

Before you register for the 2020 Winter Session (September 2020 to April 2021), learn more about:

Your registration date and time	COMM 202 Career Fundamentals
Maximum credits for registration	COMM 280 Entrepreneurship
Minimum credits to maintain student loan eligibility	Registration assistance
Step-by-step registration - New to UBC Sauder in 2020W	Continuation in the BCom program
Step-by-step registration - Continuing in 2020W	Promotion to Year 3
Elective requirements	Academic advising

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### Your registration date and time

The registration period for Year 2 students runs from **Tuesday, July 14 to Thursday, July 16**. Please log in to the [Student Service Centre \(SSC\)](#) on or after July 7 to view your individual registration date and time. We recommend that you check it again on July 13 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 2020 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.

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### Maximum credits for registration

Students can only initially register in a maximum of 32 credits (34 for BUCS program) in the winter session to allow everyone an opportunity to register in a full course load. If you would like to register in additional credits, contact the [Undergraduate Office \(UGO\)](#) on or after **August 4** to request an increase to your total credit limit to a maximum of 35 credits. You may be required to meet with an academic advisor to discuss your course plan.

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### 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 4 of the BCom program is 30 credits. 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.

### General program

The full course load for students in Year 2 of the BCom program is 31 credits.

### Combined Major in Business and Computer Science (BUCS)

The full course load for students in Year 2 of the BUCS program is 34 credits.

Note that credit minima may differ for other considerations, such as eligibility to receive and retain scholarships, to live in UBC residence, or to apply for a post-graduation work permit. Carefully review any conditions relevant to your personal circumstances to ensure your continued eligibility.

## Step-by-step registration - New to UBC Sauder in 2020W

(transfer students from other faculties at UBC or other post-secondary institutions)

Second year students do not register in a standard timetable for Year 2 courses. You must build your timetable by registering in each of the Year 2 requirements individually or through your worklist.

<b>Winter 2020 (Year 2)</b>			
COMM 202	Career Fundamentals (LEC & TUT) <sup>1</sup>	1 credit	Term 1 or 2
COMM 203 <sup>2</sup>	Managing the Employment Relationship	3 credits	Term 2
COMM 205	Introduction to Management Information Systems	3 credits	Term 1 or 2
COMM 290	Introduction to Quantitative Decision Analysis (LEC & LAB) <sup>3</sup>	3 credits	Term 1
COMM 291 <sup>4</sup>	Application of Statistics in Business	3 credits	Term 2
COMM 292	Management and Organizational Behaviour	3 credits	Term 1
COMM 293	Financial Accounting	3 credits	Term 1
COMM 294 <sup>5</sup>	Managerial Accounting	3 credits	Term 2
COMM 295 <sup>6</sup>	Managerial Economics	3 credits	Term 1
COMM 296 <sup>7</sup>	Introduction to Marketing	3 credits	Term 1 or 2
COMM 298 <sup>8</sup>	Introduction to Finance	3 credits	Term 2
<b>TOTAL</b>		<b>31 credits</b>	
<b>Summer 2021 or Winter 2021 (Year 3)</b>			
COMM 204 <sup>9</sup>	Logistics and Operations Management	3 credits	
<p><sup>1</sup> You must register for both a lecture section and a corresponding tutorial section. Lecture sections in Term 1 are listed as Web-Oriented to reflect online delivery.</p> <p><sup>2</sup> Prerequisite COMM 292 must be completed in Term 1 prior to taking COMM 203.</p> <p><sup>3</sup> You must register for both a lecture section and a corresponding lab section. Lecture sections in Term 1 are listed as Web-Oriented to reflect online delivery.</p> <p><sup>4</sup> Prerequisite COMM 290 must be completed in Term 1 prior to taking COMM 291.</p> <p><sup>5</sup> Prerequisite COMM 293 must be completed in Term 1 prior to taking COMM 294.</p> <p><sup>6</sup> You can take ECON 301 and ECON 303 (both must be completed) instead of COMM 295 to fulfill this requirement. Three of the six credits will apply toward your non-Commerce electives requirement.</p> <p><sup>7</sup> Corequisites COMM 293 and 295 must be taken concurrently or completed prior to taking COMM 296.</p> <p><sup>8</sup> Prerequisites COMM 290, COMM 293 and 295 must be completed prior to taking COMM 298.</p> <p><sup>9</sup> Prerequisites COMM 290 and COMM 291 must be completed prior to taking COMM 204.</p>			

Consult program requirements on the [myBCom website](#) to determine your remaining requirements. If you require assistance in determining your program requirements, please contact the [UGO](#).

If you're completing the Combined Major in Business and Computer Science, please [review your requirements on the myBCom website](#).

## Step-by-step registration - Continuing in 2020W

(direct entry students who attended Year 1 at UBC Sauder)

Second year students do not register in a standard timetable for Year 2 courses. You must build your timetable by registering in each of the Year 2 requirements individually or through your worklist.

