Before you register for the 2021 Winter Session (September 2021 to April 2022), learn more about:

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In-person and online learning in 2021W
UBC is preparing for a safe return to in-person learning this fall. While the majority of courses will take place on campus, there will also be some online options. You will see information about the mode of delivery for each course on the Student Service Centre (SSC). Please familiarize yourself with the different modes of delivery for course activities at students.ubc.ca/enrolment/courses/2021-22-winter-session-courses.

The UBC Sauder School of Business will deliver most Commerce courses in person for the 2021 Winter Session, however, a limited number of sections will be offered online in Term 1. Online sections are intended for students who are unable to arrive on campus by the start of term. Students living in the greater Vancouver area should register for course sections with in-person delivery (if available).

Regardless of whether or not your courses are delivered in-person or online, regular attendance is expected, and standard academic policies and course withdrawal deadlines will apply.

All Commerce courses (in-person and online) will require students in the greater Vancouver area to complete all assessments in person, including midterms and final exams. Registrants who are prevented from being present on campus will have an opportunity during the term to apply for alternate format exams (additional details will be provided once the term has started). This option may not be the case for some non-Commerce online courses, so be sure to review the Section Comments of each course for any additional information.

When the term begins, consult your syllabus for the most up-to-date and accurate course information.

Your registration date and time
The registration period for Year 2 students runs from **Tuesday, July 20 to Thursday, July 22**. You will receive an email from Enrolment Services 1-2 weeks prior to registration to announce that your individual registration open date and time is ready to view on the Student Service Centre (SSC). We recommend that you check it again on July 19 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. If you were newly admitted to UBC Sauder this year, you must pay your acceptance deposit before you'll be able to register. Continuing students are no longer required to pay a deposit before registering for courses. 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 - New to UBC Sauder in 2021W
(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.

Winter 2021 (Year 2)			
COMM 202	Career Fundamentals (LEC & TUT)[1]	1 credit	Term 1 or 2
COMM 203[2]	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)[3]	3 credits	Term 1
COMM 291[4]	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[5]	Managerial Accounting	3 credits	Term 2
COMM 295[6]	Managerial Economics	3 credits	Term 1
COMM 296[7]	Introduction to Marketing	3 credits	Term 1 or 2
COMM 298[8]	Introduction to Finance	3 credits	Term 1 or 2
TOTAL		**31 credits**	
Summer 2022 or Winter 2022 (Year 3)			
COMM 204[9]	Logistics and Operations Management	3 credits	

[1] You must register for both a lecture section and a corresponding tutorial section.

[2] Prerequisite COMM 292 must be completed in Term 1 prior to taking COMM 203.

[3] You must register for both a lecture section and a corresponding lab section.

[4] Prerequisite COMM 290 must be completed in Term 1 prior to taking COMM 291.

[5] Prerequisite COMM 293 must be completed in Term 1 prior to taking COMM 294.

[6] 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.

[7] Co-requisites COMM 293 and 295 must be taken concurrently or completed prior to taking COMM 296.

[8] Co-requisites COMM 290, COMM 293 and 295 must be taken concurrently or completed prior to taking COMM 298. COMM 298 must be taken in Term 1 if applying to the Early Start to Finance option.

[9] Prerequisites COMM 290 and COMM 291 must be completed prior to taking COMM 204.

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 2021W
(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 2022); you will not be promoted to Year 3 until you complete it. A minimum grade of 60% in WRDS 150B or equivalent is required.

Winter 2021 (Year 2)			
COMM 202	Career Fundamentals (LEC & TUT)[1]	1 credit	Term 1 or 2
COMM 203[2]	Managing the Employment Relationship	3 credits	Term 1 or 2
COMM 204[3]	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[4]	Managerial Accounting	3 credits	Term 1 or 2
COMM 295[5]	Managerial Economics	3 credits	Term 1
COMM 296[6]	Introduction to Marketing	3 credits	Term 1 or 2
COMM 298[7]	Introduction to Finance	3 credits	Term 1 or 2
Electives	See our Electives page for program requirements	6 credits	Term 1 or 2
TOTAL		**31 credits**	

[1] You must register for both a lecture section and a corresponding tutorial section.

[2] COMM 292 must be completed prior to taking COMM 203.

[3] Prerequisites COMM 290 and COMM 291 must be completed prior to taking COMM 204.

[4] Prerequisite COMM 293 must be completed prior to taking COMM 294.

[5] 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.

[6] Co-requisites COMM 293 and 295 must be taken concurrently or completed prior to taking COMM 296.

[7] Co-requisites COMM 290, COMM 293 and 295 must be taken concurrently or completed prior to taking COMM 298. COMM 298 must be taken in Term 1 if applying to the Early Start to Finance option.

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.

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, you can request an increase to your total credit limit to a maximum of 35 credits on or after **August 9**: webforms.sauder.ubc.ca/credit-limit-increase-request. You may be required to meet with an academic advisor to discuss your course plan.

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 2 of the BCom program is 31 credits (34 credits for students in BUCS). Therefore, the minimum 60% is 18 credits (at least 9 credits per term) for the general BCom program and 20 credits (at least 10 credits per term) for the BUCS program. 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 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. Learn more: mybcom.sauder.ubc.ca/registration/#courseload.

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.

