



OKANAGAN

THE UNIVERSITY OF BRITISH COLUMBIA

UBC Okanagan

ACADEMIC

CALENDAR

2022/23

www.calendar.ubc.ca/okanagan



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Contact Information



Introduction

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The College of Graduate Studies works in conjunction with departments, academic units, schools, and faculties to coordinate and maintain the quality of master's and doctoral programs at UBC's Okanagan campus. For more information on the responsibilities of the College, please see Senate Policy O-4.2: Governance of the College of Graduate Studies (<http://senate.ubc.ca/okanagan/policies>). For more information on graduate supervision and membership in the College, please see Senate Policy O-9.2: Graduate Student Supervision and Membership in the College of Graduate Studies (<http://senate.ubc.ca/okanagan/policies>).

The College of Graduate Studies is responsible for coordinating the UBC Okanagan campus Interdisciplinary Graduate Studies program. Details of this, as well as graduate programs which operate within affiliated faculties, are provided on the College of Graduate Studies website (<http://gradstudies.ok.ubc.ca/igs/>).

Admission

Admission > Master's Degrees

Students apply for admission to the master's degree program through the College of Graduate Studies. Information about the specific program of study should be obtained by contacting the individual graduate program directly. Students are admitted to study only in fields that are authorized by Senate to offer master's-level programs. All applications must be accompanied by an application fee at the time of submission. Consult the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/programs-applying/prepare-your-application>) for more information on admission and current application fees.

The deadline for submission of all application materials to most graduate programs can be found on the Graduate Studies website (<http://gradstudies.ok.ubc.ca/about/deadlines/>). Some programs have alternate deadlines. Applications received before these deadlines will be considered for admission on a competitive basis. Applications received after the deadline will be considered if resources permit. Please consult the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/about/deadlines/>) for specific program deadlines.

The number of candidates that can be accommodated is limited, and graduate programs with limited facilities will accept the best qualified students as vacancies occur. Most students begin their program of study in September, but limitations on the number of students that can be accommodated require that applicants be selected well before this date. Students are encouraged to submit applications for admission as early as possible.

Students with a Bachelor's Degree from a Canadian or American Institution



Applicants for a master's degree program must hold the academic equivalent of a four-year bachelor's degree from UBC with:

- a minimum overall average in the B+ grade range (76-79% at UBC) in third-year level and above courses; or
- academic standing with at least 12 credits of third- or fourth-year courses in the A grade range (80% or higher at UBC) in the field of study; or
- applicants who have a four-year bachelor's degree, or its academic equivalent, which does not meet the requirements stated above, but who have had significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the appropriate graduate program or faculty and approval of the Dean of the College of Graduate Studies.

These are the minimum requirements for admission to the College of Graduate Studies. Individual graduate programs may have additional admission requirements. Consult the graduate program listings in this Calendar to confirm the admission requirements for specific degree programs.

Students with a Bachelor's Degree from an International Institution

The College of Graduate Studies welcomes and encourages applications from students who hold a credential deemed academically equivalent to a four-year bachelor's degree from UBC and who demonstrate superior academic standing. Specific minimum admission requirements for graduates of different countries are listed in the International Student Evaluation Manual (<http://www.grad.ubc.ca/prospective-students/application-admission/minimum-academic-requirements-international-credentials>)

Students who are not Canadian citizens or permanent residents must apply for a study permit (student visa) to enter Canada. Applications can be made through any Canadian Consulate or High Commission.

These are the minimum requirements for admission to the College of Graduate Studies. Individual graduate programs may have additional admission requirements. Consult the graduate program listings in this Calendar to confirm the admission requirements for specific degree programs.

English Language Proficiency Requirement

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. Acceptable English language proficiency tests for applicants to graduate studies are:

- CAEL (Canadian Academic English Language): minimum overall score of 70, with no section score less than 60; or
- Cambridge English Qualifications: C1 Advanced (Certificate in Advanced English) or C2 Proficiency (Certificate of Proficiency in English) with a minimum overall score of 180, with no section score less than 176; or
- CEL (UBC Certificate in English Language): 75% in each component of the 600-level; or
- Duolingo English¹: minimum overall score of 125, with no section score less than 115; or
- IELTS (International English Language Testing Service) Academic: minimum overall band score of 6.5, with no individual score less than 6.0; or
- MET (Michigan English Test) 4-skill test: minimum overall score of 64, with no section score less than 59; or
- PTE (Pearson) Academic: minimum overall score of 65, with no section score less than 60; or
- TOEFL (Test of English as a Foreign Language) iBT: 90 overall with a minimum score of 22 in Reading & Listening and a minimum score of 21 in Writing & Speaking (Internet version); minimum score of 22 in Reading & Listening and a minimum score of 21 in Writing (paper version). TOEFL MyBest Scores that meet the above minimum scores are acceptable as meeting the English language test requirements; or
- TOEFL Essentials¹: 10 overall, with no section score less than 8.5. MyBest Scores that meet the above minimum scores are acceptable as meeting the English test requirements.



¹These tests will be accepted provisionally through 2025 Summer.

Individual graduate programs may set higher English language proficiency scores than those listed above.

Required Documentation

A complete application to the College of Graduate Studies consists of:

- a Graduate Studies application (<http://gradstudies.ok.ubc.ca/programs-applying/prepare-your-application/>);
- an application fee;
- two confidential references (programs may require additional references);
- one official set of all post-secondary academic records in original language and certified translation (if originals cannot be obtained by applicant, then attested, certified copies of originals are acceptable). To be considered official, academic records must be received in official university envelopes, sealed, and endorsed by the issuing institution;
- evidence of adequate English proficiency where applicable; and
- individual program requirements (e.g., GRE, statement of intent, research proposal, CV, etc.).

Admission

Admission to master's programs will be in one of the following categories:

1. **Unconditional admission.** Granted when the applicant meets all admission requirements and all final official documentation has been received.
2. **Conditional admission.** Contains condition(s) that must be met before an offer can be considered final. Such conditions may include final documentation showing degree conferred, or submission of academic records from previous institutions. The letter of admission stipulates deadline dates as to when the conditions must be met. Failure to comply with a condition will normally result in a student having to withdraw from the program.

Applicants who have a bachelor's degree or its academic equivalent which does not meet the requirements stated above, but who have significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the appropriate graduate program or faculty and approval of the Dean of the College of Graduate Studies.

Qualifying Year

On the recommendation of the graduate program, a student with a bachelor's degree who lacks prerequisites for a chosen field of graduate study may be allowed to register as a qualifying student for a period of no more than one year. Satisfactory completion of a qualifying term or year does not guarantee admission to a graduate program. Qualifying status is granted to students only at the recommendation of the graduate program to which they applied. Qualifying students are not considered graduate students.

Admission > Doctoral Degrees

Students apply for admission to the doctoral degree program through the College of Graduate Studies. Information about the specific program of study should be obtained by contacting the graduate department directly. Students are admitted to study only in fields that are formally authorized by Senate to offer doctoral programs. All applications must be accompanied by an application fee at the time of submission. Consult the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/programs-applying/>) for information on admission and current application fees.



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The deadline for submission of all application materials to most graduate programs is posted on the Graduate Studies website (<http://gradstudies.ok.ubc.ca/about/deadlines/>). Some programs have alternate deadlines. Applications received before these deadlines will be considered for admission on a competitive basis. Applications received after the deadline will be considered if resources permit. Please consult the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/about/deadlines/>) for specific program deadlines.

The number of candidates that can be accommodated is limited, and graduate programs will accept the best qualified students as vacancies occur. Most students begin their program of study at the start of the Winter Session (the beginning of September), but other start dates may be available depending on the specific program. Limitations on the number of students that can be accommodated require that applicants be selected well before the start date. Students are encouraged to submit applications for admission as early as possible.

Applicants for the Doctor of Philosophy (Ph.D.) must have completed one of the following requirements prior to admission:

- a master's degree (or equivalent) from an approved institution, with clear evidence of research ability or potential and a minimum overall average in the B+ grade range (76-79% at UBC) in all graduate courses;
- a bachelor's degree, with one year of study in a master's program with 12 credits of first-class average, of which, normally, 9 credits must be at the 500 level or above and at least 9 credits must be of first-class standing, and clear evidence of research ability or potential. Transfer directly into a doctoral program is normally accomplished after the first year of study and will not be permitted after the completion of the second year in a master's program; or
- in exceptional cases, applicants who hold an honours bachelor's degree with an overall average in the A grade range and who demonstrate advanced research ability may be granted direct admission to a doctoral degree program on recommendation of the admitting graduate program and approval of the Dean of the College of Graduate Studies.

To maintain registration as a doctoral student, students entering directly from a bachelor's degree must, during the first year of study, complete 12 credits with a first-class average, of which at least 9 credits must be at the 500 level or above and at least 9 credits must be of first-class standing.

These are the minimum requirements for admission to the College of Graduate Studies. Individual graduate programs may have additional admission requirements. Consult the graduate program listings in this Calendar to confirm the admission requirements for specific degree programs.

Students with Credentials from International Institutions

The College of Graduate Studies welcomes and encourages applications from students who hold a credential deemed academically equivalent to an approved Canadian two-year master's degree and who demonstrate superior academic standing. Specific minimum admission requirements for graduates of different countries are listed in the International Student Evaluation Manual (<http://www.grad.ubc.ca/prospective-students/application-admission/minimum-academic-requirements-international-credentials>).

Students who are not Canadian citizens or permanent residents must apply for a study permit (student visa) to enter Canada. Applications can be made through any Canadian Consulate or High Commission.

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competency to pursue studies in the English language prior to being extended an offer of admission. Acceptable English language proficiency tests for applicants to graduate studies are:

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- an application fee;
- two confidential references (programs may require additional references);
- one official set of all post-secondary academic records in original language and certified translation (if originals cannot be obtained by applicant, then attested, certified copies of originals are acceptable). To be considered official, academic records must be received in official university envelopes, sealed, and endorsed by the issuing institution;
- evidence of adequate English proficiency where applicable: and
- individual graduate program requirements (e.g., GRE, statement of intent, research proposal, CV, etc.).

Admission

Admission to the Ph.D. program will be in one of the following categories:

1. **Unconditional admission.** Granted when the applicant meets all admission requirements and all final official documentation has been received.
2. **Conditional admission.** Contains condition(s) that must be met before an offer can be considered final. Such conditions may include final documentation showing degree conferred, or submission of academic records from previous institutions. The letter of admission stipulates deadline dates as to when the conditions must be met. Failure to comply with a condition will normally result in a student having to withdraw from the program.



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Applicants who have a master's degree, or its academic equivalent, which does not meet the requirements stated above, but who have had significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the appropriate graduate program and approval of the Dean of the College of Graduate Studies.

Qualifying Year

On the recommendation of the graduate program, a student with a master's degree who lacks prerequisites for a chosen field of graduate study may be allowed to register as a qualifying student for a period of no more than one year. Satisfactory completion of a qualifying term or year does not guarantee admission to a graduate program. Qualifying status is granted to students only at the recommendation of the graduate program. Qualifying students are not considered graduate students.

Admission > Students Transferring to the UBC Okanagan campus with Newly Hired Faculty Members

Students who transfer to the UBC Okanagan campus with newly hired faculty members may either:

- transfer to the UBC Okanagan campus in order to complete a UBC degree. In this case, students should apply for admission in the usual way by submitting the application form, application fee, transcripts, reference letters, and any other supporting documentation required by the graduate program. It is expected that fees will be assessed as if the years spent by the student at the previous university were paid at the UBC Okanagan campus for that period. The maximum time to complete the program will be calculated on the same basis. Eligibility for awards will be as if the years spent by the student at the previous university were spent at the UBC Okanagan campus; or
- apply to become a visiting student in order to complete their work and graduate from their original university. Students may spend up to one year at the UBC Okanagan campus as a visiting graduate student. Credits completed while a visiting student may not subsequently be credited toward completion of a degree at UBC.

Admission > Visiting Students

A visiting graduate student is one who is attending the UBC Okanagan campus to complete coursework and/or research toward the requirements of a graduate degree at the home university. To be eligible for admission as a visiting student to the UBC Okanagan campus, the student must be currently registered in a graduate program with good standing at another recognized university. Normally, students may hold visiting status at the UBC Okanagan campus for a maximum of 12 months.

Applicants for regular visiting student status (other than those applying under the Western Deans Agreement or the Graduate Exchange Agreement) must submit the following documentation:

- a Graduate Studies application (<http://gradstudies.ok.ubc.ca/programs-applying/prepare-your-application/>);
- an application fee;
- one set of official transcripts from the student's current graduate program;
- evidence of English proficiency, where applicable
- individual graduate program requirements (e.g., GRE, statement of intent, research proposal, CV, etc.); and
- a letter of permission from the home university's registrar or department head confirming that the coursework and/or research undertaken at the UBC Okanagan campus while a visiting student is for the purpose of completing the graduate degree requirements at the home university.

At the recommendation of the graduate program, the Dean of the College of Graduate Studies will issue a formal offer of admission to the visiting student. Visiting students cannot use the Student Service Centre to register; they must be registered in coursework or non-credit activity (if doing research only) through the College of Graduate Studies.



Admission > Faculty as Graduate Students

Full-time faculty are not normally allowed to register for programs leading to UBC Okanagan campus degrees or diplomas.

Admission > Authenticity of Documents

Every student who applies to the College of Graduate Studies must confirm that all statements made and all documentation submitted in support of their application are true, complete, and valid. Students are responsible for the authenticity of the documentation submitted in support of their application for admission to the UBC Okanagan campus.

The College of Graduate Studies reserves the right to return transcripts, degree certificates, and/or reference letters to the originator for verification. The Dean of the College of Graduate Studies reserves the right to rescind a letter of admission or to require that a student withdraw if it is determined that a student has submitted falsified documents in support of their application for admission.

Admission > Graduate Appeals on Admission or Readmission Decisions

Note that many fully-qualified applicants cannot be offered admission for various reasons such as unavailability of supervision, lack of funding, limited capacity, rigorous competition, etc.

Applicants who believe they have been unjustly denied admission or readmission to a program due to an error in process, or who believe that they deserve special consideration due to mitigating circumstances, should discuss the matter with the graduate program to which they applied immediately upon receipt of their final admission or readmission decision.

If a satisfactory resolution cannot be achieved, the applicant may submit a written appeal to the College of Graduate Studies (gradadmr@gradadmissions.ok.ubc.ca) for review by the Dean of the College or designate. This written appeal must be received by the College of Graduate Studies within 14 calendar days of the date of issue on the notification of an admission or readmission decision.

Appeals on admission or readmission decisions will be considered on applications for the current year only.

If the appeal is denied by the Dean of the College of Graduate Studies, the applicant may submit a written appeal to the Senate Admission and Awards Committee (Okanagan.senate@ubc.ca) for review, and the Dean of the College of Graduate Studies will send a written explanation of his/her reason for denying the appeal.

The decision of the Committee will be communicated in writing to the appellant and the Dean of the College of Graduate Studies. The Committee's decision is final.

Appeals on Revoked Admission Offers

Graduate offers of admission may contain conditions that applicants are required to fulfill before they are able to register for their programs. Offers may be revoked if these conditions are not met by the applicant.

Applicants who have provided untrue, incomplete, fraudulent or plagiarized information within their application may at the sole discretion of UBC have their admission offer revoked.

Applicants who believe that their offer of admission has been unjustly revoked by the College of Graduate Studies due to an error in

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the process or who believe that they deserve special consideration due to mitigating circumstances may submit a written appeal to the College of Graduate Studies (admissions.ok@ubc.ca) for review by the Dean of the College or designate. This written appeal must be received by the College of Graduate Studies within 14 calendar days of the date of the revocation decision email notifying that the offer of admission has been revoked.

If the appeal is denied by the Dean of the College of Graduate Studies, the applicant may submit a written appeal to the Senate Admissions and Awards Committee (okanagan.senate@ubc.ca).

Appeals to the Senate Admissions and Awards Committee on admission decisions will be considered on applications for the current year only.

The appeal will be sent to the Senate Admissions and Awards Committee for review, and the Dean of the College of Graduate Studies will send a written explanation of his/her reasons for denying the appeal.

The Committee may allow an appeal where it decides that the College of Graduate Studies may have overlooked or misinterpreted information provided by the applicant, arrived at a decision without reasonable consideration of mitigating circumstances, or acted contrary to the College's published procedures.

The decision of the Committee will be communicated in writing to the appellant and to the Dean of the College of Graduate Studies. The Committee's decision is final.

Classification of Students

Classification of Students > Master's Student

Full-Time Classification

Students classified as full-time are expected to engage in their studies on a full-time basis. Master's students are normally considered full-time students and are assessed fees according to Schedule A (Calendar page <http://127.0.0.1/okanagan/index.cfm?tree=14,339,1032,1272#15322>) of the master's full-time fees schedule. Full-time students are eligible for graduate scholarships and fellowships. Normally, teaching assistantships (TAs) and research assistantships (RAs) are limited to full-time students.

Graduate programs may articulate specific limitations regarding concurrent paid employment as consistent with the definition of full-time study. Recipients of TAs must adhere to the TA union's regulations governing number of hours worked while holding a TA.

Part-Time Classification

In some programs, master's students have the option of pursuing their degree through part-time study. The expected academic workload of students classified as part-time is determined by the graduate program. Students classified as part-time are assessed tuition fees according to Schedule B (Calendar page <http://127.0.0.1/okanagan/index.cfm?tree=14,339,1032,1272#15322>) of the master's part-time fees schedule.

Students who wish to be classified as part-time must obtain approval from their graduate program coordinator and the College of Graduate Studies prior to the beginning of the first term of the program (i.e., prior to the commencement of the degree program) in which fees are first assessed.

Students classified as part-time are advised that:

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- they are not eligible to receive interest-free status government loans, University fellowships, or scholarships;
- they are not eligible for TAs, RAs, student housing, or assigned desk space at the University; and
- the five-year maximum time allowed for the master's program also applies to part-time students.

Students who pay tuition fees according to Schedule B are not permitted to revert back to Schedule A after the initial payment of the tuition fees in the first term of the program.

Master's Students in Education (M.Ed. or M.A.)

Students pursuing a Master's degree in Education (M.Ed. or M.A.) are normally part-time students and pay specialized master's degree tuition fees according to Schedule B (see Specialized Master's Degree Programs (Calendar page <http://127.0.0.1/okanagan/index.cfm?tree=14,339,1032,1272#1532>)). Students in this program are not eligible for graduate scholarships or fellowships.

Classification of Students > Doctoral Student

Full-time students are expected to engage in their studies on a full-time basis. All doctoral students are considered full-time students and are assessed fees according to Schedule A (Calendar page <http://127.0.0.1/okanagan/index.cfm?tree=14,339,1032,1273#1533>) of the doctoral degree tuition fees schedule. Full-time students are eligible for graduate scholarships and fellowships. Normally, teaching assistantships (TAs) and research assistantships (RAs) are limited to full-time students.