**If you have not yet successfully completed your Year 1 writing requirement (WRDS 150B or equivalent), you must complete it in Year 2 (no later than April 2021); you will not be promoted to Year 3 until you complete it. A minimum grade of 60% in WRDS 150B or equivalent is required. Note: As of May 2020, completion of the Language Proficiency Index (LPI) is no longer required to enrol in 100-level English courses.**

Winter 2020 (Year 2)			
COMM 202	Career Fundamentals (LEC & TUT) <sup>1</sup>	1 credit	Term 1 or 2
COMM 203 <sup>2</sup>	Managing the Employment Relationship	3 credits	Term 1 or 2
COMM 204 <sup>3</sup>	Logistics and Operations Management	3 credits	Term 1 or 2
COMM 205	Introduction to Management Information Systems	3 credits	Term 1 or 2
COMM 293	Financial Accounting	3 credits	Term 1
COMM 294 <sup>4</sup>	Managerial Accounting	3 credits	Term 1 or 2
COMM 295 <sup>5</sup>	Managerial Economics	3 credits	Term 1
COMM 296 <sup>6</sup>	Introduction to Marketing	3 credits	Term 1 or 2
COMM 298 <sup>7</sup>	Introduction to Finance	3 credits	Term 1 or 2
Electives	See our <a href="#">Electives page</a> for program requirements	6 credits	Term 1 or 2
<b>TOTAL</b>		<b>31 credits</b>	
<p><sup>1</sup> You must register for both a lecture section and a corresponding tutorial section. Lecture sections in Term 1 are listed as Web-Oriented to reflect online delivery.</p> <p><sup>2</sup> COMM 292 must be completed prior to taking COMM 203.</p> <p><sup>3</sup> Prerequisites COMM 290 and COMM 291 must be completed prior to taking COMM 204.</p> <p><sup>4</sup> Prerequisite COMM 293 must be completed prior to taking COMM 294.</p> <p><sup>5</sup> You can take ECON 301 and ECON 303 (both must be completed) instead of COMM 295 to fulfill this requirement. Three of the six credits will apply toward your non-Commerce electives requirement.</p> <p><sup>6</sup> Corequisites COMM 293 and 295 must be taken concurrently or completed prior to taking COMM 296.</p> <p><sup>7</sup> Prerequisites COMM 290, COMM 293 and 295 must be completed prior to taking COMM 298.</p>			

Consult program requirements on the [myBCom website](#) to determine your remaining requirements. If you require assistance in determining your program requirements, please contact the [UGO](#).

If you're completing the Combined Major in Business and Computer Science, please [review your requirements on the myBCom website](#).

## Elective requirements

Your total elective requirements for your BCom degree will vary depending on the option you choose in Year 3. Refer to the [Elective requirements page on the myBCom website](#) to determine your specific elective requirements. **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 requirements page.**

Planning to take all of your electives in one subject area? You may be eligible for a [minor](#).

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## COMM 202 Career Fundamentals

[COMM 202 Career Fundamentals](#) is a one-credit course required in Year 2. There are four lecture sections offered in Term 1 and four lecture sections offered in Term 2; you can take the course in either term. Be sure to register in both a lecture section and a corresponding tutorial section.

Because tutorial content is specific to year level, you must choose one of the tutorial sections dedicated to Year 2 students (for lecture sections 101 to 104, one of T02, T05, T07 to T13, T15, T16, T18, T19; for lecture sections 201 to 204, one of T21 to T40).

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## COMM 280 Entrepreneurship

Do you have what it takes to be an entrepreneur? Want to find out? In this hands-on interactive course, you'll learn about entrepreneurial essentials such as creating viable opportunities; building your founding team; strategic planning; going to market; fleshing out your organization; and looking ahead to the requirements of the future of the business, and your role within it. Though **not** a requirement for the [Entrepreneurship option](#), COMM 280 will provide you with an excellent opportunity to explore if the Entrepreneurship option is right for you. [Visit our website to learn more about the course.](#)

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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. Courses taken for Credit/D/Fail grading during 2019W Term 2 will not be counted toward your 12-credit degree limit.

You **cannot** take any of the following courses for Credit/D/Fail (exception if taken during 2019W Term 2):

- 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 (exception if taken during 2019W Term 2).

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/creditfail-grading](https://students.ubc.ca/enrolment/courses/creditfail-grading)

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### 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. Academic advisors will direct all registration requests to this form. Please allow **at least three business days** for processing.

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### 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.

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### Promotion to Year 3

You will be promoted to Year 3 once you have met all of the following requirements:

- successful completion of a minimum of 48 credits including:
  - all required courses from first year
  - at least four<sup>1</sup> of COMM 203, COMM 204, COMM 205, COMM 293, COMM 294, COMM 295, COMM 296, COMM 298

<sup>1</sup> While a minimum of four of COMM 203, COMM 204, COMM 205, COMM 293, COMM 294, COMM 295, COMM 296, COMM 298 are required for promotion to Year 3, all eight courses must be completed to be eligible for promotion to Year 4.

### Combined Major in Business and Computer Science (BUCS)

If you're enrolled in the BUCS program, you'll be promoted to Year 3 once you've met all of the following requirements:

- successful completion of a minimum of 50 credits of first and second year BUCS program requirements including:
  - all required courses from first year
  - all of COMM 205, COMM 290, CPSC 210

### Continuation in the BCom program without promotion

If you have not completed the minimum requirements for promotion to Year 3, you can still continue in the next winter session, remaining in Year 2, 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.

**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. Academic advisors will be available for 15-minute prescheduled online advising appointments for extended hours—Monday to Friday from 8:15am to 4:30pm PDT—during the registration period (June 22 to July 17). Visit our [Virtual Office](#) to schedule an appointment.

Have a quick question? Email us at [bcomquestions@sauder.ubc.ca](mailto:bcomquestions@sauder.ubc.ca) or stop by our [Virtual Office](#) to chat with a peer advisor.