

GSA Handbook for New Graduate Students

Author: Wei Zhao

Registration

Sessional dates 2019-2020 of school of graduate studies

<https://academiccalendars.romcmaster.ca/content.php?catoid=39&navoid=8161>

The documentation that need to be processed

1. Each graduate student will get his/her student card from department office. <https://registrar.mcmaster.ca/services/id-cards/>
2. If you are assigned a fixed seat in an office or lab by your research group, a room key or access card (temporary card) will be needed. You can ask your department office for detailed procedure. Usually, the student assistant in the department office will give you a certificate which you can bring to JHE216A to get the key or card. A room key requires a \$20 deposit, and an access card requires a \$10 deposit.
3. Graduate students who has TA or RA jobs, post doc, visiting scholars should go to the Campus Store to get the Working at McMaster card. For detailed information, please read <https://campusstore.mcmaster.ca/information/parking-id-kiosk.html>. The Working at McMaster card was originally designed to be used in the parking services for school staffs. But later, the Working at McMaster card has been integrated with all the functions of student cards and room access card.
4. Post doc and visiting scholars cannot get a student card. If you have already received a temporary access card from JHE216A, you can return to them and get the deposit money back. The authority to enter specific room will be transferred to Working at McMaster card automatically.

Teaching Assistant and Research Assistant

Teaching Assistant (TA):

Pay rate (2019): \$43.63/hour

If a TA job has 130 hours or 130+3 hours, then it is called "Half TA", which means that the TA job will be finished in only one term (semester) for one course. The total amount of wages before any deduction (e.g. tax) is about \$5800.

If a TA job has 260 hours, then it is called "Full TA". You need to teach 2 courses. Once you are in this case, try to put two courses in term1 and term2 respectively. This will not only reduce the work pressure and the impact on daily research and learning, but also avoid the higher tax due to excessive income within one year.

Since TA is also belongs to an employment, the student is a temporary staff of the university. Thus, the salary will be subject to various taxes and dental insurance. The money you finally get about 10% less than the original value.

Research Assistant (RA):

Pay rate: At least \$15/hour. The salary of the research assistant will not be high because it is from the professor. Usually the pay rate is slightly higher than rate of the lowest work rate.

Note: If the offer has TA job, but the department does not have such many courses to assign the TA to all the graduate students, then the TA will become RA in lieu of TA (RA instead of TA). Your supervisor must find a RA job with the same working time as a TA. However, the salary may change.

Course

SGS 101 & 201

SGS 101 and SGS 201 are two online courses for all graduate students. If they haven't been completed in this semester, the students are not allowed to register in the next semesters. Both are self-study online courses. The website address is: <http://avenue.mcmaster.ca/>.

SGS 101# Academic Research Integrity and Ethics: Moral education courses, such as no cheating during the examinations, no plagiarism in scientific research. This course will be scored by an online test after learning. There are 20 multiple-choice questions in the test. The pass rate is 70% (at least 14 questions), and the test has 10 attempts.

SGS 201# AODA Training: Accessibility for Ontarians with Disabilities Act. Similarly, there is an online test after learning, and you must ensure that all topics are correct. You have unlimited attempts.

After you have passed the exams for the two courses, you can check the course results on Mosaic.

Academically accredited course OR a Placeholder course

1. Introduction

All 3 terms need either a course or placeholder even if you will graduate before the terms are finished. Otherwise, your tuition and all information will not be correct on the system. Also, if you are on a leave, you will also need to register.

This is an important part of enrollment, which is to choose courses according to the requirements of degree or your supervisor. If you don't have a course in a certain semester, but you still need to stay at school for research and projects. Then you must choose a course as a placeholder which indicating that you are still in your program and the tuition fee can be displayed correctly (<http://student-accounts.mcmaster.ca/tuition-fees/undergraduate/graduate/>). There is no credit for the placeholder course, no class is required to attend, and there will be no grade. Common placeholder courses are:

- SGS 700: Graduate students whose tuition fee is charged according to the number of semesters. For example: most PhD, MASC, MSc, MEng students.
- SGS 711: Graduate students whose tuition fee is charged according to the number of courses.
- SGS 302: Visiting Student.

2. Course selection tutorial

Step 1: Log in to mosaic and go to the student center. Click on "Enroll" under "Academics".

McMaster University

Wei's Student Center

ID [redacted]

Academics

Academics ▾

[Search](#)

[Plan](#)

[Enroll](#)

[My Academics](#)

other academic... ▾

This Week's Schedule

Class	Schedule
SGS 700-C01 RSC (11548)	TBA

[weekly schedule](#)

[enrollment shopping cart](#)

Finances

Finances ▾

My Account

[Account Inquiry](#) [Account Summary](#)

Step 2: Select the semester that requires the course selection and click "Continue".

McMaster University

Wei Zhao [go to ...](#)

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

[my class schedule](#) | [add](#) | [drop](#) | [swap](#) | [edit](#) | [term information](#)

Add Classes

Select Term

Select a term then click Continue.

Select	Term	Career	Institution
<input type="radio"/>	2018 Spring/Summer	Graduate	McMaster University
<input checked="" type="radio"/>	2018 Fall	Graduate	McMaster University
<input type="radio"/>	2019 Winter	Graduate	McMaster University
<input type="radio"/>	2019 Spring/Summer	Graduate	McMaster University

[CONTINUE](#)

[Search](#) [Plan](#) [Enroll](#) [My Academics](#)

[My Class Schedule](#) | [Add](#) | [Drop](#) | [Swap](#) | [Edit](#) | [Term Information](#)

Step 3: click "search".

Step 4: Click "select subject".

Step 5: (Choose SGS 700 for example, and it is similar to other courses) First select "S", click "select" on SGS.

McMaster University | 2018 Fall

Wei Zhao

Search Plan Enroll My Academics

my class schedule | add | drop | swap | edit | term information

Add Classes

Enter Search Criteria

McMaster University | 2018 Fall | A B C D E F G H I J K L M N O P Q **R** T J V W X Y Z

1 2 3 4 5 6 7 8 9 0

Select a Subject

SANSKRIT Sanskrit	select
SCIENCE Science	select
SEP School for Engineering Practice	select
SFWRENG Software Engineering	select
SFWRTECH Software Engineering Technology	select
SGS School Of Graduate Studies	select
SKL CCE Skill Development	select

Step 6: Fill in 700 after "Course Number". Click "Search" again.

McMaster University | 2018 Fall

Search for Classes

McMaster University | 2018 Fall

Select at least 2 search criteria. Click Search to view your search results.

Class Search

select subject

Course Subject: SGS School Of Graduate Studies

is exactly Course Number: 700

Course Career: Graduate

Show Open Classes Only

Class Nbr

Additional Search Criteria

[Return to Add Classes](#)

CLEAR

SEARCH

Step 7: After finding the course, click "select class".

Add Classes

Search Results 1 2 3

When available, click View All Sections to see all sections of the course.

McMaster University | 2018 Fall
[My Class Schedule](#)

You are not registered for classes in this term.

[Enrollment Cart](#)

Your shopping cart is empty.

The following classes match your search criteria Course Subject: **School Of Graduate Studies**, Course Number is exactly **700**, Course Career: **Graduate**, Show Open Classes Only: **No**

[Return to Add Classes](#)

NEW SEARCH

MODIFY SEARCH

Open Closed Wait List

SGS 700 - Research / Writing

First 1 of 1 Last

Section C01-RSC(14963) Status

select class

Session 2nd Half

Days & Times	Room	Instructor	Meeting Dates
TBA	TBA	Staff	TBA

Step 8: Click "Next".

Wei Zhao 1 2 3

Search Plan Enroll My Academics

my class schedule add drop swap edit term information

Add Classes

1. Select classes to add - Enrollment Preferences 1 2 3

2018 Fall | Graduate | McMaster University
SGS 700 - Research / Writing

Class Preferences

SGS 700-C01 Research Open

Session Second Half of Term
 Career Graduate

Enrollment Information

- GRAD - Research Writing

Grading Pass/Fail Basis

Units 0.00

NEXT

Section	Component	Days & Times	Room	Instructor	Start/End Date
C01	Research	TBA	TBA	Staff	

Step 9: Click on "Proceed to Step 2 of 3".

SGS 700 has been added to your Shopping Cart.

2018 Fall | Graduate | McMaster University change term

Open Closed Wait List

Add to Cart:
 Enter Class Nbr enter

- Find Classes
- Class Search
 - My Requirements
 - My Planner

search

2018 Fall Shopping Cart

Delete	Class	Days/Times	Room	Instructor	Units	Status
	SGS 700-C01 (14963)	TBA	TBA	Staff		●

PROCEED TO STEP 2 OF 3

Step 10: Click on "Finish Enrolling".

Wei Zhao go to ...

Search Plan Enroll My Academics

my class schedule add drop swap edit term information

Add Classes

2. Confirm classes 1 - 3

Click Finish Enrolling to process your request for the classes listed below. To exit without adding these classes, click Cancel.

