

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 3 students runs from **Tuesday, June 25 to Thursday, June 27**. 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 24 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.

Maximum allowable transfer credits

If you have completed more than 60 credits of transferable coursework either at UBC in another program, or at another institution prior to your admission to the BCom program, you can only apply a maximum of 60 credits toward your BCom degree requirements. The University's policy states that 50% of your degree must be completed while registered in the degree program. See [Requirements to Receive a Degree or Diploma](#) in the UBC Academic Calendar for details.

Step-by-step registration

1. When your registration opens you must choose your option prior to registering for your courses. To register for your option, you need to select the applicable specialization code on the SSC (select the option and then click the *ADD SPEC* button). Note that some options have [cutoff averages and/or require that you complete all prerequisites in Year 2](#). If you were admitted to the Combined Major in Business and Computer Science (BUCS), you do not select an option.
2. Register in your required Year 3 option courses (6 to 9 credits varying by option). You must be registered in at least 6 credits of option courses to be officially in an option. For example, to be in the Accounting option, you must have successfully registered in COMM 353 and COMM 354.
3. Register in any remaining Year 2 Commerce core requirements that you have not yet completed (**Year 2 requirements that are not completed by the end of Year 3 may prevent you from promotion to Year 4**).

4. Register in Year 3 Commerce core requirements.

- COMM 390 (3 credits)¹
- COMM 393 (3 credits)
- COMM 394 (3 credits)
- COMM 395 (3 credits)¹

¹ COMM 390 and COMM 395 are required prerequisites for the Year 4 capstone requirement: one of COMM 486M, 491, 492, 497, 498. We strongly recommend that you complete both courses in Year 3.

5. Register in [electives](#).

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

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

After you've registered, you can request a [Degree Credit Check](#) if you're uncertain about your remaining courses to be completed before graduation.

Elective requirements

Your total elective requirements for your BCom degree will vary depending on your option. 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](#).

Maximum credits for registration

Students can only initially register in a maximum of 32 credits 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 [UGO](#) on or after **August 1** 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.

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. 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 3 of the BCom program is 30 credits. Therefore the minimum 60% is 18 credits (at least 9 credits per term).

Combined Major in Business and Computer Science (BUCS)

The full course load for students in Year 3 of the BUCS program is 31 credits. Therefore the minimum 60% is 20 credits (at least 10 credits per term).

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.

COMM 202 Career Fundamentals

COMM 202 Career Fundamentals is a one-credit course that you must complete before the end of Year 3. Year 3 students are required to take COMM 202 in Term 1 so that they will be prepared for job recruiting opportunities in Term 2.

You must register in both a lecture section and a tutorial section. Because tutorial content is specific to year level, you must choose one of the tutorial sections dedicated to Year 3 students (one of T01, T03, T04, T06, T12, T14, T17, T18, T20).

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/visit the [Business Career Centre](#).

Option waitlist

If you were not able to select your first choice of option (Accounting or Finance only), your Year 2 average is no more than 3% lower than the predetermined cutoff for that option (69% for Accounting, 75% for Finance) and you have completed all required prerequisites for that option ([as listed on the Options page on the myBCom website](#)), you may add yourself to the Option waitlist when it opens on June 25. The waitlist will remain open until July 10. Learn more about the waitlist on the [Option waitlist page on the myBCom website](#).

If you're planning to complete the prerequisite courses for Accounting or Finance during the summer or Term 1 of the 2019 Winter Session, you may add yourself to the [Option waitlist](#) in December.

Add yourself to the waitlist only for the Accounting or Finance options, or for one of the other options only if you are not able to register for the two required option courses.

Double options

You may only be officially registered in one option. If you're planning to complete a second option, it's up to you to register yourself in any requirements for that option. You'll only be eligible to register in general seats for other options, if any are available. Often general seats are taken by Year 4 students who register before Year 3 students. Therefore if you're attempting to complete a second option you may need to extend your studies to successfully register in and complete all required courses.

Students may not complete a second option in Finance as general seats are not available in all of the required Finance courses.

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/creditdfail-grading

COHR courses

If you're planning to take [Organizational Behaviour and Human Resources \(OBHR\)](#) courses as either your option requirements or as electives, please note that most of these courses have a prefix of COHR (not COMM) and are either 1.5 credits or 3 credits. Check carefully to ensure that you know the credit value of the COHR course(s) you're taking. COHR courses taken as electives count toward Commerce elective requirements.

Capstone course prerequisites

In Year 4, all BCom students are required to complete one of COMM 486M, COMM 491, COMM 492, COMM 497, COMM 498¹. Both COMM 390 and COMM 395 must be completed as prerequisites before you can take any of these courses. Keep that in mind when planning your Year 3 courses so that you're able to complete this Year 4 requirement without delaying your graduation.

