



THE UNIVERSITY OF BRITISH COLUMBIA  
VANCOUVER AND  
OKANAGAN SENATES  
c/o Enrolment Services  
2016 - 1874 East Mall  
Vancouver, B.C. Canada V6T 1Z1

**SENATE POLICY:**  
**J-52**

**Number & Title**

*J-52: Admission for Secondary School Applicants following the BC/Yukon Curriculum*

**Effective Date:**

1 April 2012 for admission to 2012 Winter and thereafter.

**Approval Date:**

Proposed for consideration at the *Okanagan Senate* on 29 February 2012 and the *Vancouver Senate* on 14 March 2012.

**Review Date:**

This policy shall be reviewed one (1) year after approval and thereafter as deemed necessary by the *responsible committee*.

**Responsible Committee:**

*Admissions Committee of the Vancouver Senate and Admissions and Awards Committee of the Okanagan 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 a mechanism for academic assessment of secondary school applicants from the BC/Yukon curriculum to undergraduate direct-entry programs, including for the use of final *Grade 11 course* grades when a grade for a required *Grade 12 course* is not yet available.

**Applicability:**

This policy is applicable to secondary school applicants to *direct-entry undergraduate programs* at the *University* from the *BC/Yukon Secondary School Curriculum*.

**Exclusions:**

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

**Definitions:**

For the purposes of this policy and in all other policies in which they are not otherwise defined:

*Admission Average* shall mean the academic average calculated by the University to determine the applicant's relative academic competitiveness based upon at least four *Grade 12 courses* (or the *Grade 11 course* equivalents under this policy) as specified for the program to which they are applying.

*BC/Yukon Secondary School Curriculum* shall mean a secondary school program of study described and approved by the British Columbia Ministry of Education or the Department of Education of the Government of Yukon.

*Broad Based Admissions* shall mean the consideration of non-academic and academic information (other than the *admission average* and pre-requisite courses) in undergraduate admission decisions.

*Extra-Provincial Curriculum* or *Extra-Provincial Curricula* shall mean any Canadian secondary school system not following the BC/Yukon Secondary School Curriculum.

*Direct-entry undergraduate program* shall mean a *course of study* offered by the University leading to a degree or diploma to which applicants are generally admitted based primarily upon their secondary school academic performance or transfer from a comparable program at another institution.

*Final course grade*, shall mean the grade normally issued at the completion of the course.

*Grade 11 Course* shall mean a course designated by the British Columbia Ministry of Education or the Department of Education of the Government of Yukon to be at the Grade 11 academic level.

*Grade 12 Course* shall mean a course designated by the British Columbia Ministry of Education or the Department of Education of the Government of Yukon to be at the Grade 12 academic level.

*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.

**Policy:**

1. Academic criteria, generally as indicated by a calculated *admission average* and the completion of pre-requisite courses, are the primary basis for determining admissibility to *direct-entry undergraduate programs*; however, with the approval of Senate, faculties and programs may elect to use *Broad Based Admission* or other criteria to select from applicants who meet or exceed *admission averages*.
2. An *admission average* will be calculated where all *Grade 12 courses* required for admission have been completed or are in-progress and all required verifiable or official final or interim course grades are available to the University.
3. Where available, *final* or *interim course grades* for *Grade 12 courses* shall be used in calculating an *admission average*; however, should one or more of the required *Grade 12 courses* not have a *final* or *interim course grade* at the time of academic assessment, the *final course grade* for one or more appropriate *Grade 11 courses* will be substituted into the calculation of the *admission average* as follows:
  - a. for specified *Grade 12 courses* (English for all programs, or prerequisite mathematics or science courses for some programs), a *final course grade* for a *Grade 11* course in the same subject-area shall be substituted
  - b. for other *Grade 12 courses*, a *final course grade* for a *Grade 11* course may be substituted so long as the course meets the criteria for inclusion as a secondary school courses in an *admission average* but is at the *Grade 11 level*, and is not in a subject area that is already being used in the calculation of the admissions average.
4. *Grade 11 courses* that may be substituted for *Grade 12 courses* shall be set out in the procedures to this policy by the Responsible Committee.

5. Offers of admission and scores for *Broad Based Admission* decisions based on *admission averages* that include one or more *final course grades* for *Grade 11* courses and/or *interim course grades* for *Grade 12 courses* are subject to the satisfactory completion of all required courses and maintenance of a required *academic average* as noted in the official offer of admission. Failure to meet either condition may result in the withdrawal of admission.
6. The *Responsible Committees* shall set out the timing for admission decisions for admission to direct-entry undergraduate programs as a procedure to this policy.
7. The *University* shall ensure that no applicant who would have been admissible based upon their final or interim *Grade 12 course* grades as available by 15 May is denied admission on the basis of their final *Grade 11 course* grades.