2018 Fall | Graduate | McMaster University

Open Closed Wait List

2018 Fall Enrollment Shopping Cart

Class	Description	Days/Times	Room	Instructor	Units	Status
SGS 700-C01 (14963)	Research / Writing (Research)	TBA	TBA	Staff		●

CANCEL
 PREVIOUS
FINISH ENROLLING

Search Plan Enroll My Academics
[My Class Schedule](#) [Add](#) [Drop](#) [Swap](#) [Edit](#) [Term Information](#)

Step 11: If the course selection is successful, you can view the curriculum in "My Class Schedule".

Add Classes

3. View results 1 - 2 - 3

View the following status report for enrollment confirmations and errors:

2018 Fall | Graduate | McMaster University

Success: enrolled Error: unable to add class

2018 Fall Enrollment Shopping Cart		
Class	Message	Status
SGS 700	Success: This class has been added to your schedule.	✓
MAKE A PAYMENT MY CLASS SCHEDULE ADD ANOTHER CLASS		

3. Skills for course selection

(a) MASc and PhD students must discuss with their supervisor about which courses should be selected and should not decide by students themselves. MEng students can choose classes according to their own preferences. Business students should select appropriate courses according to the program requirements.

(b) All the graduate students are expected to choose the courses with number beginning of 7 and try not to choose those with number beginning of 6. Because those courses with number beginning of 6 are undergraduate courses for graduate students to attend. Although those courses are more practical, they have higher requirements for graduate students, and it might be easy to hang on. Even if you don't hang on them, the final score will be relatively low.

(c) You can select courses in other departments or faculties. Once the selection is made, you must make sure you can pass all the assessment. If not, it will be counted in the total number of failing courses. Courses in divinity college cannot be selected. Students in other programs cannot select courses in finance program, otherwise an extra fee will apply.

(d) After selecting courses designated by degree requirement or supervisors, you are free to select other courses you want.

(e) At least one course must be selected for each term in the whole academic year. For students enrolled in September, if the courses for term 2 and term 3 have not yet been decided, the SGS 700 should be selected. For students enrolled in January, you should select courses for term 2 and term 3. For students enrolled in May, only courses in term 3 is required to select.

4. Note

(a) If the courses you want to select is not on the list, contact the student assistant in the department office. Once the course is selected, it can still be modified.

(b) If the courses you want to select is full, you can contact the student assistant in the department office to work out a solution.

Restaurant

McMaster Official Hospitality Services

1. Official website homepage: <http://hospitality.mcmaster.ca/>

2. Meal Plan: <https://hospitality.mcmaster.ca/meal-plans/>
3. Hour: <https://hospitality.mcmaster.ca/locations/hours-of-operation/>
4. On-Campus Location (hospitality, cafes, snack bar and so on): <https://hospitality.mcmaster.ca/locations/locations/>
5. Off-Campus Location: <https://hospitality.mcmaster.ca/locations/off-campus/>

Hospitality Introduction

There are many places where McMaster students can have their food, and there are four large restaurants:

1. CENTRO @ Commons

This restaurant located in the Commons Building is the largest restaurant in the University.

<http://hospitality.mcmaster.ca/locations/centro.html>

2. EAST MEETS WEST BISTRO

This restaurant located in the Mary K. Eyes Building is focused on the dishes from around the world.

<http://hospitality.mcmaster.ca/locations/emw-bistro.html>

3. The Phoenix

The restaurant, established in 1969, is also home to the GSA. In addition to serve drinks, this place offers various food. If you have GSA sticker, you can enjoy a 20% discount at this restaurant. <https://gsamcmaster.org/student-specials/>.

Website: <https://www.phoenixmcmaster.com/>

Location: The second house to the west from Hamilton Hall along Scholars Rd.

4. First floor in the Student Center

Meal Plan

Official website introduction: <https://hospitality.mcmaster.ca/meal-plans/>

The food in the school cafeteria is relatively expensive compared with handcrafted food at home. But you can get a discount with a Meal Plan by topping up the Student Card or the Working at McMaster card and use these cards when paying the fee.

1. Off-Campus Meal Plan

Off-Campus Meal Plan can be applied for all students who live off campus, and is divided into two small Meal Plan:

(a) Freedom Plan (recommended)

After you have topped up the Student Card, you can use it any time you want. There is no time limit, and you can get 5% discount when buying food. You must top up at least \$100 at one time, and you must pay with your Student Card.

Example: To buy \$10 food, the cost is: $10 * (1 + 13%) * 95% \approx 10.74$

(b) Term Plan

You must top up at least for 4 weeks and at least \$65 per week at one time. In other words, this balance must be spent in the corresponding time period before expired. In this method, you don't need to pay the sales tax (10% of the total price).

For example: If you top up 4 weeks, you will have to spend \$260 in 4 weeks. Once expired, there is no refund. If you buy \$10 food: The cost is \$10.

How to apply for Off-Campus Meal Plan: Fill out the form on the webpage and submit it to the MAC Express Office (Commons Building 128); or you can go directly to the office to fill out the form and it will take effect immediately. You must bring your Student Card and go to the MAC Express Office in person when you apply for a Meal Plan and top up at the first time.

2. Staff & Faculty Meal Plan

Staff & Faculty Meal Plan can only be given to the Staff and Faculty in the University. Staff usually refers to the teaching and research assistants, administrative and so on. If you have a TA, RA, or find an administrative position, or Post Doc, you belong to Staff. Faculty generally refers to researchers, such as professors. So, if you meet Staff's conditions, you can apply for the Staff & Faculty Meal Plan without applying for the Off-Campus Meal Plan above. Staff & Faculty Meal Plan is better than Freedom Plan of the Off-Campus Meal Plan. Because Staff & Faculty Meal Plan offers a 10% discount on food at On-Campus Location or Off-Campus Location.

After you have topped up for the Working at McMaster card, you can use it freely. There is no time limit, and you can get 10% off for the food. You must top up at least \$50 at one time, and you must use the Working at McMaster card when paying the food.

Example: To buy \$10 food, the cost is: $10 * (1 + 13\%) * 90\% \approx 10.17$

How to apply for Staff & Faculty Meal Plan: Fill out the form on the webpage and submit it to the MAC Express Office (Commons Building 128); or you can go directly to the office to fill out the form and it will take effect immediately. To apply for the Meal Plan and top up for the first time, you must bring the Working at McMaster card and go to the MAC Express Office in person. If you have previously applied for Off-Campus Meal Plan, you can use this application form to convert to Staff & Faculty Meal Plan. The balance in the Student Card will be transferred to the Working at McMaster card automatically.

3. Top up steps

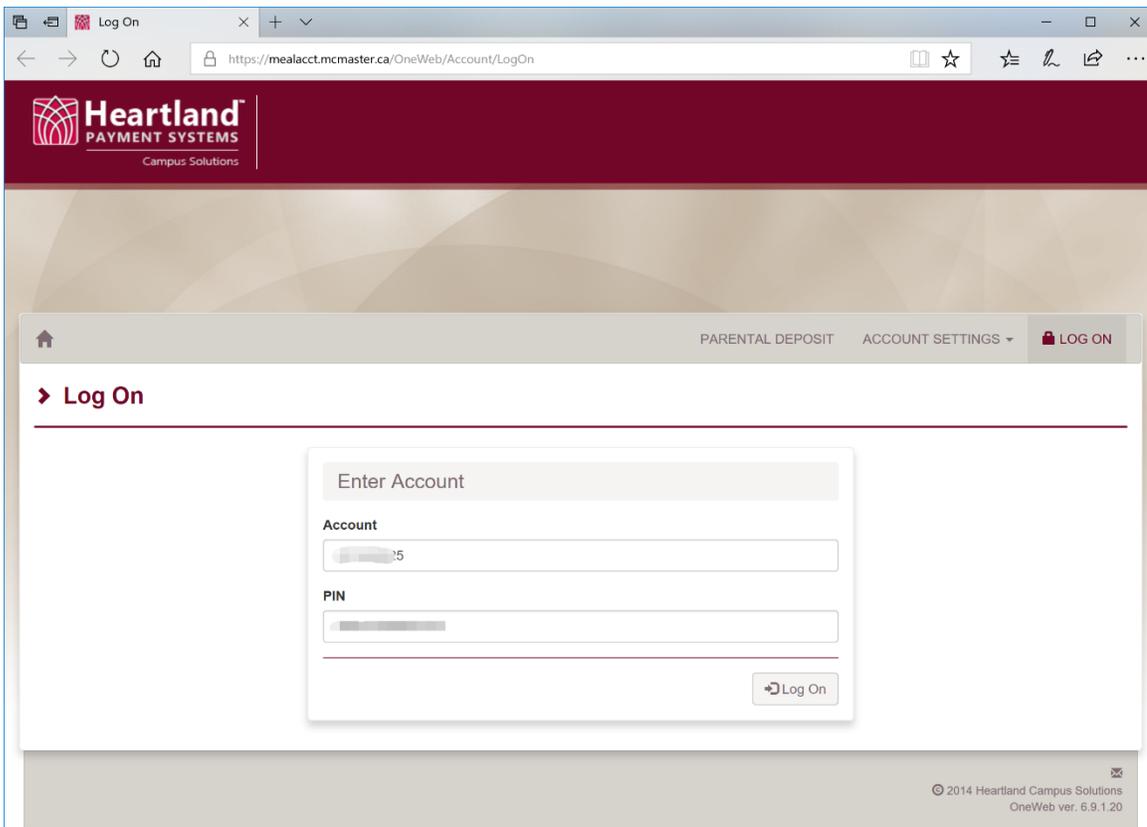
The above two categories of Meal Plan can not only support topping up in the office, but also online. From the second topping up, you can do it online by yourself. In the website, you also can check the balance.