¹ Three credits from either COMM 466 or COMM 483 can also be used to fulfill the capstone course requirement. Both are six-credit courses to which admission is by application only.

COMM 390 Business Writing

A minimum final grade of 60% is required in [COMM 390 Business Writing](#) to pass the course.

Flexible learning sections

In flexible learning sections (FLX), students attend class as usual 50% of the time, and complete 50% of their work online, or one-to-one with the instructor. In the 2019 Winter Session, four sections will be offered: sections 101 and 102 will be taught by Elizabeth Bowker, and sections 119 and 120 will be taught by Timothy Cuffe. Flexible learning is only available in the designated sections.

These sections have the same objectives, format and workload as the traditional COMM 390 sections. Students usually attend class one day a week and complete an online lesson once a week, in addition to the major assignments which are mostly completed outside the class. The instructor is always available during “Flex Time,” providing a good opportunity for students to receive one-to-one support or mentoring.

These sections are suitable for students who prefer some flexibility, and have the discipline to work on their own with limited guidance.

Accounting option – CPA prerequisites

If you’re planning to fulfill the prerequisites for admission to the CPA Professional Education Program (CPA PEP), review the [list of UBC course equivalencies](#). Keep in mind that if you’re unable to register in any of these courses, you can take any remaining prerequisites through the UBC Diploma in Accounting Program or the CPA Prerequisite Education Program (CPA PREP) after you have completed your BCom degree.

For additional information regarding CPA certification, please visit bccpa.ca.

If you’re planning to take [COMM 459 Financial Statement Analysis](#) this year, you must have already completed its prerequisite [COMM 370 Corporate Finance](#) in Year 3. You will not be permitted to take the two courses concurrently.

Marketing option – COMM 467 and COMM 365

Up to 20 seats in the Term 1 section of [COMM 467 Brand Management](#) will be open to Year 3 Marketing option students. Based on feedback from recruiters, it’s highly recommended that Year 3 students interested in Co-op and summer internship positions in brand management, and other closely related positions such as product marketing, market research, and sales/trade management, take the course to be competitive for recruitment beginning in January.

If you’re in the Marketing option, it’s strongly recommended that you take [COMM 365 Market Research](#) in Year 3, however, you can take the course in Year 4. If you’re entering/planning to apply for the [Co-op program](#) in Marketing, it’s required that you take COMM 365 in Year 3 so that you’re prepared for your first co-op term.

Operations and Logistics option – COMM 394

If you’ve chosen the Operations and Logistics (OPLG) option, you must register in [COMM 394 Government and Business](#) Section 101 on Mon/Wed from 1:00 to 2:30pm or Section 102 on Mon/Wed from 2:30 to 4:00pm. These sections will present content and examples relevant to the operations and logistics field.

New and recently added COMM courses

COMM 312 Business Ethics Leadership (formerly COMM 386A) – 3 credits

Identify the values and moral culture of an organization and how it should treat its stakeholders. Also develop an understanding of best practices in business ethics leadership, and create a plan to execute them.

COMM 337 Business Programming and Analytics – 3 credits

Make data-driven decisions and solve business problems using Python programming and analytics.

COMM 386G Venture Capital and Angel Financing – 3 credits

Learn about the stages of investment in early stage high-growth companies, from the seed funding of a novel idea to venture capital rounds to a successful exit, be it an IPO or through M&A. The course will concentrate on how entrepreneurs and investors make important decisions at different stages. **This course is restricted to students in the Entrepreneurship and Finance options.**

COMM 386H HR Analytics: Data and Metrics for HR Professionals – 3 credits **NEW IN 2019W**

Develop analytical skills to understand, evaluate, and address strategic HR decisions. You'll learn how to apply descriptive statistics and statistical inference to decisions in core HR areas, including recruitment, selection, compensation, training, and performance management using organizations' HR data and human capital metrics collected from employee surveys.

COMM 386J Strategies for Responsible Business – 3 credits

Understand the positive and negative impacts business can have economically, socially, and environmentally – and how long-term, strategic decision making can unlock business opportunities while addressing these societal issues. The language and tools of sustainability and responsibility are a new standard currency in business, and understanding the long-term impacts of business decisions can lead to more successful business models that readily adapt to the demands of new evolving markets.

COMM 386L Impact Investing: Social Finance in the 21st Century – 3 credits

Discover impact investment as a new form of investing through a combination of readings, discussions, guest lectures, research, a pitch competition and a portfolio allocation project. You'll gain deep insight into the different perspectives brought by the impact investor who is concerned with stimulating social and environmental impact while generating financial return.

COMM 386P Prototyping – 3 credits

Plan and design different levels of prototypes and learn fundamental tools and methods available in software, mechanical, and electronics prototyping to allow customer and stakeholder feedback at early stages and on sub-components.

