

**McMaster University
Department of Mechanical Engineering
Graduate Program Regulations**

(Complementary to the University regulations which are described in the School of Graduate Studies Calendar:
<http://academiccalendars.romcmaster.ca/index.php>)

TYPE OF ENROLMENT

1. Full-Time Student

A full-time student is one who is studying on a full-time basis – treating studies like a full-time job, attending to coursework and research in a professional manner, being in consultation with and available to his/her supervisor at regular intervals (daily and/or weekly by mutual agreement) to monitor progress (please see appropriate sections of the current “School of Graduate Studies Calendar” definitions of full and part-time student and status; program duration; fees for graduate students; and financial support for full-time students).

2. Part-Time Student

A part-time student is one who usually has a full-time job outside the university, but wants to work towards his or her graduate degree on a part-time basis. A part-time student is limited to 3 graduate courses per academic session (Sept 1 – Aug 31) and will usually take more time to complete the degree (M.A.Sc. program: up to five years – 60 months - from original date of registration if student began as “part-time”; Ph.D. program: up to eight years – 96 months – from original date of registration if student began as “part-time”). Part-time students will also be required to consult and have regular contact with their supervisor at times convenient for both parties. Part-time students are not eligible for financial support from the department, nor Teaching Assistantships (nor Scholarship Equivalent) (please see appropriate sections of the current “School of Graduate Studies Calendar” as noted above in section 1. “Full-Time Student”).

MASTER of Applied Science (M.A.Sc.)

1. Program Requirements

The minimum course requirement is four half courses, at least three of which must be at the 700 level. Only courses taught in the Departments of the School of Engineering and Applied Sciences (listed here: <http://www.eng.mcmaster.ca/departments.html>) count towards the minimum course requirement, unless permitted by the Department and the School of Graduate Studies.

Entering graduate students in Masters or Doctoral programs within the Faculty of Engineering are required to complete a career planning exercise within their first academic year (September to August). Student will book through their department a planning session with a career specialist within the faculty and subsequently produce a report before the end of their first year. The report should not exceed 2 pages and must be submitted to the department's graduate advisor before the end of August in their first year. Students entering in May of a given year may choose to submit the report in the second academic year instead.

Students are required to present a thesis that embodies the results of original work that the candidate has completed and which demonstrates competence in Mechanical Engineering. Only the standard format thesis, as described in the document “Guide for The Preparation of Master’s and Doctoral Theses” (available from the School of Graduate Studies website), will be accepted for examination. An oral defence of the thesis is required.

Additional Requirements:

- ME 758 “Graduate Seminars in Mechanical Engineering.”: Mandatory annual registration in Mosaic for Term 1 and Term 2 of every academic session. Please visit the link for information at: (http://mech.mcmaster.ca/events_seminars.html).
- SGS 101 and SGS 201 (online courses): Mandatory registration in Mosaic at the start of a student’s program only. Must pass and abide by these online SGS courses. Connect to Avenue to Learn to complete these online courses at: (<http://avenue.mcmaster.ca/>).
- Job Hazard Analysis (JHA) form (see <http://jhaweb.mcmaster.ca/>): Must complete a job hazard analysis (JHA) form with your supervisor and read and follow the appropriate Standard Operating Procedures (SOPs). Note: In the context of safety all graduate students are considered “workers”.
- Core Health and Safety courses: Must successfully complete and abide by the following core health and safety courses (available online here: <http://www.workingatmcmaster.ca/eohss/training/>):
 - Health and Safety Orientation
 - Asbestos Awareness
 - Ergonomics
 - Fire Safety
 - Slips, Trips and Falls
 - WHMIS 2015
 - Violence and Harassment

2. Supervision

Supervision of M.A.Sc. students is governed by the School of Graduate Studies regulations as outlined in the current “School of Graduate Studies Calendar” (see the following link and refer to section: “Regulations for Master’s Degrees” <http://academiccalendars.romcmaster.ca/index.php>).

