

THE UNIVERSITY OF BRITISH COLUMBIA



SENATE POLICY: J-53.1

Okanagan & Vancouver Senates
Enrolment Services
2016 - 1874 East Mall
Vancouver, B.C. Canada V6T 1Z1

Number & Title:

J-53.1: *Course-specific Minima for Secondary School Applicants*

Effective Date:

For admission to the 2019 Winter Session and thereafter.

Approval Date:

Approved by the Okanagan Senate on 17 May 2018 and by the *Vancouver Senate* on 16 May 2018.

Review Date:

This policy shall be reviewed three years (3) years after approval and thereafter as deemed necessary by the *Responsible Committees*.

Responsible Committees:

Admissions and Awards Committee of the Okanagan Senate and Admissions Committee of the Vancouver Senate.

Authority:

University Act, S. 37(1)

“The academic governance of the university is vested in the senate and it has the following powers:

(b) to establish committees it considers necessary and, by 2/3 vote of its members present, to delegate to one or more committees those of its powers as it may determine;”

(c) to determine all questions relating to the academic and other qualifications required of applicants for admission as students to the university or any faculty, and to determine which faculty the students pursuing a course of study must register.”

Purpose and Goals:

This policy is designed to provide faculties with a mechanism to impose competitive thresholds of performance in prerequisite courses used in the calculation of an admission average for *secondary school applicants to direct-entry undergraduate programs*.

Applicability:

This policy is applicable to all *secondary school applicants* applying to *direct-entry undergraduate programs* at the University.

Exclusions:

This policy does not apply to applicants who have another basis of admission.

Definitions:

For the purposes of this policy:

Overall admission average shall mean the *final admission average* or the *interim admission average*, as appropriate, used to determine the applicant's relative academic competitiveness for admission to the University and is comprised of all academic *Grade 11* and *Grade 12* grades (excluding applied design, skills and technology, physical and health education, and career and personal training) as deemed by the Senate.

Core admission average shall mean the *final admission average* or the *interim admission average*, as appropriate, used to determine the applicant's relative academic competitiveness for admission to a *direct-entry undergraduate program* and is comprised of all *pre-requisite Grade 11* and *pre-requisite Grade 12 courses*.

Admission average shall mean the *final admission average* or the *interim admission average*, as appropriate, used to determine an applicant's relative academic competitiveness for admission to the University or to a *direct-entry undergraduate program*.

Direct-entry undergraduate program shall mean a course of study offered by the University leading to a degree where applicants may be admitted upon either their secondary school academic performance or transfer from a comparable program at another post-secondary institution.

Grade 12 course (or equivalent) shall mean a course that is a) academic in nature; and b) approved for consideration in calculating an *admission average*.
Equivalents are determined based upon the curriculum presented by the applicant.

Grade 12 course grade (or equivalent) shall mean the *Grade 12 course* grade used in the calculation of an *admission average*. Equivalents are determined based upon a) the curriculum presented by the applicant; and b) the point in the admission cycle when an evaluation is being conducted.

Interim admission average shall mean an *admission average* that includes one or more *interim course grades* for *Grade 12 courses (or equivalents)*. The *interim admission average* is used to make an initial offer of admission to a *secondary school applicant* who is still working towards completion of their secondary school credential.

Interim course grade shall mean the grade issued for a course that is still in progress at the time of UBC's academic assessment, provided that such a grade is issued after at least 50% of the course material is complete and evaluated.

Prerequisite Grade 11 course shall mean a *Grade 11 course (or equivalent)* that is specified by the Senate for inclusion in the calculation of the *admission average* for a particular *direct-entry undergraduate program*.

Prerequisite Grade 12 course shall mean a *Grade 12 course (or equivalent)* that is specified for inclusion in the calculation of the *admission average* for a particular *direct-entry undergraduate program*.

Secondary school applicant shall mean an applicant following a recognized secondary school curriculum whose graduates are eligible for consideration for entry into a *direct-entry undergraduate program* at the University. This includes applicants from secondary schools following sub-national, national, and international curricula.

