

Before you register for the 2023 Winter Session (September 2023 to April 2024), learn more about:

Your registration date and time	General Business Management option
Step-by-step registration	Accounting option – CPA prerequisites
Elective requirements	International Business concentration
Course delivery and attendance	Business Law concentration
Make-up Monday	Business Analytics concentration
Minimum credits to maintain student loan eligibility	Sustainability and Social Impact concentration
Maximum credits for registration	Program completion and graduation
Courses taken for Credit/D/Fail	Master of Business Analytics
COHR courses	Registration assistance
New and recently updated courses	Academic advising

### Your registration date and time

The registration period for Year 4 students runs from **Tuesday, June 13 to Thursday, June 15**. Your individual registration open date and time is ready to view on the [Student Service Centre \(SSC\)](#). We recommend that you check your registration date and time periodically before it opens 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.** A [registration deposit](#) is no longer required 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

1. Register in your remaining option courses
2. Register in any remaining Commerce core requirements from previous years that you have not yet completed
3. Register in your capstone course: one of COMM 491, COMM 497, or COMM 498<sup>1,2,3</sup>
4. Register in any remaining [elective requirements](#).

<sup>1</sup> Three of the six credits from COMM 466 New Venture Design can be used to satisfy the capstone requirement (3 credits equivalent to COMM 497). Admission to COMM 466 is by-application only; the application period for the 2023W cohort has passed.

<sup>2</sup> Three of the six credits from COMM 483 Leadership and General Management can be used to satisfy the capstone requirement. Admission to COMM 483 is by-application only; the application period for the 2023W cohort has passed.

<sup>3</sup> Prerequisites COMM 396 (390) and COMM 395 **must** be completed before taking any of COMM 491, COMM 497, and COMM 498.

Unsure about which courses you still have left to complete? [Consult program requirements on the myBCom website](#). Be sure to **select the tab with the correct year level and session that you entered the program** to determine your remaining requirements. You can also download a [BCom course planning worksheet](#) to map your completed and remaining courses. If you require assistance, please contact the [UBC Sauder Undergraduate Office \(UGO\)](#).

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

If you're studying abroad in 2023W, do not register in any UBC courses during your exchange term(s); only register in courses for the term that you will be attending UBC. Go Global will register you in an exchange code to indicate that you are on exchange, which will trigger your tuition for the term and enable awards staff to review your eligibility for the Go Global International Learning Award. If you do register in any courses in the term(s) that you are scheduled to be on exchange, you will be dropped from these courses. If for any reason you do not go on exchange, the UGO will assist you to register in any required COMM/COHR courses.

---

### **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](#) and **select the tab with the year level and session that you entered the program** to determine your specific elective requirements.

**Avoid taking non-Commerce electives that are not for credit in the BCom program.** Confirm that the electives you have selected will count for credit in the BCom program by reviewing the [not-for-credit tables](#). Planning to take all of your electives in one subject area? You may be eligible for a [minor](#).

---

### **Course delivery and attendance**

Review the *Mode of Delivery*, *Course Requires In-Person Attendance*, and *Section Comments* fields in the course schedule on the Student Service Centre and your course syllabi for details. Regardless of mode of delivery, regular attendance is expected, and standard academic policies and course withdrawal deadlines apply. In some instances, your assessments (e.g., midterm and final exams) in online courses may still require your attendance on campus. You will be expected to complete all assessments at the scheduled time and place.

---

### **Make-up Monday**

Since many statutory holidays fall on Mondays, the number of Mondays available for classes in Winter Term 1 is not equal to the other weekdays. As a result, **Thursday, October 12, 2023** has been designated as "Make-up Monday". Thursday, October 12 classes are cancelled and replaced by classes typically scheduled on a Monday, meaning you'll be attending your Monday classes on that date.

Your course timetable will not reflect this one-day change, so please plan accordingly. You'll receive reminders about Make-up Monday at the start of Winter Term 1 and again in early October.

---

### **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 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](https://mybcom.sauder.ubc.ca/registration/#courseload).

### 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, you can fill out the [credit limit increase form](#) to request an increase to your total credit limit to a maximum of 35 credits on or after **August 1**. You may be required to meet with an academic advisor to discuss your course plan.

---

### 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.

If you took any courses as Cr/D/F during **2019W Term 2 (January-April 2020)**, these credits are excluded from your 12-credit degree limit, however, the registration system will incorrectly count them toward your limit which may restrict your ability to switch to Cr/D/F for eligible courses on the SSC. If this is the case, please contact the UGO at [bcomquestions@sauder.ubc.ca](mailto:bcomquestions@sauder.ubc.ca) before the add/drop deadline.

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 390/396, COMM 393, 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 and distinctions.

Learn more: [students.ubc.ca/enrolment/courses/creditdfail-grading](https://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 some 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.