3. Examining Committee

Each M.A.Sc. student must successfully defend his/her thesis in an oral examination before a committee proposed by the Supervisor and approved by the Department Chair or his/her delegate. A member of the committee, other than the supervisor, will be appointed to chair the committee.

The committee shall be composed of 3 (three) members, including the supervisor. In the case of co-supervision, the committee will consist of 4 (four) members including the supervisors.

Students currently enrolled in the M.A.Sc. program may be transferred to the Ph.D. program before they complete their Master's requirements. Regulations governing this scenario are stated in the current "School of Graduate Studies Calendar." If a student is granted permission to enter the Ph.D. program while concurrently completing the M.A.Sc. program, the School of Graduate Studies requires the student to complete all requirements for the M.A.Sc. program (including defense and submission of thesis for binding) within 2 (two) months of the date of entry in the Ph.D. program. Students "who do not complete the requirements for the Master's degree within the two months will lose their status as a Ph.D. candidate and be returned to Master's status."

4. M.A.Sc.Thesis Defence

The thesis defence starts with the candidate's presentation of the main elements of the thesis, including the relevance of his/her work, approach, samples of the most important findings, and contributions. The presentation should not exceed 20 minutes. This is followed by one round of questions and another round of follow-up questions, as appropriate. The duration of the Master's defence (including the candidate's presentation) is expected to vary from 1¼ to 1¾ hrs, but it normally should not exceed 2 hrs. If the examining committee is unsatisfied with the candidate's performance in the thesis defence, the student must retake the defence after completing any thesis revisions which may be recommended by the examining committee. The student must be informed in writing of the conditions he/she must meet to be able to succeed in the second and final defence.

M.A.Sc. Defence Procedures

Supervisor:

- Set up the examination committee by selecting two additional faculty members (internal or external) who are adequately familiar with the thesis research area.
- Inform Graduate Program Administrator using the attached form for approval of examination committee. The examining committee approval form should be completed and approved at least 2 weeks before the proposed defence date.
- After approval of the examination committee, finalize the date and time of defence, check room availability and email committee confirming defence, including date, time and room location.

Graduate Administrator:

- Have examination committee approved by the Department Chair or delegate.
- Post defence notification on Mech Eng notice board.
- Email announcement to Faculty, Graduate Students, and Postdoctoral Fellows.
- Complete the following and provide them to the Chair of examination committee one day prior to defence.
 - i. Report of Examining Committee for Master's Thesis Examination-ORAL Defence
 - ii. Report of Examining Committee on Master's Thesis
 - iii. Licence to McMaster University
 - iv. Master's Thesis – Final Submission Sheet
- Complete the following forms and provide them to the Supervisor one day prior to defence.
 - v. NSERC Appendix D (Form 100)
 - vi. Department Exit Checklist

Chair of Examining Committee:

- Return the following completed forms to the Graduate Administrator:
 - i. Report of Examining Committee for Master's Thesis Examination-ORAL Defence
 - ii. Report of Examining Committee on Master's Thesis
 - iii. Licence to McMaster University

Student:

- After approval of the defence committee, the student will distribute the thesis to the examining committee, normally at 14 days, but no later than 10 days, before the defence date. Submissions later than 10 days before the defence date shall require consent of all members of the defence committee.
- Return the following completed forms to the Mechanical Engineering Department
 - i. NSERC Appendix D (Form 100)
 - ii. Department Exit Checklist
- Please review the SGS Final Submission – Final Thesis Checklist:
<http://graduate.mcmaster.ca/graduate-students/current-students/completing-your-degree/143-current/completing-your-degree/651-step3-final-submission>

Convocation:

Detailed information regarding convocation, including deadlines and the timing of ceremonies is available on the Office of the Registrar's website: <http://registrar.mcmaster.ca/category/grad/>. Please review the checklist items.