**Academic Calendar Statement (Okanagan):**

<p><b>Faculty/School:</b> N/A  <b>Dept./Unit:</b> Enrolment Services  <b>Faculty/School Approval Date:</b> N/A  <b>Effective Session:</b> 2012W. To be published in the Academic Calendar upon approval for the purpose of informing prospective students.</p>	<p><b>Date:</b> 1 February 2012  <b>Contact Person:</b> Michael Bluhm, Associate Director, Undergraduate Admissions  <b>Phone:</b> 604.822.9489  <b>Email:</b> <a href="mailto:michael.bluhm@ubc.ca">michael.bluhm@ubc.ca</a></p>
<p><b>Proposed Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Admissions Applicants Following the BC/Yukon High School Curriculum</a> Admission Requirements</p> <p><b><i>Admission Requirements</i></b></p> <p><b><u>Academic averages for the purpose of admission to the UBC Okanagan campus are primarily based on Grade 12 final or in-progress course grades available in the spring; however, an applicant's full academic history (including grades for completed Grade 11 courses) may be</u></b></p>	<p><b>Draft Calendar URL:</b>  <a href="http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,22,63,0">http://www.calendar.ubc.ca/okanagan/proof/edit/index.cfm?tree=2,22,63,0</a></p> <p><b>Present Calendar Entry:</b></p> <p><a href="#">Homepage (draft) Admissions Applicants Following the BC/Yukon High School Curriculum</a> Admission Requirements</p> <p><b><i>Admission Requirements</i></b></p>

**considered, particularly where sufficient Grade 12 grade information is not yet available.**

[93] The minimum academic qualification for admission is secondary school graduation, including the following Grade 12 courses:

[94]

Grade	Required Courses <sup>1,2</sup>
Grade 12	English 12 or English 12 First Peoples  Three additional UBC Okanagan campus-approved Grade 12 courses <sup>1</sup>

<sup>1</sup> Or approved equivalent International Baccalaureate, Advanced Placement, or post-secondary courses. See [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#); [Advanced Placement and International Baccalaureate Courses Approved to Satisfy Prerequisites](#); and [Post-Secondary Courses that Count Toward BC or Yukon High School Graduation](#).

<sup>2</sup> See [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#) for programs requiring courses at the Grade 11 level.

[95] The admission average will be calculated on English 12 or English 12 First Peoples and the three additional UBC Okanagan campus-approved Grade 12 courses from the table below, or the equivalents. **Should final or in-progress Grade 12 grades not be available at the time of evaluation, final Grade 11 grades may be used as appropriate.**

[...]

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[94]

Grade	Required Courses <sup>1,2</sup>
Grade 12	English 12 or English 12 First Peoples  Three additional UBC Okanagan campus-approved Grade 12 courses <sup>1</sup>

<sup>1</sup> Or approved equivalent International Baccalaureate, Advanced Placement, or post-secondary courses. See [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#); [Advanced Placement and International Baccalaureate Courses Approved to Satisfy Prerequisites](#); and [Post-Secondary Courses that Count Toward BC or Yukon High School Graduation](#).

<sup>2</sup> See [Specific Program Requirements for Applicants Following the BC/Yukon Secondary School Curriculum](#) for programs requiring courses at the Grade 11 level.

[95] The admission average will be calculated on English 12 or English 12 First Peoples and the three additional UBC Okanagan campus-approved Grade 12 courses from the table below, or the equivalents.

[...]

### Calendar Statement (Vancouver):

<p><b>Approval Date:</b>  <b>Effective Session:</b> Effective immediately  <b>Year for change:</b> For publication as soon as possible  <b>Faculty/School:</b> all</p>	<p><b>Date:</b> 1 February 2012  <b>Contact Person:</b> Michael Bluhm, Associate Director, Undergraduate Admissions  <b>Phone:</b> 604.822.9489  <b>Email:</b> michael.bluhm@ubc.ca</p>
<p>Homepage &gt; Admissions &gt; Applicants  Following the BC/Yukon Secondary School Curriculum &gt; Admission Requirements</p> <p>URL:  <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,22,63,0">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,22,63,0</a></p> <p>Revised Entry:</p> <p><b>Academic criteria are the primary basis for determining admissibility to UBC’s Vancouver campus; however, many programs consider non-academic information as well. Academic averages for the purpose of admission to UBC’s Vancouver campus are primarily based on Grade 12 final or in-progress course grades available in the spring; however, an applicant’s full academic history (including grades for completed Grade 11 courses) may be considered, particularly where sufficient Grade 12 grade information is not yet available.</b></p> <p>..</p> <p>The admissions average will be calculated on English 12, or English 12 First Peoples, and three additional approved Grade 12 courses. <b>Should final or in-progress Grade 12 grades not be available at the time of evaluation, final Grade 11 grades may be used as appropriate.</b></p>	<p>Homepage &gt; Admissions &gt; Applicants  Following the BC/Yukon Secondary School Curriculum &gt; Admission Requirements</p> <p>URL:  <a href="http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,22,63,0">http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,22,63,0</a></p> <p>Current Entry</p> <p>The admission average will be calculated on English 12, or English 12 First Peoples, and the three additional approved Grade 12 courses, or the equivalent.</p>