Graduate programs may articulate specific limitations regarding concurrent paid employment as consistent with the definition of full-time study. Recipients of TAs must adhere to the appropriate union's regulations governing number of hours worked while holding a TA.

Classification of Students > Qualifying Student

A student whose academic background entitles him or her to serious consideration for admission to graduate studies but who is considered to be inadequately prepared to enter a graduate program in the specific discipline (e.g., three-year degree holders from other Canadian universities, a student changing from one field of study to another, or a student upgrading his or her academic standing) may be admitted as a qualifying student. Qualifying students are not considered graduate students.

If, at the end of a qualifying term or year, the graduate program and the College of Graduate Studies are satisfied with the calibre of the student's work, the student may apply for admission to a graduate degree program.

Courses taken during a qualifying year or term that are necessary in order to meet the requirements for full admission to Graduate Studies cannot be transferred to a subsequent graduate program. However, other courses may be transferred upon the recommendation of the department and with the approval of the Dean of the College of Graduate Studies.

Qualifying student status is available only to applicants who do not require a study permit to enter Canada.

Classification of Students > Visiting Graduate Student

A visiting graduate student is one who is attending the UBC Okanagan campus to complete coursework and/or research toward the requirements of a graduate degree at another recognized university. To be eligible for admission as a visiting student to the UBC Okanagan campus, the student must be currently registered in a graduate program with good standing at the home university.

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Normally, students may hold visiting status at the UBC Okanagan campus for a maximum of 12 months. Prior approval of the home university, the UBC Okanagan campus graduate program, and the Dean of the College of Graduate Studies is required.

Visiting students, with the exception of those governed by the Western Deans' Agreement, Graduate Exchange Agreement, and other special agreements, pay tuition fees on a per-credit basis.

Visiting Students Under the Western Deans' Agreement

The Western Deans' Agreement provides an automatic tuition fee waiver for visiting students from participating universities. Under the terms of this agreement, graduate students in good standing from UBC can register in any of the universities listed below without paying tuition or student fees. The same is also true for students of other participating institutions who wish to attend classes or conduct research at UBC.

The Western Deans' Agreement is supported by the Universities of: Alberta, Athabasca, Brandon, British Columbia, Calgary, Lethbridge, Manitoba, Northern British Columbia, Regina, Royal Roads, Saskatchewan, Simon Fraser, Thompson Rivers, Victoria and Winnipeg; as well as by: the British Columbia Institute of Technology, and Concordia University of Edmonton.

Visiting Students Under the Graduate Exchange Agreement

The Graduate Exchange Agreement allows graduate students in good standing at UBC, McGill University, the University of Toronto, and the University of Montreal to take courses at each other's universities without having to pay tuition fees to the host institution.

Students wishing to apply for visiting student status under either of these special agreements should consult College of Graduate Studies (<http://gradstudies.ok.ubc.ca/programs-applying>) for more information.

Other Exchange Agreements

Graduate programs may have exchange agreements with similar programs at other institutions. Students should consult their Graduate Program Coordinator or UBC's Go Global: International Learning Programs (<http://students.ok.ubc.ca/global/welcome.html>) for more information.

Visiting International Research Student (VIRO)

An international visiting research student is one who is enrolled in an undergraduate, graduate, or graduate-equivalent program at another university, or is a participant in a UBC-recognized (through Go Global) "bridging" program between undergraduate and graduate studies, who visits UBC for one month or longer to conduct research only.

A VIRO must be supervised by a UBC faculty member throughout the visit, and must have the written permission of their home institution or sponsoring program to visit UBC to conduct research. The Head for the department or laboratory with which the visitor will be affiliated has final authority to approve a VIRO visit. Students whose home institution has a formal academic student exchange agreement with UBC will be registered as exchange students unless reciprocity quotas are filled; in which case additional students may come under the VIRO designation.

A Visiting International Research Student will normally come to UBC for a maximum of one year. At the end of the approved visit period, the student may request an extension for up to one year. A visit lasting more than one year will require renewal of their permissions, registration, and fees.

Classification of Students > On-Leave Status

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Students who find it necessary to interrupt their graduate studies may apply to the Dean of the College of Graduate Studies for on-leave status. Leave is granted when a student is best advised for personal, health, or other reasons to have time completely away from his or her academic responsibilities. Leaves of absence must be approved by the graduate program in which the student is registered. Leave for master's or doctoral students (not including parental leave or leave to pursue concurrent programs) is normally limited to one year.

A leave will normally begin on the first day of September, January, or May.

Leaves of absence will be granted for a period of four, eight, or 12 months.

It is understood that students with on-leave status will not undertake any academic or research work, or use any of the University's facilities during the period of leave.

Students must inform the University immediately upon return from the leave of absence.

The time spent on leave is not counted as part of the allowed time to complete a degree.

Awards and Fellowships for Students with On-Leave Status

Students granted a leave of absence retain the full value of any university graduate fellowship or other award whose terms and conditions are established by the College of Graduate Studies. Awards will be suspended at the onset of the leave, and reinstated at the termination of the leave period, provided the student returns to full-time study within the same academic year.

Other awards will be paid according to the conditions established by the donor or granting agency.

Categories of Leaves of Absence**Parental Leave**

A graduate student who is bearing a child or has primary responsibility for the care of an infant or young child is eligible for parental leave. A request for parental leave should be made through the student's graduate program for a minimum leave of four months to a maximum of 12 months.

Leave for Health Reasons

A graduate student who encounters a health problem that significantly interferes with the ability to pursue his or her course of study is eligible for a leave for health reasons.

Requests for a leave for health reasons must be accompanied by appropriate supporting documentation from the clinician providing primary care for the health problem.

A leave for health reasons is normally limited to 12 months.

Leave to Pursue a Second Program of Study

Following academic consultation, a graduate student may apply for a leave of absence from one program to pursue a second program of study. A leave of absence for these reasons may exceed one year. Completion time of the first degree program would be extended by the span of time on the leave of absence.



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Personal Leave

A graduate student who encounters personal circumstances that significantly interfere with the ability to pursue his or her course of study may be eligible for personal leave. Request for a leave for personal reasons must be accompanied by appropriate supporting documentation.

Personal leave is normally limited to 12 months.

Academic Regulations**Academic Regulations > Program of Study***Master's Students*

All master's degree students admitted to the College of Graduate Studies must register when they begin their studies. Students must remain continuously registered until the degree is completed, except for periods of time for which the student is away on an approved leave of absence. Failure to register for two consecutive terms may result in the student being required to withdraw.

Each student's program of study must be approved by the home graduate program.

Some graduate programs require competence in languages other than English. The graduate program in which the student intends to write the thesis shall determine the number of such languages and a satisfactory level of competence.

College of Graduate Studies regulations for master's degrees allow for full- or part-time studies, and for programs with or without theses. The choice of these options lies with the individual graduate program and the student. Graduate programs are also free to prescribe work beyond the minimum requirements described below. Students should contact graduate programs directly for more information on program options.

Program Requirements (Thesis and Non-Thesis Programs)

The minimum course requirements are 30 course credits, of which at least 24 must be numbered 500-699. A maximum of 6 credits at the undergraduate level in courses numbered 300-499 may be counted toward the requirements of a master's degree. A comprehensive examination in the form of a final written and/or oral examination is at the discretion of the graduate program.

In specific programs, minimum requirements may be higher than 30 course credits. Students should consult the graduate program listing in the Academic Calendar for more information.

Note: courses listed in the Academic Calendar under graduate programs may not all be offered annually. Students should contact the department or program concerned for detailed information about course offerings.

Exemptions

Students may be exempted from specific course requirements if the graduate program is satisfied that the student has acquired the knowledge from courses previously taken or from experience. Exemptions do not reduce the total credits required for a degree. In such cases, the graduate program should substitute a more appropriate course. The exemption from the specific requirement must be recorded on the student's academic record.



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Doctoral Students

All doctoral students admitted to the College of Graduate Studies must register when they begin their studies. Students must remain continuously registered until the degree is completed, except for periods of time for which the student is away on an approved leave of absence. Failure to register for two consecutive terms may result in the student being required to withdraw.

Each doctoral candidate is supervised by a committee composed of no fewer than three faculty members and chaired by the student's supervisor. Supervisory committees may include faculty members from graduate programs other than the candidate's home department or graduate program. With the approval of the Dean of the College of Graduate Studies, the committee may also include qualified persons who are not faculty members. The supervisory committee is responsible for guiding the student in planning research and preparing the thesis.

The student is responsible for securing the chair of the supervisory committee. In exceptional circumstances, the program may assign the chair. Students should consult with their graduate coordinator in this respect. Changes may be made to the candidate's committee with the approval of the candidate's graduate program. Students who are unable to secure a chair should ask either the graduate coordinator or the department head for assistance. In very exceptional circumstances, the head may ask the Dean of the College of Graduate Studies to appoint a chair. In some instances and for a brief period of time only, a student may be assigned an interim committee until a more permanent committee can be established.

Upon registration, the doctoral student will consult with his or her supervisor(s) to develop a program of study, subject to the approval of the home program. The program of study will consist of seminars, directed readings, consultations, and such formal courses as may be deemed essential for the fulfilment of the requirements for the degree. Some graduate programs may require competence in languages other than English. The graduate program in which the student intends to write the thesis shall determine the number of such languages and a satisfactory level of competence. A major part of the doctoral candidate's work will consist of a thesis embodying the results of original research.

Changes in the program of study may be required during the period of study. These changes must be reviewed and approved by the candidate's supervisory committee and the home graduate program.

Note: courses listed in the Academic Calendar may not all be offered annually. Students should contact the department or program concerned for detailed information about course offerings.

Academic Regulations > Academic Progress

Master's Students

The progress of all students working toward the master's degree will be reviewed regularly and at least once each year in June by the home graduate program and the Dean of the College of Graduate Studies. A candidate may be required to withdraw if progress has not been satisfactory as shown by coursework, the comprehensive examination (if required), progress on the thesis, or other requirements of the graduate program or the faculty.

Definition of Satisfactory Progress

60% is the minimum passing grade for master's students; however, only 6 course credits with grades from 60-67% may be counted toward a master's program. For all other courses, students must obtain a minimum of 68%.

The student may repeat a course for higher standing or take an alternate course on the recommendation of the graduate program and the approval of the Dean of the College of Graduate Studies. If the graduate program does not make such a recommendation, or if the Dean of the College of Graduate Studies does not approve the recommendation, the student will be required to withdraw. A student who obtains a grade of less than 68% in a number of courses will normally be required to withdraw. The student will be



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informed of unsatisfactory academic progress in writing before any action regarding withdrawal is taken.

When repeating a failed required course, a student must obtain a minimum of 74%. The graduate program coordinator or the College of Graduate Studies may require higher minimum grades.

If a course is repeated, both grades will appear on the transcript. The higher grade will be used to determine promotion in a program and in any decision to admit or withdraw a student from a program. For all other purposes, averages will be calculated using both grades.

Doctoral Students

The progress of all students working toward the Ph.D. will be reviewed regularly and at least once each year in June by the home graduate program and the Dean of the College of Graduate Studies. A candidate may be required to withdraw if progress has not been satisfactory as shown by coursework, the comprehensives, advancing to candidacy, progress on the thesis, or other requirements of the graduate program or the faculty.

Definition of Satisfactory Progress

Students must achieve a minimum of 68% (B-) in all coursework taken for credit. Where a grade of less than 68% (B-) is obtained in a course, and on the recommendation of the graduate program and the approval of the Dean of the College of Graduate Studies, the student may repeat the course for higher standing or take an alternate course. If the graduate program coordinator does not make such a recommendation, or if the Dean of the College of Graduate Studies does not approve the recommendation, the student will be required to withdraw. A student who obtains a grade of less than 68% in more than one course will normally be required to withdraw. If progress in research is unsatisfactory, a student will be required to withdraw. The student will be informed of unsatisfactory academic progress in writing before any action regarding withdrawal is taken.

When repeating a failed required course, a student must obtain a minimum of 74%. The graduate program or the College of Graduate Studies may require higher minimum grades.

If a course is repeated, both grades will appear on the transcript. The higher grade will be used to determine promotion in a program and in any decision to admit or withdraw a student from a program. For all other purposes, averages will be calculated using both grades.

It is required that a doctoral student will be admitted to candidacy within three years from the date of initial registration. A student who is not admitted to candidacy will be required to withdraw from the program. Extensions may be granted under exceptional circumstances and with the permission of the Dean of the College of Graduate Studies.

Academic Regulations > Residency Requirements and Duration of Program

Master's Students

Students in a master's program are expected to spend the equivalent of at least one year in full-time study. Some programs may be of longer minimum duration. Students must maintain continuous registration throughout all years until graduation.

All thesis-based master's programs at UBC Okanagan include course requirements that imply a physical presence on campus. There are, consequently, no explicit residency requirements for master's programs. Master's students are encouraged to focus their attention on their degree program in the proximity of other students, scholars, and scientists, thereby enabling them to acquire the "habits, attitudes, skills, and insights" (CGS, 2005) that are necessary for making the high-quality contributions to scholarship and other professional endeavours that are expected of such students.



If a degree is not awarded within a period of five years from initial registration, the student's eligibility for the degree will be terminated and the student will be required to withdraw from the program. Under exceptional circumstances, extensions may be granted by the Dean of the College of Graduate Studies. This restriction applies equally to full- and part-time students.

Students who must interrupt their studies for health or personal reasons, including childbirth and having primary responsibility for the care of a child, should apply for a leave in writing through the Dean of the College of Graduate Studies. The period of leave is not counted toward time to completion.

Doctoral Students

The residency requirement for all Ph.D. students registered in programs on the UBC Okanagan campus is a minimum of 24 months of accumulated full-time study at the University from the point of beginning a Ph.D. to its conclusion. Programs have the option to increase the length of this requirement as they may desire as part of their program requirements (upon Senate approval). Full-time study, for the purpose of this requirement, may include activities such as participation in laboratory work, class-work, comprehensive examination preparation, practicums, dissertation research and writing, or other like scientific and scholarly activities that are undertaken on or in the proximate vicinity of the UBC Okanagan campus, and under the direct supervision of UBC Okanagan faculty as part of the completion of a UBC Okanagan Ph.D. degree program.

Waiver of the residency requirement can be granted only by the Dean of the College of Graduate Studies. Successful applications for such waivers will require a program plan that articulates how the student will satisfy the spirit of the residency requirement in the absence of full-time presence on the UBC Okanagan campus.

Students must maintain continuous registration throughout all years until graduation.

If the degree is not awarded within a period of six years from initial registration, the student's eligibility for the degree will be terminated and the student will be required to withdraw from the program. Under exceptional circumstances, extensions may be granted by the Dean of the College of Graduate Studies.

Students who must interrupt their studies for health or personal reasons, including childbirth and having primary responsibility for the care of a child, should apply for a leave in writing through the Dean of the College of Graduate Studies. The period of leave is not counted toward time to completion.

Academic Regulations > Graduate Student Parental Accommodation Policy

This policy applies to students currently registered in full-time graduate programs at the University of British Columbia's Okanagan campus who are in good standing and making satisfactory progress toward the completion of their degree. Students must have completed at least one term of full-time study in their program. (See also On-Leave Status <http://https://www.calendar.ubc.ca/okanagan> <http://https://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,999,120>).

The policy makes it possible for a student to maintain full-time student status during an eight-week period surrounding the arrival of a new child, with all the benefits of such status, by standardizing a minimum level of academic accommodation during that period.

A graduate student with substantial parenting responsibilities for a newborn or newly adopted child during their course of study may apply for parental accommodation. The parental accommodation period must start within eight weeks of the (expected or actual) date of childbirth or adoption.

Parental accommodation periods must be approved by the Dean of the College of Graduate Studies.



An application for a parental accommodation shall be made as far in advance of the requested parental accommodation period as possible, with 30 days being the minimum notice allowed.

Students who are approved for parental accommodation will be granted a parental accommodation period.

During the parental accommodation period, the student will continue to be registered as a fulltime student, and tuition and student fees must be paid as usual.

Academic deadlines and expectations are to be flexible and modified to accommodate the student's new parental responsibilities, as follows:

- The parental accommodation period will be tailored to fit the student's individual circumstances and timing considerations.
- Students will be allowed to postpone completion of course assignments, examinations, and other academic requirements. Such modifications of academic expectations should be mutually agreed upon by the student and their supervisor or program coordinator, and course instructor(s) as applicable, in advance of the parental accommodation period.
- It is the responsibility of the student to ensure that this consultation takes place.
- It is the responsibility of the supervisor or program coordinator to be flexible in their expectations.

In the event that a student and their supervisor or program coordinator cannot come to an agreement regarding the modification of an academic expectation as per above, the Dean of the College of Graduate Studies shall make a determination.

Graduate programs that are structured with regard to the sequencing and scheduling of courses and other academic requirements, such as those that are cohort based, may have particular constraints on modifications to academic scheduling, but are still expected to exercise flexibility in supporting a student during a parental accommodation period.

For graduate students enrolled in undergraduate courses, normal concession policies for those courses still apply.

Modification of Time Limits¹

Students who are approved for parental accommodation will automatically have four months added to their maximum allowable time in program, and, for doctoral students, to their maximum allowable time to advance to candidacy.

Individual graduate programs are expected to extend any internal deadlines for the completion of academic requirements (such as comprehensive exams or coursework) by a minimum of four months.

Further extensions beyond these minimums are possible, subject to the approval of both the graduate program and the College of Graduate Studies.

Graduate Awards and Fellowships

A graduate student granted a parental accommodation period retains the full value of any fellowship or other award for which the terms and conditions are established by the College of Graduate Studies and will experience no change in this funding during the parental accommodation period. Payments will continue on the usual schedule. There will be no change to the total amount granted or to the completion date of the scholarship.

Awards for which the terms and conditions are not established by the College of Graduate Studies will be paid according to the



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terms and conditions established by the donor or granting agency.

¹Exceptions to this policy may be approved by the Dean of the College as an academic concession following the applicable policy.

Academic Regulations > Graduate Student Vacation Policy

Graduate students are entitled to three weeks of vacation (15 working days) from academic obligations per academic year.

- For the purposes of calculating vacation allotments, the academic year means the period from September 1 to August 31 of the following year.
- Any vacation time taken between the Christmas and New Year statutory holidays is not debited from the three-week vacation.
- Vacation allotments will be prorated for the portion of the year in which a student is registered.
- Vacation leave will not interrupt disbursement of student stipends or meritbased student financial assistance.
- There will be no vacation pay in lieu of any vacation time not taken.
- The exact duration and timing of any vacation, including extensions of vacation, are subject to prior approval by the student's supervisor and by any faculty member providing the student with Graduate Research Assistantship (GRA) funding. Vacation must be arranged so that there is minimal impact to the student's research and other obligations to the University.
- This policy does not affect a student's employment as a Graduate Teaching Assistant (GTA) or Graduate Academic Assistant (GAA). This policy does not affect any vacation or leave provisions specified in the collective agreement for GTA positions.
- Attendance at academic conferences shall not be considered vacation time.
- Student vacation requests within these guidelines will not be unreasonably denied.
- Should a conflict arise between a student's vacation request and a supervisor's expectations, the Graduate Program Coordinator will make a final determination.

