

# THE UNIVERSITY OF BRITISH COLUMBIA



## OKANAGAN SENATE SECRETARIAT

**Enrolment Services**  
**Senate and Curriculum Services**

Okanagan Campus  
University Centre · UNC 322  
3333 University Way  
Kelowna, BC · V1V 1V7  
Tel: (250) 807-9619 · Fax: (250) 807-8007  
[www.senate.ubc.ca](http://www.senate.ubc.ca)

**April 27, 2011**

**To:** Okanagan Senate

**From:** Admissions and Awards Committee

**Subject:** Admissions Proposals (approval)

- i. Academic Leave
- ii. Application Deadline
- iii. ELAS, English Language Competence
- iv. Readmission
- v. Bachelor of Human Kinetics, General Requirements
- vi. Bachelor of Science in Nursing, General Requirements
- vii. College of Graduate Studies, Master of Science (M.Sc.) and Doctor of Philosophy (Ph.D.)

---

The Admissions and Awards Committee is pleased to recommend the following to Senate:

- i. Academic Leave**  
Revise the Academic Calendar entry to reflect current process: students who had not registered for more than a Winter Session – more than one Winter Session has passed since their last registration – must reapply (versus the current wording which could be misinterpreted to mean that students who had only attended for one year or one Winter Session were not eligible for a leave).
- ii. Application Deadline**  
Change the common application deadline for undergraduate degree programs from February 28 to January 31 in two Academic Calendar entries: ‘Application Deadlines for Undergraduate Degree Programs’ and ‘Application to UBC’s Okanagan Campus’ to allow for more timely evaluation of applications and earlier notifications of admission decisions.

- iii. **ELAS, English Language Competence**  
Revise the Academic Calendar entry to broaden one of the mechanisms by which students can satisfy the University's English Language Admission Standard (ELAS); specifically, to include students attending other provincially-certified Canadian high schools overseas in the same policy as BC high school students and students attending a BC-certified school overseas: by completing three years (previously four years) of full-time education in English including the completion of BC Grade 12 English or an acceptable equivalent.
- iv. **Readmission**  
Clarify the Academic Calendar language on readmission to an undergraduate program.
- v. **Bachelor of Human Kinetics, General Requirements**  
Revise the Academic Calendar entry to 1) add the requirement that students admitted to the program present a recent criminal record check; 2) add secondary requirement that students present either a recent criminal record check or a declaration confirming that their record has not changed prior to participating in a placement within the community.
- vi. **Bachelor of Science in Nursing, General Requirements**  
Revise the Academic Calendar entry to 1) change the wording related to First Aid requirement; 2) remove requirement for medical examination and health record and replace with information about CRNBC requisite skills and abilities and immunization records; and 3) change the agency that provides the criminal record check.
- vii. **College of Graduate Studies, Master of Science (M.Sc.) and Doctor of Philosophy (Ph.D.)**  
Update the Academic Calendar entries to remove reference to the computer-based TOEFL test (TOEFL CBT).

*Motion: That Senate approve proposed changes to the Academic Calendar entries for 'Academic Leave' and 'Readmission' effective for admission to the 2011 Winter Session and thereafter;*

*And*

*That Senate approve proposed changes to the Academic Calendar entries for 'ELAS, English Language Competence'; and 'Application Deadlines for Undergraduate Degree Programs', 'Application to UBC's Okanagan Campus' effective for admission to the 2012 Winter Session and thereafter;*

*And*

*That Senate approve the admissions proposals for the Bachelor of Human Kinetics, General Requirements; the Bachelor of Science in Nursing,*

*General Requirements; and the College of Graduate Studies, Master of Science (M.Sc.) and Doctor of Philosophy (Ph.D.) effective for admission to the 2011 Winter Session and thereafter.*

For the Committee,  
Dr. Sharon McCoubrey  
Chair, Admissions and Awards Committee



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty/School:</b> N/A  <b>Dept./Unit:</b> Undergraduate Admissions  <b>Faculty/School Approval Date:</b> N/A  <b>Effective Session:</b> 2011W (to be posted in the Calendar as soon as possible for the purpose of informing students)</p>	<p><b>Date:</b> March 2, 2011  <b>Contact Person:</b> Michelle Kruiswyk  <b>Phone:</b> 250.807.8835  <b>Email:</b> <a href="mailto:michelle.kruiswyk@ubc.ca">michelle.kruiswyk@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><a href="#">Homepage (draft)</a> &gt; <a href="#">Policies and Regulations</a> &gt; Academic Leave</p> <p><b>Academic Leave</b></p> <p><b>[14947]</b> Students in good academic standing may, in most programs, take an academic leave (time away from UBC studies) of up to one year. For example, a student in good academic standing after completing the 2010 Winter Session will automatically be eligible to register <b>in the same program</b> for the 2011 Summer, 2011 Winter, 2012 Summer, and 2012 Winter Sessions.</p> <p><b>[15264]</b> Students in cohort-based or limited enrolment programs are required to seek permission for an academic leave prior to departing due to a limited ability to accommodate leaves in such programs.</p> <p><b>[14948]</b> Students with a student loan or scholarship are advised to consult with <a href="#">Student Financial Assistance and Awards</a> prior to taking a leave as there may be financial implications.</p> <p><b>[14949]</b> A student in good academic</p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=3,326,0,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=3,326,0,0</a></p> <p><b>Present Calendar Entry:</b></p> <p><a href="#">Homepage (draft)</a> &gt; <a href="#">Policies and Regulations</a> &gt; Academic Leave</p> <p><b>Academic Leave</b></p> <p><b>[14947]</b> Students in good academic standing may, in most programs, take an academic leave (time away from UBC studies) of up to one year. For example, a student in good academic standing after completing the 2010 Winter Session will automatically be eligible to register for the 2011 Summer, 2011 Winter, 2012 Summer, and 2012 Winter Sessions.</p> <p><b>[15264]</b> Students in cohort-based or limited enrolment programs are required to seek permission for an academic leave prior to departing due to a limited ability to accommodate leaves in such programs.</p> <p><b>[14948]</b> Students with a student loan or scholarship are advised to consult with <a href="#">Student Financial Assistance and Awards</a> prior to taking a leave as there may be financial implications.</p> <p><b>[14949]</b> A student in good academic standing in their last session at UBC <del>but</del></p>