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http://www.mech.mcmaster.ca

*Mechanical Engineering
Approval of M.A.Sc. Defence Examination Committee*

Student Name		Student Number	
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Title of Thesis:	
Date of Defence:	
Time:	
Location:	
Examination Committee:	
Committee Chair:	
Member:	
Supervisor:	
Co-Supervisor (if applicable):	

Return completed form to the Graduate Program Administrator

Approval of M.A.Sc. Defence Examination Committee:	
Associate Chair (Graduate Studies)	Date

DOCTOR OF PHILOSOPHY (Ph.D.)

1. Program Requirements

Program Start Prior to September 1, 2015: Four half courses, at the 700 level, are the minimum required beyond the Master's degree. Only courses taught in the Departments of the School of Engineering and Applied Sciences (listed here: <http://www.eng.mcmaster.ca/departments.html>) count towards the minimum course requirement, unless permitted by the Department and the School of Graduate Studies.

Program Start Date September 1, 2015 and onwards: Two half courses at the 700 level are the minimum required courses beyond the Master's degree. Only courses taught in the Departments of the School of Engineering and Applied Sciences (listed here: <http://www.eng.mcmaster.ca/departments.html>) count towards the minimum course requirement, unless permitted by the Department and the School of Graduate Studies.

Entering graduate students in Masters or Doctoral programs within the Faculty of Engineering are required to complete a career planning exercise within their first academic year (September to August). Student will book through their department a planning session with a career specialist within the faculty and subsequently produce a report before the end of their first year. The report should not exceed 2 pages and must be submitted to the department's graduate advisor before the end of August in their first year. Students entering in May of a given year may choose to submit the report in the second academic year instead.

Ph.D. candidates are required to pass a comprehensive examination designed to test their breadth of knowledge and ability to integrate ideas.

A candidate must complete a thesis that embodies the results of original research and mature scholarship. The general requirements for the thesis and oral defence will apply.

Additional Program Requirements:

- ME 758 "Graduate Seminars in Mechanical Engineering.": Mandatory annual registration in Mosaic for Term 1 and Term 2 of every academic session. Please visit the link for information at: (http://mech.mcmaster.ca/events_seminars.html).
- SGS 101 and SGS 201 (online courses): Mandatory registration in Mosaic at the start of a student's program only. Must pass and abide by these online SGS courses. Connect to Avenue to Learn to complete these online courses at: (<http://avenue.mcmaster.ca/>).
- Job Hazard Analysis (JHA) form (see <http://jhaweb.mcmaster.ca/>): Must complete a job hazard analysis (JHA) form with your supervisor and read and follow the appropriate Standard Operating Procedures (SOPs). Note: In the context of safety all graduate students are considered "workers".

- Core Health and Safety courses: Must successfully complete and abide by the following core health and safety courses (available online here: <http://www.workingatmcmaster.ca/eohss/training/>):
 - Health and Safety Orientation
 - Asbestos Awareness
 - Ergonomics
 - Fire Safety
 - Slips, Trips and Falls
 - WHMIS 2015
 - Violence and Harassment

2. Supervision

Supervision of Ph.D. students is governed by the School of Graduate Studies regulations as outlined in the graduate calendar.

As soon as possible, and not later than 9 (nine) months after commencing doctoral studies, a Supervisory Committee for the student shall be approved by the Department Chair or his/her delegate, on the recommendation of the supervisor and in consultation with the student.

The Supervisory Committee will normally consist of at least 3 (three) members (4 members in the case of co-supervision). One member, whose scholarly interests include the area of the student's main interest, will normally be from outside the department if a suitable individual is available. Another member may be from outside the university with departmental approval and permission of the Dean of School of Graduate Studies.

3. Supervisory Committee Meetings

The Ph.D. student's Supervisory Committee shall meet with the student at least once a year between the dates of September 1st and August 31st of the following year. At each meeting, the student shall prepare a 5 – 10 page progress report to be given to the committee members at least one week in advance of the meeting. At each meeting, the student shall give a short 20 – 25 minute presentation of his/her research progress, entertaining questions from committee members. Subsequent meetings shall be held to monitor progress towards the comprehensive exam as well as the completion of the thesis.