Academic Regulations > Comprehensives, Examinations, and Theses

Master's Students

There is no general requirement for a comprehensive examination at the master's level. Graduate programs may, at their own discretion, require a comprehensive examination in the student's field of study as part of the degree requirements.

Where a comprehensive examination is required, programs must make available to students a written statement of examination procedures such as the purpose, form, length, subject area(s), and scope of the examination, as well as information on the criteria for evaluation.

In the creative and performing arts, a thesis may consist of creative work (e.g., paintings, writing) or a performance. Programs may, at their discretion, require additional supporting documentation.

In programs requiring a thesis, the thesis must be presented according to procedures described at Thesis and Dissertation Preparation (<http://gradstudies.ok.ubc.ca/academics/thesis-and-dissertation/preparation/>).

Unless specified otherwise by the program, marks for the master's thesis will be assigned as Pass/Fail.

Doctoral Students



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Comprehensives

The UBC Okanagan campus provides two formats for completing comprehensives: a series of written comprehensive papers or comprehensive examinations. The form and specification for the candidate's comprehensive are determined by the program.

Students who write papers for comprehensives are required to complete up to five comprehensive papers in consultation with their supervisor and supervisory committee. The comprehensives are intended to provide an assessment of the student's mastery of a breadth of research areas related to their program of study. Comprehensive papers should be significant literature reviews or focused research projects. Set in distinctive research areas, these papers are designed to provide the student with exposure to a breadth of research theories and methods, and to provide practical experience completing projects and preparing the results for publication.

A program may require comprehensive examinations as an alternative to comprehensive papers. A comprehensive examination is normally held after completion of all required coursework and is intended to test the student's grasp of the chosen field of study as a whole, as well as the student's ability to communicate his or her understanding of it in English or in French. The candidate's committee will set and judge this examination in a manner compatible with the policy of the graduate program concerned. Programs should make available to students a written statement of examination policy and procedures. The comprehensive examination is separate and distinct from the evaluation of the thesis prospectus.

Comprehensives normally should be completed by the end of the second year of their program and before commencing research for the final thesis.

Examinations

Doctoral students will take the following examinations:

- course examinations where applicable; a minimum of 68% must be obtained unless otherwise specified;
- tests of the student's ability to read languages other than English, where program regulations require it;
- a graduate program may require a formal examination of the thesis before it is transmitted to the College of Graduate Studies for final oral examination.

Students should consult their respective graduate advisors for information about program requirements.

Thesis

All doctoral candidates are required to complete a thesis. A candidate's thesis must be presented according to procedures described at Thesis and Dissertation Preparation (<http://gradstudies.ok.ubc.ca/academics/thesis-and-dissertation/preparation/>).

All doctoral students will take a final oral examination or thesis defence.

All doctoral theses must be assessed by an examiner external to the University, as well as by internal examiners. The external examiner is chosen by the Dean of the College of Graduate Studies in consultation with the graduate program concerned. Procedures for choosing a suitable external examiner must be initiated at least three months before completion of the thesis. The external examiner's written report must be received before the final examination can take place.

Final oral examinations can be scheduled no sooner than eight weeks after submission of the approved thesis to the College of Graduate Studies. All other degree requirements must also have been completed.

The final oral examination is open to all members of the University and to the public. Notice of the examination will be available at



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the College of Graduate Studies.

The Dean of the College of Graduate Studies must approve the membership of the examining committee. The Dean or the Dean's designate chairs the examination. The examining committee judges the candidate's success and makes a recommendation to the Dean of the College of Graduate Studies.

Marks for the Ph.D. thesis will be assigned Pass/Fail.

More information on oral examination procedures is available at College of Graduate Studies (<http://gradstudies.ok.ubc.ca/academics/thesis-and-dissertation/examination/>). Students registered in a doctoral program are not permitted supplemental examinations.

Academic Regulations > Withdrawal, Reinstatement, and Readmission

Required Withdrawal for Academic Reasons

Students will normally be required to withdraw if they do not make adequate academic progress according to the timelines and policies set by their home graduate program and/or the College of Graduate Studies. When a student is required to withdraw, the academic record will indicate "required to withdraw."

A student in any graduate program who is required to withdraw will not normally be eligible to apply for readmission to the University of British Columbia for at least one year. After one year, students who have been required to withdraw from a graduate program may be admitted to a different program in the College of Graduate Studies, provided they meet all admission requirements in effect for that program at the time they apply. Such applications must be accompanied by a statement from the graduate program that recommended withdrawal, outlining the reasons for which the student was required to withdraw. Students who have been required to withdraw from a graduate program may also apply to be readmitted to the same program after at least one year has passed from the effective date of withdrawal. Compelling evidence must be presented that a more successful outcome is likely if the student is to be readmitted. All cases for readmission must be reviewed and approved by the Dean of the College of Graduate Studies. Students required to withdraw from a graduate program more than once are not eligible to be considered for admission to any program in the College of Graduate Studies.

Voluntary Withdrawal

A student wishing to voluntarily withdraw from the University must obtain the approval of the dean, director or department head, and the graduate coordinator in the home graduate program on the voluntary withdrawal form. When the withdrawal is approved, the academic record will indicate "voluntary withdrawal," the date of withdrawal, and a standing of W in all courses not completed on that date.

If withdrawal is not approved, the student will remain registered in all courses and a final grade and/or standing will be assigned at the end of the term or session.

Withdrawal for Non-Registration

A student who fails to register and/or becomes absent without leave from their program for two or more consecutive terms will normally be withdrawn from the program. The academic record will indicate "withdrawal—did not register." Graduate programs must document that an attempt was made to contact a missing student when recommending a withdrawal for non-registration.

A student who does not complete formal withdrawal procedures will be liable for all assessed fees until such procedures are



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completed.

Required to Withdraw for Non-Academic Reasons

The College of Graduate Studies reserves the right to require a student to withdraw from a program of study if the College, in consultation with the graduate program, considers the student to be unsuited to proceed with the study or practice of the chosen discipline or field of study. Request to withdraw for non-academic reasons would not prevent the student from immediately applying for entry into a different program of study.

Reinstatement

Reinstatement applies when a student's registration has lapsed but the student is permitted to resume the program. Normally, if the student is reinstated, courses that have been completed will be credited to the degree, and only outstanding degree requirements must be completed. The student's start date remains the date of initial entry to the program and the time limit for completion of the degree is not affected.

A student may be reinstated on the recommendation of the graduate program if:

- the student is in good academic standing;
- any delinquent fees or charges are paid, including tuition and continuing fees owing for the period during which the student did not register; and
- the time limit for degree completion, including the sessions in which the student was not registered, has not expired.

Sometimes, even if the student is reinstated, he or she does not have enough time left to complete the outstanding degree requirements. A decision, based on the academic merits of the case, will determine whether the student should be readmitted as a new student or reinstated. In the latter case, an extension of the time limit may be requested. In addition, if more than two years have elapsed since the student last registered, the College of Graduate Studies may impose additional requirements to ensure that the student is current in the field and is academically prepared to complete the degree requirements.

A student who is required to withdraw for academic reasons is not eligible for reinstatement.

Readmission

Readmission applies when it is appropriate to admit a student who was previously registered, as if for the first time. An application for admission, whether to the same or a different program, will be evaluated as a new application. A new application form and application fee must be submitted.

A maximum of 12 credits or up to 40% of the total number of degree credits of previously completed coursework may be applied toward the new degree program requirements, provided the courses were completed no longer than five years from the date of readmission. Courses eligible for transfer must have been awarded a grade of at least B (74% or higher at the UBC Okanagan campus). Normal program requirements apply, as does the standard time allowed for degree completion: five years for a master's student; six years for a doctoral student.

Ph.D. Students Previously Admitted to Candidacy

Ph.D. students who were previously admitted to candidacy may, upon approval of the relevant graduate program, be readmitted and continue with their "All But Dissertation" status provided that candidacy was achieved no longer than five years from the date of readmission.



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Students applying for readmission in order to complete the dissertation must submit, as part of the application, a study plan outlining the proposed timeline and tasks required to complete the program.

Students readmitted to complete the dissertation will have a maximum of three years from the date of readmission to complete the Ph.D. program.

Academic Regulations > Academic Record

Transcript of Academic Record

The transcript is a student's official academic record and includes the student's complete record at the UBC Okanagan campus. Student records and transcripts are confidential and transcripts will be issued only at the request of the student or appropriate agencies or officials.

Apply for a transcript online through the Student Service Centre (<http://ssc.adm.ubc.ca>) or in person at Student Services (UNC 206). Please allow at least one week from the date the application is made. Transcripts will not be issued to students who have any outstanding fees owed to the University, including library and other charges. Fees for transcripts are payable in advance; transcripts will not be provided until payment is received.

Students are encouraged to order transcripts as early as possible. Transcripts may be requested up to six months in advance of a due date.

Retention of Student Records

UBC academic records, including all information appearing on a transcript of academic record, are retained indefinitely. Notations of student discipline are retained according to the terms of the penalty imposed. Materials supporting applications for admission, correspondence, and transcripts from other institutions and similar material may be destroyed five years after a student's last registration, except for doctoral students, where materials may be destroyed after two years from the date of graduation. Other material may be destroyed sooner.

Students who submit irreplaceable material may request the return of that material. Such requests must be submitted with the original material. The office to which the material is submitted will return the material as soon as possible, and no later than six months after the student's graduation or last registration.

Academic Regulations > Senate Appeals on Academic Standing

Students may protest decisions relating to their academic standing. Students should protest a decision first with the faculty member directly involved in the decision and then, if necessary, with the department head, the dean of the faculty involved, and finally with the Dean of the College of Graduate Studies.

The Committee on Appeals of Standing and Discipline is a standing committee of the Okanagan Senate (Calendar page: <http://127.0.0.1/127.0.0.1/okanagan/index.cfm?tree=1,323,1026,0#1401>), which is the senior academic authority in the University. See Senate Appeals on Academic Standing (Calendar page: <http://127.0.0.1/127.0.0.1/okanagan/index.cfm?tree=3,53,104,0#11181>) for information on the policies and procedures of this committee.

Academic Regulations > Student Discipline



The President of the University has the right under the University Act (Calendar page: <http://127.0.0.1/okanagan/index.cfm?tree=1,2,0> <http://127.0.0.1/okanagan/index.cfm?tree=1,2,0,0#7>) (section 61) to take whatever disciplinary action is deemed to be warranted by a student's misconduct. See Statutory Authority (Calendar page: <http://127.0.0.1/okanagan/index.cfm?tree=3,54,110,0#11217>) for specific provisions as to offences, penalties, and procedures.

Academic Regulations > Academic Accommodation Process

The College of Graduate Studies (CoGs) recognizes the moral and legal duty of the University to provide academic accommodation to students with disabilities by removing barriers, providing opportunities, and welcoming them as participating members of the university community. CoGs adheres to the UBCO Board of Governors Policy LR7, Academic Accommodations for Students with Disabilities (<http://www.universitycounsel.ubc.ca/board-of-governors-policies-procedures-rules-and-guidelines/policies>). This policy provides for students to receive reasonable academic accommodations while maintaining the academic standards of the university. Academic accommodations cannot remove the need for evaluation or the need for students to meet essential learning outcomes.

Graduate students seeking academic accommodations should consult Policy LR7 (<http://www.universitycounsel.ubc.ca/board-of-governors-policies-procedures-rules-and-guidelines/policies>) and meet with the staff at the Disability Resource Centre (DRC) (<http://www.students.ok.ubc.ca/drc/welcome.html>). The DRC is responsible for assessing the disability related needs of students and recommending appropriate academic accommodations. This process applies for graduate students who require an accommodation in a specific course, during any part of a Master's examination, doctoral comprehensive examination, or the oral defence component of completing a research proposal, thesis, or dissertation.

Policy LR7 stipulates that a request for accommodations be brought to the attention of appropriate personnel in a timely manner. In the case of accommodations for a specific class, the policy makes clear that students need to give their accommodation letter to the instructor during the first two weeks of class; this policy holds for graduate students. For any component of Master's examinations and doctoral comprehensive examinations, CoGS similarly requires notice of an accommodation request at least two weeks in advance of that component of the examination taking place. The process of scheduling the oral defence of a thesis or dissertation begins when a student submits their final draft to CoGS. CoGS requires that students seeking academic accommodation for oral defences submit their letter of request at the same time that they submit their final thesis or dissertation draft. Because administration of these examinations is time sensitive, there must be allowance for all parties to adequately prepare for an appropriate accommodation as recommended by the DRC.

Academic Regulations > Transfer Credit

1. Graduate students who have earned credits outside their current master's program (e.g., from a different university, in a different UBC master's program, as an undergraduate, or as an unclassified or Access Studies student) may transfer up to 12 credits or up to 40% of the total number of credits needed for completion of their current program (whichever is more), provided that:

- a) the courses were not used to satisfy the requirements of another credential;
- b) at least a B standing (UBC 74%) was obtained in courses considered for transfer;
- c) the courses considered for transfer credit have been taken within five years of commencement of the current degree program.

2. The 12-credit (40%) restriction does not apply to students in UBC-approved Exchange Agreements.

3. No more than 6 credits of transfer credit may be at the undergraduate level (300-/400-level).

4. Requests for transfer credit must be accompanied by a memorandum from the home graduate program addressed to the Dean of the College of Graduate Studies. The memorandum must provide an academic justification for allowing the transfer credit on a course by course basis.



5. Doctoral students are not normally eligible for transfer credit. In doctoral programs where there is a prescribed amount of coursework, students may be eligible for course exemptions on the basis of previous courses taken.

Programs may allow students to receive transfer credit from courses used towards an academic-credit certificate program to a maximum of 6 credits of coursework or up to 40% of the total number of credits needed for completion of their current program (whichever is more).

Academic Regulations > Undergraduate Eligibility for Graduate Courses

Undergraduate students who have maintained an overall B+ (76%) average in their completed third- and fourth-year courses, and who have completed at least 75% of the third- and fourth-year requirements for their undergraduate degree, may be eligible to register in graduate courses.

Awards and Scholarships

The University offers a wide range of programs to recognize students with high academic achievement and to provide financial assistance to those who cannot meet basic education costs.

Financial support for graduate students usually comes from the following sources:

- Merit-based awards, scholarships, and fellowships
- External funding agencies;
- UBC Okanagan teaching and research assistantships, administered by individual faculties and programs; and
- Need-based awards and financial assistance, including loans, bursaries, work/study programs, and emergency assistance, administered by UBC Okanagan Student Services.

Award recipients are required to accept and adhere to several funding terms and conditions that are specific to each award. For internal awards administered by the College of Graduate Studies, conditions include:

- **Registration:** Award payments will only be made to students who are registered as full-time graduate students at UBC's Okanagan campus. Award holders are required to maintain registration for the duration of their award funding period.
- **Completion of Program:** If an award holder completes the requirements of their program prior to receiving the full payment of their award, they should refer to the Terms of Reference of the specific award for payment details.
- **Withdrawal from Program:** If an award holder withdraws from their program, the funding received during the term in which the withdrawal is requested will be recovered by the College of Graduate Studies. If the student was nominated for their award by their graduate program, the funding will be returned to the nominating program.
- **Leave from Program:** Students granted a Leave of Absence will have their award suspended at the start of their leave. Reinstatement is based upon the Terms of Reference for each specific award.
- For complete terms and conditions, visit Scholarships and Awards (<http://gradstudies.ok.ubc.ca/tuition-awards-and-finance/award-opportunities>).

For external awards, please see the award-holders guide specific to each agency.

All award holders are expected to devote full-time hours to the research or studies for which they were funded and are required to make satisfactory academic progress throughout their funding period.

Interdisciplinary Graduate Studies



Interdisciplinary Graduate Studies > Program Overview

Degrees offered: M.A., M.Sc., Ph.D.

Note: An M.F.A. Specialization in Interdisciplinary Studies (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,1071,0>) is also available.

Interdisciplinary Graduate Studies (IGS) offers students opportunities to pursue graduate studies across disciplinary boundaries, and to tailor their course of study to suit their particular needs. At the UBC Okanagan campus, IGS programs are greatly facilitated by the small campus size, which allows students to work more intimately with faculty across a variety of departments and disciplines. The IGS structure allows for both interfaculty and intercampus arrangements for supervision and courses. The course and program requirements provide structure to ensure quality in both the breadth and depth of the student's academic experience.

Students completing an IGS degree must select one of two program options: Individualized or Themed.

In the Individualized option, the potential supervisor constructs a supervisory committee in consultation with the applicant. The committee and specified coursework are customized to the student's area of study.

In the Themed option, a number of defined themes have been established to assist students in focusing their studies toward particular areas of interest. A theme is defined as an area of research with courses specified to foster the education of students in that area, and with a cluster of interested faculty associated with the theme to assist students in their program. Students admitted to an IGS program (M.A., M.Sc., Ph.D.) have an option of completing a theme while completing their program of study.

All themes require the production of a theme-appropriate IGS thesis/dissertation and the successful completion of several courses specific to that theme of study as specified by the theme committee. For the purposes of specifying required coursework, the theme committee, in conjunction with the supervisor, approves the program plan of the student.

Themes for IGS programs are set from time to time by the College of Graduate Studies. Themes are areas of research and study without their own degree programs at the UBC Okanagan campus, but they are specific enough to warrant concentrated and defined areas of study.

At present, the following themes have been identified as part of the IGS program:

- Community Engagement, Social Change and Equity
- Digital Arts and Humanities
- Global Studies
- Power, Conflict and Ideas
- Sustainability
- Urban, Rural and Regional Dynamics

More information about the themes are listed on the College of Graduate Studies website, under Interdisciplinary Graduate Studies (<http://gradstudies.ok.ubc.ca/igs/>).

IGS is presently available in the Faculties of Applied Science, Arts and Sciences, Creative and Critical Studies, Education, Health and Social Development, and Management.



Interdisciplinary Graduate Studies > Admission Requirements

Admission Procedures

Please refer to the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/about/deadlines/>) for application and admission deadlines.

Master of Arts (M.A.) and Master of Science (M.Sc.).

The Interdisciplinary Graduate Studies (IGS) program is governed by the general guidelines, policies, and procedures of the College of Graduate Studies, including its standards for admission of students. The IGS program has additional requirements for admission, which are described below.

Applications received before the application deadline will be considered for admission on a competitive basis. Applications received after the deadline will be considered if resources permit. Application procedures for IGS may be found at the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/programs-applying/prepare-your-application/>) website.

In addition to College of Graduate Studies requirements, completed applications for the IGS program must include the name of the proposed supervisor, the department or unit of the proposed supervisor, and a proposal indicating the study and research to be conducted with that proposed supervisor. Applicants to IGS will not be admitted until they have obtained commitment from a supervisor.

The supporting supervisor must provide written confirmation of support for the proposed plan of study and research, the availability of facilities required to conduct the research, and the level of funding from research grants and contracts that will be made available for the support of the applicant.

