



UNIVERSITY POLICY ON TUITION BURSARIES FOR DEPENDENTS

Application form:

http://www.mcmaster.ca/bms/student/pdf/Dep_spouse_bursary.pdf

Clinical faculty who hold full-time or continuing part-time appointments may be eligible for bursary benefit for their spouse and/or dependents providing that they meet the following criteria **prior** to applying for the bursary:

1. The appointment must have been in place for three consecutive years. **Assistant Clinical Professor (Adjunct) does not qualify for Tuition Bursaries for spouse and dependents.**
2. Taught **McMaster University** students 270 hours **each** year for these three years (or the equivalent load of nine units per year)

The appointment must be confirmed by the Dean's office after it has been authorized by the Chair of the Department. For the complete policy (this includes current year benefit amounts), follow this link:

<http://www.workingatmcmaster.ca/link.php?link=policy:hms-pol-bursary-05>

For bursary eligibility information specific to clinical faculty please go to:

<http://fammedmcmaster.ca/faculty/bursary-eligibility/>

Note: There is no Bursary Benefit Available for Assistant Clinical Professors (Adjunct)



MCMASTER UNIVERSITY LIBRARY ACCESS

Library location and hours: <http://library.mcmaster.ca/about/hours.htm>

For **online access:**

- submit a LibAccess application form: <http://hsl.mcmaster.ca/documents/misc/hslapp.pdf>
- return a copy of your appointment letter to the Department of Family Medicine (address indicated on the bottom of this form).

With **MAC ID:**

- simply login using your username and password

Further detailed instructions for logging into the system can be found here:

<http://library.mcmaster.ca/libaccess.htm>

For **on-site borrowing:**

- bring the completed application form (<http://library.mcmaster.ca/about/hours.htm>) and a copy of your appointment letter to the Circulation Desk at the Health Sciences Library to obtain a borrowing card.

MCMASTER UNIVERSITY EMAIL ACCOUNT

To obtain a McMaster E-mail account:

- submit application form (included; for additional copies please visit: <http://www.fhs.mcmaster.ca/csu/emailapp.pdf>)

This application can also be used to apply to receive services for library via a MacID. The Application form for a MacID and / or E-mail address is enclosed with this form.

*Note for **Assistant Clinical Professor AND Assistant Clinical Professor (Adjunct):** if you wish to activate your E-mail account and apply for services please send in the application forms to McMaster University Health Sciences Centre room 2V10.



FURTHER LINKS AND RESOURCES FOR PART-TIME FACULTY

ADDITIONAL REFERENCE MATERIAL

Faculty Handbook: <http://www.mcmaster.ca/mufa/handbook/tenpro98.htm>

Campus Map: <http://www.mcmaster.ca/welcome/med/campusmap.pdf>

WEBSITES OF INTEREST

Department of Family Medicine Website: <http://fammedmcmaster.ca/>

Faculty of Health Sciences Website: <http://www.fhs.mcmaster.ca/home.htm>

Program for Faculty Development: The program runs a variety of workshops of interest to part time faculty. More information can be obtained from their website:

<http://www.fhs.mcmaster.ca/facdev/>

SERVICES

University Club Membership: (annual fee involved):

<http://www.mcmaster.ca/univclub/Membership.htm>

Athletics and Recreation Membership: (annual fee involved) <http://www.athrec.mcmaster.ca>

Bookstore locations and hours: <http://titles.mcmaster.ca>

PLEASE NOTE THAT TO BE ELIGIBLE FOR ANY OF THE ABOVE, YOU MUST HAVE RETURNED YOUR SIGNED ACCEPTANCE OF YOUR FACULTY APPOINTMENT, ADDITIONALLY, PLEASE ALLOW AT LEAST ONE WEEK FOR YOUR ACCEPTANCE TO BE PROCESSED BEFORE APPLYING FOR ANY OF THE ABOVE.

2008.11.25