Login account URL: <https://mealacct.mcmaster.ca/OneWeb/Account/LogOn>

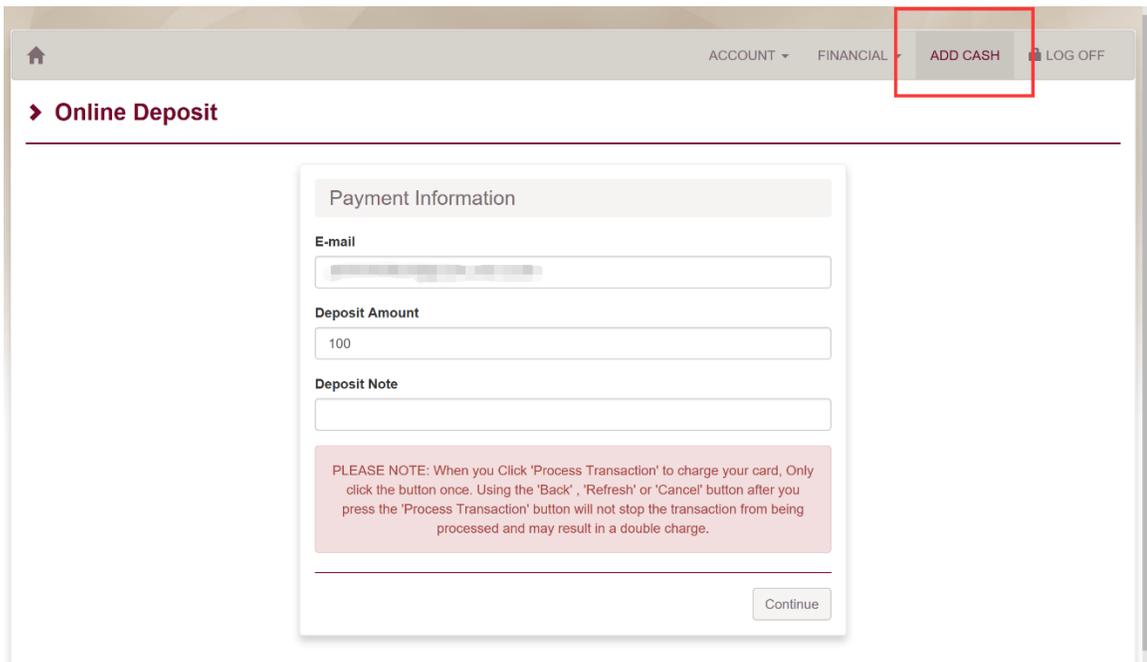
To log in for the first time, you need to reset your password (<http://mealcard.mcmaster.ca/acctnfo.htm>): Click ACCOUNT SETTINGS -> RESET PIN in the above web page, the username is your student ID. You can log in with your student ID and new password in the future.

The tutorial is shown as follows:

Step 1: Log in to the above URL.



Step 2: Click on “ADD CASH”. E-mail is mailbox that accepts the receipt. Deposit Amount is the amount you want to top up. Deposit Note can be left blank.



Step 3: Fill in the credit card information. Then click Process Transaction.

Mandatory fields marked by *

Payment Details

Transaction Amount: \$100.00 (CAD) 

Order ID: ██████████.6186d9d

Please complete the following details exactly as they appear on your card.
Do not put spaces or hyphens in the card number.

Cardholder Name*:

Card Number*:

Expiry Date (MMYY)*:

Card Security Code*:

Click 'Process Transaction' to charge your card. Only click the button once. Using the 'Back', 'Refresh' or 'Cancel' button after you press the 'Process Transaction' button will not stop the transaction from being processed and may result in a double charge.

Step 4: After the transaction is successful, a page will show the result.

➤ **Receipt for Prepay**

Account: ██████████5
ZHAO, WEI

Receipt for Transaction:

Card Holder Name:	Wei Zhao
Email Address:	██████████@██████████.██████████
Credit Account:	██████████
Credit Type:	Visa
Date:	10/21/2017 22:19:49
Transaction ID:	██████████_121
Bank Auth Code:	██████████20
Reference Number:	██████████020
ISO Code:	██████████
ResponseCode:	██████████
Response Message:	APPROVED * =
Processor Date:	10/21/2017 22:20:37
Transaction Type:	purchase
Amount:	\$100.00

Receipt for Deposit:

Account:	██████████5
Account Name:	ZHAO,WEI.
Date:	10/21/2017 22:20:34
Status:	20
Status Message:	Prepayment successfully recorded.
Balance:	FREEDOM
Amount of Deposit:	\$100.00
New Balance Amount:	\$100.17

View balance: Click FINANCIAL->BALANCES after logging in.

RJC Shuttle Bus

Most of the MBA courses and a few MFin courses are held at the RJC campus in Burlington. McMaster university offers a shuttle bus from the business school parking lot in the main campus to the RJC campus in Burlington, and all McMaster students can take it for free. Shuttle bus schedule can be found in the RJC website. Although the website said it requires a student ID card to get on the bus, it is not strictly enforced.

Schedule:

- <http://rjc.degrootemcmaster.ca/transportation/#shuttle>
- <https://shuttle.degrootemcmaster.ca/>

If you miss the shuttle bus, you can also take the public bus:

Weekdays: McMaster Central Campus ← [HSR 1 or 5 or 10] → Jackson Square ← [Burlington Transit 101] → Burlington Go Station ← [Burlington Transit 80] → RJC

Weekend: McMaster Central Campus ← [HSR 5] → Jackson Square ← [Burlington Transit 1 or 1X] → Burlington Go Station ← [Burlington Transit 25] → RJC

You need extra attention when you plan your route with Google Maps. The route it gives will give priority to the faster Go Transit buses, but the route is too complicated, and the price is high. You can use the "Transit" App to plan your route (because it can set the itinerary without displaying Go Transit).

Campus map

(1) Campus map: <http://www.mcmaster.ca/welcome/campusmap.cfm>

(2) Floor plan for each building on the main campus: <https://www.mcmaster.ca/uts/maps/>

(3) Parking lot: <http://parking.mcmaster.ca/>



STUDENT PARKING INFORMATION 2019-2020
McMaster University Parking Services

Reminder: Student parking is in high demand. We sell out early in September. Apply early to reserve a spot.

RETURNING STUDENTS

Must Meet Eligibility Criteria

Available Lots:
Lot M (\$51 a month)

Early bird registration access opens July 1st.

Skip the line and apply online at parking.mcmaster.ca

NEW STUDENTS

Available Lots:
Lot M (\$51 a month)

One time non-refundable purchase of transponder device/ T- PASS (\$40).

Registration for all new accounts begin August 1st.

Skip the line and apply online at parking.mcmaster.ca

Office Locations

ETC 102
This location will be moving to T32 in West Campus in the next few weeks. For updates please check: parking.mcmaster.ca
Monday - Friday | 9AM-4PM
(905) 525-9140 X24232

Campus Store
Monday - Thursday | 9AM-5PM
Friday | 9AM-4PM
(905) 525-9140 X23018

parking.mcmaster.ca
parking@mcmaster.ca

Stadium

The school's stadium building is called "David Braley Athletic Centre." Nearly all the students' fees include a Sports Complex Building Fee (or other name) of approximately \$40 per year. Most of the facilities in the stadium are free to use.