### Consultations

The following groups have been consulted during the development of this policy:

1. Executive Enrolment Committee
2. Enrolment Services
  - a. Undergraduate Admissions Office

### **History:**

Up until 1992, UBC used both Grade 11 and Grade 12 course grades to render admission decisions for BC/Yukon Secondary School applicants. Following the lead of a number of other Canadian universities (UBC Senate Minutes, April 22, 1992), Senate approved a revision of requirements for BC/Yukon Secondary School applicants so that the admission average would be based solely upon grades in four Grade 12 courses.

In 2009, again following the lead of other Canadian universities, the UBC Vancouver Senate approved a pilot project that allowed the substitution of a final Grade 11 course for an unavailable interim Grade 12 course for secondary school applicants following Canadian Extra-Provincial Curricula. In 2011, the outcomes of the pilot project were reviewed and it was determined that there were not any significant differences in first-year performance between the students admitted on Grade 11 and Grade 12 courses and those admitted on Grade 12 courses only. As a result, policy J-51 was approved, allowing for the ongoing use of final Grade 11 course grades for secondary school applicants from Canadian jurisdictions outside of BC when an interim Grade 12 course grade is not yet available.

### **Related Policies:**

*J-51: Admission Based on Interim Grades for Applicants following Canadian Extra-Provincial Curricula*

### **Appendix:**

None.

## Procedures:

### Calculation of Interim Admission Averages

1. The calculation of an interim admission average shall be based on the following, with course-by-course substitutions outlined below.
  - applicant must have all required courses either in progress, completed, or anticipated to be complete by the end of their ultimate year of secondary school;
  - the admission average is based on the required grade 12 courses and appropriate number of elective courses;
  - if one or more of required or elective *Grade 12 courses* does not yet have a final or interim grade then a final *Grade 11 course* grade(s) shall be substituted into the admission average as follows:
    - for required *Grade 12 courses* (English or a prerequisite mathematics or science course), only a final grade in a *Grade 11 course* in the same subject-area (i.e., a course that is directly laddered to the *Grade 12 course*) shall be substituted;
    - for elective *Grade 12 courses* (i.e., course is UBC-approved as it meets the *Criteria for Including Secondary School Courses in an Admission Average*), a final *Grade 11 course* grade may be substituted so long as the course is a) not in a subject area that has already been included at the Grade 12 level (e.g. Biology 12 already included, don't include Biology 11), and b) meets the UBC-approved criteria but is at the Grade 11 level.
  - In all cases, an applicant's admission average will be optimized such that the highest possible average is calculated while adhering to the rules outlined above.

### 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 15 March each year for the following Winter Session; the admission average used for these decision will be made based upon final or interim Grade 12 course grades (or equivalent final Grade 11 course grades).
2. An additional round of admission decisions for BC/Yukon Secondary School applicants will be made based upon data that is available /verifiable as of 15 May; the admission average used for these decisions will be made based upon final or interim grade 12 course grades only.



## Grade 11 Grade Substitutions

<b>BC/Yukon curriculum Grade 12 courses</b>	<b>BC/Yukon curriculum Grade 11 courses that may be used as a substitute</b>
BC First Nations Studies 12	BC First Nations Studies 11
Biology 12	Biology 11
Calculus 12	n/a
Chemistry 12	Chemistry 11
Economics 12	Economics 11
English Literature 12	English Literature 11
English 12 or English 12 First Peoples	English 11 or English 11 First Peoples
Français Langue 12 or French 12	Français Langue 11 or French 11
Geography 12	Social Studies 11 <sup>1</sup>
Geology 12	Earth Science 11
German 12	German 11
History 12	Social Studies 11 <sup>1</sup>
Japanese 12	Japanese 11
Law 12	n/a
Mandarin 12	Mandarin 11
Principles of Mathematics 12 or Pre-Calculus 12	Principles of Mathematics 11 or Pre-Calculus 11
Physics 12	Physics 11
Punjabi 12	Punjabi 11

Note: <sup>1</sup> Social Studies 11 may not be double-counted if both Geography 12 and History 12 are in progress.