Policy:

1. In addition to considering the *overall admission average* and *core admission average*, the University may also consider the grades in individual *prerequisite Grade 12 courses* as specified by the admission requirements of and thresholds set by the particular faculty to determine an applicant's relative academic competitiveness. Applicants with *prerequisite Grade 12 course grades* that fall below the faculty-set thresholds may not be deemed competitive for admission.
2. Conditions required to retain an offer of admission will be determined by individual faculties on a year-to-year basis and may include thresholds for the applicant's *final admission average* and/or their final grades on *prerequisite Grade 12 courses*.

3. Students admitted based upon an *interim admission average* who fail to meet the faculty-set competitive thresholds for either the *final admission average* or the final *prerequisite Grade 12 course grades* will be reviewed by the admitting faculty on a case-by-case basis and may have their offer of admission revoked.

Calendar Statements:

<p>Faculty/School: N/A Department/Unit: Enrolment Services Faculty/School Approval Date: N/A Effective Session: 2019 Winter Session Faculty/School: all</p>	<p>Date: 20 April 2018 Contact Person: Andrew Arida, Associate Registrar, Undergraduate Admissions Phone: 604.822.2890 Email: andrew.arida@ubc.ca</p>
<p>URL: http://www.calendar.ubc.ca/okanagan/index.cfm?tree=2,325,0,0 Homepage → Admissions → Admission for Secondary School Applicants</p> <p>Admission Requirements Academic criteria are the primary basis for determining admissibility to UBC. Many programs also consider non-academic information. For secondary school applicants, the academic assessment consists of an overall assessment and a core academic assessment, the latter being specific to the program(s) to which the student has applied. In addition, breadth, rigour and relevancy of secondary school coursework may also factor into the admission decision.</p> <p>Although there is not a strict minimum number of course required, UBC does recommend that students graduating with a Canadian secondary school credential present at least six academic ad non-academic Grade 12-level courses (including Grade 12-level courses</p>	

taken in the Grade 11 year). Non-academic courses include subjects classified as Applied Design, Skills and Technologies, Career Education, Physical and Health Education, or Faith-based. For applicants from outside of Canada, the minimum number of senior-year courses will vary by jurisdiction. Students with fewer than the recommended number of Grade 12-level courses will be considered on a case-by-case basis.

Academic averages for the purpose of admission are based on final or in-progress Grade 11 and Grade 12 (or equivalent) course grades available in the spring. The minimum academic qualification for admission is secondary school graduation from a recognized secondary school.

**The Overall Academic Assessment
(All Programs)**

The overall academic assessment is designed to broadly assess an applicant's academic history. The assessment is the same regardless of the program to which the student has applied and focuses on the marks presented in all academic Grade 11 and 12 coursework (regardless of the year in which the course was completed). Wherever possible, UBC will exclude the academic course with the applicant's lowest grade so long as the course is not required or relevant to the intended area of study at UBC.

**The Core Academic Assessment
(Program-Specific)**

The core academic assessment is designed to assess an applicant's aptitude for a particular area of

study within the university. The core academic assessment will vary depending upon the program to which the student has applied (see table outlining “Program Requirements for Canadian Secondary School Applicants” [hotlink to table]). The assessment focuses on the grades presented in all relevant academic Grade 11 and 12 (or equivalent) coursework, although in cases where the student presents a course at both the Grade 11 and the Grade 12 level, emphasis is placed upon the mark obtained in the more senior-level course. There is not a minimum number of courses required for admission, but applicants are encouraged to challenge themselves with a substantial number of courses that are relevant to their intended area of study at UBC. Certain programs may require a competitive minimum grade in individual prerequisite courses used in the core academic assessment.

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URL:

<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=2,326,0,0>

[Homepage](#) → [Admissions](#) → Applicants
Following Canadian Secondary School
Curriculum

**Applicants Following Canadian Secondary
School Curriculum**

**Please note that this section of the
UBC Calendar has been updated
with information specific to
undergraduate admissions in 2019.
For information regarding
undergraduate admissions in 2018,**

please see the [archived version of the 2017/18 Academic Calendar](#).

Academic criteria are the primary basis for determining admissibility to UBC; however, many programs consider non-academic information as well. See [Personal Profile](#) for further information on non-academic admission criteria.