Admission Criteria

Admission to this program is competitive and limited. Students who meet the minimum admission requirements may not be accepted to the program.

Applicants will be admitted on the basis of:

- Their record of academic and professional achievements;
- Their letters of recommendation;
- The quality and feasibility of their proposed plan of study and research;
- The ability of their proposed supervisor to support the proposed study plan;
- The availability of financial and operational support.

Doctor of Philosophy (Ph.D.)

The Interdisciplinary Graduate Studies (IGS) program is governed by the general guidelines, policies, and procedures of the College of Graduate Studies, including its standards for admission of students. The IGS program has additional requirements for admission, which are described below.

Students admitted to the Ph.D. program are expected to have a prior master's degree, the subject matter of which is relevant to the interdisciplinary study they propose to undertake in their IGS Ph.D. program.



Applications received before the application deadline will be considered for admission on a competitive basis. Applications received after the deadline will be considered if resources permit. Application procedures for IGS are posted on the College of Graduate Studies website.

In addition to College of Graduate Studies requirements, completed applications for the IGS program must include the name of the proposed supervisor, the department or unit of the proposed supervisor, and a proposal indicating the study and research to be conducted with that proposed supervisor. Applicants to IGS will not be admitted until they have obtained commitment from a supervisor.

The supporting supervisor must provide written confirmation of support for the plan of study and research, the availability of facilities required to conduct the research, and the level of funding from research grants and contracts that will be made available for the support of the applicant.

Admission Criteria

Admission to this program is competitive and limited. Students who meet the minimum admission requirements may not be accepted to the program.

Applicants will be admitted on the basis of:

- Their record of academic and professional achievements;
- Their letters of recommendation;
- The quality and feasibility of their proposed plan of study and research;
- The ability of their proposed faculty supervisor to support the proposed study plan;
- The availability of financial and operational support.

Ph.D. Individualized Option

There are no single-discipline individualized options for study available in the IGS program. Applicants to the Ph.D. Individualized Option must propose a demonstrably interdisciplinary plan of study and research. The individualized option is only available at the Ph.D.-level. Because of the added challenges of the individualized option, the following additional requirements accompany the admission of a student to this option:

1. Only applicants with a minimum overall average of first-class standing (80% at UBC) in all graduate courses are eligible for admission to the individualized option.
2. Applicants interested in pursuing an individualized option must have their study plan (i.e. a Statement of Intent/Statement of Purpose) endorsed by signature by the proposed supervisor of the applicant, and must include the names of at least two other faculty members who agree by signature to participate on the supervisory committee of the student. The proposed supervisory committee composition must reflect the interdisciplinary nature of the proposed plan of study and research.
3. At least one of the additional supervisory committee members must commit to, and be capable of, taking on a co-supervisory role should circumstances warrant.
4. The proposed supervisor of an applicant to the individualized option must demonstrate, by signature, the ability and willingness to fund the applicant for a minimum of three years and a maximum of four years at a set minimum expected funding level (consistent with the funding levels of the relevant Tri-council Doctoral Fellowships). The ability to meet this commitment will be confirmed, by signature, by the Supervisor's Head and/or the Associate Dean responsible for Graduate Studies in the Faculty of the supervisor.
5. The proposed supervisor of an applicant must detail the internal and external scholarly supports/networks that will be in place to support the student's plan of study.



Interdisciplinary Graduate Studies > Program Requirements

Master's Degree

The minimum credit requirements for IGS M.A. or M.Sc. programs are 30 in total. Specific coursework requirements may vary from Theme to Theme. Within the limits indicated in the overall IGS program guidelines, supervisors and supervisory committees may, with the approval of the relevant Theme Coordinator, require students to enrol in coursework beyond the IGS mandated minimums. Specific additional courses applicable to the student's program must be approved by the student's supervisor and supervisory committee and the Coordinator of the relevant Theme.

Minimum course requirements for the IGS M.A. and M.Sc. are as follows:

1. 3 credits in a Proseminar in Interdisciplinary Graduate Studies.
2. 3 credits in a Theme Seminar in Interdisciplinary Approaches.
3. 3 credits in Theme Methods.
4. For an MA or an MSc that requires 12 credits of thesis work, 9 credits of additional coursework that is relevant to the research the student will undertake to complete the Thesis; OR
5. For an MA or an MSc that requires 18 credits of thesis work, 3 credits of additional coursework that is relevant to the research the student will undertake to complete the Thesis.

Master's students are permitted a maximum of 3 credits of "Directed Readings" or "Directed Study" coursework toward completion of their degree requirements.

Master's students are permitted a maximum of 6 credits of coursework at the upper undergraduate-level (300-400 level).

Master's Thesis

Master's students (MA or MSc) must complete 12 to 18 credits from the following course:

- IGS 599 - Master's Thesis.

Ph.D. Degree

Students admitted to the Ph.D. program are expected to have a prior master's degree, the subject matter of which is relevant to the interdisciplinary study they propose to undertake in their IGS Ph.D. program.

Minimum course requirements for the IGS Ph.D. are as follows:

1. 3 credits in a Proseminar in Interdisciplinary Graduate Studies.
2. 3 credits in a Theme Seminar in Interdisciplinary Approaches.
3. 3 credits in Theme Methods.

Ph.D. students who have completed an IGS Master's program at UBCO may enrol in suitable alternatives as determined by the Theme Coordinator in consultation with the student's supervisory committee.

Within the limits indicated in the overall IGS program guidelines, supervisors and supervisory committees may, with the approval of the relevant Theme Coordinator, require students to enrol in coursework beyond the IGS mandated minimums. The total number of

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required courses for a Ph.D. in IGS may not total more than 18 credits. [18315] Specific requirements and guidelines for achieving candidacy, including the successful completion of a comprehensive examination, are posted on the IGS website.

Specific requirements and guidelines for achieving candidacy, including the successful completion of a comprehensive examination, are posted on the IGS website (<http://gradstudies.ok.ubc.ca/igs/>).

Individualized Option

An Individualized Option is available at the Ph.D. level in the IGS program.

Applicants to the individualized option must propose a demonstrably interdisciplinary program of study and research.

Minimum course requirements for the IGS Individualized Option Ph.D. are as follows:

1. 3 credits in a Proseminar in Interdisciplinary Graduate Studies.
2. 3 credits in a Graduate Seminar in Interdisciplinary Approaches.
3. 3 credits in Interdisciplinary Methods.

Ph.D. students who have completed an IGS Master's program at UBCO may enrol in suitable alternatives as determined by the Faculty IGS Coordinator, in consultation with the student's supervisory committee.

Doctoral Dissertation

Ph.D. students must successfully complete:

- Comprehensives as outlined in the Guidelines for the Comprehensive Examination Process for Doctoral Students in the Interdisciplinary Graduate Studies Program; and
- IGS 699 Doctoral Thesis.

Interdisciplinary Graduate Studies Course Offerings

The following courses, classified into two categories, are available to students in the IGS program. This list does not include non-IGS courses at the graduate or upper undergraduate-level in which students may, with appropriate permission and consistent with these guidelines, enrol to fulfill IGS course requirements.

Research Methods and Analysis

- IGS 501 Interdisciplinary Topics in Research Methods and Analysis;
- IGS 503 Indigenous Research Methods;
- IGS 504 Multivariate Statistics;
- IGS 505 Introduction to Qualitative Enquiry;
- IGS 506 Creative Research Methods;
- IGS 509 Directed Studies in Interdisciplinary Research Methods;
- IGS 515 Advanced Qualitative Methods;
- IGS 601 Advanced Topics in Research Methods and Analysis;

Special Topics and Directed Studies



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- IGS 520 Special Topics in Interdisciplinary Studies;
- IGS 523 Special Topics in Indigenous Studies;
- IGS 524 Proseminar in Interdisciplinary Studies;
- IGS 529 Directed Studies in Indigenous Studies;
- IGS 530 Special Topics in Creative and Critical Studies;
- IGS 539 Directed Studies in Creative and Critical Studies;
- IGS 540 Special Topics in Optimization;
- IGS 541 Special Topics in Urban Studies;
- IGS 542 Directed Studies in Urban Studies;
- IGS 543 Special Topics in Sustainability;
- IGS 544 Directed Studies in Sustainability;
- IGS 549 Directed Studies in Optimization;
- IGS 550 Special Topics in Social Science Research;
- IGS 559 Directed Studies in Social Science Research;
- IGS 560 Special Topics in Latin American and Iberian Studies;
- IGS 561 Directed Readings in Latin American and Iberian Studies;
- IGS 620 Advanced Topics in Interdisciplinary Studies;

Interdisciplinary Graduate Studies > Community Engagement, Social Change, and Equity (CESCE) Theme

Theme Overview

Degrees Offered: M.A. and Ph.D.

The Community Engagement, Social Change, and Equity (CESCE) Theme focuses on interdisciplinary approaches to research that train and support students to undertake research that engages publics and communities with a particular focus on social justice and social change. For participating faculty see the CESCE website (<http://gradstudies.ok.ubc.ca/igs/community-engagement/>).

The CESCE Theme offers full-time, research-based degrees. For research interests of Theme faculty members, please consult the CESCE Website (<http://gradstudies.ok.ubc.ca/igs/community-engagement/>).

Theme Admission Requirements

The overarching IGS requirements are the minimum standards required for admission to the Theme. Evidence in the application for admission that the research interests and scholarly background of the applicant are topically relevant to the Theme, and agreement of a faculty member who participates in the Theme to serve as the applicant's supervisor, are also required. Refer to the CESCE website (<http://gradstudies.ok.ubc.ca/igs/community-engagement/>) for a list of potential supervisors.

Theme Requirements

Master of Arts (M.A.) in Interdisciplinary Studies, Community Engagement, Social Change, and Equity Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the M.A. must complete 30 credits as follows:

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- a 12-credit master's thesis (IGS 599);
- 3 credits of IGS 524;
- 3 credits of IGS 586;
- at least 3 credits in a methods course selected from the following: IGS 501, IGS 503, IGS 504, IGS 505, IGS 509, IGS 515, IGS 601, NRS 506, NRS 507, SOCW 507, SOCW 553, STAT 507, DATA 501; and
- 9 credits of additional coursework (may include an additional 3 credits from IGS 586) selected by the student in consultation with, and approval of, his or her supervisor, of which no more than 6 credits can be at the 300/400 level, and none may be at the 100/200 level.

Doctor of Philosophy (Ph.D.) in Interdisciplinary Studies, Community Engagement, Social Change, and Equity Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the Ph.D. are:

- 3 credits of IGS 524;
- 3 credits of IGS 586;
- 3 credits of methods coursework;
- 3 credits of additional coursework selected by the student in consultation with, and approval of, his or her supervisor;
- successful completion of comprehensive requirements; and
- successful defence of the doctoral dissertation IGS 699 (0) Doctoral Thesis.

Contact Information

Complete details regarding the Community Engagement, Social Change, and Equity Theme are available on the IGS website, or by contacting the Theme Coordinator.

For current information, consult the Theme Website (<http://gradstudies.ok.ubc.ca/igs/community-engagement/>).

Interdisciplinary Graduate Studies > Digital Arts and Humanities Theme**Theme Requirements****Master of Arts (M.A.)**

The M.A. degree requires completion of:

- IGS 502 (3),
- IGS 501 (3) or IGS 506 (3) (or another 3 credit methods course approved by the supervisory committee),
- IGS 524 (3),
- A minimum of 9 additional credits of coursework,
- A 12-credit research-based thesis (IGS 599).

Doctor of Philosophy (Ph.D.)

The Ph.D. degree requires completion of:

- IGS 502 (3),



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- IGS 501 (3) or IGS 506 (3) (or another 3 credit methods course approved by the supervisory committee),
- IGS 524 (3),
- A minimum of 3 additional credits of coursework.

For students who have taken these courses as part of their M.A. program, suitable alternatives will be determined by the theme coordinator in consultation with the student's supervisory committee.

The Ph.D. degree also requires completion of a substantial, original research-based dissertation (IGS 699) under the supervision of a faculty member in the Theme.

Ph.D. students are required to present a research proposal and pass a comprehensive oral examination designed to assess the student's breadth of knowledge in the general subject area(s) of the proposed research.

Interdisciplinary Graduate Studies > Global Studies Theme

Theme Overview

Degrees Offered: (M.A., Ph.D.)

The Theme focuses on interdisciplinary approaches to research in Global Studies. For participating faculty, see the Global Studies website (<http://gradstudies.ok.ubc.ca/igs/global-studies/>).

The Global Studies Theme offers full-time, research-based degrees. For research interests of Theme faculty members, consult the Global Studies Theme Guide (<http://gradstudies.ok.ubc.ca/igs/global-studies/>).

Theme Admission Requirements

The overarching IGS requirements are the minimum standards required for admission to the Theme. Evidence in the application for admission that the research interests and scholarly background of the applicant are topically relevant to the Theme, and agreement of a faculty member who participates in the Theme to serve as the applicant's supervisor, are also required. Refer to the Global Studies website (<http://gradstudies.ok.ubc.ca/igs/global-studies/>) for a list of potential supervisors.

Theme Requirements

Master of Arts (M.A.) in Interdisciplinary Studies, Global Studies Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the Global Studies Theme must complete 30 credits for the M.A. as follows:

- a 12-credit Master's Thesis (IGS 599);
- 3 credits of IGS 524;
- IGS 587;
- IGS 588;
- at least 3 credits in a methods course selected from the following: IGS 501, IGS 503, IGS 505, IGS 515, or another methods course approved by the student's supervisory committee; and
- 6 credits of additional coursework selected by the student in consultation with and approval of his or her supervisor, of



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which no more than 6 credits can be at the 300/400 level, and none may be at the 100/200 level.

Doctor of Philosophy (Ph.D.) in Interdisciplinary Studies, Global Studies Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the Ph.D. are:

- 3 credits of IGS 524;
- 3 credits of IGS 587;
- 3 credits of IGS 588;
- at least 3 credits in a methods course selected from the following: IGS 501, IGS 503, IGS 505, IGS 515, or another methods course approved by the student's supervisory committee;
- successful completion of comprehensive requirements; and
- successful defence of the doctoral dissertation IGS 699 (0) Doctoral Thesis.

Contact Information

Complete details regarding the Global Studies Theme are available on the IGS website, or by contacting the Theme Coordinator.

For current information, consult the Theme Website (<http://gradstudies.ok.ubc.ca/igs/global-studies/>).

Interdisciplinary Graduate Studies > Power, Conflict, and Ideas Theme**Power, Conflict, and Ideas Theme Overview**

Degrees Offered: (M.A., Ph.D.)

The Power, Conflict, and Ideas Theme focuses on interdisciplinary approaches to research on social change, with a foundation in social theory, governance and policy, power and ideas, and historical context.

For participating faculty, see the Power, Conflict, and Ideas Theme website (<http://gradstudies.ok.ubc.ca/igs/power-conflict-ideas/>). The Theme offers full-time, research-based degrees. For research interests of Theme faculty members, consult the Theme website (<http://gradstudies.ok.ubc.ca/igs/power-conflict-ideas/>).

Theme Admission Requirements

The overarching IGS requirements are the minimum standards required for admission to the Theme. Evidence in the application for admission that the research interests and scholarly background of the applicant are topically relevant to the Theme, and agreement of a faculty member who participates in the Theme to serve as the applicant's supervisor, are also required. Refer to the PCI Theme website (<http://gradstudies.ok.ubc.ca/igs/power-conflict-ideas/>) for a list of potential supervisors.

Theme Requirements**Master of Arts (M.A.) in Interdisciplinary Studies, Power, Conflict, and Ideas Theme**

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the

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Power, Conflict, and Ideas Theme must complete 30 credits for the M.A. as follows:

- a 12-credit Master's Thesis (IGS 599);
- 3 credits of IGS 524;
- IGS 589;
- IGS 590;
- IGS 591;
- IGS 592; and,
- 3 credits of additional coursework selected by the student in consultation with, and approval of, his or her supervisor, of which no more than 3 credits can be at the 300/400 level, and none may be at the 100/200 level.

Doctor of Philosophy (Ph.D.) in Interdisciplinary Studies, Power, Conflict, and Ideas Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the Ph.D. are:

- 3 credits of IGS 524;
- 3 credits of IGS 592;
- 6 credits of coursework selected from the following: IGS 589, IGS 590, IGS 591;
- successful completion of comprehensive requirements; and
- successful defence of the doctoral dissertation IGS 699 (0) Doctoral Thesis.

Contact Information

Complete details regarding the Power, Conflict and Ideas Theme are available on the IGS website, or by contacting the Theme Coordinator.

For current information, consult the Power, Conflict, and Ideas Theme Website (<http://gradstudies.ok.ubc.ca/igs/power-conflict-ideas/>).

Interdisciplinary Graduate Studies > Sustainability Theme**Theme Overview**

Degrees Offered: M.A., M.Sc., Ph.D.

The Sustainability Theme focuses on interdisciplinary approaches to research in sustainability. Theme participants will contribute to identifying, articulating and resolving pressing socio-ecological problems. For participating faculty, see the Sustainability website (<http://gradstudies.ok.ubc.ca/igs/sustainability/>).

The Sustainability Theme offers full-time, research-based degrees. For research interests of Theme faculty members, please consult the Sustainability website (<http://gradstudies.ok.ubc.ca/igs/sustainability/>).

Theme Admission Requirements

The overarching IGS requirements are the minimum standards required for admission to the Theme. Evidence in the application for admission that the research interests and scholarly background of the applicant are topically relevant to the Theme, and agreement



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of a faculty member who participates in the Theme to serve as the applicant's supervisor, are also required. Refer to the Sustainability website (<http://gradstudies.ok.ubc.ca/igs/sustainability/>) for a list of potential supervisors.

Theme Requirements

Master of Arts (M.A.) in Interdisciplinary Studies, Sustainability Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the Sustainability Theme must complete 30 credits for the M.A. as follows:

- a 12-credit Master's Thesis (IGS 599);
- 3 credits of IGS 524;
- IGS 584;
- IGS 585;
- at least 3 credits in a methods course selected from the following: IGS 501, IGS 509, IGS 515, ANTH 307, BIOL 544, BIOL 568, CHEM 322, CHEM 412, COSC 505, CULT 371, CCS 506, CCS 507, DATA 407, DATA 501, DATA 521, ECON 370, ECON 427, EESC 315, GEOG 371, GEOG 377, GEOG 474, GISC 380, GISC 381, HIST 492, HIST 497, HMKN 506, INDG 401, MATH 339, MATH 459, MDST 320, MGMT 541, NRSO 507, PSYO 372, PYSO 373, PSYO 507, SOCI 390, SOCI 395, SOCW 553, STAT 406, STAT 507, STAT 538, STAT 547, STAT 560, or others, as deemed appropriate by the supervisory committee; and
- 6 credits of additional coursework selected by the student in consultation with, and approval of, his or her supervisor, of which no more than 6 credits can be at the 300/400 level, and none may be at the 100/200 level. Note: if a student elects to take one of the three credit upper-level undergraduate course as one of the methods options, then that student may only take one more three credit upper-level undergraduate course to count toward the master's degree.

