in their varied, chosen professions. Students may not graduate or register for subsequent years in their program until they have completed their required training.

Other Courses to Complete the M.A. or Ph.D.

It is standard policy at McMaster to have all graduate courses open to suitably prepared students. Graduate Students should consult the graduate course offerings in Anthropology, Economics, Education, Geography, Globalization, Political Science, Social Work, and Sociology that are easily accessible.

To find courses outside Labour Studies, please visit:

https://academiccalendars.romcmaster.ca/preview_program.php?catoid=45&poid=23626&returnto=9164

Residency Requirements

The School of Graduate Studies has regulations governing residency requirements at McMaster and all graduate students in the School of Labour Studies are governed by them. Refer to [Graduate Study at McMaster](#).

Note that under 1.3 Responsibilities' of Graduate Students to the University:

Full-time students are obliged to be on campus, except for vacation periods or authorized off-campus status, for all three terms of the university year. Vacation entitlement is discussed in [Section 2.5.8](#). Any

student who is away from campus for longer than one week, which is not part of the student's vacation entitlement, requires their supervisor's approval in writing. If this period of time exceeds two weeks, the approval of the department chair is also required. In accordance with government regulations (see [Section 2.5.2](#) students who will be away from campus for more than four weeks require not only permission from the Department but also that of the appropriate Associate Dean of Graduate Studies and must submit a Request to be Full Time Off Campus. Note that this permission is needed for conferences, field work or studies elsewhere in the world, in order to allow the University to comply with the regulation requiring that a written explanation for such absences be lodged in the Graduate School office. Students may arrange, through the Department and the Associate Dean of Graduate Studies, to be "full-time off-campus" for periods of up to a year. Students will also be required to complete the Risk Management Manual (RMM) 801 forms and gain approval through EOHSS. In cases of unauthorized absence the student will be deemed to have withdrawn voluntarily from graduate study and will have to petition for readmission. No guarantee of readmission or of renewal of financial arrangements can be made and a decision on readmission is not subject to appeal. An exception to this policy would be programs described in the calendar as delivering their curriculum either partially or fully in on-line formats. Please refer to details in individual program descriptions.

See also The General Regulations of the Graduate School
<https://academiccalendars.romcmaster.ca/content.php?catoid=46&navoid=9200>

2.5.6 Full Time Off-Campus

On admission to a full-time program, the assumption is that a student will be full-time on-campus. This is known as being "in residence". If a student wants to spend a period of time away from the university in order to complete their research, they must apply to be full-time off campus and complete the form RMM 801.

Research off campus:

Students must submit and RMM 801 form if participating in field trips, research activities and placements that are McMaster sanctioned to travel https://hr.mcmaster.ca/employees/health_safety_well-being/our-safety/field-trip-research-activity-and-student-placements/

See also The General Rules and Regulations of the Graduate School
<https://academiccalendars.romcmaster.ca/content.php?catoid=46&navoid=9200>

Supervisors and Supervisory Committees

Applicants will be assigned a temporary supervisor of studies upon admission. Five months after admission and after discussion with their temporary supervisor and their supervisor of record (if different), PhD candidates will inform the graduate chair who will serve as their supervisor of record. If students do not initiate this process, after five months of study the temporary supervisor will become the supervisor of record. Before the end of term 2, year 1 for FT and PT students, a supervisory committee will be appointed by the Graduate Committee, on the recommendation of the student and their dissertation supervisor. This committee will consist of at least three members:

a dissertation supervisor, normally a full-time faculty member in the School of Labour Studies, and two other members, at least one of whom is a faculty member from outside of the School of Labour Studies, whose scholarly interests include the area of the student's main interest.

If a student wishes to have a dissertation supervisor other than one of the faculty members who are formally appointed in Labour Studies, they must submit this request for approval by the Graduate Program Director in consultation with the Graduate Committee.

Annual Progress Review meetings

Beginning in Term 2 of their first year, both FT and PT students are required to meet annually with their supervisory committee, normally in May but at the latest by November 30 of each year in the programme, to discuss student progress and to complete the annual progress report as required by the School of Graduate Studies

<https://gs.mcmaster.ca/current-students/forms-and-policies-for-graduate-students-staff-and-faculty/>

The School of Labour Studies has set specific dates for meeting certain milestones in order to ensure students are making satisfactory and timely progress in the programme. These milestones and plans for their achievement will be discussed at each annual meeting with the supervisory committee. Failure to meet these milestones will trigger a mid-year review meeting with the Graduate Program Chair and the student's dissertation supervisor, to assess problems being encountered, discuss remedies and forms of support, and set new timelines to meet milestones before the next annual progress review meeting. If a student does not meet these milestones after two meetings, they may be asked to withdraw from the programme.

Initiating a change of supervisor

As students develop clearer ideas of their thesis and dissertation topics, they may feel that another faculty member would be a better fit to supervise their studies. Any student wishing to change supervisors must fill out a form available from the Graduate Administrative Assistant and submit the request to the Graduate Committee. Before formally initiating a change, students should talk about the proposed change with both their current supervisor and their proposed supervisor. The Graduate Committee also requires that the change request form include the written opinions of both "old" and "new" supervisors about the proposed change. Note that the School of Labour Studies may not be able to accommodate all requests for changes because of the limited availability of Faculty members.

Comprehensive Examinations

After finishing their course work, FT students will complete a comprehensive exam in Term 1 of their second year in the program. PT students will complete their comprehensive exams in Term 1 of their third year. The purpose of the exam is to ensure that the student has sufficient knowledge of the relevant scholarly literature in the field of Labour Studies and that they are able to synthesize and communicate this literature in a critically insightful way. The comprehensive exam consists of a written and oral component where the student's ability to understand and synthesize a set of readings is assessed. The examination committee for the comprehensive exam shall normally consist of the members of the supervisory committee.

The written component of the comprehensive exam will occur between November 1 and 15 each year and will be scheduled by the Graduate Program Assistant by September 10 of each year. The oral component of the exam will take place within one week of the submission of the written component of the exam.

Comprehensive exam list

A minimum of five months before the date of the comprehensive exam, the student will, in consultation with their dissertation supervisor and their supervisory committee, initiate the preparation of the comprehensive exam list. The list will include approximately 50 units of readings, where one unit is equal to: 1) one full length book; or 2) three academic articles and/or book chapters.