COMM 386T Indigenous Peoples and Economic Development – 3 credits

Gain a better understanding of the complexities and importance of Indigenous engagement. While the focus of the course will be on Indigenous engagement in Canada, the tools and frameworks presented will be applicable to cross-cultural business practices in many environments. The course will present a high-level review of political, legal, cultural, and historical contexts; case studies on the private sector's engagement with Indigenous peoples; and frameworks that present best practices and tools for enduring and successful economic relationships.

COMM 386U Social Media Strategy – 3 credits

Understand how marketing has (and has not) changed due to the rise of social media and changes in various underlying contextual factors, such as dramatically increased speed of information dissemination across consumers and brands. The course will equip you with the relevant knowledge, perspectives, and practical skills required to develop marketing strategies that leverage the opportunities inherent in social media and consumer-to-consumer social interactions for achieving business and marketing goals.

COMM 386V – Philanthropy in Review – 3 credits

Examine how a new generation of philanthropists and philanthropy-minded organizations explore innovative ways to influence and shape the world through their donations. Individually and in groups, you'll author, present, and openly publish original analyses of real-world philanthropic endeavours within a process of collective peer review.

COMM 388 – Design Methods for Business Innovation – 3 credits

Build expertise in critical and creative thinking in this hands-on course that blends analytical and creative approaches, equipping you with design strategies and techniques to solve complex business problems. Working in teams, you'll be challenged to deliver real-world solutions that create economic, social, and environmental value using strategic design.

COMM 435 CIO Strategies (formerly COMM 486N) – 3 credits

Examine the role of Chief Information Officers within organizations and the strategies they employ in the acquisition, development and implementation of plans and policies to achieve efficient and effective information systems within their organizations.

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 4

You'll be promoted to Year 4 after the 2019 Winter Session if you've met all of the following requirements:

- successful completion of a minimum of 72 credits including:
 - all Year 1 and 2 requirements
 - two option courses (6 credits)
 - at least two¹ of COMM 390² (minimum grade of 60% in COMM 390), COMM 393, COMM 394, COMM 395²

¹ All courses must eventually be completed to fulfill BCom degree requirements.

² COMM 390 and COMM 395 are required prerequisites for the Year 4 capstone requirement: one of COMM 486M, 491, 492, 497, 498. We strongly recommend that you complete both courses in Year 3.

Combined Major in Business and Computer Science (BUCS)

If you're enrolled in the BUCS program, you'll be promoted to Year 4 if you've met all of the following requirements:

- successful completion of a minimum of 81 credits including:
 - all Year 1 and 2 requirements
 - at least one¹ of CPSC 304, CPSC 310
 - all of COMM 203, COMM 296
 - at least two¹ of COMM 204, COMM 390² (minimum grade of 60% in COMM 390), COMM 393, COMM 395²

¹ All courses must eventually be completed to fulfill BCom degree requirements.

² COMM 390 and COMM 395 are required prerequisites for the Year 4 capstone requirement: one of COMM 486M, 491, 492, 497, 498. We strongly recommend that you complete both courses in Year 3.

General Business Management option

If you're enrolled in the General Business Management option, you'll be promoted to Year 4 once you've met all of the following requirements:

- successful completion of a minimum of 72 credits including:
 - all Year 1 and 2 requirements
 - COMM 393
 - at least 3 credits from the analysis course combination requirement
 - at least two¹ of COMM 390² (minimum grade of 60% in COMM 390), COMM 394, COMM 395²

¹ All courses must eventually be completed to fulfill BCom degree requirements.

² COMM 390 and COMM 395 are required prerequisites for the Year 4 capstone requirement: one of COMM 486M, 491, 492, 497, 498. We strongly recommend that you complete both courses in Year 3.

Global Supply Chain and Logistics Management option

If you're enrolled in the Global Supply Chain and Logistics Management option, you'll be promoted to Year 4 once you've met all of the following requirements:

- successful completion of a minimum of 72 credits including:
 - all Year 1 and 2 requirements
 - four option core courses (12 credits)

Continuation in the BCom program without promotion

If you have not completed the minimum requirements for promotion to Year 4, you can still continue in the next winter session, remaining in Year 3, 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.

Sustainability and Social Impact concentration

The Sustainability concentration has been renamed the Sustainability and Social Impact concentration. Course requirements remain the same.

If you're planning to complete the [Sustainability and Social Impact concentration](#), you must complete a total of **12 credits** of sustainability studies selected from a variety of both Commerce and non-Commerce courses as listed below. The 12 credits can also count toward fulfillment of your electives requirement, but note that COMM courses cannot be counted as non-Commerce electives. If the courses you take for the concentration overlap with the courses you take for an option, you can double count a maximum of 3 credits of coursework toward concentration and option requirements in your degree.