Master of Science (M.Sc.) in Interdisciplinary Studies, Sustainability Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the Sustainability Theme must complete 30 credits for the M.Sc. as follows:

- an 18-credit Master's Thesis (IGS 599);
- 3 credits of IGS 524;
- IGS 584;
- IGS 585;
- at least 3 credits in a methods course selected from the following: IGS 501, IGS 509, ANTH 307, BIOL 544, BIOL 568, CHEM 322, CHEM 412, COSC 505, CULT 371, CCS 506, CCS 507, DATA 407, DATA 501, DATA 521, ECON 370, ECON 427, EESC 315, GEOG 371, GEOG 377, GEOG 474, GISC 380, GISC 381, HIST 492, HIST 497, HMKN 506, INDG 401, MATH 339, MATH 459, MDST 320, MGMT 541, NRSO 507, PSYO 372, PYSO 373, PSYO 507, SOCI 390, SOCI 395, SOCW 553, STAT 406, STAT 507, STAT 538, STAT 547, STAT 560, or others, as deemed appropriate by the supervisory committee

Doctor of Philosophy (Ph.D.) in Interdisciplinary Studies, Sustainability Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the Ph.D. are:

- 3 credits of IGS 524;
- 3 credits of IGS 584;
- 3 credits of IGS 585;
- 3 credits of methods coursework;



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- successful completion of comprehensive requirements; and
- successful defence of the doctoral dissertation IGS 699 (0).

Additional coursework may be required at the discretion of the supervisory committee.

Contact Information

Complete details regarding the Sustainability Theme are available on the IGS website, or by contacting the Theme Coordinator.

For current information, consult the Theme Website (<http://gradstudies.ok.ubc.ca/igs/sustainability/>).

Interdisciplinary Graduate Studies > Urban and Regional Studies (URS) Theme

Theme Overview

Degrees Offered: M.A. and Ph.D.

The Urban and Regional Studies (URS) Theme focuses on interdisciplinary approaches to research that train and support students to undertake research that engages publics and communities with a particular focus on rural and urban change. For participating faculty, see the Theme website (<http://gradstudies.ok.ubc.ca/igs/urban-rural-regional-dynamics>).

The URS Theme offers full-time, research-based degrees. For research interests of Theme faculty members, please consult the Theme website (<http://gradstudies.ok.ubc.ca/igs/urban-rural-regional-dynamics>).

Theme Admission Requirements

The overarching IGS requirements are the minimum standards required for admission to the Theme. Evidence in the application for admission that the research interests and scholarly background of the applicant are topically relevant to the Theme, and agreement of a faculty member who participates in the Theme to serve as the applicant's supervisor, are also required. Refer to the Urban and Regional Studies Theme website (<http://gradstudies.ok.ubc.ca/igs/urban-rural-regional-dynamics>) for a list of potential supervisors.

Master of Arts (M.A.) in Interdisciplinary Studies, Urban and Regional Studies Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the Urban and Regional Studies Theme must complete 30 credits for the M.A. as follows:

- a 12-credit Master's Thesis (IGS 599);
- 3 credits of IGS 524;
- IGS 583;
- At least 3 credits in a methods course selected from the following: IGS 501, IGS 503, IGS 504, IGS 505, IGS 509, IGS 515, IGS 601, STAT 507; and
- 9 credits of additional coursework selected by the student in consultation with, and approval of, his or her supervisor, of which no more than 6 credits can be at the 300/400 level, and none may be at the 100/200 level.

Master of Science (M.Sc.) in Interdisciplinary Studies, Urban and Regional Studies Theme



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In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the Urban and Regional Studies Theme must complete 30 credits for the M.Sc. as follows:

- an 18-credit Master's Thesis (IGS 599);
- 3 credits of IGS 524;
- IGS 583;
- At least 3 credits in a methods course selected from the following: IGS 501, IGS 503, IGS 504, IGS 505, IGS 509, IGS 515, IGS 601, STAT 507; and
- 3 credits of additional coursework selected by the student in consultation with, and approval of, his or her supervisor, of which no more than 6 credits can be at the 300/400 level, and none may be at the 100/200 level.

Doctor of Philosophy (Ph.D.) in Interdisciplinary Studies, Urban and Regional Studies Theme

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the Ph.D. are:

- 3 credits of IGS 524;
- 3 credits of IGS 583;
- 3 credits of methods coursework;
- successful completion of comprehensive requirements; and
- successful defence of the doctoral dissertation IGS 699 (0) Doctoral Thesis.

Contact Information

Complete details regarding the Urban and Regional Studies Theme are available on the IGS website, or by contacting the Theme Coordinator.

For current information, consult the Theme Website (<http://gradstudies.ok.ubc.ca/igs/urban-rural-regional-dynamics>).

Interdisciplinary Graduate Studies > Eligibility for Revised IGS Degree Programs*Eligibility of currently enrolled students to participate in the revised IGS degree programs*

Students who enrolled in the IGS M.A., M.Sc., or Ph.D. degree program prior to September 1, 2019 may choose to remain bound by the degree requirements (Calendar page <http://127.0.0.1/okanagan/index.cfm?tree=3,296,0,0#11287>) degree requirements of the IGS program as laid out in the Academic Calendar prior to that date. Students making this choice should refer to the Academic Calendar archive of the year they began their program to find their corresponding program requirements <http://www.calendar.ubc.ca/archive/okanagan/>

Students who enrolled in the IGS M.A. or M.Sc. program prior to September 1, 2019 may instead state their desire to fulfill the new, revised degree requirements of the IGS program that were implemented on September 1, 2018.

Students who enrolled in the IGS Ph.D. program prior to September 1, 2019 may *instead* state their desire to fulfill the new, revised degree requirements of the IGS program that were implemented on September 1, 2018. *However*, Ph.D. students who achieved candidacy prior to September 1, 2019 are not eligible for this option.

Interdisciplinary Graduate Studies > Contact Information



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General information about the Interdisciplinary Graduate Studies program may be obtained at the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/welcome.html>). If you have any questions, please contact:

Interdisciplinary Graduate Studies
College of Graduate Studies
The University of British Columbia
Okanagan Campus
Engineering, Management & Education Building, 2121
1137 Alumni Way
Kelowna, BC V1V 1V7
Tel: 250.807.8772
Fax: 250.807.8799
Email: gradask.ok@ubc.ca

Biochemistry and Molecular Biology

Biochemistry and Molecular Biology > Program Overview

Degrees offered: M.Sc., Ph.D.

For a list of participating faculty see the Biochemistry and Molecular Biology graduate program website (<http://www.biology.ok.ubc.ca/graduate/biochemistry-molecular-biology/>).

Biochemistry and Molecular Biology > Admission Requirements

Master of Science (M.Sc.)

The Biochemistry and Molecular Biology M.Sc. program is governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for admission of students. Applicants to the M.Sc. program are required to hold a B.Sc. in Biochemistry, Chemistry, combined Chemistry and Biochemistry, Biology, or a related field.

Applicants to the M.Sc. program are expected to have a B+ (76%) average or higher in their third- and fourth-year classes or at least 12 credits in third- and fourth-year classes in their intended field of study with an A- (80%) or higher average. Applicants who have a four-year baccalaureate degree, or its academic equivalent, which does not meet the requirements stated above, but who have had significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the Biochemistry and Molecular Biology graduate program committee and with the approval of the Dean of the College of Graduate Studies

Doctor of Philosophy (Ph.D.)

The Biochemistry and Molecular Biology Ph.D. program is governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for the admission of students. Ph.D. applicants are required to hold a M.Sc. or equivalent in Chemistry, Biochemistry, Biology, or a related field.

Students registered in the M.Sc. program may transfer to the Ph.D. program within 18 months of entering the program upon completion of 12 credits of coursework with at least an 80% (A-) average (9 credits of which must be at the 500-level), and approval of the student's advisory committee. Such transfers must comply with the regulations of the College of Graduate Studies.



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In exceptional cases, students not meeting these requirements may be admitted to the program provided they have the support of a faculty advisor, approval from the Biochemistry and Molecular Biology graduate program committee, and permission from the Dean of the College of Graduate Studies.

Biochemistry and Molecular Biology > Program Requirements

Master of Science (M.Sc.)

The M.Sc. degree requires completion of a 3-credit seminar course, 6 credits of graduate or advanced courses in Biochemistry or related subjects approved by the student's advisory committee, and the submission and defence of a 21-credit, research-based thesis (BIOC 549). Coursework must be completed with an average of 76% (B+) and a minimum in each course of 72% (B-).

Students interested in transferring from the M.Sc. program into the Ph.D. program should be aware that additional coursework is required to qualify for transfer into the Ph.D. program. Students should refer to the Ph.D. admission requirements (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>) and program requirements below and contact the department for complete information about transferring into the Ph.D. program.

Doctor of Philosophy (Ph.D.)

The Ph.D. degree requires a seminar, a comprehensive exam, submission and defence of a thesis, and coursework as assigned in accordance with the graduate program and the recommendation of the student's Ph.D. advisory committee. If required, coursework must be completed with an average of 80% (A-) and a minimum in each course of 76% (B+).

Biochemistry and Molecular Biology > Contact Information

Lindsay Odne, Graduate Program Assistant
Email: lindsay.odne@ubc.ca

Susan Murch, Graduate Program Coordinator
Biochemistry and Molecular Biology Graduate Program
Tel: 250.807.8541
Email: susan.murch@ubc.ca

Michael Deyholos, Biology Department Head
Tel: 250.807.8541
Email: michael.deyholos@ubc.ca

Robert Szilagyi, Chemistry Department Head
Tel: 250.807.8346
Email: robert.szilagyi@ubc.ca

Biology

Biology > Program Overview

Degrees offered: M.Sc., Ph.D.



For participating faculty see the Biology Graduate Program (<http://biol.ok.ubc.ca/graduate/biology.html>).

The Biology graduate program offers the full-time, research-based degrees Master of Science in Biology and Doctor of Philosophy in Biology. For research interests of Biology faculty members, please consult the Biology Graduate Program (<http://biol.ok.ubc.ca/graduate/biology.html>).

Biology > Admission Requirements

Master of Science (M.Sc.)

The Biology M.Sc. program is governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for admission of students. Applicants to the M.Sc. program are expected to have a B.Sc. in Biology or a related field, with a B+ (76%) average or higher in their third- and fourth-year classes or at least 12 credits in third- and fourth-year classes in their intended field of study with an A- (80%) or higher average. Their background training must be sufficient for advanced work in their chosen field. For non-native speakers of English, minimum acceptable TOEFL scores are 550 (paper version) and 90 overall with a minimum score of 22 in Reading & Listening and a minimum score of 21 in Writing & Speaking (Internet version).

No applicant will be admitted to the program until a member of the Biology Department faculty has agreed to supervise the thesis research; thus, applicants are strongly urged to identify and contact a potential research supervisor prior to applying.

In exceptional cases, applicants who do not meet the requirements stated above but who have had significant formal training and relevant professional experience to offset such deficiencies may be granted admission on the recommendation of the Biology Graduate Program Committee and approval of the Dean of the College of Graduate Studies.

Doctor of Philosophy (Ph.D.)

The Biology Ph.D. program is governed by the general graduate guidelines of the UBC Okanagan campus College of Graduate Studies' policies and procedures, including its standards for admission of students. Ph.D. applicants will normally have an M.Sc. in Biology or a related field, with a B+ (76%) average or higher in their M.Sc. coursework and thesis. Their background training must be sufficient for advanced work in their chosen field. For non-native speakers of English, minimum acceptable TOEFL scores are 550 (paper version) and 90 overall with a minimum score of 22 in Reading & Listening and a minimum score of 21 in Writing & Speaking (Internet version).

No applicant will be admitted to the program until a member of the Biology Department faculty has agreed to supervise the thesis research; thus, applicants are strongly urged to identify and contact a potential research supervisor prior to applying.

In exceptional cases, applicants who do not meet the requirements stated above but who have had significant formal training and relevant professional experience to offset such deficiencies may be granted admission on the recommendation of the Biology Graduate Program Committee and approval of the Dean of the College of Graduate Studies.

Biology > Program Requirements

Master of Science (M.Sc.)

The M.Sc. degree requires completion of BIOL 501, a 21-credit research-based thesis (BIOL 599), and a minimum of 6 additional



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credits of coursework. All coursework must be completed with a cumulative average of 75% or higher.

The elective course(s) must be approved by the student's supervisory committee. The supervisory committee may require additional coursework, if this is necessary for successful completion of the thesis research.

Students interested in transferring from the M.Sc. program into the Ph.D. program should be aware that additional coursework is required to qualify for transfer into the Ph.D. program. Students should refer to the Ph.D. admission requirements (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>) and program requirements below and contact the department for complete information about transferring into the Ph.D. program

Doctor of Philosophy (Ph.D.)

The Ph.D. degree requires completion of a substantial, original research-based thesis (BIOL 699) under the supervision of a faculty member in the Biology graduate program. Ph.D. students are not required to complete any additional coursework unless: 1) required by the supervisory committee, or 2) as a condition of admission. Within 18 months of registering in the program, Ph.D. students are required to present a research proposal and pass a comprehensive oral examination designed to assess the student's breadth of knowledge in the general subject area(s) of the proposed research.

Outreach requirement: Ph.D. students are also required to conduct outreach based on their research (e.g., participation in government committees, leading field trips, presentation of research results to user groups).

Students registered in the M.Sc. program may transfer to the Ph.D. program after 12-18 months, if approved by their research committee, the Biology Graduate Program Coordinator, and the Dean of the College of Graduate Studies. Transferring is possible only if the student has completed 12 credits of coursework in the first 18 months of his or her program with first class standing and has successfully defended a research proposal. Such transfers must comply with the regulations of the College of Graduate Studies.

Biology > Contact Information

Prior to completing a formal application for graduate studies, applicants should first identify and contact a faculty member with similar research interests in order to ascertain their potential interest in serving as the thesis research supervisor. Questions pertaining to the program should be directed to the Biology Graduate Program Coordinator.

For current information, consult the Biology Graduate Program website (<http://biol.ok.ubc.ca/graduate/biology.html>).

Chemistry

Chemistry > Program Overview

Degrees offered: M.Sc., Ph.D.

For participating faculty see the Chemistry Graduate Program (<http://www.chemistry.ok.ubc.ca/graduate/chemistry/#item2>)

The Chemistry graduate program offers the research-based degrees Master of Science (M.Sc.) in Chemistry and Doctor of Philosophy (Ph.D.) in Chemistry. The program offers a variety of research areas including analytical, environmental, inorganic, organic, computational and physical chemistry, as well as biochemistry.



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Chemistry > Admission Requirements

Master of Science (M.Sc.)

The program is governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for admission of students. Applicants to the M.Sc. program are expected to have a B.Sc. in Chemistry or a related field, with a B+ (76%) average or higher in their third- and fourth-year classes or at least 12 credits in third- and fourth-year classes in their intended field of study with an A- (80%) or higher average. Their background training must be sufficient for advanced work in their chosen field. Applicants from a university 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. In this regard, minimal English language proficiency must be demonstrated as outlined by the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospective/application-admission/admission-requirements/english-proficiency.html>).

Doctor of Philosophy (Ph.D.)

The program is governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for the admission of students. Ph.D. applicants will have either an M.Sc. in Chemistry or a related field, with a B+ (76%) average or higher in their M.Sc. coursework and thesis; or, in exceptional cases, an Honours B.Sc. in Chemistry or a related field, with an overall average of 80% or higher. Their background training must be sufficient for advanced work in their chosen field. In this regard, minimal English language proficiency must be demonstrated as outlined by the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospective/application-admission/admission-requirements/english-proficiency.html>).

Students registered in the M.Sc. program may transfer to the Ph.D. program within their first year of study after completing M.Sc.-level courses worth 12 credits, with an A- (80%) average or higher, and being approved by their research committee. Such transfers must comply with the regulations of the College of Graduate Studies.

In exceptional cases, applicants who do not meet the requirements stated above, but who have had significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the Chemistry graduate program committee and approval of the Dean of the College of Graduate Studies.

Chemistry > Program Requirements

Master of Science (M.Sc.)

The M.Sc. degree requires a research-based thesis (23 credits) and completion of 7 credits of coursework with a B+ (76%) average or higher. The required Chemistry Seminar provides 1 credit, and the remaining 6 credits may be obtained from an array of courses.

Students interested in transferring from the M.Sc. program into the Ph.D. program should be aware that additional coursework is required to qualify for transfer into the Ph.D. program. Students should refer to the Ph.D. admission requirements (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>) and program requirements below and contact the department for complete information about transferring into the Ph.D. program.

Doctor of Philosophy (Ph.D.)

The Ph.D. degree is based on substantial original research conducted under the supervision of a faculty member of the Chemistry graduate program. Ph.D. students must submit their research in the form of a thesis and are not required to complete coursework unless specified by their supervisory committee, or as a condition of admission. Within 24 months of registering in the Ph.D. program students are required to have their research proposal approved by their supervisory committee and to take a comprehensive oral examination designed to assess the student's breadth of knowledge in the general subject area(s) of the



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proposed research.

Chemistry > Contact Information

Robert Szilagyi (robert.szilagyu@ubc.ca)
Chemistry Department Head
Tel: 250.807.8346
Email: robert.szilagyu@ubc.ca

Lindsay Odne (lindsay.odne@ubc.ca)
Chemistry Graduate Program Assistant
Email: lindsay.odne@ubc.ca

Fred Menard (frederic.menard@ubc.ca)
Chemistry Graduate Program Coordinator
Tel: 250.807.8225
Email: frederic.menard@ubc.ca

Computer Science

Computer Science > Program Overview

Degrees offered: M.Sc., Ph.D.

The Computer Science graduate program offers opportunities for advanced study leading to a Master of Science (M.Sc.) in Computer Science and Doctor of Philosophy (Ph.D.) in Computer Science. Research interests of Computer Science (and associated) faculty members include general computer science topics (algorithms, artificial intelligence, computer science education, databases, human-computer interaction, social networks models, etc.), optimization (nonlinear programming, convex, nonconvex and variational analysis, modelling, numerical simulations), and data science (computational statistics, databases, design and analysis of experiments).

Computer Science > Admission Requirements

Master of Science (M.Sc.)

The M.Sc. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1197>).

Applicants to the M.Sc. program will normally have an honours or a bachelor's degree in Computer Science. Applicants in a related field that fits within the program are also welcome to apply. For example, applicants with interest in Optimization and Theoretical Computer Science may have a degree in Mathematics and interest in the theory and practice of computing while applicants interested in data science may have a degree in Statistics and computational skills.

Applicants from a university outside Canada at which English is not the primary language of instruction, please see the English Language Proficiency Requirement (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1197#13888>) for the minimum English language proficiency test scores required.

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While applications to the thesis- and project-based option with no identified supervisor will be accepted, no applicant will be admitted to the thesis- or project-based options until a supervisor has agreed to supervise the student's thesis or project; thus, applicants who wish to pursue a thesis or project option are strongly urged to indicate their preferred area(s) of interest on their application.