The student will consult with each of their committee members to compile a comprehensive exam list that consists of four sub-sections. The first three sub-sections will consist of readings developed in consultation with each member of the student's supervisory committee in their respective areas of specialization. The

fourth section will be compiled by the student in consultation with all members of their supervisory committee. Each sub-section/reading list should have approximately 12-13 units of reading.

For example, a student who plans to study how gender influences labour organizing in teacher unions may have a comprehensive list that includes the following subcomponents:

- The political economy of work and unions
- Equity, diversity, work and unions
- Teachers and their unions
- Public sector unionism

Students are responsible for contacting each Faculty member to discuss the development of each sub-section of readings, for assembling the complete comprehensive list for submission to the supervisory committee and the graduate chair, and for ensuring that the list is approved by May 31st of their first year to ensure that they have a minimum of five months of time to read prior to their exams.

Written exam

The written component of the comprehensive exam will be in the form of a take-home exam. Students will be provided with a list of the exam questions and given one week to complete them. The exam will consist of six questions, in three sets of two questions each. Students are required to answer one question from each pair of questions provided. Students will submit their exams using a zip drive to the Graduate Administrative Assistant by 4:30pm on the date that the exam is due.

Written comprehensive examinations must be formatted as follows:

- Answers must be double spaced with 1-inch margins on all sides of the page
- Answers must be in 12-point font and in a typeface no smaller than Times Roman
- Answers need to clearly identify the question that is being answered at the beginning of each answer by typing in the question number. Note: a copy of all of the exam questions is given to the committee with your returned answers
- Answers to each question should range between a minimum of 2000 to a maximum of 3000 words, including citations but excluding a bibliography
- Citations and a bibliography of works referred to in each answer are required

NOTE: FAILURE TO ADHERE TO THESE FORMAT REGULATIONS MAY RESULT IN THE EXAMINING COMMITTEE RETURNING YOUR EXAM TO YOU UNREAD.

Oral Exam

The oral component of the comprehensive exam constitutes the required invigilated portion of the examination. The oral exam will be used to further assess the candidate's ability to synthesize and explain the core ideas in the readings. The oral exam will also provide the student with an ability to address weaknesses in their written answers.

The student will be asked to make a brief presentation of no longer than 10 minutes, highlighting the key ideas and themes that emerged from their reading. Two rounds of questions will follow, rotating between each faculty member in turn. The first round of questions will focus on the written answers submitted by the student, and the second round of questions will focus on more general questions about the readings on the list as a whole. In total, the oral examination will last approximately 2 hours.

Evaluation

Students will be evaluated on a Pass/Fail basis, following regulations in the School of Graduate Studies. Students will be evaluated on their depth of knowledge in the subject area and on their ability to critically synthesize and communicate this knowledge. Students who fail either the oral or the written examination will have a second opportunity to take the exam between one and six months of the date that the student was notified that they failed the original assessment. If a student fails the exams a second time, they will be required to withdraw from the program

Dissertation Proposal

Following the completion of the comprehensive exam requirement, students will prepare a dissertation proposal to their supervisory committee. Dissertation proposals should be brief, concrete and focused, approximately 12-20 double spaced pages in length (between 3000 and 5000 words). Proposals should outline their research question, methodology and how their project will contribute to academic knowledge. Normally, the dissertation proposal will be finalized between 12 and 22 months into a student's program.

A concrete dissertation proposal, once approved, functions as an agreed-upon roadmap between the supervisor and the supervisory committee. If the project begins to take a different direction, it is expected that the student will consult their supervisory committee for guidance and approval of proposed changes.

After the proposal has been approved by the committee, an electronic and hard copy of the proposal and the department's [Proposal Approval Form](#) must be submitted to the Graduate Administrative Assistant.

Dissertation Proposal Format

The specific format of dissertation proposals can vary; however, all proposals should contain the following key parts:

Introduction

The introduction has two purposes:

- to briefly and clearly state the problem or question to be researched, and
- to provide a clear rationale for the proposed research.

The rationale often includes a brief statement pointing to a gap in the literature (to be elaborated on in the literature review section below) as well as a practical rationale for the research (for example: the research is important because ...). The research problem needs to be an original contribution to the literature. (Length suggestion: 1-2 pages).

Literature review

The literature review situates your research question in the existing literature in your specific area. The literature review is not meant to be exhaustive, rather, it should be similar to that found at the beginning of a research article, by presenting research similar to the proposed research and by making a case that existing work is insufficient to fully account for/explain/predict the research problem.

A common way to structure a literature review is to begin with literature that situates the research problem within a broad theoretical frame and then ends with a description of empirical studies that are most similar to the proposed research and a statement about a research gap. (Length suggestion: 6-10 pages.)

Methods

Proposals are required to include a detailed description of their proposed methods, as well as rationale for why a particular approach was chosen. Description of the choice of data collection methods and approach to analysis should be as specific as possible. For example, for survey research students should indicate the population, sampling strategy, expected response rates and types of questions that will be asked. Students should also provide a description of how they will analyze their data.

For example, if the research is quantitative, which statistical tests will the student use and what are the variables of interest? If the research is qualitative, what methodological approach is the student adopting and will they use analysis software? This is the most important part of the proposal, because it concretely describes the research to be undertaken. (Length suggestion: 4-7 pages.)

Schedule of work

The proposal should also lay out a tentative schedule of work, with ample detail, indicating a realistic assessment of when each part of the dissertation is to be completed. (Length suggestion: 1 page.)

Research Ethics

Research that involves human participants requires approval by the McMaster Research Ethics Board. <https://research.mcmaster.ca/ethics/>. Ethics approval is essential before you start any research involving human participants. It is an academic offence not to obtain the required ethics approval for research involving human participants. You should contact a member of the ethics review team **at least two months** before you want to have your ethics application approved and give yourself sufficient time to submit an application and make revisions.

Presentation of Research

By March 30 of Year Two of their program, FT PhD candidates are required to make a public presentation of their dissertation proposal at a departmental seminar (approximately 30 minutes in length). Students are also encouraged to present their research results at academic conferences and/or to the department at later stages in their program. PT students will make their presentations by August 30th in Year 3.

Dissertation

Candidates for the Ph.D. degree are required to write a dissertation with a maximum length of 300 double-spaced pages that demonstrates competence in original research following School of Graduate Studies guidelines.

PhD dissertations can be prepared as a sandwich dissertation or as one document. A sandwich dissertation is a dissertation that is comprised of 3-5 interrelated manuscripts as well as an introduction and conclusion. Students will be required to defend their dissertation in an oral examination.