The following information should be considered in conjunction with the program-specific admission requirements listed in [Program Requirements for Canadian Secondary School Applicants](#).

Academic averages for the purpose of admission to UBC are primarily based on grade 12 final or in-progress course grades; however, an applicant's full academic history may be considered, particularly where sufficient Grade 12 grade information is not yet available.

Certain programs may require a competitive minimum grade in individual prerequisite courses used in the calculation of the admission average.

Applicants must arrange for their high school grades to be submitted to UBC Admissions before the stated document deadline. The grade record must include all final grades to date and a list of courses in progress with interim grades where possible. All offers of admission are subject to satisfactory completion of secondary school graduation requirements, completion of all required courses, and maintenance of minimum university admission standards. Offers of admission may be withdrawn from students who do not satisfy these requirements.

Applicants who have followed an academic program leading to university entrance will be considered for admission. Graduation from a recognized secondary school is required.

The following Provincial Requirements apply:

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URL:

<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=2,293,0,0>

[Homepage](#) → [Admissions](#) → Applicants Following American Secondary School Curriculum

Applicants Following American Secondary School Curriculum

Please note that this section of the UBC Calendar has been updated with information specific to undergraduate admissions in 2019. For information regarding undergraduate admissions in 2018, please see the [archived version of the 2017/18 Academic Calendar](#).

Applicants following the American secondary school curriculum must present the following minimum criteria to be considered for admission:

- **graduation from an academic or college preparation program at a US regionally-accredited school;**
- **English to the senior level (not ESL);**
- **three years of mathematics to the junior level;**

- a minimum final grade of 70% (or equivalent) in either junior or senior year English; and
- either (a) SAT 1, or ACT, plus Writing (in countries where the SAT and ACT are unavailable, exemptions may be granted).

Certain programs may require a competitive minimum grade in individual prerequisite courses.

Students applying with a US High school diploma are recommended to present at least six senior-level courses as part of their diploma. Applicants with a strong academic record who do not present the minimum number of courses as per above will be considered on a case-by-case basis.

Academic courses are generally taken in the junior or senior year of secondary school but some appropriate courses may be taken earlier than this. Inclusion of those courses in the overall or core assessment will be determined by the Undergraduate Admissions Office at the time of review. For example, it is possible for students to take AP courses, and some science courses, earlier than junior year. Courses such as these are appropriate for admission, and will be in overall and core assessments.

Program requirements listed in [Program Requirements for Canadian Secondary School Applicants](#) will be applied to applicants, as appropriate, for the US secondary school curriculum presented for admission.

The University reserves the right to determine whether or not a student is eligible for admission and to determine what transfer credit, if any, may be granted.

URL:

<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=2,294,0,0>

[Homepage Admissions](#) Applicants Following Other International Secondary School Curricula

Applicants Following Other International Secondary School Curricula

Please note that this section of the UBC Calendar has been updated with information specific to undergraduate admissions in 2019. For information regarding undergraduate admissions in 2018, please see the [archived version of the 2017/18 Academic Calendar](#).

All applicants applying to UBC from a secondary school offering English-medium instruction must present a minimum final grade of 70% (or equivalent) in either junior (Grade 11) or senior year (Grade 12) English. Final grades include both the school grade and mandatory standardized examination results.

Program requirements listed in [Program Requirements for Canadian Secondary School Applicants](#) will be applied to applicants, as appropriate, for the international secondary school curriculum presented for admission.

The following list outlines the minimum standing for admission in terms of educational credentials. All students must present prerequisites

appropriate for their intended program of study.

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URL:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,325,0,0>

[Homepage](#) → Admissions → Admission for Secondary School Applicants

Admission Requirements

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Although there is not a strict minimum number of course required, UBC does recommend that students graduating with a Canadian secondary school credential present at least six academic and non-academic Grade 12-level courses (including Grade 12-level courses taken in the Grade 11 year). Non-academic courses include subjects classified as Applied Design, Skills and Technologies, Career Education, Physical and Health Education, or Faith-based. For applicants from outside of Canada, the minimum number of senior-year courses will vary by jurisdiction. Students with fewer than the recommended number of Grade 12-level courses

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The Overall Academic Assessment (All Programs)

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The following information should be considered in conjunction with the program-specific admission requirements listed in [Program Requirements for Canadian Secondary School Applicants](#).