Account Detail for 2019 Fall term

Charges	Amount
Tuition - Graduate Visa	\$2,102.40
Essential Supplementary	
GSA - Academic Support	\$8.27
GSA - Capital Building	\$32.55
GSA - Dental Insurance Plan	\$189.88
GSA - H.S.R. Bus Pass	\$263.23
GSA - Health Insurance Plan	\$217.00
GSA - Student Assistance	\$5.15
UNI-Athletics & Recreation	\$94.93
UNI-Sports Complex Building	\$38.73
UNI-Student Wellness Centre	\$107.78
UNI-Transcripts/Letters/Certs.	\$22.65
Total Essential Supplementary	\$980.17
Non-essential Supplementary	
GSA - Advocacy	\$1.72
GSA - Awards & Ceremonies	\$7.54
GSA - Club Funding	\$1.37
GSA - Community Enhancement	\$3.56
GSA - Events	\$3.80
Total Non-essential Supplementary	\$17.99
Other	
UHIP	\$636.00
Total Other Charges	\$636.00
Total All Charges	\$3,736.56

Official sources

(1) Homepage: <http://marauders.ca/>

(2) Facilities: <https://rec.mcmaster.ca/facilities>

(3) Programs: <https://rec.mcmaster.ca/programs>

- Courses: <https://rec.mcmaster.ca/programs/classes>
- Sports Club: <https://rec.mcmaster.ca/programs/clubs>

(4) Opening hours: <https://rec.mcmaster.ca/facilities/hours>

(5) Memberships: <https://rec.mcmaster.ca/memberships>

(6) Mobile App

- iOS: <https://itunes.apple.com/ca/app/mcmaster-recreation-get-recd/id896011503?mt=8>
- Android: <https://play.google.com/store/apps/details?id=com.getrecdapp.mcmasterrecreation>
- Website: <http://webapp.getrecdapp.com/mcmasterrec/>

Usage

Make sure you carry the student card. If you need to change clothes, you also need to bring a lock, so that you can lock your personal stuff in the fitting room.

Be sure to check the opening hours with the Mobile App.

Gym (Pulse)

<https://rec.mcmaster.ca/memberships>

The gym is one of a few facilities in the stadium that requires an extra fee. The annual fee is \$260 (2019). You can pay it in the office on the right-hand side of the entrance to the south gate of the stadium.

There are three parts in the gym: (a) fitness equipment room. (b) fitness classroom, and the detailed schedule is at <https://rec.mcmaster.ca/activities/fitness-classes-pulse> . (c) climbing: <https://rec.mcmaster.ca/facilities/feather-family-climbing-wall> .

Swimming Pool

<https://rec.mcmaster.ca/programs/drop-ins/recreational-swimming>

The indoor swimming pool is 50 meters long, where 25 meters is in shallow water area (1.3 meters deep) and 25 meters is in deep water area (4.9 meters deep). Usually there is a movable wall separating two areas. The water in the pool is warm (about 25 degree). So, swimming during all year round is very comfortable. It should be noted that although the water in the pool is often replaced, it still adds a lot of salt for swimming pools. So be sure to wear swimming goggles. Otherwise, you cannot open your eyes and watch the direction while swimming.

Explanation of the terms of daily schedule:

- Shallow End: 25 meters in shallow water area
- Deep End: 25 meters in deep water area
- Long Course: Move the wall in the middle of the pool to one side. This also combines the deep water area and the shallow water area together for a total length of 50 meters.
- Lengths: use a rope to separate the pool into several lanes
- Leisure: No rope in the pool. That means it is a big pool, and you can play casually.

Squash Court

<https://rec.mcmaster.ca/facilities/squash-courts>

Track

Indoor: <https://rec.mcmaster.ca/facilities/indoor-track>

Outdoor: <https://rec.mcmaster.ca/facilities/mona-campbell-outdoor-track>

The indoor track is on the 3rd floor of the stadium. Please pay attention to the direction of running. The outdoor track is on the soccer field and football field.

Table tennis, badminton, volleyball, basketball

Drop-In Recreation Sports Hall: <https://rec.mcmaster.ca/facilities/sport-hall>

Indoor Basketball Hall: <https://rec.mcmaster.ca/facilities/burridge-gym>

Indoor multi-function sports hall includes table tennis, badminton, volleyball and basketball. It will put the appropriate facilities according to the schedule. You can view it in the Mobile App.

Fitting room, Bath, Sauna

There are cabinets marked with daily locker in the fitting room. These cabinets are free to use, but you must take away all your belongings before off-work hour. Otherwise your belongings will be moved to the lost and found, and the lock on the cabinet will be cut.

Note: Since the fitting room is not monitored, it will be extremely difficult to find your belongings once the lock has been hacked. Therefore, it is recommended to go to the stadium without bringing any valuables (including mobile phones).

There is also a free shower and sauna in the fitting room. Everyone can bring extra clothes, shampoo, slippers, etc. After the exercise, you can take a bath and have a sauna.

After the swim, you can use the high-speed rotation dryer in the fitting room to dry your swim trunks.

Paid Courses

The stadium offers fitness classes with an additional cost, such as: Ballet, Latin Dance, Belly Dance, Fencing, Karate, swimming lessons, yoga and more.

Course Description: <https://rec.mcmaster.ca/programs/classes>

List of fees: <https://macreconline.ca/Program/GetProducts> . Click on the corresponding semester in the "Semester" on the left to see all the courses and prices, which are usually about \$50~100 per semester (you need to log in to show the correct fee).

Library

Website

(1) Homepage: <http://library.mcmaster.ca/>

(2) Opening hours: <https://library.mcmaster.ca/hours>

Introduction

McMaster has four main libraries:

- Mills Memorial Library (Humanities & Social Sciences)
- Innis Library (Business)
- HG Thode Library of Science & Engineering
- Health Sciences Library

The four libraries are basically located near the buildings of relative faculties. Please don't go to the wrong places.

Services

1. Borrowing books

<https://library.mcmaster.ca/services/borrowing>

Graduate students can usually borrow books for 3 months. With one exception, please find "Loan Policies and Fines" in the link above.

THE BASIC RULES

In short, you can be fined for keeping a book when another user has recalled it, or when you keep a Course Reserve item too long. We'll also charge you the replacement cost of a book or other item if you never return it. Read on for specifics.

- If another user has recalled a book you have checked out, you will receive an email notification requesting you to return the book. You have until 14 days from the original loan date or 5 days from the date of recall, whichever is longer, in which to return the book, after which a fine of up to \$5 a day or partial day is levied.
- If you have a library fine, you have some options:
 - Students can pay the billed item in Mosaic.
 - Instead of money, you can "pay" the fine by donating non-perishable food items. See Food for Fines, below.
 - All other users must pay fines at the Library Services Desk. We accept debit/credit cards (no cash payments).
- If you don't return an overdue item we suspend your borrowing privileges, charge the replacement cost of the book and a \$25 non-refundable administrative fee per item.
 - **Recall and Reserve items** marked LOST will incur the \$125 replacement charge in addition to any overdue fines.
- It is your responsibility to keep the University/Library informed of your current address and email address (students should use **Mosaic** to update this information). Non-receipt of notices does not relieve you from suspension of borrowing privileges and book replacement charges.

2. Booking a self-study room

<https://library.mcmaster.ca/mrbs/>

Usually, at least 3 people can book a room. The room can be taken for up to two hours. You can also find a drop-in place at:

<https://library.mcmaster.ca/spaces/study-zones>

3. Print copy

<https://library.mcmaster.ca/services/printing>

In addition to this place, in the base of the student center, there is also a MSU club called "Underground Media + Design" to provide printing services: <https://www.msumcmaster.ca/services-directory/22-underground-media-design>. The price of this place is slightly more expensive than that in the library. However, their focus is different. The library's printing service mainly prints documents and other common size materials. While the "Underground Media + Design" mainly prints large-scale or batch propagation materials such as posters and flyers.

Rental

Note

McMaster graduate students must live off-campus.

Policy

<https://housing.mcmaster.ca/future-residents/how-to-apply/#tab-content-returning>

McMaster does not forbid upper year/returning & transfer students to live on campus, but the number of dorms is so few that can meet only the first year students' need. If there are still rooms left, they will be randomly assigned to students in grades 2-5. So, you should not rely on applying for a dorm. Otherwise, you will miss the best time to find a room off campus.

Rental Resources

1. Various types of listings:

(a) McMaster official rental resource website (mainly house rental):

<https://macoffcampus.mcmaster.ca/classifieds/?cat=0&s=>

(b) McMaster Student Housing Post board on Facebook: <https://www.facebook.com/groups/machousing/>

2. Various rental experience:

http://macoffcampus.mcmaster.ca/ocrc_static/studentresource.htm

3. Listing Type Description

(a) House introduction

The layout of houses, as well as the place to check when renting a house:

http://macoffcampus.mcmaster.ca/ocrc_static/interactive_house.html

(b) Apartment introduction

The layout of the apartments: http://macoffcampus.mcmaster.ca/ocrc_static/floor_plans.htm

Bus

Hamilton's public transportation system is operated by the HSR. For most students, buses are the main means of transportation. The supplementary fees for most graduate students already include a bus pass. So, there is no additional fee to board the bus throughout the school year. When you get on the bus, you must present both the student card and the presto card which is distributed by the university.