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Mechanical Engineering Ph.D. Supervisory Committee Approval Form

Student Name		Student Number	
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Title of Report (Tentative):	
Proposed Committee:	
Supervisor:	
Co-Supervisor (if applicable):	
Member:	
Additional Member who has scholarly interest in candidate's specialization:	

Return completed form to the Graduate Program Administrator

Approval of Ph.D. Committee:	
Associate Chair (Graduate Studies)	Date

Ph.D. Supervisory Committee Meeting Procedures

Supervisor:

- Set up date and time of Ph.D. supervisory committee meeting in consultation with student and other members of the committee.
- Check room availability and send email confirming supervisory committee meeting to student and other members of the committee, including date, time and room location.
- Inform Graduate Program Administrator by email or using the optional form.

Student

- Download supervisory committee form from SGS website and fill in particulars, including page 3: “progress since last committee meeting” section and circulate to committee members with any additional material one week prior to committee meeting.
- Provide one additional signed copy of the form to Supervisor for completion at the end of the supervisory committee meeting.



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*Mechanical Engineering
Ph.D. Annual Committee Meeting Notification (optional form)*

Student Name		Student Number	
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Title of Report:	
Date of Supervisor Committee Meeting:	
Time:	
Location:	
Examination Committee:	
Supervisor:	
Co-Supervisor (if applicable):	
Member:	
Additional Member who has scholarly interest in candidate's specialization:	

Department Approval	
Associate Chair (Graduate Studies)	Date

Ph.D. Comprehensive Examination

Purpose

The purpose of the comprehensive examination is to test the breadth of knowledge and maturity of approach over a range of topics that are both within and peripheral to the candidate's discipline. The candidate's level of achievement in this examination will determine possible academic background deficiencies that the candidate may have. Successful completion of the comprehensive examination is a necessary requirement for the candidate to continue in the program.

Timing

The student is expected to complete all requirements of the comprehensive examination **within 20 months of first registration in the Ph.D. program, with an upper limit of 24 months**. Special exceptions require the approval of the Department Chair or designate and the Graduate School. Part-time students must take the comprehensive examination by the end of the 36th month. Normally, course requirements will be completed before the Comprehensive Exam, but this is not a requirement. Likewise, preliminary research results are not required, but the student is expected to present and defend a viable research proposal including anticipated new contributions to the existing scientific literature. It is the responsibility of the Supervisor to recommend and notify the Departmental Graduate Administrator, at least two months in advance, that a candidate will take the examination. In consultation with the supervisory committee, the supervisor nominates a comprehensive examination committee and submits the nomination for approval by the Department Chair or his/her designate. Once the committee is approved, it is the **responsibility of the examination committee Chair** to initiate and oversee all administrative arrangements of the examination, including the exact dates of the written and oral parts of the exam.

Structure of Examining Committee

The comprehensive Examination Committee shall consist of the Committee Chair, at least 3 (three) members of the Supervisory Committee, including the supervisor, and an additional member who has a scholarly interest in the candidate's general area of specialization. At least one member of the Examination Committee must be from outside the department (other than the Chair or Co-Supervisor(s)).

Format of the Examination

The comprehensive examination will consist of **two parts**, which are outlined below.

Part A: Breadth and Depth of Knowledge

The objective of this part of the exam is to test the candidate's comprehension as well as breadth and depth of knowledge of his/her discipline area, normally at the senior undergraduate/junior graduate level. Although the written exam focuses primarily on the candidate's understanding of fundamental concepts in two technical areas related to his/her research topic, the scope of the oral part extends to examining the depth of knowledge in the candidate's discipline area and possible deficiencies in his/her academic background. The chart below describes the timeframe that should be followed.