<p>standing in their last session at UBC <b><u>who is no longer automatically eligible to register because more than one Winter Session has passed since his/her last registration</u></b> must apply to re-enter their academic program of study. Readmission is not guaranteed. Students who are readmitted will be governed by the academic regulations and program requirements in effect at the time of readmission to the University and are advised to consult with an academic advisor. <b><u>See Readmission for more information.</u></b></p> <p><b>[15263]</b> Students who wish to study at another institution while on leave are required to obtain a <a href="#">Letter of Permission</a> in advance.</p>	<p><del><b>who has not registered for more than one Winter Session</b></del> must apply to re-enter their academic program of study. Readmission is not guaranteed. Students who are readmitted will be governed by the academic regulations and program requirements in effect at the time of readmission to the University and are advised to consult with an academic advisor.</p> <p><b>[15263]</b> Students who wish to study at another institution while on leave are required to obtain a <a href="#">Letter of Permission</a> in advance.</p> <p><b>Type of Action:</b> Revise the Academic Leave entry to better reflect the policy.</p> <p><b>Rationale:</b> The current Calendar wording for the Academic Leave policy could be misinterpreted to mean that students who have only attended for one year or one Winter Session are not eligible for a leave. This is not the case and the proposed wording ought to reflect the current process whereby students who have not registered for more than a Winter Session (more than one Winter Session has passed since their last registration) must reapply.</p>
--	---

**Admissions Proposal Form – Okanagan Campus**

<p><b>Faculty/School:</b> N/A <b>Dept./Unit:</b> Undergraduate Admissions <b>Faculty/School Approval Date:</b> N/A <b>Effective Session:</b> For admission to the 2012 Winter Session (the 2011/12 application cycle). Change to be published in the Calendar as soon as possible for the purpose of informing prospective students.</p>	<p><b>Date:</b> March 31, 2011 <b>Contact Person:</b> Michelle Kruiswyk <b>Phone:</b> 250.807.8835 <b>Email:</b> <a href="mailto:michelle.kruiswyk@ubc.ca">michelle.kruiswyk@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><u>Homepage Admissions Application and Document Deadlines Application</u> Deadlines for Undergraduate Degree Programs</p> <p><b><i>Application Deadlines for Undergraduate Degree Programs</i></b></p> <p><b>[15622]</b> The following deadlines pertain to new-to-UBC Okanagan campus applicants, applicants applying to change programs and/or campuses within UBC (Vancouver and Okanagan campuses), and applicants applying for <u>Readmission</u> to a UBC Okanagan campus program in which they have previously been enrolled but have discontinued their studies for any reason. If a deadline falls on the weekend, it will be extended to the next working day. For other important University dates see <u>Dates and Deadlines</u>.</p> <p><b>[15623] Summer Session (beginning in May) application deadline: January 15</b></p> <p><b>[15625]</b> Note: not all degree programs</p>	<p><b>Draft Calendar URL:</b> <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,345,1055,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,345,1055,0</a></p> <p><b>Present Calendar Entry:</b></p> <p><u>Homepage Admissions Application and Document Deadlines Application</u> Deadlines for Undergraduate Degree Programs</p> <p><b><i>Application Deadlines for Undergraduate Degree Programs</i></b></p> <p><b>[15622]</b> The following deadlines pertain to new-to-UBC Okanagan campus applicants, applicants applying to change programs and/or campuses within UBC (Vancouver and Okanagan campuses), and applicants applying for Readmission to a UBC Okanagan campus program in which they have previously been enrolled but have discontinued their studies for any reason. If a deadline falls on the weekend, it will be extended to the next working day. For other important University dates see <u>Dates and Deadlines</u>.</p> <p><b>[15623] Summer Session (beginning in May) application deadline: January 15</b></p> <p><b>[15625]</b> Note: not all degree programs</p>