[COHR 402 Leadership](#) and [COHR 411 Managing and Building Teams](#) are each 1.5 credits. We recommend that you take both courses together as we cannot guarantee that there will be any 1.5 credit COHR courses offered in subsequent sessions.

## **New and recently updated courses**

### **COMM 323 Leading Diversity, Equity and Inclusion in Organizations – 3 credits (formerly COHR 486A)**

This course will help students to build informed opinions that incorporate systematic research and evidence on the topic of gender and diversity in leadership and to be able to critically assess and evaluate popular media coverage, books, and programs. It will also help students to be comfortable discussing, addressing, and managing issues of gender and diversity in their careers and organizations. *If you've completed the course as COHR 486A Gender and Diversity in Leadership, you are not permitted to take it again as COMM 323 (you cannot receive credit for the same course twice).*

### **COMM 375 Behavioural Finance – 3 credits (formerly COMM 386O)**

Understand the psychological processes that give rise to decision-making biases in investment settings. Identify when those biases are most likely to occur, their effects on various market and investment phenomena, and ways to minimize their negative effects on financial decisions. *If you've completed the course as COMM 386O, you are not permitted to take it again as COMM 375 (you cannot receive credit for the same course twice).*

### **COMM 386C Climate Literacy for Business – 3 credits**

Climate change is the most pressing issue facing humanity and the private sector is playing an increasingly important role in responding rapidly and comprehensively to this challenge. The science of climate change is incredibly complicated and often poorly understood outside the scientific community. The purpose of this course is to provide students with a basic foundation in the science of climate change, the global regulatory responses to the issue including multinational agreements and specific policy instruments such as carbon taxes, scenario methods.

### **COMM 386H HR Analytics: Data and Metrics for HR Professionals – 3 credits**

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. Prerequisites: All of COMM 191 (291), COMM 203, COMM 205. *The course is expected to be renumbering and renamed to COMM 324 People Analytics.*

### **COMM 486E Climate Focused ESG Reporting – 3 credits**

This course will provide students with the background to understand the importance of ESG reporting to investors and other stakeholders. Environmental, Social and Governance factors will be considered, but the main focus is on climate. Topics covered will include the current and evolving climate regulation, reporting frameworks and standards, and best practices. In addition to corporate reporting, the investor perspective will specifically be considered and topics such as ESG ratings, shareholder engagement, investment strategies and vehicles to facilitate the financing of climate mitigation, adaptation and transition plans will be covered. Prerequisites: COMM 293, COMM 298; COMM 370 recommended.

### **COMM 486K Project Finance – 3 credits**

This course provides a presentation of the current state of project finance, and the use of the project finance to approach multivariate situations covering projects in Canada and abroad. Project finance is an approach where debt is typically borrowed on a non-recourse or limited-recourse basis in which the cash flows generated by the project, and the assets of the project, serve as the collateral for the lenders. [Watch a brief preview](#) from the course instructor to learn more. Prerequisite: COMM 298

### **COMM 486T FinTech – 3 credits (restricted to Finance option students)**

This course covers a range of topics that illustrate how FinTech providers and users employ technology to create new financial products and transform financial services. Prerequisite: COMM 370; Corequisite: COMM 371

### **COMM 486Y Cybersecurity – 3 credits**

Cybersecurity has been recognized as one of the preeminent challenges of our time. As many organizations increasingly transform to adopt digital business models with the use of emerging technologies, the need for these organizations to develop comprehensive cybersecurity programs has become apparent. This course introduces students to the principles that frame and define cybersecurity, and the role of cybersecurity practitioners, practices and technology in the protection of enterprise assets from external and insider threats. Prerequisite: COMM 205

### **General Business Management option**

Effective 2021W, students starting the General Business Management option must complete 15 credits of 300/400-level COMM/COHR courses, of which at least 6 credits are at the 400 level.

If you started the General Business Management option prior to 2021W you can choose to follow either the previous requirements or the new requirements to complete the option. Please review [General Business Management option requirements on the myBCom website](#).

---

### **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 CPA directly after you have completed your BCom degree.

For additional information regarding CPA certification, please visit [bccpa.ca](http://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.

---

### **International Business concentration**

If you're planning to complete the [International Business concentration](#), you must complete a total of **12 credits** of internationally-oriented courses including COMM 498, and **participate in an approved international exchange/study abroad program**. Current IB option students who applied by the July 21, 2021 deadline can choose to complete the IB concentration instead, but they cannot complete both. 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 or minor, or if you plan to use COMM 498 to fulfill your capstone requirement, you can double count a maximum of 3 credits of coursework in your degree toward both the concentration and one of either an option, a minor, or your capstone requirement.

Completion of the International Business concentration does not require pre-approval or special admission. If you would like to pursue this concentration, simply complete all of the concentration's requirements. After you've applied to graduate, the UGO will provide instructions for how to declare the concentration so that it will appear on your academic transcript.

