School of Graduate Studies (SGS)

McMaster University is currently in negotiations with the union representing support staff at the University. These employees are represented by the Canadian Auto Workers. Though we are continuing to negotiate and hope to reach a settlement, the union has established a strike deadline of September 1. While this does not mean there will be a strike, it is a possibility. The University will remain open, classes will continue, and other graduate student activities such as research and teaching assistantship responsibilities, will also continue if there is a strike.

SGS wants to ensure that students are as prepared as possible for time-sensitive deadlines (i.e. scholarship application, thesis defense) prior to September 1. If a strike does occur, priority services will be maintained (especially payroll, scholarship competitions, admissions and thesis defenses), other non-essential services will be supported as resources allow. Office hours will be shortened and it may become difficult to get assistance without delays.

If you are intending to apply for any external scholarships such as NSERC, SSHRC, CIHR or OGS during Fall 2009, you should make the request for transcripts to the Registrar’s office as soon as you can after September 10, which is the date on which transcripts are updated for the 2009-10 academic session.

For a downloadable Transcript request form for please go to http://registrar.mcmaster.ca/registered/services.html. Please be reminded that SGS expects students to apply for any external scholarships for which they are eligible.

**If you have not already fully registered**, we strongly advise you to complete all registration steps (including the payment agreement) no later than August 31 after which time a late fee will apply.

The steps to complete the registration process are:

1. Log on to MUGSI and access SOLAR (which is under the ‘Academics’ button)

Choose graduate registration/course selection for September 2009 session. Before accepting registration check that you are registering in the correct program, degree and your personal details are correct. Course selection can be completed at a later date after consulting with your program advisor/supervisor. Deadline dates for selecting courses are listed on our course selection instructions document (http://www.mcmaster.ca/graduate/course_selection.pdf).

Detailed registration instruction information can be accessed at http://www.mcmaster.ca/graduate/solarinfo.htm

2. Complete the Payment Agreement, which is also located in SOLAR.

Log on to MUGSI and check to ensure that you are fully registered. In addition, **if you have applied for OSAP**, please ensure that you have submitted supporting documentation and signature pages, and pick
up your OSAP as soon as funding has been issued according to the OSAP website. Please visit the financial aid website for details at sfas.mcmaster.ca

If there is a strike, we will immediately communicate new office hours, contact information and expectations of levels of service for the various SGS areas of responsibility. We will attempt to communicate directly through e-mail but at minimum we will have the information on our website located at http://www.mcmaster.ca/graduate/

The University will be keeping students informed of key developments as the situation with the CAW evolves. Please check McMaster’s Daily News (http://dailynews.mcmaster.ca) website for updates on negotiations.

Thank you.

John Scime, M.A., M.B.A.

Graduate Registrar & Secretary

School of Graduate Studies