<p>accept applications to the Summer Session.</p> <p><b>[15624] Winter Session (beginning in September) application deadline:</b> <b><u>January 31</u></b></p> <p><b><u>Applicants are strongly encouraged to apply by the application deadline as some programs will not accept applications beyond this date. Applications received after the deadline may be considered by some programs but will not be evaluated on the same basis or with the same priority as those received by the deadline.</u></b></p> <p><b>Proposed Calendar Entry:</b></p> <p><u>Homepage (draft) Admissions Application to UBC's Okanagan Campus</u></p> <p><b><i>Application to UBC's Okanagan Campus</i></b></p> <p><b>[158]</b> Students apply for admission to UBC's Okanagan campus through <u>youbc Okanagan</u>.</p> <p><b>[10758]</b> Applications will not be processed until all required items, including the application fee, have been received. See <u>Application and Administrative Fees</u>.</p> <p><b>[15410] <u>The application deadline is January 31</u></b>, unless otherwise noted. See <u>Application and Document Deadlines</u> for details.</p> <p><b>[12626]</b> UBC only admits students to the Winter Session (beginning in September) and the Summer Session (beginning in May or July). In order to begin studies in</p>	<p>accept applications to the Summer Session.</p> <p><b>[15624] Winter Session (beginning in September) application deadline:</b> <b><u>February 28</u></b></p> <p><b>Draft Calendar URL:</b> <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,28,0,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,28,0,0</a></p> <p><b>Present Calendar Entry:</b></p> <p><u>Homepage (draft) Admissions Application to UBC's Okanagan Campus</u></p> <p><b><i>Application to UBC's Okanagan Campus</i></b></p> <p><b>[158]</b> Students apply for admission to UBC's Okanagan campus through <u>youbc Okanagan</u>.</p> <p><b>[10758]</b> Applications will not be processed until all required items, including the application fee, have been received. See <u>Application and Administrative Fees</u>.</p> <p><b>[15410] <del>Application deadlines are February 28</del></b>, unless otherwise noted. See <u>Application and Document Deadlines</u> for details.</p> <p><b>[12626]</b> UBC only admits students to the Winter Session (beginning in September) and the Summer Session (beginning in May or July). In order to begin studies in</p>
---	--



January, applicants must apply for and be admitted to the Winter Session. Students admitted to the Winter Session can elect to register only for courses beginning in January. Starting classes in January may limit course options and may lengthen the time it takes to complete degree requirements.

January, applicants must apply for and be admitted to the Winter Session. Students admitted to the Winter Session can elect to register only for courses beginning in January. Starting classes in January may limit course options and may lengthen the time it takes to complete degree requirements.

**Type of Action:** Change the common application deadline for undergraduate degree programs from February 28 to January 31.

**Rationale:** The Academic Success in Student Transition Business Process Reengineering (ASIST BPR) report, available at [http://blog.students.ubc.ca/asist/files/2010/11/ASIST\\_Report\\_nov16\\_final.pdf](http://blog.students.ubc.ca/asist/files/2010/11/ASIST_Report_nov16_final.pdf), was released in November 2010. The report includes a number of recommendations to transform the experiences of new undergraduate students as they transition through the application and admission process, course registration, campus orientation, and finally, their first days as UBC students.

One of the ASIST BPR's recommended changes designed to improve the current admission process would involve an earlier application deadline for undergraduate degree programs. The proposed deadline of January 31 would provide additional time for the processing and evaluating of applications; Undergraduate Admissions and faculty representatives would be allotted more time to communicate with applicants, receive and evaluate academic records, assess any non-academic variables, and relay admissions decisions to applicants.

In our domestic applicant pools and our growing international applicant pools, UBC





applicants are receiving admissions decisions earlier and earlier from competing institutions. This increases expectations that UBC offers be made earlier, effectively reducing the amount of time available to reach and communicate an admissions decision. Shifting the application deadline to January 31 will mitigate these pressures.

Further, the earlier application deadline of January 31 is not expected to have adverse affects on applicant quality or volume as applicants from key domestic and international markets already face earlier deadlines for competing institutions (see Table 1).

For the Okanagan campus, the current end-of-February deadline is often extended for programs that have capacity and are not restricted to a set number of seats. This practice could continue as needed with a January 31 deadline, but as demand continues to grow on this campus, so does our need to be able to make offers at an earlier point in time.

For faculties on the Vancouver campus and those on this campus that are considering broad-based admission in the selection of applicants, an earlier deadline would provide added time for that holistic review to occur, while still allowing offers to be made at an earlier time.

Ultimately, as recommended by the ASIST BPR, a system-wide January 31 application deadline would allow UBC to provide improved service to applicants as they transition through the admissions process.

**Table 1 – Application Deadline Examples**

<b>Application System/Institution</b>	<b>Application Deadline</b>
---------------------------------------	-----------------------------



Ontario Universities Application Centre (All Ontario Universities)	January 12
University of California (all campuses)	November 30
US Common Application (various institutions)	November 1/15/30 (majority)
McGill University	January 15 (int'l); February 1 (dom)

**Note:** The current application deadline of February 28 is also listed in the Calendar's Academic Year and in the faculty pages listed below. Approval of this proposal will involve changes to these pages as well.

Faculty of Education: Article ID [14728],  
<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,284,838,1095>

Faculty of Health and Social Development: Article ID [14513],  
<http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,286,1016,1250>