Doctor of Philosophy (Ph.D.)

The Ph.D. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students (see Ph.D. degrees admission (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>)).

Students admitted to the Ph.D. degree program normally must possess a masters degree in Computer Science or a related area with a B+ (76%) average or higher in their graduate coursework, with clear evidence of research ability or potential. In exceptional cases, students may be admitted directly to the Ph.D. program with only an honours bachelor degree (see Ph.D. requirements (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>)).

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 (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>).

Applicants from a university outside Canada at which English is not the primary language of instruction, should review the English Language Proficiency Requirement (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>) for the minimum English language proficiency test scores.

While applications with no identified supervisor will be accepted, no applicant will be admitted to the program until a supervisor has agreed to supervise the student's dissertation; thus, applicants are strongly urged to identify and contact a potential supervisor before applying.

Computer Science > Program Requirements**Master of Science (M.Sc.)**

In addition to the general academic regulations for graduate students (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,984,1167>) set out by the College of Graduate Studies, students in the M.Sc. in Computer Science select one of the following two options when they apply to the program:

- thesis option: 18 credits of coursework, plus a 12-credit M.Sc. thesis (COSC 549)
- project option: 24 credits of coursework, plus a 6-credit M.Sc. project (COSC 550)

All coursework credit must be selected by the student in consultation and with the approval of the supervisor(s) from a list of core courses in Computer Science (COSC), Optimization (COSC or MATH), and Data Science (DATA or STAT) before being submitted to the program coordinator for approval. Other courses in similar disciplines like Computer Science courses offered by UBC Vancouver (CPSC) and courses available through the Western Dean's or similar agreements are eligible subject to approval of the supervisor and program coordinator. The supervisory committee may require additional coursework, if deemed necessary for successful completion of the program.

Doctor of Philosophy (Ph.D.)

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the Ph.D. are:

1. Research Skills (COSC 690).



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2. Comprehensive requirement.
3. Thesis proposal oral examination.
4. Doctoral Dissertation (COSC 649).

Students are admitted to candidacy after completing the first three requirements.

Additional requirements may be established by the student's supervisory committee. For detailed information on how each requirement is met (see COSC Ph.D. program (<http://cosc.ok.ubc.ca/graduate/cosc.html>)).

Computer Science > Contact Information

For complete details regarding the Computer Science graduate program, please visit Computer Science (<http://cosc.ok.ubc.ca/graduate/cosc.html>) or contact the Graduate Program Coordinator (csggrad.coordinator@ubc.ca).

Data Science

Data Science > Program Overview

Degree offered: M.D.S.

The Master of Data Science program offers a sound foundation in data science techniques. It is a non-thesis professional degree program consisting of 30 credits. The program focuses on modelling, data extraction, data cleaning, data analysis, and communicating results to support evidence-based decisions. Students entering the program typically have a bachelor's degree in any discipline that relies increasingly on data such as Biology, Chemistry, Economics, Engineering, Geography, Management, or Psychology, but also Digital Media, Earth and Environmental Sciences, Education, Health Care, History, Physics, Sociology, etc.

This program is not intended for students with an undergraduate degree in Computer Science, or Statistics, and is restricted to students who have not declared a Major or Minor in Data Science and have not taken a significant number of data science courses (see admission requirements).

Students should be aware that due to the very intensive nature of the program, any absence might result in missing critical content. While UBC is committed to student success, ensuring that its standards are upheld may require completing the remaining part of the program the following year.

Data Science > Admission Requirements

Master of Data Science (M.D.S.)

The M.D.S. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.

Students entering the M.D.S. program will normally have an honours or a bachelor's degree.

This program is intended for students who do not have an undergraduate degree in Computer Science or Statistics; however, all applicants may be considered upon review by the graduate program.



Applicants must provide proof of successful completion of:

- one 3-credit course in programming (e.g., UBC COSC 111, CPSC 110, APSC 177 or equivalent);
- one 3-credit course in probability and/or statistics (e.g., UBC STAT 230, STAT 200, STAT 241, STAT 251, STAT 302, BIOL 202, PSYO 373, APSC 254, or equivalent); and,
- one 3-credit course in calculus (e.g., UBC MATH 100, APSC 172, or equivalent) or one 3-credit course in linear algebra (e.g., UBC MATH 221, APSC 179 or equivalent). Completion of a 3-credit course in each of calculus and linear algebra is recommended.

Applicants from a university outside Canada, at which English is not the primary language of instruction, should see the [English Language Proficiency Requirement](#) for the minimum English language proficiency test scores required.

The individual program's requirements mentioned in the [required documentation](#) are the following:

- A statement of interest describing the applicant's academic background, future career goals and their interest in data science.
- A resumé, including links to any relevant software or data science/analytics projects.

Upon admission, applicants will be required to provide a non-refundable deposit (pending Board of Governors approval) that will be applied to their first tuition instalment.

Data Science > Program Requirements

Master of Data Science (M.D.S.)

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, students in the M.D.S. must complete 30 credits as follow:

- 24 credits of DATA 530, 531, 532, 533, 534, 540, 541, 542, 543, 550, 551, 552, 553, 570, 571, 572, 573, 580, 581, 582, 583, 585, 586, 589;
- 6 credits of DATA 599

Data Science > Contact Information

Complete details regarding the Master of Data Science program are available on the Data Science (<http://cosc.ok.ubc.ca/graduate/dat> <http://cosc.ok.ubc.ca/graduate/data-science.html>) website or by contacting the Graduate Program Coordinator (mds.coordinator@ubc.ca).

Design

Design > Program Overview

This program is pending final approval by the UBC Board of Governors and Ministry of Advanced Education and Skills Training.



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Degree offered: M.Des.

The Master of Design (M.Des.) is a professional program grounded in a human centred, social-cultural orientation. The M.Des. curriculum and pedagogy explore critical design thinking, creative practice, and engineering principles within a culture of innovation, creativity, and social and sustainable entrepreneurship. This degree is a unique, interdisciplinary state-of-the-art program delivered jointly by the School of Engineering (SOE) and Faculty of Creative and Critical Studies (FCCS).

Design > Admission Requirements

This program is pending final approval by the UBC Board of Governors and Ministry of Advanced Education and Skills Training.

Academic requirements are set out here (<http://gradstudies.ok.ubc.ca/programs-applying/admission-requirements>).

Applicants from a university outside Canada at which English is not the primary language of instruction must present evidence of competency to pursue their studies in English. Acceptable proficiency tests and scores are TOEFL (Test of English as a Foreign Language): 104 overall with a minimum score of 25 in Reading & Listening and a minimum score of 24 in Writing & Speaking (Internet version); minimum score of 25 in Reading & Listening and a minimum score of 24 in Writing (paper version). TOEFL My Best Scores that meet the above minimum scores are acceptable as meeting the English language test requirements; or IELTS (International English Language Testing Service): minimum overall band score of 7.5, with no individual score less than 7.0. (Please note that these requirements are higher than the minimum requirements for admission to the College of Graduate Studies.)

Design > Program Requirements

This program is pending final approval by the UBC Board of Governors and Ministry of Advanced Education and Skills Training.

This degree requires satisfactory completion of 30 credits of course and studio work over 16 months. This includes:

- 15 credits of core courses (DICE 501, DICE 502, DICE 503, DICE 504),
- One six-credit course (DICE 505) of facilitated studio/makerspace work,
- One three-credit elective course drawn from existing courses or directed studies, and
- One six-credit showcase course (DICE 507) which acts as the exit project including a mentor/peer/public presentation.

Design > Contact Information

This program is pending final approval by the UBC Board of Governors and Ministry of Advanced Education and Skills Training.

The M.Des. degree is administered collaboratively by the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/welcome.html>), the School of Engineering (<http://www.ubc.ca/okanagan/engineering/welcome.html>), and the Faculty of Creative and Critical Studies (<http://fccs.ok.ubc.ca/>). General information may be obtained from the sites below.

School of Engineering
The University of British Columbia
Okanagan Campus



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Engineering, Management & Education Building, 3231
3333 University Way
Kelowna, BC Canada V1V 1V7
Tel: 250.807.8723
Email: engineering.graduate@ubc.ca

Faculty of Creative and Critical Studies (<http://fccs.ok.ubc.ca/>)
The University of British Columbia
Okanagan Campus
1148 Research Road
Kelowna, BC Canada V1V 1V7
Email: fccs.ubco@ubc.ca

College of Graduate Studies (<http://gradstudies.ok.ubc.ca/>)
The University of British Columbia
Okanagan Campus
EME2121 - 1137 Alumni Avenue
Kelowna, BC Canada V1V 1V7
Tel: 250.807.8772

Earth and Environmental Sciences

Earth and Environmental Sciences > Program Overview

Degrees offered: M.Sc., Ph.D.

Graduate studies in Earth and Environmental Sciences at the UBC Okanagan campus are interdisciplinary in nature, and designed to address the global need for Earth and environmental scientists and professionals. Graduates will develop the theoretical and analytical skills essential to the conduct of independent research.

Earth and Environmental Sciences > Admission Requirements

Applicants to the M.Sc. in Earth and Environmental Sciences must have a four-year (or equivalent) undergraduate degree in Earth or Environmental Science or a cognate discipline. Admission to the Ph.D. program will normally require an M.Sc. in one of these disciplines. In special circumstances, students who demonstrate exceptional research ability may apply directly to the Ph.D. program upon completion of a B.Sc. Honours. Students are also required to meet the minimum standard for admission to graduate studies at the UBC Okanagan campus.

Application forms for the Earth and Environmental Sciences graduate program can be accessed through College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospective/application-admission.html>). Prior to completing forms, students need to:

- identify and contact a prospective supervisor.
- discuss a possible program of courses and research with the supervisor; and
- work with the proposed supervisor to create an advisory committee normally consisting of at least two other members. Committee members may be in other academic units within the UBC Okanagan campus, research scientists at other academic institutions, or scientists in industry or government.

Earth and Environmental Sciences > Program Requirements



Master of Science (M.Sc.)

The M.Sc. program requires completion of a minimum of 30 credits including:

- EESC 502 - Environmetrics (3 credits) or EESC 512 - Applied Data Analysis in Geosciences (3 credits) or EESC 544 - Dynamic Modelling of Human and Environmental Systems (3 credits) or equivalent advanced quantitative skills course appropriate to the student's disciplinary requirements, as approved by the supervisory committee and the department's Graduate Program Committee;
- EESC 550 - Research Seminar in Earth and Environmental Sciences (3 credits);
- 6 credits derived from: EESC 551 - Special Topics in Earth and Environmental Sciences (1-6 credits) and/or EESC 552 - Directed Readings in Earth and Environmental Sciences (1-6 credits); and
- EESC 599 - M.Sc. Thesis (18 credits).

Additional coursework may be required at the discretion of the supervisory committee.

Doctor of Philosophy (Ph.D.)

The Ph.D. program requires successful completion of: a comprehensive examination, a research proposal, and a research dissertation (EESC 699). If equivalent courses to those required for the M.Sc. have not been completed in earlier degree work, these will be required for completion of the Ph.D. program. At the discretion of the supervisory committee, students may be required to complete additional coursework to develop their expertise in Earth and environmental sciences and to facilitate completion of their research program. The exact number of courses will depend upon the background of the student entering the program, and the nature of his or her research project. The program structure is flexible, and will be adapted to the needs of individual students.

Earth and Environmental Sciences > Contact Information

For additional information, contact the Earth and Environmental Sciences Program Coordinator (eesc.gradstudies.inquiry@ubc.ca).

Earth and Environmental Sciences
Barber School of Arts and Sciences
The University of British Columbia
Okanagan Campus
Science Building, 305
1177 Research Way
Kelowna, BC V1V 1V7
Tel: 250.807.8757

Information on how to apply can be found through College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospective.html>). Before applying, it is important that students identify and consult with faculty interested in supervising their research. Visit Earth and Environmental Sciences Faculty (<http://eesc.ok.ubc.ca/people/faculty.html>) for a complete list of participating faculty.

Education

Education > Program Overview



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Degrees Offered: M.Ed., M.A.

Graduate offerings in Education provide opportunities for educators to further develop specialized areas of interest and integrate their practice and understandings within a framework of educational research and inquiry.

Programs are designed for school teachers, subject area coordinators, educational administrators, and educators in non-school settings.

The master's degree program is comprised of core courses and courses within thematic areas. It is designed so that students receive foundational instruction in general education and curriculum theory, and the opportunity to personalize their learning by focusing inquiry within and across thematic areas. Students are encouraged to undertake studies within the context of their professional careers.

The M.Ed. is typically completed as a part-time program. The M.A. can be completed on either a part-time or full-time basis.

The College of Graduate Studies offers two master's degree routes that support a broad range of qualitative and quantitative approaches. The program culminates with a completion of a project (M.Ed.) or thesis (M.A.).

Education > Degree Routes

Master of Education (M.Ed.)

The M.Ed. degree is designed primarily for educators who wish to gain more knowledge and expertise and who intend to return to their professional careers upon completion of the degree.

Master of Arts in Education (M.A.)

The M.A. is designed for those students who, in addition to their interest in a thematic area of study, wish to develop their expertise as educational researchers.

Note: students who feel that they might, at some future date, be interested in enrolling in a doctoral program are advised to follow the M.A. route rather than the M.Ed. route.

Graduate Certificates in Education

Graduate Certificates are designed for specialists who wish to expand their subject matter content and enhance their professional qualifications through completion of graduate-level courses. A limited number of approved courses completed in a Graduate Certificate program may be applied toward an M.A. or M.Ed. degree. Students interested in a graduate degree in Education should seek the advice of the Director of the Graduate Programs in the Faculty of Education.

Education > Admission Requirements

Admission to the M.Ed., the M.A., and the Graduate Certificate requires that students meet the following minimum admission standards:

- a minimum overall average in the B+ range (76-79% at UBC) in third- and fourth-year courses; or
- academic standing with at least 12 credits of third- or fourth-year courses in the A- grade range (80% or higher at UBC) in



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the field of study; or

- applicants who have a four-year baccalaureate degree or its academic equivalent that does not meet the requirements stated above, but who have had significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the appropriate department or faculty.

Additionally, the Faculty of Education normally requires that applicants have at least two years of teaching experience. All applicants must submit a statement of intent (approximately 250-400 words) clearly outlining their areas of interest and focus for study with their applications.

Admission procedures can be found at College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospective/application-admission.html>).

Education > Program Requirements

Both the M.Ed. and M.A. degrees are 30-credit programs.

Course selection is made in consultation with a student's supervisor. A course at the 400- or 500- level may stand as an elective or a thematic area course with approval from the student's supervisor and the Director of Graduate Programs within the Faculty of Education.

M.Ed. Program Requirements

The M.Ed. is typically completed as a part-time program. Students are encouraged to complete the coursework over two academic years, including summer sessions. Continuing fees will be assessed after three years. M.Ed. students are required to complete the degree within four years.

M.Ed. Degree with Capstone Project

Capstone project option offers opportunities for students with an interest in exploring a particular topic in greater depth. Students will develop a substantial academic paper on their particular inquiry area of interest.

To be recommended for an M.Ed. degree with capstone project, students must complete the following:

- 9 credits of core courses: CUST 562, EDUC 500, and EDUC 521;
- 18 credits from the Okanagan School of Education's course offerings (3 credits can be taken from a Faculty/Department other than the Okanagan School of Education with approval from the Director of Graduate Programs. See Course Offerings (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,897,1050>);
- EDUC 598 (3 credits)

M.Ed. Degree with Coursework Only

M.Ed. degree with coursework only offers students rich opportunities for learning and professional development through the variety of course offerings gaining broad knowledge at an advanced level to inform their professional and/or applied practice.

To be recommended for the M.Ed. degree with coursework only, students must complete the following:

- 6 credits of core courses: CUST 562 and EDUC 521
- 24 credits from the Okanagan School of Education's course offerings (3 credits can be taken from a Faculty/Department



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other than the Okanagan School of Education with approval from the Director of Graduate Programs. See Course Offerings (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,897,1059>)

Note: A maximum of 6 credits can be taken at the 400-level with approval from the Director of Graduate Programs in Education.

M.A. Program Requirements

The M.A. can be completed on either a part-time or full-time basis. Students are encouraged to complete the coursework over two academic years, including summer sessions. Continuing fees will be assessed after three years. M.A. students are required to complete the degree within five years.

To be recommended for an M.A. degree, students must complete the following:

- 9 credits of core courses: CUST 562, EDUC 500, and EDUC 521;
- 15 credits from the Okanagan School of Education’s course offerings (3 credits can be taken from a Faculty/Department other than the Okanagan School of Education with approval from the Director of Graduate Programs. See Course Offerings (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,897,1059>); and
- EDUC 599 (6 credits).

Note: A maximum of 3 credits can be taken at the 400-level with approval from the Director of Graduate Programs in Education.

Graduate Certificate Program Requirements

The Graduate Certificate is a 15-credit program that can be completed on a part-time basis. To be recommended for the Graduate Certificate, students must complete 15 credits from one or more thematic areas (see [Course Offerings](#)). Course selection is done in consultation with the Director of Graduate Programs in Education.

Education > Course Offerings

CORE COURSES

Core courses are required for all M.Ed. and M.A. students.¹

CUST 562 Curriculum Issues and Theories	3
EDUC 500 Research Methodology in Education Part 1	3
EDUC 521 Readings and Discourse in Education	3

¹EDUC 500 not required for M.Ed. with coursework only.

To be recommended for the M.Ed./M.A. degrees, students must complete 15 credits (M.A.), 18 credits (M.Ed. with capstone), or 24 credits (M.Ed. coursework only) from the Okanagan School of Education’s course offerings (3 credits can be taken from a Faculty/Department other than the Okanagan School of Education with approval from the Director of Graduate Programs (see below). Course selection is done in consultation with a student’s supervisor.



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EDUC 524 Language Teaching and Learning	3
EDUC 526 Education and Diversity	3
EDUC 527 Global Education, Citizenship, and Cross-Cultural Conceptions of Teaching and Learning	3
EDUC 528 Theory and Practice in Inclusive Education	3
EPSE 565 Special Topics in Inclusive Education	3/6 d
EADM 554 Policy and Education	3
EADM 556 Conceptualizing Leadership	3
EADM 557 Leadership for Inclusion and Social Justice	3
EADM 558 Leadership for Sustainability	3
EADM 582 Leadership for Change: Systems, Innovation, and Reform	3
ETEC 511 Conceptualizing Educational Technology	3
ETEC 550 Designing Instruction	3
ETEC 553 Leading and Managing Educational Technology Innovation	3
ETEC 557 Instructional Strategies for Digital Learning	3
ETEC 559 Creating ICT-Enhanced Learning Environments	3
CUST 563 Conceptualizing Curriculum Studies: Theory and Research	3
CUST 564 Curriculum for Sustainability	3
CUST 565 Curriculum Studies in Diverse Settings	3
EDST 592 Conceptions of Teaching and Learning	3/6 d

Note: A maximum of 6 credits for M.Ed. and 3 credits for M.A. can be taken at the 400-level with approval from the Director of Graduate Programs in the Okanagan School of Education.