Account Detail for 2019 Fall term

Charges	Amount
Tuition - Graduate Visa	\$2,102.40
Essential Supplementary	
GSA - Academic Support	\$8.27
GSA - Capital Building	\$32.55
GSA - Dental Insurance Plan	\$189.88
GSA - H.S.R. Bus Pass	\$263.23
GSA - Health Insurance Plan	\$217.00
GSA - Student Assistance	\$5.15
UNI-Athletics & Recreation	\$94.93
UNI-Sports Complex Building	\$38.73
UNI-Student Wellness Centre	\$107.78
UNI-Transcripts/Letters/Certs.	\$22.65
Total Essential Supplementary	\$980.17
Non-essential Supplementary	
GSA - Advocacy	\$1.72
GSA - Awards & Ceremonies	\$7.54
GSA - Club Funding	\$1.37
GSA - Community Enhancement	\$3.56
GSA - Events	\$3.80
Total Non-essential Supplementary	\$17.99
Other	
UHIP	\$636.00
Total Other Charges	\$636.00
Total All Charges	\$3,736.56

PRESTO card

PRESTO is a payment system launched by Metrolinx. It can be used on public transit systems in the Great Toronto and Hamilton Area. In addition, Metrolinx also operates Go Transit coaches and trains, as well as the Toronto Pearson Express.

1. PRESTO card introduction

PRESTO is an electronic traffic billing system in the Great Toronto and Hamilton Area (e.g. Toronto, Hamilton, Brampton, Burlington, Durham, Mississauga, Oakville, York, etc.), and can also be used on the Go Transit.

<https://www.prestocard.ca/en/about/paying-for-transit>

Starting from 2017, the university distributes PRESTO cards for new students. Students can take buses in the Hamilton area without paying extra fees and topping up the card. The card will not be charged in the Hamilton area, but it needs to be topped up before boarding public transportation such as Go Transit or system in other cities.

2. Qualifications

(a) Students who can get a PRESTO card distributed by the university

- Undergraduate Students who are registered in 18 units total (across both terms) are charged the HSR fee to their student Account.
- Full time Graduate students
- Physician Assistants
- MELD Students
- Exchange students will not see a charge on their account as the student pays tuition through their home institution. Exchange students should appear in the HSR Student PRESTO Card file at the Campus Store and are eligible for the card. If there is a Business Card at The Student Office Via problem Email Accounts AT studacct@McMaster.CA .
- Part-time students with disabilities can apply to become MSU students. This application must be approved and processed in order for the student to appear in the HSR Bus Pass file.

(b) Students who cannot get a PRESTO card distributed by the university

- Undergrad students with 17 units or less (across both terms)
- Engineering Co-op Students
- Part-Time Graduate Studies
- MBA (all)
- Divinity (all)
- Medicine students with the exception of Physician Assistant
- Midwifery students
- Continuing Education Students
- All new students enrolled in May. (students who are enrolled in May can get the PRESTO card distributed by the university from the next academic year)
- Visiting students
- Visiting scholars

Note:

Students who don't have a bus pass, need to pay \$3.25 in cash each time when boarding the HSR bus. And you cannot use credit card or bank card to pay the fee. After getting on the bus, you can ask the driver for the transfer ticket. Generally, you can transfer to any HSR bus for free within 2 hours.

The current cheaper solution is Adult Paper Ticket or PRESTO or Monthly Pass or PRESTO. For detailed information, please see <https://www.hamilton.ca/hsr-bus-schedules-fares/fares/cash-tickets-and-passes>

3. Get your PRESTO card

Students in all faculties except Health Science can get your PRESTO card from the Campus Store (Gilmour Hall B101) with the Student Card, and students from the Health Science should go to Health Sciences Campus Store (HSC 1G1) for the card.

In addition, the Campus Store is only responsible for the distribution of cards. Topping up, lost and found, etc. are not handled here.

4. Register your Presto account and activate the Presto card

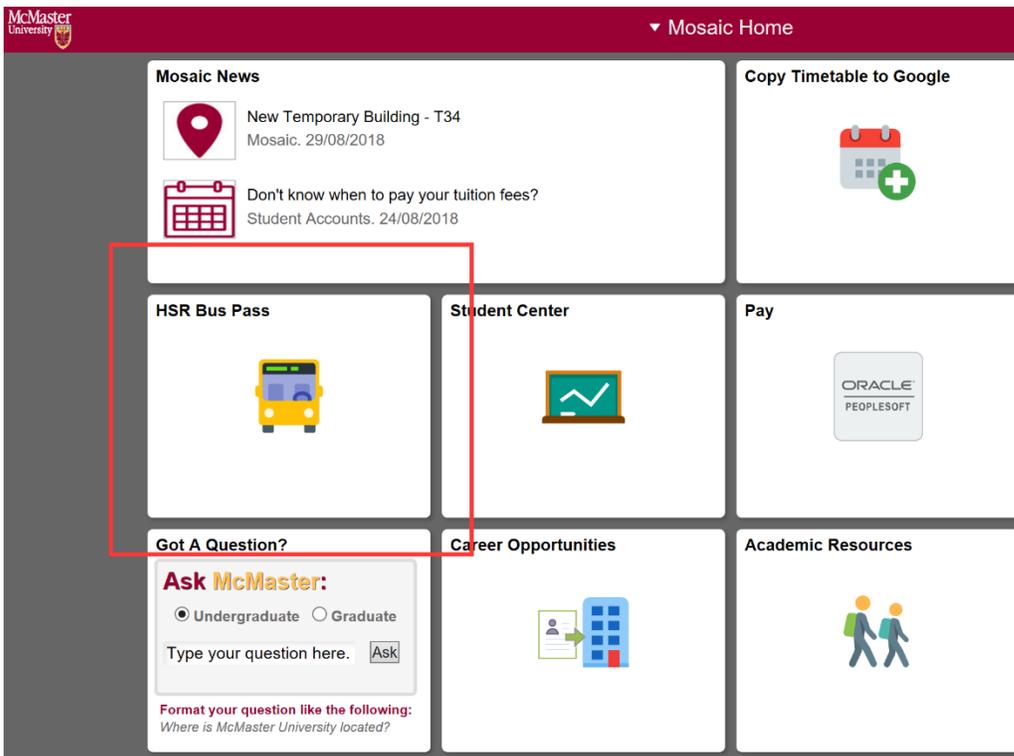
After getting the Presto card, you need to activate it online. First, create an account on the presto website. Activate and associate your own Presto card on the official website. Through this online account, if the card is lost or stolen, it can be replaced in time, and the previous bus pass and cash balance can be restored.

Website: <https://www.prestocard.ca/en/>

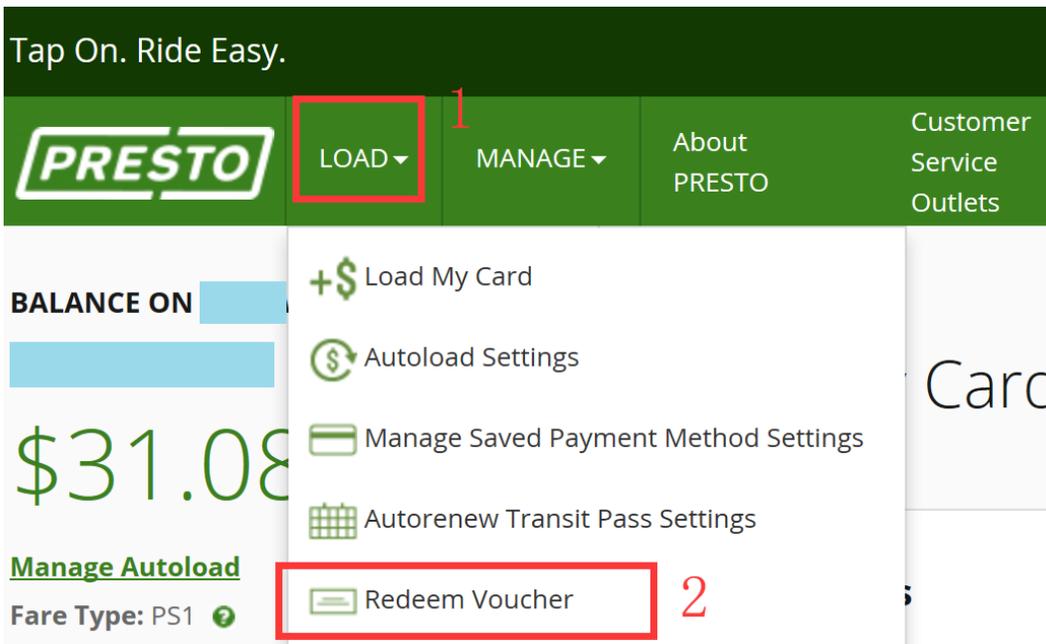
Activation: <https://www.prestocard.ca/en/activate-card>