**Admissions Proposal Form – Okanagan Campus**

<p><b>Faculty/School:</b> N/A <b>Dept./Unit:</b> Undergraduate Admissions <b>Faculty/School Approval Date:</b> N/A <b>Effective Session:</b> To take effect for the 2012W admissions cycle. To be posted in the Calendar upon approval for the purpose of advising prospective students.</p>	<p><b>Date:</b> March 11, 2011 <b>Contact Person:</b> Michelle Kruiswyk <b>Phone:</b> 250.807.8835 <b>Email:</b> <a href="mailto:michelle.kruiswyk@ubc.ca">michelle.kruiswyk@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Admissions English Language Admission Standard</a> English Language Competence</p> <p><b><i>English Language Competence</i></b></p> <p><b>[15515]</b> As English is the language of instruction at the UBC Okanagan campus, all applicants, regardless of citizenship status or country of origin, will be required to demonstrate competence in the English language prior to admission. Competence is expected in all four of the following skills: listening, reading, speaking, and writing.</p> <p><b>[15516]</b> Applicants may demonstrate English language competence by one of the following:</p> <p><b>[15517]</b></p> <ul style="list-style-type: none"><li>three consecutive years of full-time education in English in Canada. Such education must include BC Grade 12 English or equivalent and can be in a combination of secondary and post-secondary</li></ul>	<p><b>Draft Calendar URL:</b> <a href="http://www.calendar.ubc.ca/okanagan/proo f/edit/index.cfm?tree=2,19,1039,0">http://www.calendar.ubc.ca/okanagan/proo f/edit/index.cfm?tree=2,19,1039,0</a></p> <p><b>Present Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Admissions English Language Admission Standard</a> English Language Competence</p> <p><b><i>English Language Competence</i></b></p> <p><b>[15515]</b> As English is the language of instruction at the UBC Okanagan campus, all applicants, regardless of citizenship status or country of origin, will be required to demonstrate competence in the English language prior to admission. Competence is expected in all four of the following skills: listening, reading, speaking, and writing.</p> <p><b>[15516]</b> Applicants may demonstrate English language competence by one of the following:</p> <p><b>[15517]</b></p> <ul style="list-style-type: none"><li>three consecutive years of full-time education in English in Canada. Such education must include BC Grade 12 English or equivalent and can be in a combination of secondary and post-secondary</li></ul>



<p>education;</p> <ul style="list-style-type: none"> <li>four <b><u>consecutive</u></b> years of full-time education in English in <b><u>a</u></b> country where English is the principal language, as determined by UBC. Such education must include BC Grade 12 English or equivalent and can be in a combination of secondary and post-secondary education. Years completed in a recognized international school, where English is the language of instruction, may be eligible for inclusion in the required years of instruction;</li> <li>three consecutive years of full-time education in English <b><u>outside of Canada in a school certified by a Canadian province to offer the secondary school curriculum of that province.</u></b> Such education must include BC Grade 12 English <b><u>or equivalent</u></b>;</li> <li><b><u>A minimum final English (non-ESL) grade in one of the following:</u></b></li> </ul> <table> <tr> <td><b><u>BC English 12 provincial exam (or equivalent)<sup>1</sup></u></b></td> <td><b><u>70%</u></b></td> </tr> <tr> <td><b><u>BC English Literature 12 provincial exam (or equivalent)<sup>1</sup></u></b></td> <td><b><u>70%</u></b></td> </tr> <tr> <td><b><u>IB English A1 or A2 (Standard or Higher)</u></b></td> <td><b><u>5</u></b></td> </tr> <tr> <td><b><u>AP English Language and Composition</u></b></td> <td><b><u>4</u></b></td> </tr> <tr> <td><b><u>AP English Literature and Composition</u></b></td> <td><b><u>4</u></b></td> </tr> <tr> <td><b><u>GCE Advanced-Level English</u></b></td> <td><b><u>B</u></b></td> </tr> </table> <p><b><u><sup>1</sup> In an approved school or country where English is the principal language. Grade scale may be adjusted for different grading practices.</u></b></p> <ul style="list-style-type: none"> <li>successful completion of the equivalent of four years of full-time</li> </ul>	<b><u>BC English 12 provincial exam (or equivalent)<sup>1</sup></u></b>	<b><u>70%</u></b>	<b><u>BC English Literature 12 provincial exam (or equivalent)<sup>1</sup></u></b>	<b><u>70%</u></b>	<b><u>IB English A1 or A2 (Standard or Higher)</u></b>	<b><u>5</u></b>	<b><u>AP English Language and Composition</u></b>	<b><u>4</u></b>	<b><u>AP English Literature and Composition</u></b>	<b><u>4</u></b>	<b><u>GCE Advanced-Level English</u></b>	<b><u>B</u></b>	<p>education;</p> <ul style="list-style-type: none"> <li>four years of full-time education in English in <b><u>Canada, or the equivalent in another</u></b> country where English is the principal language as determined by UBC. Such education must include BC Grade 12 English or equivalent and can be in a combination of secondary and post-secondary education. Years completed in a recognized international school, where English is the language of instruction, may be eligible for inclusion in the required years of instruction;</li> <li>three consecutive years of full-time education in English <b><u>in a BC-certified school offering the BC secondary school curriculum outside of Canada.</u></b> Such education must include BC Grade 12 English;</li> <li><b><u>a grade of 70% or better on the provincial examination portion of BC English 12 or English Literature 12 or the equivalent; or a final grade of 5 or better on the International Baccalaureate Higher Level English course; or a final grade of 4 or better on the Advanced Placement English Language and Composition or Literature and Composition courses; or a final grade of B or higher in the General Certificate of Education, Advanced-Level English;</u></b></li> <li>successful completion of the equivalent of four years of full-time instruction in a school/institution in Canada in which the major language of instruction is other than English, but where the level of English proficiency required is equivalent to that in English-language schools or institutions in</li> </ul>
<b><u>BC English 12 provincial exam (or equivalent)<sup>1</sup></u></b>	<b><u>70%</u></b>												
<b><u>BC English Literature 12 provincial exam (or equivalent)<sup>1</sup></u></b>	<b><u>70%</u></b>												
<b><u>IB English A1 or A2 (Standard or Higher)</u></b>	<b><u>5</u></b>												
<b><u>AP English Language and Composition</u></b>	<b><u>4</u></b>												
<b><u>AP English Literature and Composition</u></b>	<b><u>4</u></b>												
<b><u>GCE Advanced-Level English</u></b>	<b><u>B</u></b>												



