

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

Your registration date and time	Minor in Arts
Step-by-step registration	Sustainability and Social Impact concentration
Maximum credits for registration	Business Law concentration <b>NEW IN 2019W</b>
Minimum credits to maintain student loan eligibility	Business Analytics concentration <b>NEW IN 2019W</b>
Accounting option – CPA prerequisites	Master of Business Analytics
Registration assistance	UBC CFA® Exam Prep Boot Camp
Program completion and graduation	Academic advising

### Your registration date and time

The registration period for Year 4 students runs from **Tuesday, June 11 to Thursday, June 13**. 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 10 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 Year 4, you'll complete your remaining Commerce core requirements and your option requirements.

When your registration opens, register yourself in the following courses as indicated for your chosen option under [program requirements on the myBCom website](#). Take note of courses that must be taken in Term 1 that are prerequisites to courses in Term 2.

1. Register in any remaining Year 3 courses.
2. Register in all of COMM 204, COMM 390, COMM 393, COMM 394, and COMM 395 (excluding any you have already completed or are exempt from taking).
3. Register in one of COMM 486M<sup>1</sup>, COMM 491, COMM 497, or COMM 498.<sup>2,3</sup>
4. Register in required option courses that you are able to. You may require our assistance to register in some or all of your option courses depending on the option you're in. Email Ann Gilray at [ann.gilray@sauder.ubc.ca](mailto:ann.gilray@sauder.ubc.ca) with your list of option courses and preferred sections if applicable.

<sup>1</sup> COMM 486M registrants are required to attend a full-day alumni-run workshop on January 25 or February 1, 2020. Registration instructions for the workshop will be communicated to participants in early January.

<sup>2</sup> If you're completing the General Business Management option, you must complete 3 credits from COMM 497, COMM 498 and 6 credits from COMM 486M, COMM 491, COMM 492, COMM 497, COMM 498 as per your option requirements.

<sup>3</sup> Prerequisites COMM 390 and COMM 395 **must** be completed before taking any of COMM 486M, COMM 491, COMM 497, and COMM 498.

[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.

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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. 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.

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### **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.

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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. Please allow **at least three business days** for processing.

**Program completion and graduation**

If you're planning to graduate in May 2020, you must have all of your program requirements completed by the end of Term 2 in April 2020. Please contact the UGO if you need assistance in determining your program requirements. **Once you've registered for your courses for 2019W**, we strongly recommend that you [request a Degree Credit Check](#) if you're uncertain that you've registered in all of your remaining requirements.

The May 2020 graduation application will be available in December on the Student Service Centre. Note that if you are going on exchange in Term 2, you will not be eligible to graduate until November 2020.

A winter session average of 60% or greater on all courses attempted from September to April is required to achieve a "pass" for the year and 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 you participate in a study abroad and exchange program during the winter session, grades earned on exchange will be included in the calculation. Decimals are not rounded (i.e., a winter session average of 59.9% would be considered a failed year). Courses taken during the summer session (May to August) are not included in the winter session average. If you've completed all of your degree requirements by April 2020 and your sessional average is below 60%, you will be permitted to graduate, however, a notation of 'Failed Year' will appear on your academic transcript for the 2019 Winter Session.

If you've not completed all of your degree requirements by April 2020 and your sessional average is below 60%, you will be considered to have failed the year and may be required to discontinue your studies at UBC for a period of at least one year. Your continuation in the program during the 2020 Winter Session will be at the discretion of the Faculty.

See [Academic Regulations in the UBC Calendar](#) for details.

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**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 required for the concentration overlap with the required courses in your option, only 3 credits can be counted toward both requirements. 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<sup>1</sup> [Innovation and Sustainability](#)
- COMM 386J [Strategies for Responsible Business](#)
- COMM 386L<sup>2</sup> [Impact Investing: Social Finance in the 21st Century](#)
- COMM 386T [Indigenous Peoples and Economic Development](#)
- COMM 460<sup>3</sup> [Social and Nonprofit Marketing](#)
- COMM 484<sup>4</sup> [Sustainability Marketing](#)
- COMM 485<sup>5</sup> [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).