At least 7 weeks before oral part of the exam	Meeting of examination committee takes place to discuss comprehensive exam. The committee will decide two subject areas in which candidate will be examined on, and decide which two committee members will write the two questions that will be given to the student.
6 weeks before the oral part of the exam	Written notice of the two subject areas and dates of the written and oral parts of the exam must be provided to the student, as well as a notification to examination committee members indicating/confirming same. The examination notice to the student must also include the names of the examination committee members.
At least two weeks before the written part of the exam	The two committee members preparing the written questions will circulate the questions to the exam committee. The chair of the committee will seek feedback from the exam committee and reach consensus on the two questions.
At least one week before the written part of exam	The Chair of the comprehensive exam committee submits questions to the Graduate Program Administrator for preparing in standard format.
Day of written part exam	Student to pick up questions from Graduate Program Administrator and return answers within 7 hours. Copies of answers to the 2 questions will be distributed to comprehensive examination committee.
Day of oral part of exam (one week after the written exam)	In the oral part of the exam, the candidate is free to choose whether to start with Part A (the two questions) or Part B (the research proposal). To initiate the questions for Part A of the examination, the candidate should provide a brief synopsis (maximum of 5 minutes) of his/ her answers to the two written questions.

Part B: Research Proposal

The candidate shall submit a report on the research program: **up to a maximum of 40 pages in length, INCLUDING all figures, graphs, illustrations, tables and appendices (but not including the list of references)**. The report should be typed double-spaced; 12 point Times New Roman; one inch margins on all sides. **IF THE REPORT DOES NOT CONFORM WITH THESE GUIDELINES, IT MAY BE RETURNED TO THE CANDIDATE FOR REVISION AND CAN RESULT IN DELAYING THE EXAMINATION SCHEDULE.** The report must include: (i) a **critical** survey of the directly related literature in the field; (ii) an outline of the proposed research program including its justification, the approach to be taken, specific analytical or experimental methods, perceived or anticipated problems, preliminary results (if available); (iii) an account of expected contributions the proposed research will bring to the existing scientific literature; and (iv) a proposed timetable to accomplish the task. A copy of the report must be made available to each member of the Examination Committee at least two weeks prior to the date of the oral examination.

At least two weeks before oral part of the exam	Copies of research proposal to be submitted to the Graduate Program Administrator by student for distribution to the examination committee.
Day of oral exam (one week after the written exam)	Part B of the oral exam will be approximately 1.5 hours. The candidate will be required to present his/her proposal in a summary fashion (20 minutes) to the committee followed by questions directly related to the proposal and the candidate's specific area of research.

Examination Result

- The candidate's achievement in each of the parts shall be judged as: Pass or Fail.
- **The candidate must pass both parts to successfully complete the comprehensive exam.**
- The committee chair shall communicate the result of the examination to the department chair, who shall communicate the result of the examination, in writing, to the student.
- **Should the candidate fail either or both parts, he/she may request a re-examination. The re-examination will follow the same format as outlined above, and must be completed within six months of the first examination.** The candidate will be allowed only one re-examination.

4. PhD Thesis Submittal and Defence

- Regulations/guidelines for thesis writing, submittal and defence can be found at <http://graduate.mcmaster.ca/graduate-students/current-students/completing-your-degree>
- Please review the SGS Final Submission – Final Thesis Checklist: <http://graduate.mcmaster.ca/graduate-students/current-students/completing-your-degree/143-current/completing-your-degree/651-step3-final-submission>

Convocation:

Detailed information regarding convocation, including deadlines and the timing of ceremonies is available on the Office of the Registrar's website: <http://registrar.mcmaster.ca/category/grad/>. Please review the checklist items.

Ph.D. Comprehensive Examination – Procedures and Timeline

Supervisor:

- Set up the examination committee and give notification of committee to Graduate Program Administrator for approval by Dept. Chair/Grad Advisor on attached form. (7 weeks before oral exam).
- Setup the organizational meeting of the examining committee.

Chair of the examination committee:

- During the organizational meeting, finalize date and time of written and oral examinations (6 weeks before oral exam).
- Check room availability and email all members of the examination committee confirming examination, including date, time and location.
- Provide information to Graduate Program Administrator, including committee members, 2 examiners that will set the written questions, dates of written and oral exams, areas of study of examination questions in the form attached (6 weeks before the oral exam).
- Send email reminder to committee at least two weeks before written exam, especially requesting written questions.
- Circulate questions to committee members once received from the examiners
- Send finalized questions to Graduate Program Administrator (at least one week before the written exam).
- Oral Exam – to be scheduled one week after the written exam.

