

Before you register for the 2019 Winter Session (September 2019 to April 2020), learn more about:

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Your registration date and time

The registration period for Year 1 students runs from **Tuesday, June 18 to Thursday, June 20**. Please log in to the [Student Service Centre \(SSC\)](#) to view your individual registration date and time. We recommend that you check it again on June 17 to confirm that it has not changed; changes are sometimes necessary to ensure that registration access is distributed evenly for optimal performance of the system.

Your registration status will remain blocked until your registration opens. You must pay your 2019 Winter Session deposit before you’ll be able to register. Register for all of your courses in both Term 1 (September to December) and Term 2 (January to April) as soon as your registration opens as courses fill quickly.

Step-by-step registration

1. Register in a standard timetable (STT)

All new Year 1 students must register in an STT. You’ll find the available STTs listed on the [Student Service Centre course schedule website](#). Your STT will include:

COMM 101	Business Fundamentals	3 credits
COMM 290	Introduction to Quantitative Decision Making (includes lecture and lab)	3 credits
COMM 291	Application of Statistics in Business	3 credits
COMM 292	Management and Organizational Behaviour	3 credits
ECON 101	Principles of Microeconomics (includes lecture and discussion)	3 credits
ECON 102	Principles of Macroeconomics (includes lecture and discussion)	3 credits
MATH 104 or MATH 184	Differential Calculus with Applications to Commerce and Social Sciences (MATH 184 includes lecture and workshop)	3 credits or 4 credits

You cannot switch course sections or drop individual courses from your standard timetable. If you have [advanced \(first-year\) credit](#) for any courses within your STT, contact the [UBC Sauder Undergraduate Office](#) for assistance (email bcomquestions@sauder.ubc.ca or call 604.822.8333 after you've registered).

Do not attempt to drop these courses yourself as you may accidentally drop your entire STT and lose your place in it.

MATH 104 or MATH 184

All BCom STTs include either MATH 104 or MATH 184. Review [Required High School Academic Qualifications](#) listed on the UBC Mathematics Department website to ensure that you enrol in the appropriate Math course. **Prerequisites for Math courses are strictly enforced.**

- Choose an STT with **MATH 104** if you have taken Calculus 12 (or an equivalent).
- Choose an STT with **MATH 184** if you have not taken Calculus 12 (or an equivalent). **If you register in MATH 184 and you have taken Calculus 12 (or an equivalent), you will be removed from the course.**

2. Register in WRDS 150 or ENGL 112

Register in WRDS 150 **OR** ENGL 112. This requirement will introduce you to the fundamentals of research and academic writing. While ENGL 112 draws from a wide range of topics through which to examine these disciplines, WRDS 150 takes a focused approach, concentrating on a particular theme (available themes for WRDS 150 are summarized on the [Arts Studies in Research and Writing website](#)). As of May 2019, completion of the Language Proficiency Index (LPI) is no longer required to enrol in 100-level English courses.

3. Register in non-Commerce electives

Register in 6 credits of electives. Choose non-Commerce electives that interest you or complement your career goals. Keep in mind that the BCom program requires senior-level electives (courses numbered 3xx or 4xx) that you will take in Years 3 and 4 (or sooner). Some senior-level electives have prerequisites so plan your program accordingly (e.g., MATH 105 is a prerequisite for many senior-level ECON courses).

Avoid taking non-Commerce electives that are not for credit in the BCom program. Confirm that the electives you have selected will count for credit in the BCom program by reviewing the not-for-credit tables at the bottom of the [Elective requirements page](#).

Consult the [myBCom website](#) to familiarize yourself with all of your program requirements from Years 1 through 4. We've mapped them out over a four-year timeline, allocating a full course load of 30/31 credits in each year. Keep in mind that this is just a guide – you may want to join the Co-op program, take a term abroad on exchange, or participate in one of many other co-curricular opportunities – any of which could take you on a slightly different learning path. That's okay! Just be aware of course prerequisites, co-requisites and restrictions, as well as [continuation](#) and [promotion](#) requirements, when planning your program.