If a dissertation is substantially longer than 300 pages, the supervisory committee must obtain written approval from the Associate Dean of Graduate Studies prior to the submission of the dissertation for the defense. (See School of Graduate Studies Calendar section 2.8.1). General instructions regarding dissertation format and acceptable methods of reproduction can be found on the School of Graduate Studies website: <https://gs.mcmaster.ca/current-students/completing-your-degree/doctoral-degree/>

The final dissertation must be approved by the student's supervisory committee and an external examiner from outside the university. The dissertation must be orally defended following procedures in the School of Graduate Studies.

Preparation of thesis and electronic thesis requirement:

After oral defense and any required changes have been completed, students must submit their dissertations electronically. More information on how they might do so is available on the School of Graduate Studies website:

https://gs.mcmaster.ca/app/uploads/2019/10/guide_for_the_preparation_of_masters_and_doctoral_theses-december_2016.pdf

https://gs.mcmaster.ca/app/uploads/2020/02/Licence_To_McMaster_University.pdf

Following final electronic submission of your thesis (<https://macsphere.mcmaster.ca>),

For detail about completing your thesis, please review the above linked guide, visit <https://gs.mcmaster.ca/current-students/completing-your-degree/masters-thesis/> or reach out to gthesis@mcmaster.ca or your Grad Admin

PhD Timelines

For full-time students:

Every year: - supervisory committee meeting - OGS, SSHRC or CIHR Fellowship application			
	Term 1 (Sep-Dec)	Term 2 (Jan-April)	Term 3 (May-Aug)
Year 1	<ul style="list-style-type: none"> • 2 courses • Scholarship applications (e.g. SSHRC) • SGS 101 & 201 	<ul style="list-style-type: none"> • 2 courses • Submit supervisory committee to Graduate Chair • Draft comprehensive reading list 	<ul style="list-style-type: none"> • Finalize comprehensive reading list (May) • Preparation for comprehensive exams • Annual Progress Review
Year 2	<ul style="list-style-type: none"> • Comprehensive exams (November) • Scholarship applications 	<ul style="list-style-type: none"> • Write proposal • Present proposal to School and committee • Submit ethics application (if working with human subjects) 	<ul style="list-style-type: none"> • Data collection and analysis • Annual Progress Review
Year 3	<ul style="list-style-type: none"> • Data collection and analysis • Scholarship Applications 	<ul style="list-style-type: none"> • Analysis and writing 	<ul style="list-style-type: none"> • Dissertation writing • Annual Progress Review
Year 4	<ul style="list-style-type: none"> • Dissertation writing 	<ul style="list-style-type: none"> • Final draft of dissertation 	<ul style="list-style-type: none"> • Oral defense of dissertation

For part-time students:

Every year: - supervisory committee meeting			
	Term 1 (Sep-Dec)	Term 2 (Jan-April)	Term 3 (May-Aug)
Year 1	<ul style="list-style-type: none"> 1 course SGS 101 & 201 	<ul style="list-style-type: none"> 1 course Submit supervisory committee to Graduate Chair 	<ul style="list-style-type: none"> Annual Progress Review
Year 2	<ul style="list-style-type: none"> 1 course 	<ul style="list-style-type: none"> 1 course Draft comprehensive reading list 	<ul style="list-style-type: none"> Annual Progress Review Finalize comprehensive reading list (May) Preparation for comprehensive exams
Year 3	<ul style="list-style-type: none"> Comprehensive exams (November)* 	<ul style="list-style-type: none"> Write proposal Present proposal to School and committee 	<ul style="list-style-type: none"> Annual Progress Review Submit ethics application (if working with human subjects)
Year 4	<ul style="list-style-type: none"> Data collection and analysis 	<ul style="list-style-type: none"> Data collection and analysis 	<ul style="list-style-type: none"> Annual Progress Review Data collection and analysis
Year 5	<ul style="list-style-type: none"> Data collection and analysis 	<ul style="list-style-type: none"> Data collection and analysis 	<ul style="list-style-type: none"> Annual Progress Review Data collection and analysis
Year 6	<ul style="list-style-type: none"> Analysis and writing 	<ul style="list-style-type: none"> Analysis and writing 	<ul style="list-style-type: none"> Annual Progress Review Analysis and writing
Year 7	<ul style="list-style-type: none"> Dissertation writing 	<ul style="list-style-type: none"> Final draft of dissertation 	<ul style="list-style-type: none"> Oral defense of dissertation
Year 8 (if needed)	<ul style="list-style-type: none"> Dissertation writing 	<ul style="list-style-type: none"> Final draft of dissertation 	<ul style="list-style-type: none"> Oral defense of dissertation

*Part-time PhD students must complete all coursework before their comprehensive exams.

Status, and Time Limitations

If students want to change their status from full-time to part-time or vice versa, apply for a leave of absence, or apply to pursue another degree (switching from a PhD to an MA, for example), they must complete the appropriate forms. Requests for each of the above must be approved by the School of Labour Studies first, then approved by the Graduate Admissions and Study Committee of the School of Graduate Studies. Each case is examined on its merit and no request for extensions or change of status is automatically approved. Though the Graduate Chair of the Department is asked to make a recommendation

on these requests, the final decision on these matters is made by the Graduate Admissions and Study Committee of the Faculty. This is a University committee made up of members from several departments and is chaired by the Associate Dean of Graduate Studies. Faculty and staff in the School of Labour Studies are therefore unable to guarantee that a request for a change of status will be successful.

The School of Graduate Studies requires that full-time students who have not completed their Ph.D. in six years and that part-time students who have not completed their Ph.D. in eight years, withdraw in good standing due to time limit. If students subsequently complete their degree requirements, they can apply for readmission to the graduate programme. Permission will not be granted unless the School or Department is willing to certify that all requirements but the final oral examination have been completed.

Attendance at Departmental Seminars

All full-time Ph.D. candidates are *required* to attend all departmental seminars in their first year of their studies. Guest lectures from labour scholars and activists are critical to the scholarly life of the School and integral to a well-rounded graduate education. By attending guest lectures, students gain critical knowledge about how to present research, an appreciation for different approaches to research and an awareness of different methodologies. Additionally, attending seminars also helps foster community within the School of Labour Studies

These are always advertised on the website; bulletin boards and by the regular e-distribution lists. Previous speakers included: Pam Frache (Organizer, Fight for \$15; LS MA grad, 2012); Janice Martell (Founder, McIntyre Powder Project); Armine Yalnizyan, Jennifer Chun, Mark Johnson, Craig Heron.