<p>instruction in a school/institution in Canada in which the major language of instruction is other than English, but where the level of English proficiency required is equivalent to that in English-language schools or institutions in Canada. Such education must include the equivalent to BC Grade 12 <b>English</b> and can be a combination of secondary and post-secondary education (this will include applicants from CEGEPs who have completed English as a first language);</p> <ul style="list-style-type: none"> <li>• graduation from a recognized degree program at an accredited university at which English is the primary language of instruction and in a country where English is the principal language;</li> <li>• successful completion of 6 credits of post-secondary first-year English studies for which UBC gives transfer credit;</li> <li>• the competence standard indicated on one of the tests of English language proficiency as listed in the table <a href="#">English Language Proficiency Tests</a> that evaluates skills in listening, reading, speaking, and writing.</li> </ul>	<p>Canada. Such education must include the equivalent to BC Grade 12 and can be a combination of secondary and post-secondary education (this will include applicants from CEGEPs who have completed English as a first language);</p> <ul style="list-style-type: none"> <li>• graduation from a recognized degree program at an accredited university at which English is the primary language of instruction and in a country where English is the principal language;</li> <li>• successful completion of 6 credits of post-secondary first-year English studies for which UBC gives transfer credit;</li> <li>• the competence standard indicated on one of the tests of English language proficiency as listed in the table <a href="#">English Language Proficiency Tests</a> that evaluates skills in listening, reading, speaking, and writing.</li> </ul> <p><b>Type of Action:</b> Broaden one of the mechanisms by which students can satisfy the University's English Language Admission Standard (ELAS). Additional editorial changes/corrections are also proposed.</p> <p><b>Rationale:</b> In March 2010, the Admissions and Awards Committee and subsequently the Senate approved a change to the ELAS requirement whereby students completing a BC high school diploma (Dogwood) abroad at a BC-certified school would be considered for admission in the same manner as BC high school students attending in the province. Specifically, students following the BC high school</p>
---	--



curriculum abroad are now permitted to demonstrate English language competence and satisfy ELAS in the same way as local students – by completing three consecutive years of full-time education in English, including the completion of BC Grade 12 English or an acceptable equivalent (previously, these students were required to complete four years).

To promote fairness and equity in our admissions practices, this same policy could be broadened beyond BC curriculum schools to include students attending other provincially-certified Canadian high schools overseas. A full list of accredited Canadian provincial curriculum schools located abroad is available on the Ministry of Foreign Affairs and International Trade website at <http://www.international.gc.ca/education/a-broad-etrananger.aspx>.

Over the 2010 admissions cycle and the ongoing 2011 cycle, UBC's Okanagan campus received applications from high school students studying at 14 Canadian curriculum schools overseas that have been accredited by the following provinces: BC, Ontario, Prince Edward Island, and Nova Scotia. Those schools are located in various countries including China (and Hong Kong), Switzerland, Italy, and Japan.

Only a small number of BC curriculum students from abroad were admitted under the new policy last year and their Term 1 performance does not provide enough data for a thorough analysis, but the future UBC performance of students from provincially-certified Canadian schools overseas will be monitored should this proposal be approved.



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty/School:</b> N/A  <b>Dept/Unit:</b> Undergraduate Admissions  <b>Faculty/School Approval Date:</b> N/A  <b>Effective Session:</b> 2011W (effective immediately, to be posted in the Calendar upon approval for the purpose of advising students)</p>	<p><b>Date:</b> February 17, 2010  <b>Contact Person:</b> Michelle Kruiswyk, Admissions and Enrolment Support Manager  <b>Phone:</b> 250.807.8835  <b>Email:</b> <a href="mailto:michelle.kruiswyk@ubc.ca">michelle.kruiswyk@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><a href="#">Homepage</a> &gt; <a href="#">Admissions</a> &gt; Readmission</p> <p><b>Readmission</b></p> <p><u><b>This section applies to students who have previously attended UBC. For currently attending UBC students who wish to change to a different degree program or campus, please see <i>Change of Degree Program or Change of Campus</i>.</b></u></p> <p><b>[15265]</b> Students <u><b>in good academic standing who have been away from certain UBC programs for less than one year</b></u> may qualify for academic leave and be automatically eligible to register <u><b>in the same program without applying for readmission</b></u>. Please see <a href="#">Academic Leave</a> for more information.</p> <p><b>[11841]</b> <u><b>Former UBC students in good academic standing whose automatic eligibility to register has expired must apply for readmission online through the Student Service Centre (under “Admissions”) and pay</b></u> a non-refundable \$60 application fee. <u><b>Eligibility for readmission to the same degree program</b></u></p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,273,0,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,273,0,0</a></p> <p><b>Present Calendar Entry:</b></p> <p><a href="#">Homepage</a> &gt; <a href="#">Admissions</a> &gt; Readmission</p> <p><b>Readmission</b></p> <p><b>[15265]</b> Students may qualify for academic leave and be automatically eligible to register <del>at UBC if they have been away from their program for less than one academic year</del>. Please see <a href="#">Academic Leave</a> for more information.</p> <p><b>[11841]</b> <del>Students who have previously attended UBC and who are no longer automatically eligible to register may</del> apply for readmission online <del>at the Student Service Centre. There is</del> a non-refundable \$60.00 application fee <del>for all readmission applications. To qualify for readmission, students who are not eligible for</del></p>



at the same campus will be assessed on the basis of an applicant's performance in his/her last Winter Session at UBC. Eligibility for readmission to a different degree program (at the same or a different campus) will be assessed on the basis of an applicant's ability to satisfy applicable program-specific course requirements and meet the minimum competitive admission average of the program to which admission is sought<sup>1</sup>.