If you have any questions, please [contact the UGO](#).

Advanced credit for International Baccalaureate, Advanced Placement, and A-Levels

If you have [advanced \(first-year\) credit](#) for any of the courses in the STT, contact the UGO to have these courses dropped from your STT. You can take additional non-Commerce courses to count toward elective requirements for subsequent years.

Do not attempt to drop these courses yourself as you may accidentally drop your entire STT and lose your place in it.

Maximum credits for registration

You can register in a maximum of 32 credits in Year 1. It's recommended that you set up your timetable so that your courses are evenly balanced over Terms 1 and 2 (i.e., do not register in more than five courses per term).

Minimum credits to maintain student loan eligibility

Government loans, grants, and interest-free status all require students to be enrolled in at least 60% (80% for Newfoundland loans) of a full-time course load in each term. The full course load for students in Year 1 of the BCom program is 30 credits. Therefore the minimum 60% is 18 credits (at least 9 credits per term). If you have a documented permanent disability, you may be eligible to study at a reduced course load. Consult the [course load guide at students.ubc.ca](#) to learn more.

Note that eligibility to receive scholarships and to live in UBC residence is determined by separate registration criteria. Review any conditions carefully to ensure your continued eligibility.

Courses taken for Credit/D/Fail

Credit/D/Fail grading allows you to take an eligible course for a Credit, D, or Fail standing instead of a percentage grade. If you register in a course for "Credit/D/Fail", you'll still complete all coursework and earn a percentage grade, but only a standing of "Cr," "D," or "F" will be displayed on your grades summary and academic transcript. You can take a maximum of 6 credits of Credit/D/Fail graded courses per winter or summer session, to a maximum of 12 credits of Credit/D/Fail graded courses toward your total degree requirements.

You **cannot** take any of the following courses for Credit/D/Fail:

- First-year non-Commerce requirements (i.e., WRDS 150/ENGL 112 or equivalent, MATH 104/184 or equivalent, and ECON 101 and ECON 102 or equivalents)
- Commerce core requirements (e.g., COMM 290, COMM 291, etc.)
- Combined Major in Business and Computer Science program requirements

You are permitted to take **only eligible elective courses** for Credit/D/Fail, provided they are **not** fulfilling requirements toward an option (including International Business), a minor, or a concentration.

Courses taken for Credit/D/Fail are not counted toward the calculation of your GPA or credits taken to be eligible for [Dean's Honour Roll or a Degree with Honours standing](#); only percentage-graded courses are used to determine eligibility. Also note, you must be registered in a minimum number of percentage-graded courses to be eligible to receive and retain most scholarships.

Learn more: students.ubc.ca/enrolment/courses/credिटdfail-grading

Registration assistance

If you need assistance with Commerce course registration, you can [complete the online request for Registration Assistance form](#) once your registration has opened. The UGO will only process forms for which you provide a **valid reason** for a registration request as defined in the online instructions. Please allow **at least three business days** for processing.

Continuation in the BCom program

A winter session average of 60% or greater based on all courses attempted from September to April is required to continue in the program. This is a weighted average calculated from your final course grades and their corresponding course credit values; it will include any failed courses.

If your winter session average falls below 60%, you will be considered to have failed the year and will be required to discontinue your studies at UBC for a period of at least one year. Decimals are not rounded (i.e., a winter session average of 59.9% would be a failed year). Courses taken during the summer session (May to August) are not included in the winter session average.

Promotion to Year 2

You will be promoted to Year 2 once you have met all of the following requirements:

- successful completion of a minimum of 24 credits including:
 - all of COMM 101, ECON 101, ECON 102, MATH 104/184 (or accepted Math equivalent)
 - at least two¹ of COMM 290, COMM 291, COMM 292, WRDS 150/ENGL 112 (or accepted English equivalent)²

¹ While a minimum of two of COMM 290, COMM 291, COMM 292, WRDS 150/ENGL 112 are required for promotion to Year 2, all four courses must be completed to be eligible for promotion to Year 3.