Tuition & Scholarships

Tuition

Tuition is \$2,102.40 per term full-time or \$1,051.20 per term part-time, whether a student is international or domestic.

Full-time student fees are currently set at \$891.98 per year, **part-time student fees** are set at \$550.46 per year. This value may increase each year.

PhD Funding Minimums

All full-time PhD students are guaranteed a financial support package as stated in their offer of admission. This package is typically a mixture of program scholarship, external scholarships, TA employment income, and potentially research scholarship provided by the supervisor. Financial support for Doctoral studies will normally be provided for the first four years of full-time enrolment.

For incoming full-time domestic and international PhD students who do not hold external scholarships our minimum offer will include 1 full TA / RA ship (approximately \$12,000) + \$10,000 in department and/or research scholarship per year for four years. Students' personal funds cannot be used to meet minimum funding requirements. Part-time students are only able to be funded through Research Scholarships, and employment income (i.e. TAship, RA in Lieu, RAship).

Where a successful applicant has been made an offer based on funding external to the university, the support committed to the student (by the university) for the nominal duration of their degree will be the difference between the funding minimum and the external scholarship value. In cases where an external scholarship ceases to be paid out in whole or in part, the university is not obliged to increase its financial support package.

Scholarship Payments

Scholarships are paid through Grad Studies: 40% mid-September; 30% January and 30% May. External awards (e.g., OGS, SSHRC) are paid 1/3 each term. Scholarships are paid via eTransfer to your McMaster email. More information here: <https://gs.mcmaster.ca/tuition-financial-aid-scholarships/scholarship-via-e-transfer/>

Payment schedule can be found here: <https://gs.mcmaster.ca/scholarship-payment-schedules/>

You can view your paystub in MOSAIC. Your T4 will be available there in February.

Types of Scholarships/Funding

Department Scholarship - Comes from funds awarded by the department.

Research Scholarship – All domestic and international students may be offered Research Scholarships. These are offered from a supervisor's research grant. Applicant and prospective supervisor should discuss availability of research funds. Applicants are encouraged to reach out to potential supervisors during application process.

TA/RA in Lieu - Full-time PhD students are offered a teaching assistantship as part of their funding package. TA employment involves an average of 10 hours a week of work, and can include some combination of leading tutorials (usually 1 or 2 hour-long tutorials per week), grading essays and meeting with students during regularly scheduled office hours or other duties as discussed with the instructor of that course

Non-TA Employment - McMaster permits full-time graduate students to work up to 20 hours a week on non-thesis related work. Please be advised that full-time students are expected not to work more than 20 hours a week on paid work outside of their thesis and course related work.

Internal Scholarships - These scholarships are only available in-course, which means that students must be fully enrolled to be able to apply. The application period opens October 1st and closes in early December. Applications are managed through AwardSpring, found on the Mosaic home page. Student completes one application to be matched with all eligible awards.

Note - International students may only apply to merit-based internal scholarships.

External Scholarships – An external scholarship is defined as a scholarship that does not require the student to perform research outside the scope of their thesis research and is granted by an institution or organization other than McMaster. Studentships and research funding that requires research and tasks outside the core of the student's thesis are not considered to be scholarships.

Students who win external awards may be subject to some clawback of their non-employment income (i.e., research and departmental scholarships). The principle underlying re-allocation of McMaster funds is to balance the goals of recognizing merit and equalizing funding among our students. Supervisors and students must disclose any external scholarship awarded.

Government funded Scholarships & Awards available to **non-Canadian students**:

<https://w05.international.gc.ca/Scholarships-Bourses/scholarshipnoncdn-boursenoncdn.aspx?lang=eng>

Clawback Policy – For External Awards

Domestic doctoral students who obtain any combination of external awards valued in total at \$15,000-\$34,999 per year will have their graduate scholarships clawed back by \$8,000 for that year.

Domestic doctoral students who obtain any combination of external award valued in total at \$35,000/year or above will have all their graduate scholarships clawed back for that year.

Domestic doctoral students with up to \$14,999 in external awards will retain the entirety of their graduate scholarships.

We do not claw back:

- TAships, RA in lieu or other employment from PhD students
- Graduate scholarships for international students.

When a student is funded through a combination of department and supervisor scholarship, the clawback will be prorated based on the total commitment contributed from each source.

For example, a student is provided a total of \$60,000 in scholarship over 4 years, with \$40,000 (2/3) in department scholarship and \$20,000 (1/3) in supervisor scholarship. If that student wins any combination of external awards valued between \$15,000-\$34,999/year, \$8,000 will be clawed back from their non-employment income, with 1/3 of this amount (\$2666.66) reallocated to the supervisor and 2/3 (\$5333.33) reallocated to the department.

Note: Certain external awards have clawback policies overseen by SGS, ex. Harry Lyman Hooker Award. For more information about SGS clawbacks visit: <https://gs.mcmaster.ca/current-students/scholarships/>

SSHRC Scholarship Application Requirement

Each fall, all eligible PhD students are expected to apply for the Doctoral awards program of the Social Sciences and Humanities Research Council <http://www.sshrc-crsh.gc.ca/funding-financement/programmes-programmes/fellowships/doctoral-doctorat-eng.aspx#a4> or equivalent (e.g. CIHR). The deadline for applications to the School of Labour Studies will be sent to students as soon as it is available early fall.

Students are encouraged to seek out additional funding opportunities to support their studies and fieldwork. Information about additional scholarships can be obtained from the School of Graduate Studies: <https://gs.mcmaster.ca/awards-funding/awards-funding>

Research Costs and Conference Funding

Over the course of their program, each PhD student is eligible to apply for funding to support research costs related to their dissertation and the costs of presenting their work at an academic conference. Each PhD student is eligible to apply for a maximum of \$1000 over the life of their program. Note that funding levels may vary annually contingent on the availability of funds. Students may apply for funding more than once provided they have not reached the total amount allocated to them according to their program.

Note that funding levels may vary annually contingent on the availability of funds. Students may apply for funding more than once provided they have not reached the total amount allocated to them according to their program.

Applications for research costs support are due March 31 of each calendar year with receipts due August 15th. Applications for conference support are accepted throughout the year, and receipts must be submitted for reimbursement within two months after the presentation. If submitting for a conference expense, please send a copy of the brochure or agenda to LSgrad@mcmaster.ca at the time of application.