EADM 555 Educational Finance	3
EDST 588 Environmental Philosophy and Environmental Education	3
EDUC 501 Research Methodology in Education Part II	3
EDUC 517 Contemporary Issues in Education	3/6 d
EDUC 523 Assessment for Learning	3
EDUC 529 Building Communities: Education Beyond the Classroom	3
EDUC 530 Educating for Humanity: Citizenship through Service Learning	3
EDUC 560 Directed Studies in Education	3
EDUC 562 Special Topics in Education	3
EETC 556 Educational Technology and Converging Media	3



PROJECT/THESIS

Students prepare only one depending on degree route (see Program Requirements).

EDUC 598 M.Ed. Senior Seminar with Project	3
OR	
EDUC 599 M.A. Senior Seminar with Thesis	6

Note: not all courses are offered every year. Students should contact the Okanagan School of Education for current graduate courses.

Education > Contact Information

Information on graduate programs in Education may be found at College of Graduate Studies (<http://gradstudies.ok.ubc.ca/welcome.html>), Faculty of Education (<http://education.ok.ubc.ca/welcome.html>), or by contacting the Director of Graduate Education Programs:

Dr. Margaret Macintyre Latta (margaret.macintyre.latta@ubc.ca)

Engineering

Engineering > Program Overview

Degrees offered: M.A.Sc., M.Eng., M.Des., Ph.D.

The School of Engineering at the UBC Okanagan campus currently offers Master of Engineering (M.Eng.), Master of Applied Science (M.A.Sc.), and Doctor of Philosophy (Ph.D.) degrees with specialization in Civil, Electrical, and Mechanical Engineering.

The M.A.Sc. is a graduate-level study program requiring completion of a research thesis and coursework. Completion of a M.A.Sc. degree is normally required for admission to a Ph.D. program. The M.Eng. is a professional program suited to students who wish to pursue their engineering education beyond the undergraduate level but who do not wish to complete thesis research. See Engineering Programs of Study (<http://www.ubc.ca/okanagan/engineering/prospective/grad/program.html>) for more information.

The M.Des. is a professional program grounded in human centred, design orientation. The M.Des. curriculum and pedagogy explores critical design thinking, creative practice, and engineering principles within a culture of innovation, creativity and social and sustainable entrepreneurship. This degree is a unique, interdisciplinary state-of-the-art programmes delivered jointly by the School of Engineering (SOE) and Faculty of Creative and Critical Studies FCCS (<http://fccs.ok.ubc.ca>).

Engineering > Master of Applied Science (M.A.Sc.)

Admission Requirements

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Students admitted to the M.A.Sc. degree will normally possess a bachelor's degree in engineering or a related area, with a minimum GPA of B+ (76–79%), as well as minimum English language requirements, including a TOEFL score of 580 (PBT) or 92 (IBT), or an IELTS minimum overall band of 6.5 (with nothing less than 6.0 per individual test).

Program Requirements

This degree requires satisfactory completion of a minimum of 30 credits, including a 12-credit thesis. At least 18 credits must be coursework, with at least 12 of these completed at the 500 level. Normally, at least 12 of the 18 coursework credits must be in Engineering courses. A student's selection of courses is made in consultation with their supervisor(s) to suit research or career interests. The coursework completed must satisfy the advisory committee prior to graduation.

It usually takes 18–24 months of full-time study to complete the coursework and thesis requirements of the M.A.Sc. program. For further program information, see Master of Applied Science (<http://www.engineering.ok.ubc.ca/prospective/gradstudies.html>).

Engineering > Master of Engineering (M.Eng.)***Admission Requirements***

Students admitted to the M.Eng. degree will normally possess a bachelor's degree in engineering or a related area with a minimum GPA of B+ (76–79%), as well as specified English language requirements, including a TOEFL minimum score of 580 or an IELTS minimum overall band of 6.5 (with nothing less than 6.0 per individual test).

For further information on the program, please see Master of Engineering (<http://www.engineering.ok.ubc.ca/prospective/gradstudies.html>).

Program Requirements

This degree requires a minimum of 30 credits of coursework, at least 24 of which must be at the 500 level, with at least 12 of the 24 in a preferred discipline. A student's selection of courses is made in consultation with the program to suit career interests, and requires the approval of the program.

A typical completion time for full-time students taking the M.Eng. program is 12–24 months (3-6 terms), depending on the number of courses the student undertakes each term.

Engineering > Doctor of Philosophy (Ph.D.)***Admission Requirements***

Admission to the Ph.D. program will normally require the completion of a thesis-based master's degree in Engineering or a related field. In special circumstances, students who demonstrate exceptional research ability may apply directly to the Ph.D. program upon completion of an undergraduate degree in engineering. Students must satisfy minimum English language requirements, including a TOEFL score of 580 (PBT) or 92 (IBT), or an IELTS minimum overall band of 6.5 (with nothing less than 6 per individual test). Students are also required to meet the minimum standards specified for admission by the UBC Okanagan campus College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospective.html>).

Program Requirements

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The Ph.D. program requires the completion of required coursework, a qualifying examination, the development and defence of a research thesis proposal, and the completion of a research thesis. The number of credits of coursework required depends on the background of the student entering the program and the nature of the intended research project. Selection of courses is made in consultation with the supervisor(s). The coursework completed must satisfy the advisory committee prior to graduation.

It usually takes 36–48 months of full-time study to complete the coursework and thesis requirements of the Ph.D. program. For further program information, see Doctor of Philosophy (Ph.D.) (<http://www.engineering.ok.ubc.ca/prospective/gradstudies.html>).

Engineering > Contact Information

The M.A.Sc. and the Ph.D. degrees are administered collaboratively by the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/welcome.html>) at the UBC Okanagan campus and the School of Engineering (<http://www.ubc.ca/okanagan/engineering/welcome.html>). General information on both degrees may be obtained from the College of Graduate Studies and from the School of Engineering. The M.Eng. degree is administered by the School of Engineering. Contact details for the School of Engineering are:

School of Engineering
The University of British Columbia
Okanagan Campus
Engineering, Management & Education Building, 3231
3333 University Way
Kelowna, BC Canada V1V 1V7
Tel: 250.807.8723
Email: gradadvisor@ubc.ca

English

English > Program Overview

Degree offered: M.A.

The Master of Arts (M.A.) in English delivers training in the theory, methods, and practice of literary studies in English. The program emphasizes a theme of place, though students may also pursue an individualized path of study. All M.A. students are required to complete two core courses - ENGL 501 and 503 - addressing a range of disciplinary and interdisciplinary approaches to English and the skills necessary to conduct textual research and other aspects of the profession. Additional training in the study of literature and culture is available in any given year via graduate English courses (520 series and 530 series) offered at the discretion of the English program.

Coursework Option

The coursework student completes 21 credits of coursework and an independent research paper of publishable quality (9 credits).

Thesis Option

While a thesis-based M.A. is available, completion within one calendar year will require a highly-motivated student. Thesis students are required to take 18 credits of coursework and complete a master's thesis (12 credits).

English > Admission Requirements



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The M.A. degree program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.

Applicants to the M.A. in English program should have a B.A. degree with a Major in English or a background that sufficiently prepares them for advanced work in English. Applicants are expected to have a standing of a B+ (76%) average or better in their third- and fourth- year classes or at least 12 credits in third- and fourth- year English classes with an A- (80%) or better average.

Applicants from a university outside Canada at which English is not the primary language of instruction must present evidence of competence to pursue studies in the English language.

Acceptable English language proficiency tests for applicants to graduate studies are:

MA in English:

TOEFL (Test of English as a Foreign Language): 104 overall with a minimum score of 25 in Reading & Listening and a minimum score of 24 in Writing & Speaking (Internet version); minimum score of 25 in Reading & Listening and a minimum score of 24 in Writing (paper version).

IELTS (International English Language Testing Service): minimum overall band score of 7.5, with no individual score less than 7.

At the discretion of the English Graduate Committee, a student who does not meet the minimum requirements, but who has a strong undergraduate record, may be allowed to take a qualifying term in the M.A. program. The student's admission will be assessed at the end of the qualifying term to ascertain whether the student can continue in the M.A. English program.

English > Program Requirements

In addition to the general academic regulations for graduate students set out in this section, the minimum requirements for the M.A. are 30 credits as follows:

Literature and Place Theme:

- ENGL 501, 503;
- 9 credits from ENGL 531, 532, 533
- an additional 3 credit graduate course from ENGL, or, with permission of the English Graduate Coordinator, one of the following options: a graduate course from another program at UBC's Okanagan campus such as IGS, the Summer Indigenous Art Intensive, the Bamfield Marine Sciences Centre Summer Field Courses, or from another university via Go Global, the Western Deans' Agreement, or the Graduate Exchange Agreement;
- Additional requirements for M.A. coursework students: one additional 3 credit graduate course from ENGL or, with the permission of the English Graduate Coordinator, from another graduate program at UBC's Okanagan campus; ENGL 590: Independent Research Paper (9 credits);
- Additional requirement for M.A. thesis students: ENGL 599: Master's Thesis (12 credits)

Individualized Theme:

- ENGL 501, 503;
- 12 credits from ENGL 521, 522, 523, 524, 525, 531, 532, 533;
- Additional requirements for M.A. coursework students: One additional 3 credit graduate course from ENGL or, with the



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- permission of the English Graduate Coordinator, from another graduate program at UBC's Okanagan campus; ENGL 590: Independent Research Paper (9 credits);
- Additional requirement for M.A. thesis students: ENGL 599: Master's Thesis (12 credits)

English > Contact Information

email English Graduate Coordinator (fccs.ubco@ubc.ca)
Tel: 250.807.9355
Graduate Studies FCCS website (<http://fccs.ok.ubc.ca/programs/graduate.html>)

Fine Arts

Fine Arts > Program Overview

Degree offered: M.F.A.

The Master of Fine Arts (M.F.A.) program provides students with the theoretical and practical tools involved in obtaining a degree in the Fine Arts. There are three specializations under the M.F.A.: Creative Writing, Visual Arts, and Interdisciplinary Studies¹.

¹The College of Graduate Studies also offers the Interdisciplinary Graduate Studies (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,898,0>) (IGS) program.

All M.F.A. students are required to complete 30 credits as follows: 6 credits of methodology (CCS 506 and CCS 507 M.F.A. Graduate Colloquium I and II); 9 credits of additional coursework, 6 of which must be in the student's area of specialization; and the M.F.A. Thesis (15 credits) which requires students to produce a significant body of original artistic and/or curatorial work.

Fine Arts > Admission Requirements

The M.F.A. degree program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.

An applicant's background must sufficiently prepare them for advanced work in creative and/or curatorial practice.

Applicants to the M.F.A. program are expected to have a bachelor degree in a relevant field, such as a Bachelor of Fine Arts (B.F.A.) in Creative Writing, Theatre, or Visual Arts; a Bachelor of Arts (B.A.) in Creative Writing, Theatre, or Visual Arts; or, in some cases, a Bachelor of Arts (B.A.) in Drama, English, Art History, Museum Studies, Film, or Theatre. Applicants are expected to have a B+ (76%) average or higher in their third- and fourth-year courses or at least 12 credits in Fine Arts courses relevant to their specialization with an A- (80%) or higher average in their courses at the 300 level or higher.

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. Acceptable English language proficiency tests for applicants to graduate studies are:

MFA Visual Arts & MFA Interdisciplinary Studies:

TOEFL (Test of English as a Foreign Language): 97 overall with a minimum score of 24 in Reading & Listening and a minimum score of 23 in Writing & Speaking (Internet version); minimum score of 24 in Reading & Listening and a minimum score of 23 in



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Writing (paper version).

IELTS (International English Language Testing Service): minimum overall band score of 7, with no individual score less than 6.5.

MFA in Creative Writing:

TOEFL (Test of English as a Foreign Language): 104 overall with a minimum score of 25 in Reading & Listening and a minimum score of 24 in Writing & Speaking (Internet version); minimum score of 25 in Reading & Listening and a minimum score of 24 in Writing (paper version).

IELTS (International English Language Testing Service): minimum overall band score of 7.5, with no individual score less than 7.

All applicants must submit a portfolio of artistic and/or curatorial work in order to be admitted into the Program.

In exceptional cases, applicants not meeting these criteria may be admitted to the program provided that all of the following supports/approvals are met:

- they have the support of a faculty supervisor;
- the portfolio of artwork and/or curatorial work is approved by the Department of Creative Studies;
- approval is obtained from the Faculty of Creative and Critical Studies Graduate Admissions Committee; and
- permission is obtained from the Dean of Graduate Studies.

Contact the M.F.A. Graduate Coordinator (fccs.ubco@ubc.ca) for more information.

Fine Arts > Program Requirements

In addition to the general academic regulations for graduate students set out in this section, the minimum requirements for the M.F.A. are 30 credits as outlined below for each specialization. In the Interdisciplinary Studies specialization, there are two discipline areas: a primary area in a creative discipline (Creative Writing, Visual Arts, Performance/Theatre, or Curation) and a secondary area which may be in another area of study in the Department of Creative Studies or outside it.

M.F.A. Specialization in Creative Writing

Students selecting the Specialization in Creative Writing must complete the following 30 credits:

- CCS 506 (3) M.F.A. Graduate Colloquium I;
- CCS 507 (3) M.F.A. Graduate Colloquium II (including the presentation in this course in their second year);
- CRWR 581 Graduate Workshop in Creative Writing- Lyric (taken twice for a total of 6 credits) OR CRWR 582 Graduate Workshop in Creative Writing-Narrative (taken twice for a total of 6 credits);
- One additional 3-credit course which may be selected from other graduate programming in Creative Writing or in the Faculty of Creative and Critical Studies; or, at the discretion of the supervisor and supervisory committee, selected from other graduate-level courses outside of the Faculty of Creative and Critical Studies. With the approval of the supervisor and supervisory committee, students may successfully complete an upper-level undergraduate course to satisfy this requirement; and
- CCS 599 (15) M.F.A. Thesis comprising of a substantial creative writing work and a support paper or introductory essay: a full-length work of publishable quality (book-length poetry, fiction or non-fiction manuscript, full-length stage play, or screenplay) with an accompanying support paper or introductory essay (minimum 2,500 words) and an oral defence of both



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the creative writing work and the support paper or introductory essay. The oral defence will normally be held within six weeks of the creative writing thesis submission.

M.F.A. Specialization in Visual Arts

Students selecting the Specialization in Visual Arts must complete the following 30 credits:

- CCS 506 (3) M.F.A. Graduate Colloquium I;
- CCS 507 (3) M.F.A. Graduate Colloquium II (including the presentation in this course in their second year);
- VISA 582 (3) Graduate Studio in Visual Arts I;
- VISA 583 (3) Graduate Studio in Visual Arts II;
- One additional 3-credit course which may be selected from other graduate programming in the Faculty of Creative and Critical Studies; or, at the discretion of the supervisor and supervisory committee, selected from other graduate-level courses outside of the Faculty of Creative and Critical Studies. With the approval of the supervisor and supervisory committee, students may successfully complete an upper-level undergraduate course to satisfy this requirement; and
- CCS 599 (15) M.F.A. Thesis comprising of a substantial artistic body of work and a support paper: an exhibition of a body of work that appears in a venue suitable for an art exhibition for a minimum of two weeks and that is documented, as well as a support paper of 8,000 to 10,000 words and an oral defence of both the body of work and the support paper. The oral defence will normally be held within six weeks of the support paper submission.

M.F.A. Specialization in Interdisciplinary Studies

Students selecting the Specialization in Interdisciplinary Studies must complete the following 30 credits:

- CCS 506 (3) M.F.A. Graduate Colloquium I;
- CCS 507 (3) M.F.A. Graduate Colloquium II (including the presentation in this course in their second year);
- 6 credits of creative practice or curation courses in the student's primary discipline (this might include CRWR 580, VISA 582, VISA 583, CCS 510, CCS 511, CCS 512 or graduate THTR classes);
- One additional 3-credit course in a field relevant to the secondary discipline (which may be a creative discipline or a discipline from an academic area other than Creative Writing, Visual Arts, or Theatre) which may be selected from other graduate programming in the Faculty of Creative and Critical Studies; or, at the discretion of the supervisor and supervisory committee, selected from other graduate-level courses outside of the Faculty of Creative and Critical Studies. With the approval of the supervisor and supervisory committee, students may successfully complete an upper-level undergraduate course to satisfy this requirement; and
- CCS 599 (15) M.F.A. Thesis comprising of the production of a substantial artistic and/or curatorial body of work in a primary area of study and a research paper in a complementary area of study (or occasionally a creative work in a different field from the primary area). The length of the paper is determined by the committee, but generally the research paper accompanying the creative component of the thesis must be a substantial, scholarly work between 8,000 to 10,000 words. The artistic and/or curatorial body of work and the research paper should have substantial linkages in theoretical or topical context. An oral defence of both the body of work and the research paper is required. The oral defence will normally be held within six weeks of the research paper submission.

The requirements around what constitutes a creative thesis (the production of a significant body of original artistic work) within each discipline are predetermined as follows.

Note: alternate thesis structure and content, such as the completion of two creative works, may be considered if planned ahead, especially in cases where a student's work is interdisciplinary in nature.

The following are the thesis descriptions of the primary areas of study for students in the Specialization in Interdisciplinary Studies:



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Primary Discipline in Creative Writing

Requires a full-length work of publishable quality (book-length poetry, fiction or non-fiction manuscript, full-length stage play, or screenplay).

Primary Discipline in Visual Arts

Requires an exhibition of a body of work that appears in a venue suitable for an art exhibition for a minimum of two weeks and that is documented.

Primary Discipline in Performance

Requires a publicized event equivalent in scope and profile to a full-length evening performance, with documentation of the creation and development of the work. The performance must be shown in public a minimum of three times over a period of two weeks.

Primary Discipline in Curation

Requires a curated show demonstrating the student's abilities to plan, research, develop, administer, implement and document a professional curatorial project.

Fine Arts > Contact Information

email M.F.A. Graduate Coordinator (fccs.ubco@ubc.ca)

Tel: 250.807.9766

Graduate Studies FCCS website (<http://fccs.ok.ubc.ca/programs/graduate.html>)

Kinesiology and Health & Exercise Sciences

Kinesiology and Health & Exercise Sciences > Program Overview

Degrees offered: M.Sc., Ph.D.

The Health and Exercise Sciences graduate program offers full-time, research-based Master of Science degree in Health & Exercise Sciences and a Doctor of Philosophy degree in Kinesiology. We anticipate that applicants to the program will have interests in health sciences and will come from a variety of backgrounds within the biological, behavioural, and social sciences. The M.Sc. of Science degree in Health & Exercise Sciences and Ph.D. in Kinesiology will typically be completed by students pursuing studies in the biological, behavioural and/or social science content areas.

