

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.

Step-by-step registration

In order to obtain a UBC degree you must satisfy at least 50% of the credits required for the program while registered in the program. In the case of BCom, this means 61 credits. However, depending on the option you select in Year 4, you may be required to take 64 credits to meet degree requirements. General Business Management and Operations and Logistics will require 61 credits while all other options will require 64 credits.

If you did not successfully complete Core Economics as well as an additional Economics course to fulfil the credit deficiency, or if you did not obtain an exemption for MATH 104, you must fulfil these requirements at UBC. If you did not complete any of these requirements, you must speak with your Academic Advisor and should send an email to ann.gilray@sauder.ubc.ca.

If you're registering in a full course load, balance your courses over both terms (Term 1 with 16 credits and Term 2 with 15 credits). If you choose not to take a full course load in Year 3, it may limit your ability to take certain courses when you need to later in your program. Be aware of corequisite and prerequisite requirements for each course and for the option you plan to pursue in Year 4. [Check option prerequisites on the myBCom website](#).

If you select an option that requires 64 credits, to avoid having to take 33 credits in year 4, consider taking courses in summer 2020 to balance your course load.

Build your timetable by registering in each of the following Commerce courses. It's essential that you register in your course requirements in the term specified to meet corequisite and prerequisite requirements for courses in subsequent terms.

Winter 2019 Term 1 (September to December)			
COMM 202	Career Fundamentals (LEC & TUT) ¹	1 credit	Term 1
COMM 205 ²	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 292	Management and Organizational Behaviour	3 credits	Term 1
COMM 293	Financial Accounting	3 credits	Term 1
COMM 296 ⁴	Introduction to Marketing	3 credits	Term 1 or 2
Winter 2019 Term 2 (January to April)			
COMM 203 ⁵	Managing the Employment Relationship	3 credits	Term 2
COMM 291 ⁶	Application of Statistics in Business	3 credits	Term 2
COMM 294 ⁷	Managerial Accounting (LEC & TUT) ¹	3 credits	Term 2
COMM 298 ⁸	Introduction to Finance	3 credits	Term 2
COMM 390 ⁹	Business Writing	3 credits	Term 1 or 2
TOTAL		31 credits	
<p>¹You must register for both a lecture section and a corresponding tutorial section.</p> <p>² COMM 205 can be completed in Term 1 or Term 2.</p> <p>³You must register for both a lecture section and a corresponding lab section.</p> <p>⁴ Corequisite COMM 293 must be taken concurrently or completed prior to taking COMM 296. COMM 296 can be completed in Term 1 or Term 2.</p> <p>⁵ Prerequisite COMM 292 must be completed in Term 1 prior to taking COMM 203.</p> <p>⁶. Prerequisite COMM 290 must be completed in Term 1 prior to taking COMM 291.</p> <p>⁷ Prerequisite COMM 293 must be completed in Term 1 prior to taking COMM 294.</p> <p>⁸ Prerequisites COMM 290 and COMM 293 must be completed prior to taking COMM 298.</p> <p>⁹ You must attain a minimum of 60% or a 'C' in your Business Writing course.</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 [UBC Sauder Undergraduate Office \(UGO\)](#).

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. The full course load for students in Year 4 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.

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](#).

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 at least 24 credits in Year 3, including:
 - all of COMM 290, COMM 291, COMM 292
 - at least five¹ of COMM 203, COMM 205, COMM 293, COMM 294, COMM 295, COMM 296, COMM 298

¹ All courses must eventually be completed to fulfill BCom degree requirements. If you choose not to take a full course load in Year 3, it may limit your ability to take certain courses when you need to later in your program. Be aware of corequisite and prerequisite requirements for each course and for the option you plan to pursue in Year 4. [Check option prerequisites on the myBCom website.](#)

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.

Option selection in Year 4

Students completing the general BCom program select their specialization (more commonly referred to as an "option") once they've been promoted to Year 3 after completing their introductory Commerce course requirements. Given the different structure of the dual degree program, you won't select your option until you've been promoted to Year 4. Note that you must have successfully completed all prerequisite courses for that option to be placed in it ([check requirements on the myBCom website](#)). In addition, for competitive options like Accounting and Finance, your Year 3 winter session average, based on all courses taken from September to April, must meet the [minimum cutoffs as listed on the myBCom website](#).

In the interim for Year 3, your specialization on the Student Service Centre will be listed as UNKN (unknown).

Double options

Consider completing a second option in [International Business \(IB\)](#) as courses taken at Sciences Po can count toward language and international studies requirements, and the international experience component of IB will be met by your time studying in France. Depending on the courses you take at Sciences Po, you may be required to complete additional courses at UBC to be eligible.

If you wish to pursue a second option in another subject area, you will be required to complete an additional 12-15 credits.

Minor in Arts

It is possible to complete a [Minor in Arts](#), however, it will delay your graduation. Most minors require completion of 30 credits with at least 18 upper-level credits taken within the subject area of the minor. You may be able to complete this requirement by using 12 lower-level credits taken at Sciences Po with 18 upper-level credits taken in the Faculty of Arts at UBC. Courses taken toward a minor **cannot** be taken as [Credit/D/Fail](#).

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. Courses taken toward a concentration **cannot** be taken as [Credit/D/Fail](#).

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. Courses taken toward a concentration **cannot** be taken as [Credit/D/Fail](#).

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. Courses taken toward a concentration **cannot** be taken as [Credit/D/Fail](#).

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](#).