Eligible expenses include subsistence, transportation/travel, materials, supplies & services necessary for the conduct of that research, conference registration fees, and transportation/travel/subsistence at conferences,

Ineligible items include equipment purchases, and thesis copying & binding.

To apply for this grant please fill out an application form here: <https://forms.gle/87txLJU43etV3RBX7>

Once your application is submitted it will be sent to your supervisor for approval, and then to the Graduate Chair. You will be notified of the results of your application via email by the Graduate Admin Assistant.

Also, check with GSA for Travel Assistance Awards: <https://gsa.mcmaster.ca/gsa-funding/travel-grants/>

Students are also strongly encouraged to apply for other internal awards to support their research and conference participation. Please consult the School of Graduate Studies calendar section 8 "Fellowships, Scholarships and Other Awards" for details to determine eligibility for GSA Travel Assistance and other grants.

Teaching Assistants/Research Assistant in Lieu

Full-time PhD students are offered a teaching assistantship as part of their funding package. TA employment involves an average of 10 hours a week of work, and can include some combination of leading tutorials (usually 1 or 2 hour-long tutorials per week), grading essays and meeting with students during regularly scheduled office hours or other duties as discussed with the instructor of that course.

TA assignments are confirmed in the first two weeks of fall and winter terms, and every effort is made to match students up with their preferences as submitted in late August. Tutorials start the third week of each term. Some TAs may be offered an RA in Lieu of their TAship. This is a Research Assistantship that replaces the hours you were offered as a TA and paid at the TA rate of pay.

Collective Agreement and Hours of Work

Your work as a TA is governed by a collective agreement which you can view on their website (copies also available in the CUPE office – KTH-B110).

The collective agreement has important information on sick days, religious holidays, hours of work, etc. Especially important is the “Hours of work form”, which will be filled out by the instructor of the course where you are assigned TA duties, in consultation with yourself, at the beginning of term to specify how many hours you will be spending on various tasks. Please complete this form and return to the Grad Admin (LSGrad@mcmaster.ca) A copy for your files will be provided.

Students may waive, decline, or defer a portion, or the entire, TA guarantee at their discretion.

Students who:

- *decline* a TA position relinquish their guarantee of future TA employment.
- *wave* a TA position are requesting to waive their guarantee for that academic year only.
- *defer* a TA position are postponing their employment to the following term when they must be offered a position. This is true, even if they are not normally eligible in the following term (e.g. overtime status).

Getting Paid

Graduate students who are employed as teaching assistants (TA) or research assistants (RA) are paid every two weeks through Direct Deposit. The exception is December when you will be paid earlier due to the

holiday break. Miscellaneous fees, union dues, dental and health plan dues (if applicable), Employment Insurance and Canada Pension Plan premiums will be deducted from your pay. Tuition fees are your responsibility (i.e., not deducted from your pay or OSAP).

TAship will be paid over the months you are employed as a TA (i.e., Sept-Dec -130 hours and/or Jan-Apr – 130 hours). Incidental fees are deducted in September. You are paid an additional 3 hours to complete mandatory Health & Safety modules. (the modules only have to be completed in your first term, but 3 hours are paid for the module on each TA assignment) Your summer net income will therefore be much smaller than your September-April income. Please budget accordingly.

Payment schedules can be found here: <https://gs.mcmaster.ca/scholarship-payment-schedules/>

Please follow the instructions here: <https://hr.mcmaster.ca/employees/payroll/teaching-assistants-payroll-information/> to set up TA direct deposit

Teaching Assistant, Job Hazard Analysis and Health & Safety Training

It is mandatory for all employed staff at McMaster to take part of the Job Hazard Analysis and Health & Safety Training. TAs are paid three hours each term and are required to complete online training for the following components prior to start of TA duties.

Health and safety training registration and completion is now managed in [Mosaic](#). Employees, students, and volunteers (persons of interest) are now able to self-register for health and safety training courses offered by EOHSS through the self-service functionality in [Mosaic](#).

Navigation: Main Menu>Human Resources>Self Service>Learning & Development>Request Training Enrollment

Through self-service, individuals can also access their own training summary to view newly completed training. Historical data of training will not be included but can be requested by contacting the appropriate safety office.

Navigation: Main Menu>Human Resources>Self Service>Learning & Development>Training Summary
https://mosaic.mcmaster.ca/psp/preprd/EMPLOYEE/EMPL/h/?tab=MCM_TAB_WELCOME

- Asbestos Awareness
- Ergonomics
- Fire Safety
- Office WHIMS
- Slips, Trips and Falls
- Violence and Harassment

When you have completed these, please send an email informing the Grad Admin (LSGrad@mcmaster.ca) for further processing with HR.

All Teaching Assistants and Research Assistants in Lieu of a TA, will be required to complete 5-hours of paid mandatory TA training. The 5-hours is a one-time payment, payable after the TA completes mandatory training that includes anti-oppression, TA rights & responsibilities, and other pedagogy training. Information about this training will be distributed at the start of term.

The 5-hours are separate from the 3-hours that TAs receive for orientation and health & safety training each Term. The 5-hours of mandatory TA training is to be completed once with pay. Should a TA choose to complete the training more than once, it will be without pay. When a TA has completed the new mandatory TA training Human Resources will issue the 5-hour payment.

These only need to be completed once (i.e., first year of degree).

Health and Dental Benefits for TAs

CUPE Benefits Overview

Please see detailed information: <http://cupe3906.org/benefits-forms/unit-1-benefits>

Dental plan - The CUPE Dental Plan has no deductibles and provides for 100% coverage for diagnostic, preventive, and palliative services, 100% for restorative, endodontic, periodontic, and surgical procedures. You are eligible for up to \$1,000.00 every year (Jan 1 - Dec 31).

An employee who is eligible to be covered under the Dental Plan may choose to opt out if he/she provides proof to the spousal coverage or parental coverage under another dental plan. The CUPE Dental Plan Authorization for Change of Status form must be completed and handed back to CUPE office by September 12 to be effective September 1. If Opt-outs submitted after this date and until September 30, they will be effective as of October 1. No Opt-outs would be accepted after September 30. The Opt-out form must be submitted every year.

If an employee who is eligible for the Dental Plan elects to have family coverage for spouse (married, common-law, or same sex) and/or children, he/she will pay for the difference in the cost of the Dental Plan between single and family coverage. The CUPE Dental Plan Authorization for Change of Status form must be completed and handed back to CUPE office by September 12 to be effective September 1. The family opt-in form must be submitted every year.