Former UBC students who left while on academic probation and those who have been required to discontinue studies at the University due to poor academic performance may be eligible to resume their program of study at the same campus. See *Academic Standing* <<http://www.calendar.ubc.ca/okanagan/print.cfm?tree=3,41,91,0>> and faculty academic regulations in *Faculties, Schools, and Colleges* <<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,0,0,0>> for more information. Students may be required to submit a letter of appeal with their application for readmission.

Former UBC students who left while on academic probation and those who have been required to discontinue or withdraw who are seeking admission to a different UBC degree program or campus are advised that all University and program-specific admission and advancement criteria will apply. Such applications will be reviewed on a case-by-case basis.

All applicants for readmission who have attended other post-secondary institutions since leaving UBC must submit transcripts of that study for assessment.

~~academic leave and who have attended another post-secondary institution since last attending UBC will be required to submit transcripts for assessment.~~





Students readmitted to a different program may normally transfer a maximum of 60 credits applicable to the new degree program.

Applicants who have completed a bachelor's degree at UBC and who are readmitted to a second bachelor's degree program must meet the program requirements specific for degree holders. Please see an academic advisor or a program advisor for more information.

<sup>1</sup>Academic evaluations are based on the average of the most recent courses attempted, including any failed or repeated courses, to a maximum of 30 credits unless otherwise prescribed by the program to which a student is applying. In cases where counting back 30 credits lands in the middle of an academic term, the average of that term will be used for the remaining credits required to reach the total of 30. Please see *youbc Okanagan* <<https://you.ubc.ca/ubc/vancouver/cdnp-ostsec.ezc?pageID=1604>> for more information.

**Type of Action:** Clarify the Calendar language on readmission to an undergraduate program.

**Rationale:** To provide distinction and consistent language between the sections on *Readmission* (for former UBC students), *Change of Degree Program* (for current UBC students), and *Change of Campus* (for current UBC students), while providing details of the basis of admission for each.



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty:</b> Health and Social Development  <b>Department:</b> Human Kinetics  <b>Faculty Approval Date:</b> February 2011  <b>Effective Session:</b> 2011W</p>	<p><b>Date:</b> February 2011  <b>Contact Person:</b> S. Stewart  <b>Phone:</b> 250.807.9642  <b>Email:</b> <a href="mailto:gordon.binsted@ubc.ca">gordon.binsted@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges Faculty of Health and Social Development</a>  Bachelor of Human Kinetics</p> <p><b>Bachelor of Human Kinetics</b></p> <p><b>Contents</b>  <a href="#">Introduction</a> →  <a href="#">Admission Requirements</a> →  <a href="#">General Requirements</a>  <a href="#">Degree Requirements</a> →</p> <p><b>New Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges Faculty of Health and Social Development Bachelor of Human Kinetics</a>  <a href="#">General Requirements</a></p> <p><b><u>General Requirements</u></b></p> <p><b><u>Prior to the start of classes, all admitted students must present a criminal record check completed by the Solicitor General of BC no more than three months prior to the start of term.</u></b></p> <p><b><u>Applicants and students who have a criminal record may have their offer of admission withdrawn or be required to withdraw from the program. Applicants</u></b></p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,286,1016,1250">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,286,1016,1250</a></p> <p><b>Present Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges Faculty of Health and Social Development</a>  Bachelor of Human Kinetics</p> <p><b>Bachelor of Human Kinetics</b></p> <p><b>Contents</b>  <a href="#">Introduction</a> →  <a href="#">Admission Requirements</a> →  <a href="#">Degree Requirements</a> →</p>



who have a criminal record and are seeking a pardon are advised that this can be a lengthy process that should be initiated six months before the start of term. Failure to submit the required documentation by the specified deadline may result in the withdrawal of an offer of admission.

Prior to participation in any community-based programming, all students must present either 1) a current criminal record check completed by the Solicitor General of BC no more than three months prior to the date of course initiation, or 2) a 'Criminal Record Check Statutory Declaration' confirming that no changes have occurred relative to the criminal record check on file with the Faculty.

**Type of Action:** Add requirement that students admitted to the program present a recent criminal record check. Add secondary requirement that students present either a recent criminal record check or a declaration confirming that their record has not changed prior to participating in a placement within the community.

**Rationale:** Recognizing that Human Kinetics students will participate in placements in the surrounding community, this requirement has been established by the Ministry. The Faculty of Health and Social Development is implementing the requirement as directed.