Examiners setting the written questions:

- Send questions to Chair (at least two weeks before the written exam)
- Be available (by phone if not in person) during the written part of the exam in case the student needs some clarification on the question.

Graduate Program Administrator:

- Get approval of examination committee from Dept. Chair/Grad. Advisor.
- Give the timeline/information letter with the subject areas to the student (6 weeks before the oral exam)
- Two weeks before the oral examination, collect from the student and handout the research proposal to the examination committee.
- Prepare the exam questions once received from the Chair in the Department examination format.
- Handout exam questions to the student on the day of the written exam.
- Collect the answers to the written exam questions from student on the date of the written exam.
- Circulate the student's report and answers to exam questions to the examination committee.
- Prepare the (oral) examination result form and give to the Chair (1 day before the oral exam)
- The completed result form is submitted to the School of Graduate Studies so that the student's academic record will show the completion of this milestone.
- Provide the student with a written letter of the result of the PhD Comprehensive Examination.(if the student does not pass, please refer to the process on page 13 of this document titled, "Examination Result"



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*Mechanical Engineering
Approval of Ph.D. Comprehensive Examination Committee*

Student Name		Student Number	
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Ph.D. Comprehensive Examination Committee:	
Member, Chair:	
Additional Member who has scholarly interest in candidate's specialization:	
Supervisory Committee Member:	
Supervisory Committee Member:	
Supervisor:	
Co-Supervisor (if applicable):	

Return completed form to the Graduate Program Administrator

Approval of Ph.D. Comprehensive Examination Committee:	
Mechanical Engineering Associate Chair (Graduate Studies)	Date

*Mechanical Engineering
Ph.D. Comprehensive Examination – Examination Committee Form*

Student Name		Student Number	
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Written Examination Date:	Oral Examination Date: (1 week after written exam)	
	Time:	
	Location:	

Written Questions due to Chair:	Student Report due to Mech Eng Office:

Written Question Examiners:		
	Name	Subject Area
1)		
2)		

Examination Committee:		
1)	Chair:	
2)	Additional Member who has scholarly interest in candidate's specialization:	
3)	Supervisory Committee Member:	
4)	Supervisory Committee Member:	
5)	Supervisor:	
6)	Co-Supervisor (if applicable):	

Return completed form to the Graduate Program Administrator

Department of Mechanical Engineering Graduate Events

New Graduate Orientation (for May and Sept new students):

Thursday, September 8, 2016

2:00 pm to 3:30 pm

JHE 328

New Graduate Orientation (for January new students):

Monday, January 9, 2017

2:00 pm to 3:00 pm

JHE 219

Graduate TA Training 2-Day Workshops (*mandatory-this training is required at the start of your program and whether your TA is in Term 1 or in Term 2*):

Term 1: Thursday, September 15, 2016 & Friday, September 16, 2016

Term 2: Thursday, January 12, 2016 & Friday, January 13, 2016

Graduate Potluck: usually held in February (TBD)

Other Events: TBD

School of Graduate Studies

McMaster Graduate Student Life

For the most up-to-date information about dates, times and locations of the following events and other opportunities for graduate students, visit organizer websites or other provided links.

Connect with McMaster Graduate Student Life on social media and Visit their website at gs.mcmaster.ca Facebook at McMaster School of Graduate Studies | Follow on @McMasterSGS on Twitter| Find on Instagram | Plus at McMaster University School of Graduate Studies on Google+ |

2016-2017 Workshops, events, volunteer opportunities and more for the McMaster graduate, postdoc communities:

The McMaster Graduate and Postdoc Community Update provides news and other information about opportunities – professional, academic/research, community – available to our graduate and postdoc communities. Funding and career opportunities are also featured! Here are the category listings – scroll down to find all the details about what’s happening.