Questions and Assistance for TAs – New TA Programming

<https://mi.mcmaster.ca/new-ta-programming/>

More about the School of Labour Studies

Departmental Support and Resources

Office Space

PhD students in the School of Labour Studies are provided shared offices (KTH 728 & 729) for your TA office hours and socializing. Each office has a computer(s) with internet access and individual desks for each student. Any computer issues should be reported to LS staff as soon as discovered to request appropriate IT support. Office keys are provided in September.

We share the 7th floor with some staff and students from other departments, so office doors should never be left unlocked, both for theft prevention and noise reduction.

Mice and other rodents are often unfortunately also occupants of our older building. That, combined with only monthly garbage pickup by custodians, means that it is important that YOU take your food/beverage garbage to the washrooms, which is emptied daily. For health and environmental reasons, please **DO NOT** leave any leftover food or beverages in the offices overnight.

Recycling containers are located on the 1st floor of KTH or outside the building. The blue recycle bins in the offices are strictly for paper recycling and **NOTHING ELSE**.

Labour Studies Lounge

Our lounge is located across from your offices in KTH-731. There is comfortable furniture, a small fridge, microwave, kettle and coffee maker located there which is enjoyed by all faculty, grad students and staff in Labour Studies. Everyone is asked to do their own cleanup of spills etc. The door has a combination lock and the code is provided to all in September.

Photocopying/ Printing/Scanning

The departmental photocopier is available free of charge to students who hold a TA or RA position and is intended to be used for these purposes **ONLY**. You will be given a copier code at the start of term; please do not lose this code as this is your only access to the printer. Students are not permitted to use the copier for course work, and instead are encouraged to use the printers available at McMaster in the libraries. Please note that printing fees are typically \$0.10 per side for black and white; colour printing is \$0.25 per side. For students with MacBooks, the printer is not typically fond of Apple devices, and in this case we encourage you to bring a USB to print directly from there. Please note that the department printer has a tracking system that records copies made. For excessive printing over 5,000 pages, we will start billing to your account directly.

Mail Services

Each graduate student has their own mail slot located in the Labour Studies lounge. Please make a point to check your mail slot regularly, as staff and faculty utilize these often to return papers and share other information/forms.

To receive mail sent from outside, please address as follows:

Your name
c/o School of Labour Studies
McMaster University
1280 Main St. West, KTH-717
HAMILTON ON L8S 4M4 CANADA

University and Faculty Resources for Students

The School of Graduate Studies has a number of resources you should consult: <https://gs.mcmaster.ca/>

Spark is a centre for social research innovation in the Faculty of Social Sciences <https://spark.mcmaster.ca/>. It offers good study space, consultations on methodology.

MacPherson Library offers licences for an excellent bibliographic software - Endnote <https://library.mcmaster.ca/databases/endnote>. You should also consult Graduate Students & The Library at <https://library.mcmaster.ca/services/graduate-students-library>

Campus and Student Life Information

Map of McMaster buildings: <http://www.mcmaster.ca/welcome/campusmap.cfm>

Acronyms at McMaster

CUPE Canadian Union of Public Employees – this union represents TAs and Sessional Lecturers on campus
GSA Graduate Students' Association
KTH Kenneth Taylor Hall (our building).
LS School of Labour Studies
SGS School of Graduate Studies

Accommodation

Off-Campus Resource Centre: <https://offcampus.mcmaster.ca/> - this is a very helpful link with a variety of information regarding housing issues

Resources

Avenue to Learn: <https://avenue.mcmaster.ca/>

Campus Services: <https://graduate.mcmaster.ca/resources>

The closest computer labs which are supported by University Technology Services (UTS):
<https://uts.mcmaster.ca/catalogue-students/>

Email (@mcmaster.ca): <https://uts.mcmaster.ca/services/communication-collaboration-and-storage/email/student-mail/>

Maternity/Parental Leave; Sick Leave and Grievance Procedures - For detailed information, consult your CUPE handbook or visit www.cupe3906.org.

Graduate Student Association Benefits

Medical Plan - The Plan is provided by your Graduate Students Association (GSA) and costs \$163.00 for full-year coverage (September 1 to August 31) automatically paid through your payroll deductions. You can opt-out of this plan if you provide proof of other equivalent coverage. For more info and claim forms go to: https://studentcare.ca/rte/en/McMasterUniversity_Home

What does the Plan cover?

Prescription Drugs & Vaccinations

- Prescription drugs and vaccinations covered at 80% including oral contraceptives
- Pay-Direct Card
- Restricted drug formulary with generic substitution
- Smoking cessation devices up to maximum of \$500 per policy year
- Oral contraceptives covered up to \$10/month

Paramedical Practitioners

- Physiotherapists and chiropractors covered for maximum of \$35/visit, up to \$500 per policy year, per category
- Naturopath, psychologist, osteopath, speech therapist, podiatrist/chiropractist, massage therapist covered for maximum of \$25/visit, up to \$300 per policy year per category

Medical Equipment & Services

- 100%: Medical equipment, diagnostic services, dental accident, and home nurse
- Orthotics/orthopedics shoes covered at 50%, up to \$250 per year
- Ambulance covered up to \$200 per occurrence
- Coverage for semi-private hospital room
- Coverage for private tutorial services in the event of accident or illness

Travel Health Coverage

- Unlimited trips; 120 days per trip; \$5 million per incident
- \$1,500 trip cancellation and \$5,000 trip interruption coverage

NOTE: McMaster Graduate students who do not qualify for the [CUPE 3906 dental plan](#) also have dental coverage through the same provider.

For more details: ([ihaveaplan.ca](#)).

International Students Coverage - <https://iss.mcmaster.ca/>

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

Mills Memorial Library is the Social Sciences and Humanities library. You may also require materials from Thode Engineering Library or Innis Business Library (currently closed for expansion) Materials may be borrowed by graduate students for a period of 1 month.

Lyons Instructional Media Centre: <https://library.mcmaster.ca/spaces/lyons>

The Lyons Instructional Media Centre is home to a collection of audio visual and electronic materials. The new Centre has combined the McMaster University Video Library and the Visual Resources Centre / Slide Library into one area centrally located in Mills Library, L-411.

LibAccess (use your MacID and password) grants access to the library's licensed e-resources (including e-journals), which can be viewed from home or on campus. For more info on setting up your LibAccess, please contact: <https://libraryssl.lib.mcmaster.ca/libaccess/login.php?init>

Material not held in the collections of McMaster University Libraries, needed for study or research by faculty, staff or students, may be requested through Interlibrary Loan Services (RACER).