Completion of the Sustainability and Social Impact concentration does not require pre-approval or special admission. If you would like to pursue this concentration, simply take the required courses as indicated. After you've applied to graduate, we'll provide instructions for how to declare it so that it will appear on your academic transcript.

You must complete at least **9 credits** from:

- COMM 312 [Business Ethics Leadership](#) (formerly COMM 386A)
- COMM 386I [Innovation and Sustainability](#)
- COMM 386J [Strategies for Responsible Business](#)
- COMM 386L [Impact Investing: Social Finance in the 21st Century](#)
- COMM 386T [Indigenous Peoples and Economic Development](#)
- COMM 460 [Social and Nonprofit Marketing](#)
- COMM 484 [Sustainability Marketing](#)
- COMM 485 [Social Entrepreneurship](#)
- COMM 487 [Environmental Management](#) – not offered in 2019W

And **3 credits** from recommended courses with a social sciences **or** a natural sciences focus (see the myBCom website for a complete list).

Business Law concentration **NEW IN 2019W**

If you're planning to complete the new [Business Law concentration](#), you must complete a total of **12 credits** of law-related studies selected from a variety of both Commerce and non-Commerce courses as listed below. The 12 credits can also count toward fulfillment of your electives requirement, but note that COMM and COHR courses cannot be counted as non-Commerce electives. If the courses you take for the concentration overlap with the courses you take for an option, you can double count a maximum of 3 credits of coursework toward concentration and option requirements in your degree.

Completion of the Business Law concentration does not require pre-approval or special admission. If you would like to pursue this concentration, simply take the required courses as indicated. After you've applied to graduate, we'll provide instructions for how to declare it so that it will appear on your academic transcript.

You must complete **6 credits** from:

- COHR 433 [Employment Law](#)
- COMM 434 [Land Law](#)

Plus **3 credits** from:

- COMM 431 [Law of Business Associations](#)
- LAW 459¹ [Business Organizations](#)

And **3 credits** from:

- ECON 367 [Economic Analysis of Law](#)
- LASO 204 [Introduction to Law and Society](#)
- LAW 316¹ [International Law](#)
- LAW 334¹ [Introduction to Asian Legal Systems](#)
- PHIL 331 [Business and Professional Ethics](#)
- PHIL 338 [Philosophy of Law](#)

Business Law notes:

¹ Approval to take Law courses is at the discretion of the Faculty of Law and subject to your academic readiness and available space in courses. Instructions for how to request registration will be posted on the [Business Law concentration page](#) in July.

Business Analytics concentration **NEW IN 2019W**

If you're planning to complete the new [Business Analytics concentration](#), you must complete a total of **12 credits** of analytics-related Commerce courses as listed below. The 12 credits can also count toward fulfillment of your electives requirement, but note that COMM courses cannot be counted as non-Commerce electives. If the courses you take for the concentration overlap with the courses you take for an option, you can double count a maximum of 3 credits of coursework toward concentration and option requirements in your degree.

Completion of the Business Analytics concentration does not require pre-approval or special admission. If you would like to pursue this concentration, simply take the required courses as indicated. After you've applied to graduate, we'll provide instructions for how to declare it so that it will appear on your academic transcript.

You must complete **9 credits** from:

- [COMM 337¹](#) [Business Programming and Analytics](#)
- [COMM 365](#) [Market Research](#)
- [COMM 414](#) [Data Visualization and Business Analytics](#)
- [COMM 415](#) [Quantitative Policy Analysis](#)
- [COMM 437](#) [Database Technology](#)

And **3 credits** from:

- [COMM 335](#) [Information Systems Technology and Development](#)
- [COMM 363](#) [Marketing Analysis](#)
- [COMM 443](#) [Service Operations](#)
- [COMM 449](#) [Supply-Chain Management](#)
- [COMM 464](#) [Digital Marketing](#)

Business Analytics notes:

¹ Starting in 2019W, you will receive credit for only one of CPSC 103 and COMM 337. If you took both courses prior to 2019W, you will receive credit for both.

Master of Business Analytics

If you're known in your project groups as the go-to person who is skilled at analyzing data to solve case study challenges, you're in good company. Businesses around the world rely on the analysis of data to make critical decisions, and the demand for people skilled in this area is growing exponentially. The 9-month Master of Business Analytics (MBAN) teaches candidates with quantitative backgrounds how to apply advanced analytical tools and methods to address management challenges.

The MBAN program can be taken directly after you complete your BCom degree. There are electives you can take now to better prepare you for the program and a career in business analytics, including [COMM 337 Business Programming and Analytics](#) and [COMM 414 Data Visualization and Business Analytics](#). Visit the [MBAN website](#) to see the full list of courses and learn more about admission to the program.

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](#).