For a more detailed listing of opportunities, visit our event calendar at gs.mcmaster.ca/news-events

1. COMMUNITY – CAMPUS

Includes academic and professional development workshops, surveys, events, lectures coordinated by Graduate Studies, graduate students, postdocs, and other McMaster departments/organizations.

2. COMMUNITY – BEYOND CAMPUS

Includes events and opportunities beyond the campus gates that may be of interest to students or postdocs.

3. VOLUNTEER OPPORTUNITIES

On- and off-campus opportunities are available here.

4. SCHOLARSHIPS, FELLOWSHIPS, SUBMISSIONS, CAREERS AND MORE

Research scholarships, postdoctoral fellowships, external job/career notices.

1. COMMUNITY – CAMPUS

Join the fun during this year's Graduate Student Welcome!

Join us from September 6-17 for some fun and informative activities for *new and returning* grad students. For more information and to register, visit <https://gs.mcmaster.ca/news-events/event-series/graduate-student-welcome>

Wed, Sept 7

GRADUATE STUDENT RESOURCE FAIR

Time: 10 to 11:30am

Location: CIBC Hall (MUSC Third Floor)

For a full list of who will be at the Fair » <http://gs.mcmaster.ca/news-events/events/resource-fair-graduate-students>

Thurs, Sept 8

GSA BARBECUE

Time: 11am to 3pm

Location: The Phoenix

Drop by the Phoenix for a free BBQ. Make sure you have your graduate student card.

TEACHING AND LEARNING FORUM

Time: 10am to 12pm (Engineering, Health Science, Science)

Time: 1 to 3pm (Business, Humanities, Social Science)

Fri, Sept 9

ANNUAL GRADUATE STUDENT RECOGNITION AWARDS

Time: 8:30 to 10:30am

GRAD WELLNESS INITIATIVE ANNUAL KICK-OFF BARBECUE *Free*

Time: 11:30 am to 1:30 pm

PRE-SUPERCRAWL MEET-UP

Time: 5pm

Location: The Phoenix

Meet up with the GSA and other graduate students before Supercrawl and together, head down to one of Hamilton's biggest festivals.

Tues, Sept 13

ASK AND ANSWER: Vivek Sharya and Chase Joynt

Time: 2 to 4pm

A Welcome Event for LGBTTTTIQQ and MOGAI communities and allies.

Wed, Sept 14

INTERNATIONAL GRADUATE STUDENT FAIR

Time: 4:30 to 6pm

Sat, Sept 17

NATURE DAY! COOTES PARADISE CLEANUP

Time: 9am to 12pm

Location: Princess Point Fishway

For more information about these events or to register, visit <https://gs.mcmaster.ca/news-events/event-series/graduate-student-welcome>

ESL and Grad Student English Language Learners

Non-Credit Course on Metaphorical Language

McMASTER EFFECTIVE ENGLISH COURSES (MEEC) are free, non-credit intensive ESL modules focused on the daily language needs of graduate student and postdoc learners at McMaster. Each session has a maximum capacity for 20 students. These courses are in high demand and there is often a waitlist.

Some courses involve homework. If you believe your schedule will not permit the class time (6 hours a week) and at least 2 hours a week for homework you should **not** take the course.

Please check your availability for **ALL nights** carefully and **only** register if you are certain you can attend all nights for a module.

MEEC3 – Metaphorical Language (Idioms and Phrasal Verbs)

Sept 12, 13, 14, 15, 19, 20, 21, 22, 26, 27

6:30-9:30pm

To register, please complete this form » <https://goo.gl/forms/THrgucoGDkAKjchP2>

Questions: mcmastereffectiveenglish@gmail.com

VALEDICTORIAN NOMINATIONS OPEN

Nominations are open for Valedictorians at Fall Convocation ceremonies.

This is an opportunity for graduating students to nominate a fellow graduating student – undergraduate or graduate – who they think best represents the grad/undergrad student community at McMaster.