<http://library.mcmaster.ca/borrow/ill> ILL is free for books.

The Library only has a 'snail mail' system to let patrons know of books that are recalled or overdue. You will only receive notices in your LS mailboxes, so please check your box often. Books requested by other users are recalled immediately. You have until 14 days from the original loan date or 10 days from the date of recall, whichever is longer, in which to return the book, after which a fine is levied.

Additionally, the Hamilton Public Library system is a great resource for fiction, popular non-fiction, CDs, DVDs, magazines, etc. There is a branch in Westdale on King Street West, and the Central Branch in on York Street beside the Farmer's market. Library cards are free to all McMaster students, even if you don't live in Hamilton. <http://www.hpl.ca/>

Campus Organizations

Campus Food Bank

<https://www.msumcmaster.ca/services-directory/14-mac-bread-bin>

McMaster Student Union Services MUSC 201

[Facebook](#) | MSUFoodCollectiveCentre [Twitter](#) | @MSU_FCC

[Instagram](#) | @MSU_FCC

Canadian Union of Public Employees Local 3906 (CUPE)

<http://cupe3906.org/>

Kenneth Taylor Hall, Room B111

Tel: 905.525.9140 ext. 24003

E-mail: staff@cupe3906.org

CUPE represents Teaching Assistants, Research Assistants, Sessional Lecturers, and hourly-rated Music Instructors.

COMPASS Information Centre

Located in the Student Centre 'Marketplace', down the steps from the Tim Horton's.

Bus information

Attraction tickets (e.g., Cineplex, Canada's Wonderland, various trips, etc.)

David Braley Athletics <https://rec.mcmaster.ca/facilities/hours>

McMaster Students Union <https://www.msumcmaster.ca/>

Graduate Students' Association (GSA)

<https://gsa.mcmaster.ca/>

Refractory Building (same building as The Phoenix)

Tel: 905.525.9140 ext. 22043

E-mail: macgsa@mcmaster.ca

Contact the GSA concerning your health benefits, travel and other funding, and graduate student organizations. The GSA represents the members (all graduate students) before the authorities of McMaster

University, and promotes communication and participation in all matters of common interest of the members of the Association, both at McMaster and in other educational institutions. The GSA owns and operates the Phoenix restaurant and bar – show your Mac ID card for discount!

Equity Office <https://equity.mcmaster.ca/>

McMaster University Student Centre Room 212

Tel: 905.525.9140 ext. 27581

Email: hres@mcmaster.ca

Provides services to all students, staff and faculty members at McMaster. They are responsible for the University's Sexual Harassment Policy & Anti-Discrimination Policy.

International Student Services (ISS)

<https://studentsuccess.mcmaster.ca/international-students/>

Gilmour Hall, Room 104

Tel: 905.525.9140 ext. 24748

Email: iss@mcmaster.ca

ISS offers information and services for International Students in a variety of areas, including immigration matters, University Health Insurance Plan (UHIP), work/study abroad, and more.

Lost and Found: <https://security.mcmaster.ca/lost-and-found/>

MacPherson Institute

Mills Library L504

<http://mi.mcmaster.ca/>

A resource for everyone who teaches at McMaster University. Services include workshops, seminars, symposia, peer consulting, learning technology and resources for teaching.

McMaster Daily News <http://dailynews.mcmaster.ca/> for information about upcoming events and speakers.

Ombud's Office

<http://www.mcmaster.ca/ombuds/>

McMaster University Student Centre, Room 210

Tel: 905.525.9140 ext. 24151

Email: ombuds@mcmaster.ca

Advice for students, staff and faculty on options and processes available to solve academic and non-academic concerns.

School of Graduate Studies (SGS)

<http://www.mcmaster.ca/graduate/>

Gilmour Hall, Room 212

Tel: 905.525.9140 ext. 23679

Email: askgrad@mcmaster.ca

Contact Grad Studies for issues concerning scholarships, and registration.



By Phone:

905.525.9140 ext. 24281

905.522.4135

Any University Phone - Dial 88

Any on campus pay phone - no charge dial "Security Button"

Inside every elevator on campus, direct line

"Red Rocket" emergency phones located throughout the campus

[Text with 911](#)

By Email: security@mcmaster.ca

Student Accessibility Services (SAS)

McMaster University Student Centre, Room B107

Tel: 905.525.9140 ext. 28652

Disability services

Learning strategies

Assistive Technology Support

<http://sas.mcmaster.ca/>

Email: sas@mcmaster.ca

Student Success Centre

Gilmour Hall, Room 110

Tel: 905.525.9140 ext. 24254

Mission Statement

Through our programs, services and community partnerships we inspire students and alumni to engage in learning opportunities to achieve academically, personally and professionally.

<http://studentsuccess.mcmaster.ca/>

Email: studentsuccess@mcmaster.ca

Student Wellness Centre

McMaster University Student Centre, Room B106

Tel: 905.525.9140 ext. 27700

Personal and psychological counselling; mental health support; therapeutic groups.

Academic success counselling – learning concerns, motivation, perfectionism, procrastination, test anxiety

Assessment and treatment of illness and injury; wellness resource materials

<http://wellness.mcmaster.ca>

Email: wellness@mcmaster.ca

University Technology Services (UTS): <https://www.mcmaster.ca/uts/>

Provides assistance with internet, McMaster email, Mac ID,

Avenue to Learn, and MOSAIC

Life in Hamilton

<https://www.hamilton.ca/discovering-hamilton>

Arts & Culture

Art Gallery of Hamilton (www.artgalleryofhamilton.com)
Brott Music Festival (www.brottmusic.com)
Carnegie Gallery (<http://www.carnegiegallery.org/>)
Hamilton Entertainment & Convention Facilities Inc (www.hecfi.ca)
Hamilton Theatre Inc (www.hamiltontheatre.com)
Theatre Aquarius (www.theatreaquarius.org)
Westfield Heritage Village (<http://www.westfieldheritage.ca/>)
Workers Arts & Heritage Centre (<http://www.wahc-museum.ca/>)

Books

Chapters, 737 Golf Links Road, Ancaster
Hamilton libraries (<http://ohip.hpl.ca/ipac20/ipac.jsp?profile=web>)
McMaster libraries <http://library.mcmaster.ca/>

By the Waterfront

Hamilton Waterfront Trust (www.hamiltonwaterfront.com)
HMCS Haida National Historic Site of Canada
www.pc.gc.ca/lhn-nhs/on/haida/index_E.asp

Food for Thought

On-campus
There are a variety of dining options on campus and you can check out their sites at <http://hospitality.mcmaster.ca/locations/map.html>.