To give yourself an advantage at campus recruiting events, you need to be prepared to represent yourself professionally through a solid resume, cover letter, networking and interview skills, all of which COMM 202 covers. If you have additional questions about recruiting, please contact the Business Career Centre.

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.

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.

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. 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/creditdfail-grading.

Early Start to the Finance option

The Early Start to the Finance option is an opportunity for students to begin specializing in Finance in Year 2 and complete all of the requirements for the Finance option by the end of Year 3.

To be eligible for the Early Start to the Finance option in the 2021 Winter Session, students are required to:
- be starting Year 2 for the first time in 2021W (students who had a Year 2 standing in 2020W or a previous winter session are not eligible to apply),
- have COMM 290, 293, and 295* completed or be completing them in Term 1 of 2021W,
- complete COMM 298* in Term 1 of 2021W,
- have COMM 291 and COMM 294 completed or be completing them in 2021W, and
- be eligible for promotion to Year 3 at the end of 2021W.

* COMM 290, 293, 295, and 298 must be completed while registered in the BCom program at UBC Sauder. In addition to completion of these four required courses, applicants must achieve a minimum grade of 65% in all of COMM 290, 293, and 295; a minimum grade of 75% in COMM 298; and a minimum average of 76% calculated from all of COMM 290, 293, 295, and 298 to be considered for admission (admission is competitive; achieving the minimum requirements will not guarantee admission).

If you would like to pursue the Early Start to the Finance option, you must register for a Term 1 section of COMM 298 (limited seats available).

Updated July 7, 2021

If Term 1 sections of COMM 298 are full when your registration opens, register for a Term 2 section. You can then add yourself to a waitlist for a Term 1 section (see Section Comments on the SSC for details). If any seats become available prior to the start of term, students on the waitlist will be prioritized for registration based on their previous winter session average. If you are unsuccessful in securing a seat in COMM 298 in Term 1, you can still choose the Finance option with a start in Term 1 of Year 3 if you achieve a high enough Year 2 average to select it.

Students registered in Term 1 sections of COMM 298 will be required to submit the first part of their application to the Early Start as a condition of continued registration. Registrants will be provided a link to the Canvas application on July 23, 2021. Registrants who do not complete the application by August 2, 2021 will be moved to a Term 2 section of the course to provide students on the waitlist an opportunity to register and apply.

Review program details, admissions criteria, and FAQs at mybcom.sauder.ubc.ca/early-start-finance-option.

Finance Careers Fireside Chat
Are you planning to pursue the Finance option and wondering about possible careers? Join us for a panel discussion to learn about the diversity of opportunities in the financial sector.

When: Tuesday, July 13, 4:00-5:00pm PT
Zoom registration*: https://ubc.zoom.us/meeting/register/u5ArcOqvqTwqG9c2fPK0uSQexdezimXyg0He

*After registering, you will receive a confirmation email containing information about joining the session.

The session will be hosted by Dr. Jan Bena, Associate Professor and Chair, Finance Division. Our esteemed panel will include:
Louise Fogharty, Business Development Bank of Canada
Xiaoxia Hao, Canada Pension Plan Investments
Sasha Krasnov, Royal Bank of Canada
Kristi Miller, Natural Products Canada Ventures

International Business option

With the introduction of the new International Business (IB) concentration in September 2021, the International Business option will be discontinued. Students who started Year 1 in 2020W will be of the last cohort eligible to complete the option. Current IB option students can choose to complete the IB concentration instead, but they cannot complete both. Any eligible students who have not already been admitted to the option and who are planning to apply must do so by **July 31, 2021.**

Please review International Business option requirements and application instructions on the myBCom website.

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.

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 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[1] of COMM 203, COMM 204, COMM 205, COMM 293, COMM 294, COMM 295, COMM 296, COMM 298

[1] *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.

Orientation preview

Setting foot on the UBC campus for the first time can be as overwhelming as it is exciting. There will be a sequence of orientation programming designed to introduce you to your new community and give you a confident start to your studies.

The 2nd Year and Transfer Student Welcome event will take place on **Monday, September 6, 2021 from 1-3pm PT**! At this free event, you'll have the chance to meet and build connections with other students. Together, you'll explore campus and learn about the Indigenous land on which UBC is situated. You will also learn about the many student resources, services, and involvement opportunities available to you as well as the best places to study, meet up with friends, and eat. If you are interested, **please register here by Sunday, August 15**.

The Spark is our very own Sauder-specific orientation program to welcome students to the UBC Sauder community. We promised you wouldn't miss out on a Spark experience so **Saturday September 11** is for you. Join us for this in-person event to build meaningful connections with your classmates and upper-year students through a day of fun games and activities. The event will be held in a safe format and will follow all BC Provincial Health Guidelines. Visit **www.ubcsauderspark.com** for more information – **register by July 30, 2021.**

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. You'll find many of the answers to your questions about your program—as well as resources and services available to support you—at mybcom.sauder.ubc.ca and students.ubc.ca. We encourage you to start by reviewing our Frequently Asked Questions page.

If you still have questions or concerns, please email us at bcomquestions@sauder.ubc.ca or visit our virtual office during business hours to ask a quick question or schedule an appointment with an academic advisor. Academic advisors are available for prescheduled online advising appointments from Monday to Friday.