5. Load the free bus code (Voucher Code):

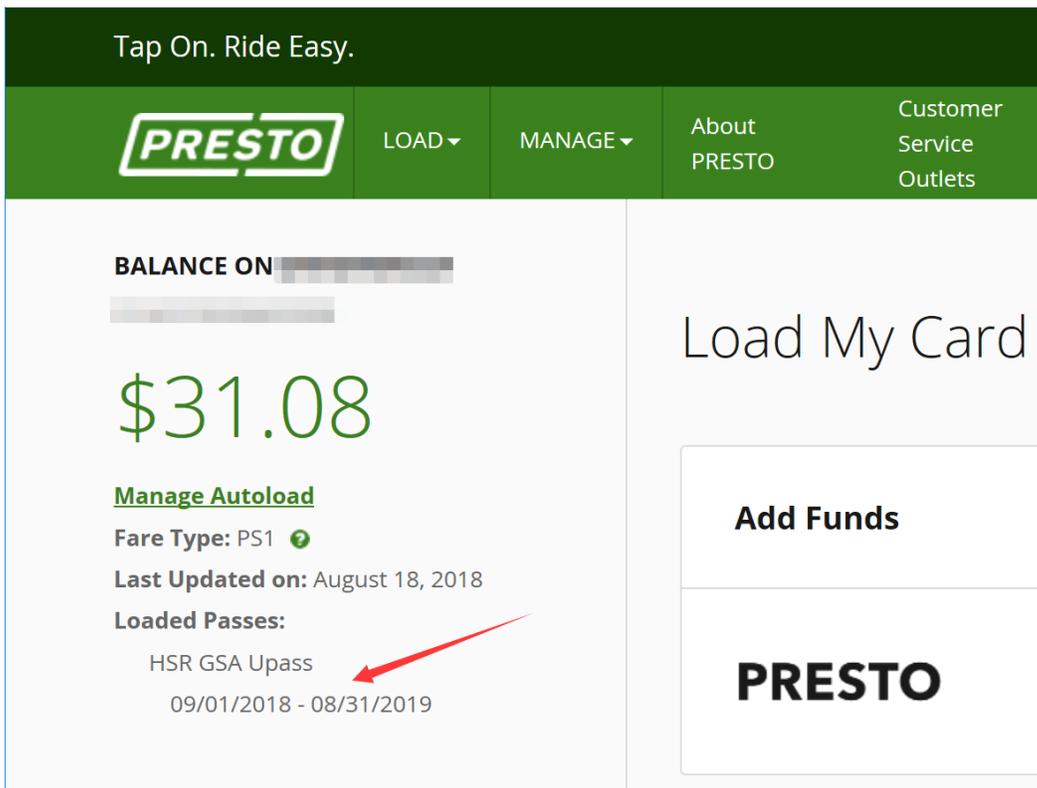
Step 1: Log in to mosaic and click on "HSR Bus Pass". Copy voucher code.



Step 2: Log in to your account on the presto website, click on “LOAD” in the upper left corner, then click “Redeem Voucher”. Enter the voucher code you just copied.



Step 3: If the load is successful, this information should be displayed.



Note:

(a)The voucher code may take up to 48 hours to take effect, and the card must be swiped within 45 days after redeeming.

(b)Whether you are a new student or upper year student, you need to load the voucher code by yourself in August every year.

6. Use PRESTO card

Simply tap the card on the payment device at the front door of the bus, the system can recognize the bus pass on the PRESTO card automatically. So, it will not deduct any money from the card. However, when the card is used on a non-HSR bus system (such as Go Bus), the corresponding fare will be deducted from the card.

The Presto card can only be used for one person at a time. If you need more than one person to take a bus, others can buy tickets or use cash.

7. Top up

Method 1: Top up on the presto official website. You can top up tens of dollars at once or set up Auto Reload to automatically top up with your credit card when the balance is less than a certain amount.

Method 2: The Presto service in the southernmost lobby of the first floor of the McMaster Student Center.

Method 3: Go to the Go Center which is the starting point station of the Go Bus. The staff will help you top up.

Method 4: (Go Bus only) Get on the bus and top up. Just prepare the cash and give the cash to the driver when you get on the bus. Then the driver will help you for the next steps. This method does not apply to HSR bus system.

Note:

If you use Method 2, 3, 4 to top up, your card can receive the money instantly. However, if you use Method 1, you cannot use it immediately, because the transaction will be completed after about 24 hours and you need to use the card at least once in 30 days. If you do not use your card within 30 days, the money will be refunded. Therefore, please top up at least 24 hours before usage. <https://www.prestocard.ca/en/about/FAQ/load-card-and-check-balance>

8. Presto Card Mobile App

The Presto Mobile App makes it easy to check the history transactions, payment, top-ups, and so on. However, it is not possible to replace the Presto card with NFC technology directly now.

Official website: <https://www.prestocard.ca/en/about/presto-app>

9. Triplinx Mobile App

Triplinx is just an App for Metrolinx to plan routes and cost estimates. If the transportation systems accept Presto card, it is within its consideration. You can also use Google Map to plan your route directly.

Official website: <https://www.triplinx.ca/>

More specific information can be found at: <https://gsamcmaster.files.wordpress.com/2018/08/hsr-bus-pass-faq-aug-2018.pdf> and <https://gsamcmaster.org/hsr/>

Hamilton Bus

The Hamilton bus refers to buses operated by the Hamilton Street Railway (HSR) company. Most McMaster full-time students do not need to pay extra for a bus ride.

1. Resources

(a) Official website: <https://www.hamilton.ca/hsr-bus-schedules-fares>

(b) The transportation map of HSR: http://www2.hamilton.ca/NR/rdonlyres/492E4A3F-A8EB-4172-8A4F-FD5953EA8039/0/HSR_SystemMap_Layout.pdf

(c) HSR official real-time traffic map: <https://hsrnow.hamilton.ca/#/app/tripplanning> (You can click on Routes on the right side of the page to see the current real-time location of each bus and the time of upcoming bus at each station)

(d) Mobile APP: Transit

- iOS: <https://itunes.apple.com/app/apple-store/id498151501?mt=8>
- Android: <https://play.google.com/store/apps/details?id=com.thetransitapp.droid>

2. Fare (2019)

(a) Most McMaster full-time students are free to take the bus, since the annual bus fare has been paid in the supplementary fees. So, there is no extra fee.

(b) Buy a paper ticket or a Presto card (without loading bus pass): \$2.5. Places to buy a paper ticket: <https://www.hamilton.ca/hsr-bus-schedules-fares/fares/hsr-ticket-vendors>

(c) Cash: \$3.25

(d) For students who are not eligible for bus pass, they can purchase the HSR Month Pass for their Presto Card on the Presto website. The cost is \$110, which is equivalent to the cost of 44 times.

Dashboard | PRESTO: Ta x + v
https://www.prestocard.ca/en/dashboard

Tap On. Ride Easy. Search Français

PRESTO LOAD MANAGE About PRESTO Customer Service Outlets Transit Usage Report Contact Us SIGN OUT

BALANCE ON

Manage Autoload
Fare Type: Adult
Last Updated on: August 17, 2018

QUICK LINKS

- + \$ Load My Card
- \$ Autoload Settings
- ☰ Card Activity
- ★ Loyalty Summary
- 📄 Transit Usage Report
- ! Report Lost Card
- 👤 Manage My Cards
- 👤 Account Profile

Load My Card

Add Funds

PRESTO Select amount of funds Add to Cart

Add Transit Passes

Transit Agency: **Hamilton Street Railway (HSR)**

Hamilton Adult Monthly Pass Details **\$105.60** Add To Cart
9/1/2018 - 9/30/2018

(e) Other fare: <https://www.hamilton.ca/hsr-bus-schedules-fares/fares/cash-tickets-and-passes>

Health Insurance

Insurance List

Account Detail for 2019 Fall term

Charges	Amount
Tuition - Graduate Visa	\$2,102.40
Essential Supplementary	
GSA - Academic Support	\$8.27
GSA - Capital Building	\$32.55
GSA - Dental Insurance Plan	\$189.88
GSA - H.S.R. Bus Pass	\$263.23
GSA - Health Insurance Plan	\$217.00
GSA - Student Assistance	\$5.15
UNI-Athletics & Recreation	\$94.93
UNI-Sports Complex Building	\$38.73
UNI-Student Wellness Centre	\$107.78
UNI-Transcripts/Letters/Certs.	\$22.65
Total Essential Supplementary	\$980.17
Non-essential Supplementary	
GSA - Advocacy	\$1.72
GSA - Awards & Ceremonies	\$7.54
GSA - Club Funding	\$1.37
GSA - Community Enhancement	\$3.56
GSA - Events	\$3.80
Total Non-essential Supplementary	\$17.99
Other	
UHIP	\$636.00
Total Other Charges	\$636.00
Total All Charges	\$3,736.56

All students must participate in many kinds of health insurances, shown as following:

1. UHIP/OHIP

International students must participate in the UHIP (University Health Insurance Plan), while domestic students (Permanent residence and Canada citizen) participate in the OHIP (Ontario Health Insurance Plan). UHIP comes into effect on the 10th day of the month before the first semester in Canada. After graduation, you can apply for an extension of up to 4 months.