McMaster also has a one-of-a-kind café, Bridges, which is a student-based initiative that strictly serves delicious vegetarian/vegan food, see: <http://hospitality.mcmaster.ca/locations/oncampus/bridges.html> for more information. (Note: you are not allowed to bring meat items to the café for lunch or snack.)

The Phoenix pub (<http://www.mcmaster.ca/gsa/phoenix.html>) is run by GSA and located in the same building as Bridges.

For other dining options on campus, see <http://hospitality.mcmaster.ca/>.

Groceries

Food Basics (grocery), 845 King St West, Hamilton
Fortino's (grocery), 50 Dundurn St, Hamilton and 1579 Main St West, Hamilton
Hamilton Farmer's Market <https://hamiltonfarmersmarket.ca/> 905-546-2096
35 York Boulevard. Hours: Tues, Thurs, Fri: 8am-6pm; Sat: 7am-5pm <https://twitter.com/hamontmarket>
<https://www.facebook.com/HamiltonFarmersMarket>

Some off-Campus Restaurants/Cafés/Pizza

Basilique (Mediterranean), 1065 King St West, Hamilton
Bean Bar, Westdale Village
Chopstick Charley's, Westdale Village
Domino's Pizza, Main St. West (across from McMaster Hospital)
Earth to Table Bread Bar, 258 Locke St. South
India Village, 100 King St West, Dundas
La Luna (Lebanese), 306 King St. West (at Queen St.), Hamilton
Locke Street Bakery, 202 Locke St South, Hamilton
Mex I Can, 107 James St. North, Hamilton
Matsu Sushi, 36 King St. East, Dundas
My Thai, 42 Wilson St West, Hamilton
Nannaa Eatery (Persian/Iranian), Westdale Village
Nations Fresh Foods (back of Jackson Square), York/James, Hamilton
Paisley Coffeehouse, Westdale Village
Pita Pit, 1060 King St West (corner of Sterling), Hamilton
Pizza Pizza, Main St. West
Shehnaï Restaurant (Indian), 447 Main St. West, Hamilton
Snooty Fox (British-type pub), Westdale Village
TCBY (frozen yogurt), 1063 King St. West, Hamilton
Walker's Chocolates, Westdale Village
Weil's Bakery, King St. West (east of Shopper's Drug Mart)
Wild Orchid (Portuguese food), 286 James St. North
West Town Bar & Grill, 214 Locke St South, Hamilton
Williams Pub, 47 Discovery Drive, Hamilton (at the Waterfront)
Here at McMaster
McMaster Museum of Art (<http://www.mcmaster.ca/museum/>)
William J McCallion Planetarium (<http://www.physics.mcmaster.ca/planetarium/>)
William Ready Division of Archives and Research Collection
(<http://library.mcmaster.ca/archives/readyweb.htm>)

More Activities

Adventure Village (www.adventurevillage.ca)
Haunted Hamilton (www.hauntedhamilton.com)
Made in Hamilton Industrial Trail (www.wahc-museum.ca)
Westdale Theatre (built in 1935; refurbished 2019) <https://www.thewestdale.ca/>

Labour Centre <http://www.wahc-museum.ca/>
Hamilton is home to The Workers Arts and Heritage Centre, 51 Stuart Street

They run regular exhibits and special culture events throughout the year. There are often opportunities to volunteer in setting up exhibits etc. You should plan a visit 😊

Museums

Battlefield House Museum & Park
Canadian Warplane Heritage Museum (www.warplane.com)
Dundurn National Historic Site
Erland Lee Museum (www.erlandlee.com)
Dundas Museum & Archives (www.dundasmuseum.ca)
Fieldcote Memorial Park & Museum
Griffin House
Hamilton Military Museum
Hamilton Museum of Steam and Technology
Whitehern Historic House & Garden

Outdoors

Cycling Network Hamilton <https://www.hamilton.ca/streets-transportation/biking-cyclists>
Hamilton Conservation Regulated Areas:
<http://conservationhamilton.ca/conservation-areas-2/>
Royal Botanical Gardens <https://www.rbg.ca/>

Transportation

<https://www.msumcmaster.ca/services-directory/4-compass-information-centre/transportation>

Presto Card

<https://www.hamilton.ca/hsr-bus-schedules-fares/fares/presto-cards>

Public Transportation in Hamilton (how to do it free!)

<https://gs.mcmaster.ca/international-students/getting-hamilton/list/public-transportation-hamilton>

Some Tips from other Grads

- Buy/rent a bike (even used) for getting around Hamilton
- Check out Art Crawl/SuperCrawl (September) on James St. North!
<https://tourismhamilton.com/art-crawl-guide>
- Enjoy the on-campus Phoenix bar/grill; Bridges Vegetarian Cafe
- Take some SUPER CHEAP yoga classes at the gym to de-stress
- Join the McMaster Outdoor Club for organized hiking/camping trips around Hamilton
- Use the insurance (dental, vision, etc); Get your teeth cleaned before benefits run out; get new glasses

- Get a Hamilton Public Library card and borrow books, magazines:
<http://www.myhamilton.ca/myhamilton/LibraryServices/> to find the nearest branch library or access the library catalogue online (note that the public library will send any item from another branch to the branch of your choice)
- Fair Trade coffee is available at the student-run Union Market in the Student Centre
- **Avoid the Student Centre food court (especially Tim Horton's) during peak busy times: about 10-15 minutes before classes change!!
- Leave Westdale and spend some time in "Hamilton's downtown core".
- Do most of your food shopping at the Farmer's Market downtown: Tues/Thurs/Fri/Saturday
<http://hamiltonfarmersmarket.ca/>
- Great deals and almost makes shopping fun!
- Be creative and challenge your assumptions.
- Return your books to the library [on time].
- Despite its reputation, Hess Village is overrated!
- Sleep at least 6 hrs/night!
- Go to Bridges (the vegetarian restaurant on campus) at least twice
- Have weekly coffee/tea/ice cream with each other, start socializing early!
- Visit OPIRG (MUSC-229) <https://www.opirgmcmaster.org/>
- Visit The Workers Arts and Heritage Centre (WAHC) <http://wahc-museum.ca/>
- Appreciate the intellect of your colleagues!
- Get to know the LS staff

Enjoy your years of Graduate studies at McMaster.... they pass quickly!