For the IB concentration you must complete:

- **9 credits** from approved internationally-oriented courses (Commerce or non-Commerce)<sup>1</sup>
- **3 credits** from [COMM 498 International Business Management](#)
- Participate in an approved international study abroad or exchange program<sup>2</sup>

*International Business notes:*

<sup>1</sup> See [International Business concentration website](#) for an approved course list

<sup>2</sup> The program must be credit-bearing and a minimum of five weeks in duration.

**Business Law concentration**

If you're planning to complete the [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 a concentration overlap with the courses you take for an option or minor, you can double count a maximum of 3 credits of coursework in your degree toward both the concentration and one of either one option or one minor.

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, the UGO will provide instructions for how to declare the concentration 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 Organizations and Corporate Governance](#)  
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> The Law course schedule will be posted on their [website](#) later this summer. Approval to take Law courses is at the discretion of the Peter A. Allard School of Law and subject to your academic readiness and available space in courses. Instructions for how to request registration are posted on the [Business Law concentration page](#).



**Business Analytics concentration**

If you're planning to complete the [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 a concentration overlap with the courses you take for an option or minor, you can double count a maximum of 3 credits of coursework in your degree toward both the concentration and one of either one option or one minor.

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, the UGO will provide instructions for how to declare the concentration 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> You can 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. CPSC 103 cannot be used in place of COMM 337 for the Business Analytics concentration.
- <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. After 2020W COMM 415 will no longer be offered.
- <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. Credit will only be given for one of COMM 437 and CPSC 304. Note that CPSC 304 cannot be used in place of COMM 437 for the Business Technology Management option or Business Analytics concentration.
- <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.

### Sustainability and Social Impact concentration

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 a concentration overlap with the courses you take for an option or minor, you can double count a maximum of 3 credits of coursework in your degree toward both the concentration and one of either one option or one minor.

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, the UGO will provide instructions for how to declare the concentration so that it will appear on your academic transcript.

You must complete **9 credits** from:

COMM 312	<a href="#">Business Ethics Leadership</a> – formerly COMM 386A
COMM 314	<a href="#">Strategies for Responsible Business</a> – formerly COMM 386J
COMM 386C	<a href="#">Climate Literacy for Business</a> – <b>NEW IN 2023W</b>
COMM 386I <sup>1</sup>	<a href="#">Innovation and Sustainability</a>
COMM 386L <sup>2</sup>	<a href="#">Impact Investing: Social Finance in the 21st Century</a>
COMM 386T	<a href="#">Indigenous Peoples and Economic Development</a>
COMM 460 <sup>3</sup>	<a href="#">Social and Nonprofit Marketing</a>
COMM 484 <sup>4</sup>	<a href="#">Sustainability Marketing</a>
COMM 485 <sup>5</sup>	<a href="#">Social Entrepreneurship</a>
COMM 486C	<a href="#">Corporate Responsibility and Business Ethics</a> – not offered in 2023W
COMM 486E	<a href="#">Climate-Focused ESG Reporting and Analysis</a> – <b>NEW IN 2023W</b>
COMM 487	<a href="#">Environmental Management</a> – not offered in 2023W

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.



### Program completion and graduation

If you're planning to graduate in May 2024, you must have all of your program requirements completed by the end of Term 2 in April 2024. If you would like to ensure you are on the right track to graduate **after you have registered**, you may submit a request for a [Degree Credit Check](#). Due to high volumes during registration, processing times for Degree Credit Checks will be slower and can take up to 15 business days to process. Note that students are limited to **one Degree Credit Check per term**. If you have already received a Degree Credit Check this summer prior to registration you can manually add your registered courses to it in the appropriate fields and adjust the credits remaining to track your degree progress.

The May 2024 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 2024.

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](#), taking course credit values into consideration, and does include any failing grades. 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 2024 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 2023 Winter Session. If you have not completed all of your degree requirements by April 2024 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 2024 Winter Session will be at the discretion of the Faculty. See [Academic Regulations in the UBC Calendar](#) for details.

---

### 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 12-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.

---

### Registration assistance

If you need assistance with Commerce course registration, you can [complete the 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 for **at least five business days** for processing.

### **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](http://mybcom.sauder.ubc.ca) and [students.ubc.ca](http://students.ubc.ca). We encourage you to start by reviewing our [Frequently Asked Questions page](#).

If you still have questions or concerns, please email [bcomquestions@sauder.ubc.ca](mailto:bcomquestions@sauder.ubc.ca) or visit the UGO in person or at the [virtual office](#). Academic advisors are available for advising appointments from Monday to Friday during business hours.

**Please note, the UGO will be closed on Monday, July 3, 2023 for a statutory holiday and Thursday, July 20 for staff training.**