*Sustainability and Social Impact notes:*

- <sup>1</sup> COMM 386I can be counted toward both the Sustainability and Social Impact concentration and the Entrepreneurship option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>2</sup> COMM 386L can be counted toward both the Sustainability and Social Impact concentration and the Entrepreneurship option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>3</sup> COMM 460 can be counted toward both the Sustainability and Social Impact concentration and the Marketing option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>4</sup> COMM 484 (formerly COMM 486F) can be counted toward both the Sustainability and Social Impact concentration and the Marketing option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>5</sup> COMM 485 (formerly COMM 386E Social Enterprise) can be counted toward both the Sustainability and Social Impact concentration and the Entrepreneurship option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.

**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 required for the concentration overlap with the required courses in your option, only 3 credits can be counted toward both requirements. 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<sup>1</sup>    [Employment Law](#)  
COMM 434    [Land Law](#)

Plus **3 credits** from:

COMM 431    [Law of Business Associations](#)  
LAW 459<sup>2</sup>    [Business Organizations](#)

And **3 credits** from:

ECON 367    [Economic Analysis of Law](#)  
LASO 204    [Introduction to Law and Society](#)  
LAW 316<sup>2</sup>    [International Law](#)  
LAW 334<sup>2</sup>    [Introduction to Asian Legal Systems](#)  
PHIL 331    [Business and Professional Ethics](#)  
PHIL 338    [Philosophy of Law](#)

*Business Law notes:*

<sup>1</sup> COHR 433 can be counted toward both the Business Law concentration and the Organizational Behaviour and Human Resources option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.

<sup>2</sup> 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 August.

**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 required for the concentration overlap with the required courses in your option, only 3 credits can be counted toward both requirements. 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 337<sup>1</sup> [Business Programming and Analytics](#)
- COMM 365<sup>2</sup> [Market Research](#)
- COMM 414<sup>3</sup> [Data Visualization and Business Analytics](#)
- COMM 415<sup>4</sup> [Quantitative Policy Analysis](#)
- COMM 437<sup>5</sup> [Database Technology](#)

And **3 credits** from:

- COMM 335<sup>6</sup> [Information Systems Technology and Development](#)
- COMM 363<sup>7</sup> [Marketing Analysis](#)
- COMM 443<sup>8</sup> [Service Operations](#)
- COMM 449<sup>9</sup> [Supply-Chain Management](#)
- COMM 464<sup>10</sup> [Digital Marketing](#)

*Business Analytics notes:*

- <sup>1</sup> 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.
- <sup>2</sup> COMM 365 can be counted toward both the Business Analytics concentration and the Marketing option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>3</sup> COMM 414 can be counted toward both the Business Analytics concentration and one of either the Global Supply Chain and Logistics Management, Marketing, or Operations and Logistics options. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>4</sup> COMM 415 can be counted toward both the Business Analytics concentration and the Operations and Logistics option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>5</sup> COMM 437 can be counted toward both the Business Analytics concentration and the Business Technology Management option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>6</sup> COMM 335 can be counted toward both the Business Analytics concentration and the Business Technology Management option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>7</sup> COMM 363 can be counted toward both the Business Analytics concentration and the Marketing option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>8</sup> COMM 443 can be counted toward both the Business Analytics concentration and the Operations and Logistics option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>9</sup> COMM 449 can be counted toward both the Business Analytics concentration and the Operations and Logistics option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.
- <sup>10</sup> COMM 464 can be counted toward both the Business Analytics concentration and the Marketing option. A maximum of three credits of coursework within your degree can be applied to fulfill both option and concentration requirements.

### **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.

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### **UBC CFA® Exam Prep Boot Camp**

UBC Sauder is offering a UBC CFA® Exam Prep Boot Camp for students challenging CFA Exam Level 1 and 2 this summer. Delivered by a team of expert instructors, the Boot Camp offers study tools, exam-taking strategies and time-management skills, and support to help improve students' exam performance and confidence. The course fee is \$695.00 plus GST.

Registration is open for the following Boot Camps:

Level 1: June 7-9, 9:00am to 5:00pm at UBC Robson Square, [register now](#)

Level 2: June 8-10, 9:00am to 5:00pm at UBC Point Grey, [register now](#)

For more information visit [UBC CFA® Exam Prep Boot Camp](#)

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### **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](mailto: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](#).