## Admissions Proposal Form – Okanagan Campus

<p><b>Faculty/School:</b> Faculty of Health and Social Development  <b>Department/Unit:</b> School of Nursing  <b>Faculty/School Approval Date:</b> February 21, 2011  <b>Effective Session:</b> 2011W</p>	<p><b>Date:</b> February 2, 2011  <b>Contact Person:</b> Doris Callaghan  <b>Phone:</b> 250.807.9972  <b>Email:</b> <a href="mailto:doris.callaghan@ubc.ca">doris.callaghan@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges School of Nursing Bachelor of Science in Nursing Program - Basic General Requirements</a></p> <p><b>General Requirements</b></p> <p><b>[14610]</b> Applicants are advised that Interior Health Authority policy requires all individuals working in health care, including students, to follow provincial and Receiving Agency immunization policies and guidelines. See the <a href="#">School of Nursing</a> for a detailed list of required and strongly recommended immunizations. Hospital placements are required for graduation from the program, and students must comply with hospital policies and procedures in order to participate in placements, which may include additional immunizations.</p> <p><b>[14611]</b> A health record evidencing these required immunizations must be submitted to the School of Nursing prior to the start of year one classes. Immunizations are available from your family physician or from community health centres. Being a carrier of any one of the conditions or</p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,288,848,1105">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,288,848,1105</a></p> <p><b>Present Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Faculties, Schools, and Colleges School of Nursing Bachelor of Science in Nursing Program - Basic General Requirements</a></p> <p><b>General Requirements</b></p> <p><b>[14610]</b> Applicants are advised that Interior Health Authority policy requires all individuals working in health care, including students, to follow provincial and Receiving Agency immunization policies and guidelines. See the <a href="#">School of Nursing</a> for a detailed list of required and strongly recommended immunizations. Hospital placements are required for graduation from the program, and students must comply with hospital policies and procedures in order to participate in placements, which may include additional immunizations.</p> <p><b>[14611]</b> A health record evidencing these required immunizations must be submitted to the School of Nursing prior to the start of year one classes. Immunizations are available from your family physician or from community health centres. Being a carrier of any one of the conditions or</p>



failing to be immunized as required may restrict a student's educational opportunity to fulfill requirements for graduation and subsequent practice as a nurse. Counselling is available for individuals who have or are carriers of communicable diseases.

Applicants should be aware that nursing practice may be very difficult for people with back problems or latex allergies.

**[12716]** Prior to the start of classes, all admitted students must present:

**[12717]**

- current certification in **Occupational First Aid Level I or Standard First Aid;**
- current certification in Basic Life Support, Level C (this certification must be maintained throughout the program);
- **signed College of Registered Nurses of BC Requisite Skills and Abilities form;**
- **immunization record;** and
- a criminal record check **through the Office of the Solicitor General of BC** done no more than three months prior to **the start of term.**

**[12719]** Applicants **and students** who have a criminal record may **have their offer of admission withdrawn or be required to withdraw from the program.** Applicants who have a criminal record and are seeking a pardon are advised that this can be a lengthy process, and they should initiate the criminal record check procedure six months before the **start of term.** Failure to submit **the** required **criminal record check** documentation by **the** specified deadline may result in **the withdrawal of an offer of admission. Following admission to the program an annual Statutory**

failing to be immunized as required may restrict a student's educational opportunity to fulfill requirements for graduation and subsequent practice as a nurse. Counselling is available for individuals who have or are carriers of communicable diseases.

Applicants should be aware that nursing practice may be very difficult for people with back problems or latex allergies.

**[12716]** Prior to the start of classes, all admitted students must present:

**[12717]**

- current certification in **Red Cross Standard First Aid or St. John Ambulance First Aid;**
- current certification in Basic Life Support, Level C (this certification must be maintained throughout the program);
- **a medical examination and health report;** and
- a criminal record check done no more than three months prior to **date of admission.**

**[12719]** Applicants who have a criminal record may **be denied admission.** Applicants who have a criminal record and are seeking a pardon are advised that this can be a lengthy process, and they should initiate the criminal record check procedure **at their local R.C.M.P. detachment** six months before the **date of admission.** Failure to submit **all** required documentation by **a** specified deadline may result in **denial of admission.**



**Declaration confirming the absence of criminal charges or convictions will need to be submitted to the School of Nursing.**

**[12720]** Applicants are strongly advised to have at least a beginner's level of competency with computers and word processing before entering the Nursing program.

**[12720]** Applicants are strongly advised to have at least a beginner's level of competency with computers and word processing before entering the Nursing program.

**Type of Action:**

- Change the wording related to First Aid requirement.
- Remove requirement for medical examination and health record and replace with information about CRNBC requisite skills and abilities and immunization records.
- Change the agency who provides the Criminal Record Check

**Rationale:**

- Change the wording related to First Aid requirement to reflect the courses actually available.
- Regarding the medical examination and health record: these are no longer required and are replaced by students' completing a form indicating that they have read the CRNBC requisite skills and abilities.
- Regarding the immunization record: this has always been required and is being added to the Academic Calendar list of requirements.
- Regarding the change for Criminal Record Check: this change is required as a result of the passing of Bill 20 in 2010. This Bill expands the CRC requirements for students in nursing programs to include a review for offences against both children and vulnerable adults. The



THE UNIVERSITY OF BRITISH COLUMBIA

	Solicitor General Office provides this expanded review but the RCMP CRC does not.
--	---