Official website: <http://uhip.ca/>

Fees (2019): International students are required to pay for the UHIP. In recent years, the annual fee is \$634 for a single person. If a student has a spouse or children, the price for each family member is the same as the student.

The UHIP is underwritten by Sun Life. From 2017, the school will send the UHIP coverage card to each student via email. If you do not receive it, you can print the UHIP coverage card on Sun Life website. Tutorial:

<http://uhip.ca/Enrollment/CoverageCard>

Recommendation: Put the printed coverage card with your passport or driver's license. Always carry it with you just in case.

UNIVERSITY HEALTH INSURANCE PLAN		COVERAGE
To validate the eligibility of this member, please visit www.sunlife.ca/InpatEligibility .		UHIP® provides basic hospital, medical and supplementary insurance comparable to coverage provided through the Ontario Health Insurance Plan (OHIP) for Ontario residents. Services inside and outside Canada are covered to the same limits and conditions as OHIP.
University Member ID MU [redacted]	McMaster International Students Policy number 050150	For further information about UHIP® coverage go to www.uhip.ca or contact 1-866-500-UHIP(8447). This card is not transferable. Lost or stolen cards should be reported immediately.
Name of insured(s) (last name, first name) [redacted], [redacted]	Key: M-Member, S-Spouse, C-Child M	This proof-of-coverage card identifies the insured member, and dependents where applicable, provided premiums have been paid and the agreement is in-force. Notice to hospitals: please contact the company, at the address and telephone number below, within 48 hours of the insured's admission to hospital.
Effective date (d/m/y) 01/09/2017	Termination date (d/m/y) 31/08/2018	Sun Life Assurance Company of Canada PO Box 2010 STN Waterloo Waterloo ON N2J 0A6 Toll free: 1-866-500-UHIP(8447)
NON TRANSFERABLE		 Fraudulent use of this card will result in loss of coverage and possible prosecution.

UHIP provides free medical care for students. All expenses such as diagnosis, injection, surgery, etc. can be reimbursed for up to one million Canadian dollars per year. You can check the insurance coverage at <http://uhip.ca/Enrollment/PlanDetails>, or download the mobile app "my Sun Life":

- iOS: <https://itunes.apple.com/ca/app/my-sun-life-canada/id453274313?mt=8>
- Android: <https://play.google.com/store/apps/details?id=com.sunlife.ca.mysunlife>

Dependent: Refers to the student's spouse and children, excluding parents. If they come to Canada, they must apply for UHIP within 30 days of arriving. Otherwise, they will be fined \$500.

<https://iss.mcmaster.ca/studentlife/healthcare/#dependents>

Visiting students: They need to buy UHIP Premium, which has the same rate.

<https://iss.mcmaster.ca/studentlife/healthcare/#visiting>

2. GSA Health Insurance Plan (excluding MBA students)

The Graduate Students Association (GSA) provides the Health Insurance Plan.

GSA's Health Plan provides coverage for those services that UHIP cannot reimburse, such as drug fees. Although UHIP can reimburse the fees for medical treatment, it cannot reimburse the prescription drugs. Usually the drug and UHIP non-reimbursed vaccines can be reimbursed 80% by the GSA Health Insurance Plan.

GSA's official website: http://studentcare.ca/rte/en/McMasterUniversity_Home

Glasses purchase benefits: http://studentcare.ca/rte/en/McMasterUniversity_Vision_VisionCoverage_VisionNetwork

If you go to a province other than Ontario or even leave Canada, insurance is still partially valid, see

http://studentcare.ca/rte/en/McMasterUniversity_Travel_TravelCoverage

Family insurance: http://studentcare.ca/rte/en/McMasterUniversity_ChangeofCoverage_CoupleFamilyEnrolments

3. GSA Dental Insurance Plan (excluding MBA students)

The fee for GSA Dental Insurance Plan is \$189.88 (2019) per year. It includes teeth cleaning and so on.

URL: http://studentcare.ca/View.aspx?locale=en&uid=McMasterUniversity_Dental_Test2&random=538

The GSA Dental Insurance Plan can reimburse \$750 per natural year (not academic year).

4. CUPE Dental Plan

The CUPE provides dental insurance with an annual fee of \$125 (2019). <https://cupe3906.org/tas-unit-1/dental-plan/>. The CUPE Dental Plan only covers the following groups:

- Unit 1: Teaching Assistants (TAs) and Research Assistants in lieu (RAs in lieu)
- Unit 2: Sessional Faculty, MELD Sessional Faculty, and Hourly Rated Sessional Music Faculty

- Unit 3: Post-Doctoral Fellows

The insurance provided by CUPE dental plan is superior to GSA dental plan, the main benefits are:

- All Unit 1 students automatically opt-out GSA dental plan and get the GSA Dental Insurance Plan fee back. Studentcare will send a cheque to the student.
- Unit 1 students with CUPE Dental Plan can apply for a rebate premium of \$200 (2017) from UHIP. <https://cupe3906.org/tas-unit-1/uhip-rebate-unit-1/>. Students need to fill out the form and submit it to the address on the form and let the staff check the form again.
- CUPE Dental Plan can cover up to \$1000 per natural year (not academic year). However, you will not get any student discount when purchasing dental related services as that in the GSA dental plan.
- There is a \$250 Health Care Spending Account (HCSA) every two years for glasses purchase reimbursement and \$50 vision reimbursement. <https://cupe3906.org/tas-unit-1/unit-1-benefits/>

Dental Insurance for students' family members: Search for the keyword "spouse" in the corresponding web page below:

- Unit 1: <https://cupe3906.org/tas-unit-1/dental-plan/>
- Unit 2: <https://cupe3906.org/sessionals-unit-2/unit-2-dental-coverage/>
- Unit 3: <https://cupe3906.org/postdocs-unit-3/dental-plan/>

5. MSU Health/Dental Plan Insurance (MBA students)

MBA Students use the medical insurance provided by the MSU. Insurance is paid on a semester basis, and its rate is \$262.5 per semester (2019).

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

Glasses purchase benefits: \$100 reimbursement for lenses and frames per 2 years.

Insurance for MBA student family members: <https://www.msumcmaster.ca/services-directory/36-health-and-dental-insurance/family-add-ons>

Sum up

- For graduate students who do not have TA or RA and are not in MBA program: Buy UHIP+GSA Health Insurance Plan + GSA Dental Insurance Plan
- For graduate students with TA or RA who are not in MBA program: Buy UHIP+GSA Health Insurance Plan + CUPE Dental Plan
- For MBA students: Buy UHIP+MSU Health Plan Insurance + MSU Dental Plan Insurance
- For Visiting Student: Buy UHIP Premium
- Post Doc: UHIP (first 3 months) + OHIP (after 3 months of work) + CUPE Dental Plan

See a Doctor

1. University clinics

(a) Student Wellness Centre (SWC)

SWC can solve most of common illness. But it cannot handle teeth related illness.

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

Before you are going to see a doctor, you need to make a reservation according to the method mentioned on the website. If you decide to cancel an appointment, you must call them. Otherwise, you will receive a fine of \$50~100.

Note: The university hospital is not the "McMaster Children's Hospital" on the south of the campus! That is an affiliated children's hospital of faculty of health science, which can only treat children illness.

(b) Campus dentist

<http://www.campusdentist.com/mcmaster.html>

Reservation: 905-526-6020 or mcmaster@campusdentist.com

Although the clinic is not in the clinics designated by the insurance companies mentioned below, according to its official website, the MSU, GSA and CUPE dental plans are all available there. If you are not sure, you can ask them for detailed information.

2. Off-campus Walk-in Clinic, Emergency Departments, Urgent Care Centres

Everyone can go to the public hospitals and clinics. But usually you cannot solve problem related to teeth. In Canada, public hospitals and clinics have been divided into three categories:

(a) Walk-in Clinic: It is a clinic that does not require an appointment to see a doctor.

List (Hamilton + Burlington): <http://www.hnhbhealthline.ca/advancedSearch.aspx?q=hamilton&cid=10072> .

In addition to the large hospitals in the downtown, most of the Walk-in Clinics just have a few doctors. The smallest Walk-in Clinic may have only one doctor and several nurses. But it is still enough to solve illness like cold, fever, cough, physical discomfort, etc. there. Since there is no need for an appointment, you may have to line up in such clinics. And you may wait for more than one hour during peak hours.

<https://medimap.ca/> . This site can show the estimated queuing time of the clinic.

(b) Emergency Departments:

List: <https://www.hnhbhealthline.ca/listServices.aspx?id=10077®ion=Hamilton> .