For eligibility requirements and to download the nomination package, visit the Graduate Studies website » <https://graduate.mcmaster.ca/fall-valedictorian>

Nomination deadline: Sept. 29, 4 pm. Nomination packages must be submitted to the School of Graduate Studies, Gilmour Hall, Room 212.

For more about Fall Convocation, visit the Office of the Registrar's site » <http://registrar.mcmaster.ca/grad/convo-dates/>

GRAD WRITING CONSULTATIONS

Grad Writing Consultants work one-on-one with graduate students to help them become better writers.

Consultations are

- 45-60 minutes long
- Booked in advance through oscarplumcmaster.ca
- Occur Tues/Thurs/Fri
- No cost to students

Is a Grad Writing Consultation for me?

Grad students receive support with their writing in areas such as:

- clarity and style
- structure and organization
- managing writing projects

Writing Consultants will not edit or proofread, but they can help grad students identify common writing issues and become better editors of their own work.

To book a consult, go to: <https://www.oscarplumcmaster.ca/home.htm>

(Follow this pathway: Appointments/Student Success Centre Appointments/Academic & Writing/Graduate Writing Skills Assistance)

For questions: coleand@mcmaster.ca or x23437

THE GALLERY OF GRADUATE ARTS

McMaster graduate students showcase their artwork at this one-day event which aims to highlight complementary creative practices, by motivating students to communicate their artistic side while pursuing their graduate studies.

Gallery of Graduate Art

Date: Thurs, October 13

Time: 11am to 3pm

Location: Heersink Reading Pavillion, McMaster University

Funded by School of Graduate Studies through SPICES.

2. COMMUNITY – BEYOND CAMPUS

MYGRADSKILLS.CA

Visit MyGradSkills.ca, a free online resource for grad students and postdocs looking for skills training. Register to access modules that can be completed on your time schedule! <https://www.mygradskills.ca/>

Check out our new School of Graduate Studies Website for the latest news, events, and opportunities available to graduate students and postdoctoral fellows at McMaster! gs.mcmaster.ca/news-events

3. VOLUNTEER OPPORTUNITIES

COMMUNITY VOLUNTEER ACTION

Volunteer in your community this upcoming school year! To find out more about volunteering in the new school year and to sign up for a weekly group, plan to drop in to one of Community Volunteer Action (CVA)'s fairs:

Dates: Mon. Sept. 12, 5:30 - 7pm, MUSC 311

Wed. Sept. 14, 5:30 - 7pm, MUSC 311

Find out more about available groups at: www.opencircle.mcmaster.ca/volunteer

Hear the stories of volunteers at: <http://cvanewsletter.weebly.com>

4. SCHOLARSHIPS, FELLOWSHIPS, SUBMISSIONS, CAREERS AND MORE

LEWIS & RUTH SHERMAN CENTRE FOR DIGITAL SCHOLARSHIP

2016-2017 graduate fellowship in digital scholarship.

The Sherman Centre's role is to support members of the McMaster community as they experiment with and integrate digital scholarship tools, methods, and practices into both research and pedagogy.

The fellowship program is designed to assist outstanding graduate students who are interested in developing digital scholarship as a component of their research and pedagogical practice and to involve them in a community of researchers and practitioners engaged in digital scholarship at McMaster University and beyond.

Up to three one-year fellowships will be awarded. Current or accepted graduate students from all faculties at McMaster University may apply.

Deadline to apply: Friday, Sept 15, 5 pm

For more info » <http://scds.ca/2016-fellowship/>

Useful Links:

The Department of Mechanical Engineering: <http://mech.mcmaster.ca/>

The School of Graduate Studies (SGS): <http://graduate.mcmaster.ca/>

The School of Graduate Studies Graduate Calendar:

<http://academiccalendars.romcmaster.ca/index.php?catoid=20>

Engineering Graduate Student (EGS) Welcome Booklet 2016-2017: www.macegs.com

Graduate Students Association (GSA): <http://gsa.mcmaster.ca/>