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Consultations:

Extensive consultation was undertaken outside of UBC: over 300 secondary school counselors from secondary schools on Vancouver Island, in the Lower Mainland, and in the Okanagan; and within UBC: Enrolment Services, Undergraduate Admissions, and UBC Okanagan and Vancouver Deans.

History:

Historically, the University has determined a *secondary school applicant's* a) achievement of the minimum admission requirements (as identified in the UBC calendar) and b) relative academic competitiveness (as determined by Faculty on a year-to-year basis) by calculating an *admission average*. In some cases, the University also uses individual course grades to determine admissibility, but only as it pertains to the published university minima for admission. An example would be the Vancouver campus' requirement of a final grade of 70% in either English 11 or English 12 (or equivalent); another would be the requirement of a minimum score of 67% in Pre-Calculus 12 (or equivalent) for admission to the Bachelor of Science program at either campus. But these are viewed as minimum admission requirements, not competitive requirements. In other words, an applicant with a grade of 90% in Pre-Calculus 12 cannot be considered "more competitive" for admission than another with a 75% in the same course; an assessment of relative academic competitiveness can only be made on the overall *admission average*.

Faculties have indicated that this approach does not allow the undergraduate admission process to select applicants who will be the most successful in first year. An applicant can mitigate a weak score in a key prerequisite subject (such as English 12 or Pre-Calculus 12, for example) with a strong score in an elective subject, gaining admission to UBC if their overall admission average is strong. But such a student is likely to struggle in their first year of study if their program requires 100-level coursework in English or Mathematics. Conversely, an applicant with a slightly lower admission average but stronger grades in prerequisite courses is seen as less competitive than the aforementioned student, even though they are more likely to perform better in required first-year coursework.

Prompted by changes to the Ministry of Education's New Graduation Program Requirements in 2017, the *Responsible Committee* undertook a review of admission policies. As a result, in 2018, Senate approved a holistic approach to undergraduate admission which assesses an undergraduate applicant's full academic profile, which includes the evaluation of as many courses as possible within an applicant's penultimate and ultimate years of secondary school studies. The revised definitions and policy in *Policy J-53.1* reflect the calculation of overall and core admission averages to determine admissibility.

Related Policies:

J-51.1: *Admission Based on Interim Grades for Applicants following Canadian Extra-Provincial Curricula*

J-52.2: *Admission for Secondary School Applicants following the BC/Yukon Curriculum*

Appendix:

N/A

Procedures:

1. If the applicant has applied to enter into a Faculty that specifies a competitive minimum threshold in one or more *prerequisite Grade 12 courses*, the applicant must meet that minimum threshold in order to be considered competitive for admission; and
2. The competitive minimum threshold required in one or more *prerequisite Grade 12 courses* shall be determined by the individual Faculty on a year-by-year basis.

Timing of Admission Decisions:

1. The University will make initial admission decisions for *direct-entry undergraduate programs* based upon data that is available/verifiable as of 1 April each year for the following Winter Session; the *admission average* used for these decisions will be made based upon *final or interim course grades* for *Grade 12 courses (or equivalent)*.
2. Faculties determine a) the *overall and core admission averages* and b) the minimum threshold on *prerequisite Grade 12 courses* used to assess the relative competitiveness of the applicant.
3. Once a complete set of *final course grades* for *Grade 12 courses (or equivalent)* becomes available (usually in the summer), an additional round of admission decisions for *secondary school applicants* may be made if it is anticipated that space will remain in the program to which the applicant has applied.
4. Once a complete set of *final course grades* for *Grade 12 courses (or equivalent)* becomes available (usually in the summer), *secondary school applicants* who have already been admitted based upon an *interim admission average* will be evaluated to determine if all the conditions of admission (as referenced in the admission letter) have been met.
5. If the faculty requires minimum thresholds on *prerequisite Grade 12 courses* and the admitted student no longer meets those thresholds, then the student may be deemed to have been unsuccessful in meeting the conditions of admission referenced in the admission letter. In these instances, the original offer of admission may be revoked at the discretion of the faculty on a case-by-case basis.