In addition to the 24 hours available each day, the emergency department specifically addresses diseases that threaten life. Once there is a very serious illness, you must call 911 first. The UHIP also includes the cost of ambulance. The recommended emergency department is Hamilton General Hospital. Besides that, McMaster Children's Hospital only accepts emergency cases for children.

(c) Urgent Care Centre: a clinic that can be visited immediately without waiting in line

List: <https://www.hnhbhealthline.ca/listServices.aspx?id=11234>

The Emergency Care Center addresses an emerging condition that does not immediately threaten life. But you don't have time to make an appointment with a doctor or line up at the Walk-in Clinic. For example: food poisoning, eye injuries, fractures, mild burns, etc. In fact, it has no clear boundaries with the Emergency Departments. If the condition is not very urgent, they will refuse to accept the patients. Near the main campus, the Urgent Care Centre is the Main Street West Urgent Care Centre at 690 Main St W. If there is an emergency, you don't really need to distinguish whether it is Urgent or not. Just call 911 and let the ambulance come and pick up.

3. Off-campus dentists & Vision

(a) Dentist and vision designated by GSA Insurance Plan:

http://studentcare.ca/View.aspx?locale=en&uid=McMasterUniversity_Dental_Test2&random=538

Please select "Dental" or "Vision" from the drop-down list under the heading "STUDENTCARE NETWORKS Find a Professional" in the upper right corner of the page.

The dental clinic designated by the GSA Dental Insurance Plan is called "Studentcare Dental Network member". For general clinics, the GSA Dental Insurance Plan can only be reimbursed for 70%, and the designated dental clinic can reimburse extra 20% to 30%. Thus, it can reimburse 90% to 100% of the total cost.



- HOME
- HEALTH
- DENTAL**
- VISION
- TRAVEL
- EMPOWER ME
- WHO'S COVERED?
- COST

MEMBER SERVICES

Dental Coverage

Dental Coverage

[Home](#) > [Dental](#) > [Dental Coverage](#) > [Dental Network](#)

Dental Coverage Chart

Dental Network

Dental Accident

How to Claim

Dental Benefits

Dental Network

90% to 100 % in Dental Coverage

The Dental Network is comprised of dental practitioners conveniently located in your area and other regions of Canada. Their commitment to helping students provides you with the option of paying less for dental services.

Your Plan will cover 70% of your dental costs and by visiting a Dental Network member, you will receive an additional 20% to 30% off dental services. This will enable you to have 90% to 100% of your dental costs covered by the Dental Plan.

Savings for eligible dental services are calculated based on the Provincial Dental Fee Guide for General Practitioners (in the province where the service was performed). If you visit a specialist for covered services, your reimbursement will be processed according to the equivalent General Practitioner fee.

HEALTH-CARE NETWORKS
Find a Professional

Dental

Select A Search Option:

- ▶ Around Campus
- ▶ **By City or Neighbourhood**
- ▶ By Address
- ▶ By Professional's Name

Discover the Networks' Advantages

- Psychology Network
- Dental Network
- Vision Network
- Chiropractic Network
- Physiotherapy Network
- Massage Therapy Network
- Naturopathic Network
- Pharmacy Network
- Studentcare Mental Health Resources
- COMPLETE NETWORK LISTING

(b) Dental clinic designated by MSU Dental Plan Insurance:

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

(c) Dental clinic designated by CUPE:

Find and book a doctor at <https://www.opencare.com/>.

After entering the zip code, click "Get Start" and follow the prompts step by step. There is a step to choose the insurance company page, select "Equitable Life of Canada".

Note:

(a) MBA, Post doc, visiting students cannot go to the Student Wellness Centre to see a doctor. They can only go to off-campus Walk-in Clinic. <https://wellness.mcmaster.ca/contact-us/>

(b) To see a doctor, please bring the UHIP insurance card and Group Number, which may be needed during the medical treatment.

- Non-MBA students can find them on the GSA Insurance Plan website.
- MBA students can find "HEALTH INSURANCE" or "DENTAL INSURANCE" on the homepage of MSU Health/Dental Plan Insurance. Then click "CLAIM FORM".

Prescription Drugs

These are the places where you can buy prescription drugs:

1. McMaster University Centre Pharmasave

Official website: <https://universitypharmacy.ca/mcmaster/>

This pharmacy is in the Student Center Room 109B. If you need to buy prescription drugs as being told by a doctor in the SWC, you can go to this place as the first choice. The reason is that you don't need to show a pay direct card to buy prescription drugs here and you can directly reimburse it. This will save the process of reimbursement by yourself.

2. Shoppers Drug Mart

Official website: <https://www1.shoppersdrugmart.ca/en/health-and-pharmacy/pharmacy-services>

As you can see from the name of the store, it is more than just a supermarket, but also a regular pharmacy.

3. Fortinos

Official website: <https://www.fortinos.ca/pharmacy>

As a large supermarket, Fortinos also provides pharmacy services.

4. Rexall

Official website: <https://www.rexall.ca/pharmacy>

Rexall is a pharmacy and retails some of the daily necessities. It locates at Jackson Square.

<https://www.rexall.ca/storelocator/store/1404>

Rexall has a partnership with Studentcare. So, it supports the Pay-Direct Card. If you show a Pay-Direct Card, you can enjoy an additional 10% discount on prescription drugs, which means you can reimburse for 90% of the cost.

http://studentcare.ca/rte/en/McMasterUniversity_Health_HealthCoverage_PharmacyNetwork

If you buy Rexall branded daily necessities in this store, you can enjoy a 20% discount. Present the "Rexall Exclusive Savings Card" and student ID card at checkout.

5. Other pharmacy locations:

Official website: <https://pharmasave.com/>

Mobile app " eCare@Pharmasave ":

- iOS: <https://itunes.apple.com/ca/app/pharmasave-drugs/id608514849?mt=8>
- Android: <https://play.google.com/store/apps/details?id=com.pharmasaves.android>

Reimbursement

1. Reimbursement for UHIP, GSA Health Insurance Plan, GSA Dental Insurance Plan

The above three types of insurance are covered by Sunlife (<https://www.sunlife.ca/>). If the medical diagnosis fee and the prescription drugs fee are paid by student themselves, they will be reimbursed. The diagnosis fee will be fully covered by UHIP and the drug fee will be reimbursed for 80%. The reimbursement methods are

Method 1: Fill out the form and mail it to Sunlife. http://studentcare.ca/rte/en/McMasterUniversity_Claims_HowtoClaim

Method 2: Take a photo with the APP "Studentcare" and fill in the reimbursement information.

<https://my.ihaveaplan.ca/index.html>

Method 3: If the pharmacy (e.g. Rexall) accepts pay direct card, then you can skip the reimbursement process.

http://studentcare.ca/rte/en/McMasterUniversity_DownloadCentre_PayDirectCard

2. Reimbursement for CUPE Dental Plan

Method 1: Copy the following information to the back of your UHIP card. When you see a doctor, show it to create a reimbursement file. You can reimburse immediately (see <https://cupe3906.org/tas-unit-1/dental-plan/> under the heading "Accessing Your Dental Benefits"). Please confirm whether the clinic accepts CUPE insurance before you go.

Insurance Provider: Equitable Life of Canada

Policy #: 97528

Division #: Division #1(Postdoctoral Fellow members are part of Division 2.)

Certificate #: your student ID # (If your dentist requires a 10-digit number, add three zeros to the beginning of your ID number.)

Method 2: If you are not able to reimburse immediately with the above information, you will need to pay the dentist first. Then, under the heading "Forms" at <https://cupe3906.org/tas-unit-1/dental-plan/>, download the "Dental Claim Form". Fill in the relevant contents of the form, attach all the documents, receipts and so on. Send it to the address in the form. A cheque will be sent to you after the company has reviewed it.

3. Reimbursement for MSU Health/Dental Plan Insurance

Method 1: Open the MSU Health/Dental Plan Insurance home page (<https://www.msumcmaster.ca/services-directory/36-health-and-dental-insurance/health-plan/health-claims>). Find "HEALTH INSURANCE" or "DENTAL INSURANCE". Click "CLAIM FORM". Then follow the steps in the web page.

Method 2: Register eProfile on the ClaimSecure website (<https://www.claimsecure.com>) and make an Online claim. (Unable to reimburse HPV)

Method 3: Reimbursement by email. Attached with the claim form and all invoice documents mentioned in Method 1. Email address: customerresponse@claimsecure.com (this method may also need to register eProfile first).

Microsoft Office 365

The University has purchased the Office 365 ProPlus license for all the students and employees. New students may have to wait half a month after class begin to use it. <http://www.mcmaster.ca/uts/office365/index.html>

The Office 365 purchased by the school includes two parts:

(a) Office 365 A1 for students: It includes the online version of the office and teamwork tools Teams.

<https://products.office.com/en-us/academic/compare-office-365-education-plans>

(b) Office 365 ProPlus for students: It includes the complete desktop and mobile office suites, as well as the OneDrive for Business online drive.