² If you have not successfully completed WRDS 150/ENGL 112 (or equivalent) in Year 1, you must complete it in Year 2. A minimum grade of 60% in the course is required to fulfill this requirement, however, a passing grade of 50% or greater can be used for the purpose of promotion. In such cases, WRDS 150/ENGL 112 must be retaken to achieve a grade of 60% or greater.

Continuation in the BCom program without promotion

If you have not completed the minimum requirements for promotion to Year 2, you can still continue in the next winter session, remaining in Year 1, provided your winter session average is greater than or equal to 60% on all courses attempted from September to April. You must achieve the minimum 60% continuation requirement by the end of the current winter session in April.

Orientation preview

Coming to university for the first time can be as overwhelming as it is exciting. We host a sequence of orientation programming designed to introduce you to your new community and give you a confident start to your studies.

Online Orientation

In early July you'll receive an invitation to start your Online Orientation. This self-paced, online course provides essential and timely information on how to make the most of your first year at university.

Jump Start

[Jump Start](#) is your official in-person welcome to life at UBC. Whether you're an international or domestic student, whether you plan to live on or off campus, Jump Start is for you! UBC's multi-day orientation at the end of August will immerse you in your new learning environment providing opportunities to meet new friends and explore your new home, university, and city. You'll spend each day with your own small learning community of fellow first-years under the guidance of upper year Sauder students and a member of the school's teaching faculty. Spots are filling up fast so be sure to register as soon as possible. Can't attend Jump Start? Don't worry—your UBC orientation will continue at Imagine UBC.

Imagine UBC

On the first day of school (September 3), we invite all Sauder BCom students to attend the annual UBC-wide orientation event, [Imagine UBC](#). First year students will join small groups led by an upper year Sauder student to tour the campus, learn tips from a Sauder professor, meet our school's dean, and find out about some of the resources and services that will support you throughout your studies. The day will culminate with UBC's Pep Rally, an energetic gathering of over 6,000 new undergraduates at Thunderbird Arena, followed by an events carnival along Main Mall, where you'll have a chance to check out the many clubs and organizations that you can join at UBC. You'll receive more information about Imagine UBC in late August – no registration required.

The Spark

And finally, [The Spark](#) is our very own Sauder-specific orientation program which welcomes all new students to the UBC Sauder community. From September 6-7 you'll participate in games, activities, and events to get to know other students in your standard timetable, build meaningful connections with upper year student mentors, and learn how to succeed as a UBC Sauder student. It's sure to be a memorable experience. In fact, many students tell us they met their best friend at The Spark! Registration opens on **July 8**. We hit capacity quickly so be sure to register early.

Canvas – UBC's Learning Management System

Canvas is UBC's central repository for many of the learning materials you'll need for your courses. Within Canvas, you'll be able to access syllabi, notes, assignments, and class notifications for your registered courses when your instructors post them. The [UBC Student's Guide to Canvas](#) is a great resource to get you started—learn how to navigate through the different menus, personalize your dashboard, and set your notification preferences.

Academic advising

The [UBC Sauder Undergraduate Office \(UGO\)](#) is dedicated to ensuring that you have the assistance and ongoing support that you need throughout your studies in the BCom program. If you have any questions, please email bcomquestions@sauder.ubc.ca, call 604.822.8333, or stop by and see us in Henry Angus room 165.

Until the end of June, we'll be offering scheduled advising appointments Monday through Friday from 10:00am to 12:00noon, and drop-in advising (no appointment necessary) Monday through Friday from 12:30 to 3:30pm.

Starting in July and continuing throughout the summer, we'll be piloting more flexible drop-in advising hours. Drop-in times will be Monday through Friday from 10:00 to 11:30am and 1:30 to 3:00pm. Appointments will be available Monday through Friday from 12:00 to 1:30pm.

Please note, the UGO will be closed on Wednesday, July 10.

And for all the latest news and updates, be sure to follow us on [Facebook](#), [Twitter](#), and [Instagram](#).