**Admissions Proposal Form – Okanagan Campus**

<p><b>Faculty/School:</b> College of Graduate Studies  <b>Department/Unit:</b> N/A  <b>Faculty/School Approval Date:</b> unknown  <b>Effective Session:</b> 2011W</p>	<p><b>Date:</b> February 14, 2011  <b>Contact Person:</b> Dr. Heinz Bauschke  <b>Phone:</b> 250.807.8529  <b>Email:</b> <a href="mailto:heinz.bauschke@ubc.ca">heinz.bauschke@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><u><a href="#">Homepage</a></u> &gt; <u><a href="#">Faculties, Schools, and Colleges</a></u> &gt; <u><a href="#">College of Graduate Studies</a></u> &gt; <u><a href="#">Mathematics</a></u> &gt; Admission Requirements</p> <p><b>Admission Requirements</b></p> <p><b>[14483] Master of Science (M.Sc.)</b></p> <p><b>[14484]</b> The M.Sc. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.</p> <p><b>[14485]</b> Students entering the M.Sc. program will normally have an honours degree or a bachelor's degree in mathematics with at least a B+ (76% or higher) average.</p> <p><b>[14486]</b> Applicants from a university outside Canada at which English is not the primary language of instruction must present evidence of competency to pursue studies in the English language prior to being extended an offer of admission. Students can demonstrate English language proficiency with: a TOEFL (Test of English as a Foreign Language) minimum score of 600 (paper version) or 100 (Internet version); an IELTS (International</p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1014,1247">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=18,285,1014,1247</a>,</p> <p><b>Present Calendar Entry:</b></p> <p><u><a href="#">Homepage</a></u> &gt; <u><a href="#">Faculties, Schools, and Colleges</a></u> &gt; <u><a href="#">College of Graduate Studies</a></u> &gt; <u><a href="#">Mathematics</a></u> &gt; Admission Requirements</p> <p><b>Admission Requirements</b></p> <p><b>[14483] Master of Science (M.Sc.)</b></p> <p><b>[14484]</b> The M.Sc. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.</p> <p><b>[14485]</b> Students entering the M.Sc. program will normally have an honours degree or a bachelor's degree in mathematics with at least a B+ (76% or higher) average.</p> <p><b>[14486]</b> Applicants from a university outside Canada at which English is not the primary language of instruction must present evidence of competency to pursue studies in the English language prior to being extended an offer of admission. Students can demonstrate English language proficiency with: a TOEFL (Test of English as a Foreign Language) minimum score of 600 (paper version), <del>250</del> <b>(computer version)</b>, or 100 (Internet</p>





<p>English Language Testing Service) minimum overall band score of 7.0 (with no other component score less than 6.5); or a MELAB score of at least 84.</p> <p><b>[14487]</b> Students are encouraged to contact the program prior to applying to discuss their admission.</p> <p><b>[14491] Doctor of Philosophy (Ph.D.)</b></p> <p><b>[14492]</b> The Ph.D. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students. Students admitted to the Ph.D. degree program normally must possess an M.Sc. in Mathematics or a related area with a B+ (76%) average or higher in their M.Sc. coursework and thesis, with clear evidence of research ability or potential. Exceptional students may be admitted directly to the Ph.D. program with only an Honours degree.</p> <p><b>[14493]</b> Transfer from the M.Sc. to the Ph.D. program is permitted at the discretion of the program, under regulations set by the College of Graduate Studies after 12 but no more than 18 months in the M.Sc. program.</p> <p><b>[14494]</b> Applicants from a university outside Canada at which English is not the primary language of instruction must present evidence of competency to pursue studies in the English language prior to being extended an offer of admission. Students can demonstrate English language proficiency with: a TOEFL (Test of English as a Foreign Language) minimum score of 600 (paper version) or 100 (Internet version); an IELTS (International English Language Testing Service) minimum overall band score of 7.0 (with</p>	<p>version); an IELTS (International English Language Testing Service) minimum overall band score of 7.0 (with no other component score less than 6.5); or a MELAB score of at least 84.</p> <p><b>[14487]</b> Students are encouraged to contact the program prior to applying to discuss their admission.</p> <p><b>[14491] Doctor of Philosophy (Ph.D.)</b></p> <p><b>[14492]</b> The Ph.D. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students. Students admitted to the Ph.D. degree program normally must possess an M.Sc. in Mathematics or a related area with a B+ (76%) average or higher in their M.Sc. coursework and thesis, with clear evidence of research ability or potential. Exceptional students may be admitted directly to the Ph.D. program with only an Honours degree.</p> <p><b>[14493]</b> Transfer from the M.Sc. to the Ph.D. program is permitted at the discretion of the program, under regulations set by the College of Graduate Studies after 12 but no more than 18 months in the M.Sc. program.</p> <p><b>[14494]</b> Applicants from a university outside Canada at which English is not the primary language of instruction must present evidence of competency to pursue studies in the English language prior to being extended an offer of admission. Students can demonstrate English language proficiency with: a TOEFL (Test of English as a Foreign Language) minimum score of 600 (paper version), <del>250 (computer version)</del>, or 100 (Internet version); an IELTS (International English Language Testing Service) minimum</p>
--	--



no other component score less than 6.5); or a MELAB score of at least 84.

**[14495]** Students are encouraged to contact the program prior to applying to discuss their admission.

overall band score of 7.0 (with no other component score less than 6.5); or a MELAB score of at least 84.

**[14495]** Students are encouraged to contact the program prior to applying to discuss their admission.

**Type of Action:** Remove reference to the computer-based TOEFL test (TOEFL CBT).

**Rationale:** The TOEFL computer-based test was last administered in September 2006. Only the internet- and paper-based versions of the test (TOEFL iBT and PBT) remain.