For participating faculty of Health and Exercise Sciences and their research interests, please consult the Health and Exercise Sciences website (<http://hes.ok.ubc.ca/faculty-and-staff/>).

Kinesiology and Health & Exercise Sciences > Admission Requirements

The M.Sc., Health and Exercise Sciences and Ph.D., Kinesiology programs are governed by the general graduate guidelines of the College of Graduate Studies' policies and procedures, including its standards for admission of students.



Master of Science (M.Sc.)

Applicants to the M.Sc. degree in Health & Exercise Sciences are normally expected to have a bachelor's degree in a biological, behavioural, social science, health science, or another related field of study with a B+ (76%) average or higher in their third- and fourth-year classes or at least 12 credits in third- and fourth-year classes in their intended field of study with an A- (80%) or higher average. Their background training must be sufficient for advanced work in their chosen field. Please see the College of Graduate Studies website (<http://gradstudies.ok.ubc.ca/prospective/application-admission/admission-requirements.html>).

Applicants from universities outside Canada in 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. Test scores must have been taken within the last 24 months.

Acceptable English language proficiency tests for applicants to the College of Graduate Studies are listed on the College of Graduate Studies website (<http://gradstudies.ok.ubc.ca/prospective/application-admission/admission-requirements/english-proficiency.html>).

No applicant will be admitted to the program until a member of the Health and Exercise Sciences faculty has agreed to supervise the thesis research; thus, applicants are strongly urged to identify and contact a potential research supervisor prior to submitting their application materials.

In exceptional cases, applicants who do not meet the requirements stated above, but who have had significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the HES Graduate Committee and with the approval of the Dean of the College of Graduate Studies.

Doctor of Philosophy (Ph.D.)

Applicants to the Ph.D. degree in Kinesiology are normally required to have a thesis-based master's degree in Health & Exercise Sciences, Kinesiology, or other related field of study, along with appropriate undergraduate and graduate coursework. Applicants with an undergraduate or graduate degree in a non-kinesiology program may be considered for admission, particularly if they have a strong background in the biological, behavioural or health sciences.

Applicants from universities outside Canada in 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. Test scores must have been taken within the last 24 months.

Acceptable English Language Proficiency tests and minimum required test scores for admission eligibility for applications to the College of Graduate Studies are listed on the College of Graduate Studies website.

No applicant will be admitted to the PhD program until a member of the Health and Exercise Sciences faculty has agreed to supervise the dissertation research; thus, applicants are strongly urged to identify and contact a potential research supervisor prior to submitting their application materials.

In exceptional cases, applicants who do not meet the requirements stated above, but who have had significant formal training and relevant professional experience to offset such deficiencies, may be granted admission on the recommendation of the HES Graduate Committee and with the approval of the Dean of the College of Graduate Studies.

Kinesiology and Health & Exercise Sciences > Program Requirements



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Master of Science (M.Sc.)

The M.Sc. degree requires completion of HES 506, an 18-credit research thesis (HES 549), and a minimum of 9 additional credits of coursework. Students must obtain an overall average of 76% or higher, and maintain continuous enrolment in the thesis course (HES 549) throughout their degree.

Elective course(s) must be approved by the student's supervisor and/or supervisory committee. The supervisory committee may require additional coursework, if this is necessary for successful completion of the thesis research.

Doctor of Philosophy (Ph.D.)

Ph.D. students are not required to complete any coursework outside of continuous enrolment in the dissertation course (HES 649), unless mandated: 1) by the supervisor and/or supervisory committee, or 2) as a condition of admission.

All doctoral students are required to successfully advance to candidacy complete a comprehensive examination within 36 months of their enrolment in the Ph.D. program. To advance to candidacy, students must pass comprehensive examinations, have their dissertation proposal approved by their supervisory committee, and complete any required coursework.

The principal component of the Ph.D. degree is completion of a research dissertation (HES 649), which meets the requirements of the College of Graduate Studies.

Kinesiology and Health & Exercise Sciences > Contact Information

Prior to completing a formal application for graduate studies, applicants should first identify and contact a faculty member with similar research interests in order to ascertain their potential interest in serving as the thesis research supervisor. Questions pertaining to the program should be directed to the Health and Exercise Sciences Graduate Program Coordinator (hsd.graduateprogram@ubc.ca)

For current information, consult the Health and Exercise Sciences website (<http://www.ubc.ca/okanagan/hes/welcome.html>).

Mathematics

Mathematics > Program Overview

Degrees offered: M.Sc., Ph.D.

The Mathematics graduate program offers students the research-based degrees of Master of Science (M.Sc.) in Mathematics and Doctor of Philosophy (Ph.D.) in Mathematics. Research interests of Mathematics faculty members include mathematical biology and differential equations, optimization and analysis, number theory and algebra, and statistics and probability.

Mathematics > Admission Requirements

Master of Science (M.Sc.)

The M.Sc. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of



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students.

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.

All applicants must meet the English language proficiency requirements (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1197>) of the College of Graduate Studies of UBC Okanagan.

Students are encouraged to contact the program prior to applying to discuss their admission.

Doctor of Philosophy (Ph.D.)

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.

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.

All applicants must meet the English language proficiency requirements (<http://www.calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1196>) of the College of Graduate Studies of UBC Okanagan.

Students are encouraged to contact the program prior to applying to discuss their admission.

Mathematics > Program Requirements

Master of Science (M.Sc.)

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the M.Sc. are:

- 12 credits for a successfully defended master's thesis (MATH 549);
- 3 credits for seminar presentations (MATH 590 taken thrice);
- 9 course credits selected by the student in consultation with - and approval of - the advisory committee and the program committee from a list of core courses in mathematical biology and differential equations, optimization and analysis, number theory and algebra, and statistics and probability; and
- 6 other credits selected by the student in consultation with, and approval of, the advisory committee and the program committee, none of which may be at the 100, 200, or 300 level.

Doctor of Philosophy (Ph.D.)

In addition to the general academic regulations for graduate students set out by the College of Graduate Studies, the minimum requirements for the Ph.D. are:

- 30 credits of coursework (up to 18 course credits obtained for the M.Sc. may count toward this requirement);
- a written qualifying examination during the first two years, and a subsequent oral qualifying examination;

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- 6 credits of coursework per year until the written qualifying examination is passed; and
- a successfully defended doctoral thesis (MATH 649).

Additional requirements may be established by the student's advisory committee and the program committee. For more information regarding the comprehensive examination and thesis, please refer to the academic regulations of the College of Graduate Studies, as set out in this section.

Mathematics > Contact Information

For complete details regarding the Mathematics graduate programs, please visit Mathematics (<http://cmps.ok.ubc.ca/graduate/mathematics>) or contact the Graduate Program Coordinator (cmps.gradassist@ubc.ca).

Medical Physics

Medical Physics > Program Overview

Degrees offered: M.Sc., Ph.D.

The Graduate Program in Medical Physics offers students the degrees of Master of Science in Medical Physics and Doctor of Philosophy in Medical Physics. The research interests of the Medical Physics faculty members include radiation physics and medical/molecular imaging as relating to radiation oncology. The program is enhanced through close collaboration with the BC Cancer Agency.

Medical Physics > Master of Science (M.Sc.)

Admission Requirements

The M.Sc. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.

Students entering the M.Sc. program will normally have a Physics Honours degree or equivalent, with at least a B+ (76% or higher) average.

Other Requirements

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); or 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.

Students are encouraged to contact the program coordinator prior to formally applying to discuss their admission.

Program Requirements



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In addition to the general academic regulations for graduate students set out in the College of Graduate Studies Academic Regulations Chapter VII, the minimum requirements for the M.Sc. are 33 credits beyond the B.Sc. to include:

- PHYS 534 (3): Radiotherapy Physics I
- PHYS 535 (3): Radiotherapy Physics II
- PHYS 539 (3): Radiation Dosimetry
- PHYS 540 (3): Medical Imaging
- PHYS 544 (3): Radiation Biophysics
- PHYS 546 (2): Clinical Shadowing
- PHYS 547 (1): Anatomy and Physiology for the Medical Physicist
- PHYS 549 (12): Master's Thesis

A minimum of 3 elective credits, to be approved by the supervisory committee, is also required. These may include graduate courses outside physics or a maximum of 3 credits from advanced undergraduate courses at the 400-level.

Medical Physics > Doctor of Philosophy (Ph.D.)

Admission Requirements

The Ph.D. program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students. Two admission streams are available: 1) Completion of an M.Sc. in Medical Physics or closely related discipline with a B+ (76%) average or better in their M.Sc. coursework and thesis, with clear evidence of research ability or potential. 2) Exceptional students may request to be admitted directly to the Ph.D. program after completing 12 course credits within the first year of M.Sc. study with a minimum of 9 credits at the 500-level and a 12-credit average of at least 80% (A-). Clear evidence of research potential and ability must be shown, as determined by the student's supervisory committee and approved by the graduate program advisor.

Other Requirements

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); or 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 85.

Students are encouraged to contact the program advisor prior to formally applying to discuss their admission.

Program Requirements

In addition to the general academic regulations for graduate students set out in the College of Graduate Studies Academic Regulations Chapter VII, the minimum requirements for the Ph.D. are:

- 21 credits of coursework beyond the B.Sc.;

Students who do not already have credit for the required master's degree courses for their program or the equivalent graduate-level courses from another university (approved by Graduate Program Coordinator) must take these courses in the Ph.D. program.

Note: coursework that was completed for a master's degree may be counted and credited for the Ph.D. coursework requirement.



- A minimum average of B+ (76%) must be maintained across all coursework with no grade below B (72%);
- 0 doctoral dissertation credits (PHYS 649);
- Successful completion of a comprehensive exam, no later than 18 months after initial enrolment into the Ph.D. program (or no later than six months after transfer from the M.Sc. program);
- Successful completion of a proposal defence within the first 18 months of the program (or 6 months if the candidate is undertaking the M.Sc. to Ph.D. transfer);
- Submission of a written research thesis along with an oral defence of the research and doctoral dissertation.

Additional requirements may be established by the student's supervisory committee. For more information regarding the comprehensive examination, proposal defence, and doctoral dissertation please refer to the College of Graduate Studies Academic Regulations in Chapter VII.

Medical Physics > Contact Information

For more information, please see the Contact Us page of the Medical Physics website (<http://medicalphysics.ok.ubc.ca/contact.html>).

Minimum Funding for Ph.D. Students

All full-time and current or incoming UBC students (domestic and international) in Ph.D. programs of the Okanagan campus will be provided with a minimum funding package of at least \$20,000 per year for up to the first four years of a Ph.D. as of September 2021. Graduate programs may set their own policies to require a funding level that is higher than the campus-wide minimum. This funding can be used to pay for university-related expenses (e.g., tuition, books) as well as general living expenses. The funding package may consist of any combination of internal or external awards, teaching-related work, research assistantships, or graduate academic assistantships. If a student receives additional funding (e.g., a scholarship) or other income that elevates their package above the minimum funding package, support from on-campus funding sources may be reduced. Departments are encouraged to establish processes that allow students to retain all or part of any external awards received.

Part-time employment in the field of the student's research may be considered part of the funding package, whether the work occurs on or off campus (e.g., a Ph.D. student continues part-time nursing practice to maintain professional skills and to understand current research needs in that setting). Other stable sources of income may be taken into account. In such cases, if the student's work and financial situation were to change, the department and supervisor will make their best effort to provide a minimum funding package, but this might not be possible as funding is planned well in advance.

For the purpose of this policy, internships will be considered similar to research assistantships, i.e. funds received from an internship position count toward the minimum funding package.

The minimum funding package is inclusive of vacation pay and benefits, as well as external awards or sponsorships, if applicable. The International Partial Tuition Award (IDPT) does not count towards a student's minimum funding package. Students must apply for scholarships as required by their graduate program to continue to qualify for the minimum funding package. Students will be required to disclose their sources of university or scholarship funding, as well as other income sources, to their graduate program and must inform their program immediately of new funding sources. If a student declines a teaching assistantship the graduate program is not obligated to replace that funding in order to meet the minimum funding level.

Selection, scheduling and payment of teaching assistantships must adhere to the Letter of Understanding with the British Columbia Government and Service Employees' Union (BCGEU).

The minimum funding package does not apply to students enrolled part-time. Students are required to make satisfactory academic



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progress throughout their funding period. (see [UBC Okanagan Academic Calendar](#) for a definition of satisfactory progress).

When the student completes their program (or withdraws without completing) while receiving financial support, this support may be subject to repayment or pro-rating for the remainder of the term.

Students transferring from a UBC master's to a Ph.D. program without completing the master's will be eligible for the minimum funding package effective the date of transfer to the Ph.D. program. Consistent with UBC academic policies, the start of the Ph.D. program for these transfer students will be the date of first registration in the master's program. Hence, a student who transfers to a Ph.D. after one year of master's study will be provided with a minimum funding package for the following three years.

In some cases, a program may choose to only accept a student if they are successful in a particular scholarship competition. In this case, the department can inform the student about the conditional acceptance, but state that a formal offer of admission will not be made until the condition has been removed.

In rare cases, a student may switch from one UBC supervisor and/or UBC graduate program to another UBC supervisor and/or UBC graduate program. The new supervisor and graduate program will be responsible for ensuring that the student continues to be provided with a minimum funding package.

This Minimum Funding Policy requires that graduate programs only admit doctoral students that the graduate program and supervisors have the means to support, considering factors such as support from supervisor's grants, internal and external scholarships, availability of research and teaching assistantships, and financial commitments to existing students. However, it is recognized that unexpected situations can occur. Departments and Faculties are encouraged to develop their own methods of dealing with emergency funding. It is expected that the Graduate Program Coordinator will consult with the Department Head and/or Faculty Dean.

Students who do not receive the funding they anticipated under the Minimum Funding Policy should first discuss this with their supervisor. If the issue is not resolved, they should then speak with their Graduate Program Coordinator. The Graduate Program Coordinator may need to consult with the Department Head or Dean of their disciplinary Faculty for a solution. If no solution is found, the Graduate Program Coordinator, as well as the student, can consult with the Dean of the College of Graduate Studies.

Effective September 2023, the value of the minimum funding package will increase to \$22,000 per year. After 2023 the Minimum Funding Policy will be reviewed annually by Graduate Council. Any annual increases will apply to both new and current eligible doctoral students.

Nursing

Nursing > Master of Science in Nursing (M.S.N.)

Program Objectives

The objectives of the Master of Science in Nursing (M.S.N.) program are to prepare nurses who are innovative, creative, evidence-informed problem solvers who can collaboratively lead interprofessional teams.

These objectives will be achieved through a course of studies that prepares nurses to:

- Create, translate and use nursing knowledge in all its forms.
- Synthesize and apply diverse perspectives within scholarly nursing research, practice and knowledge development.
- Cultivate advanced ethical reasoning and critical thinking.



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- Develop advanced skills and strategies for evidence-informed decision-making and practice. Gain practical experience in the application of healthcare knowledge in diverse environments.

Program Overview

Degree offered: M.S.N.

The Master of Science in Nursing (M.S.N.) program offers opportunities for baccalaureate nurses to develop and advance their professional knowledge, practice, and scholarship. Graduate students will engage in scholarly inquiry within a chosen area of nursing practice. Consistent with the College of Registered Nurses of British Columbia (CRNBC) definition, nursing practice is broadly defined as practice within the domains of clinical work, education, administration and research. In addition to a required core of foundation courses, students will select either a course-based or a research-based stream. The course-based stream may be completed in 16 months of full time study. The research-based stream requires a minimum of 24 months of full-time study. Both streams have part-time options and are offered via a combination of flexible delivery and intensive summer courses offered on campus. Graduates will be prepared to participate in knowledge development, application, integration, and translation through leadership roles within their practice setting.

Admission Requirements

The program is governed by policies of the College of Graduate Studies.

To be eligible for admission, an applicant must:

- Be a Registered Nurse with a baccalaureate degree, normally in nursing.
- Have a minimum overall average of B+ (76%) standing in third-and fourth-year levels of their baccalaureate with an A- (80%) in 12 credits of nursing courses.
- Demonstrate competence to pursue studies in the English language.¹
- Applicants to the research-based stream require successful completion of an undergraduate university or graduate university statistics course in the past 5 years as prerequisite, or approval of the School of Nursing Graduate Program Coordinator.

¹Completion of a Test of English as a Foreign Language 4 (TOEFL4) with a minimum score of 600 (paper version), 100 overall with a minimum score of 22 in Listening, Writing, Reading and Speaking (Internet version), or International English Language Testing (IELTS) with a minimum score range of 6.5 – 7.0.

In addition to meeting minimum admission criteria, applicants will be evaluated in relation to:

- Record of academic and professional achievement.
- Three (3) letters of reference.
- Quality and demonstrated written competency in letter of intent.

Please see College of Graduate Studies page for more information on the English Language Proficiency Requirement (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,998,1197>).

Program Requirements

The Master of Science in Nursing (M.S.N.) program allows students to choose from one of the following program streams:

MSN Program Streams



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3 Common Core Courses (9 credits)
2 Core Research Courses (6 credits)
1 Focus Course (3 credits)
Thesis (12 credits)
Total: 30 credits

3 Common Core Courses (9 credits)
1 Elective (3 credits)
4 Focus Courses (12 credits)
Capstone Course (6 credits)
Total: 30 credits

Master level coursework is normally taken at the 500-level. Three credits of Undergraduate level coursework (300-499) may be taken with the approval of the School of Nursing Graduate Program Coordinator.

Core Courses (Required) for both streams 9 credits:

NRSG 500	Nursing Knowledge (3)
NRSG 504	Finding and Integrating Knowledge for Evidence-Informed Practice (3)
NRSG 505	Healthcare Policy (3)

Additional Courses (Required) for Course-Based Stream 6 credits:

NRSG 597	Capstone Practicum (6)
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Additional Courses (Required) for Research-Based Stream 18 credits:

Nursing 506	Qualitative Research (3)
Nursing 507	Quantitative Research (3)
Nursing 599	Research Thesis (12)

Focus Courses (12 credits required for course-based stream; 3 credits required for research-based stream):

The composition of Focus Courses is aimed at advancing appropriate knowledge and expertise in the learner's chosen domain of practice. Students have the opportunity to choose from the following courses.

NRSG 522	Introduction to Nursing Education (3)
NRSG 523	Teaching and Learning in Nursing Practice (3)
NRSG 530	Families in Health and Illness (3)
NRSG 531	Advanced Family-Centred Nursing Practice (3)
NRSG 542	Introduction to Nursing Leadership and Management (3)
NRSG 543	Nursing Leadership and Management in Practice (3)

Electives (Possible substitutions for focus courses with approval of School of Nursing Graduate Program Coordinator.)

Elective Courses that are relevant to the learner's chosen domain of practice may be used in fulfilling focus course requirements. Elective courses being substituted for focus courses require the approval of the Graduate Program Coordinator, School of Nursing. Students may choose from the following Nursing (NRSG) or Health-Interprofessional (HINT) electives. Please check Course Schedule for current course offerings; courses with asterisks are regularly offered.



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NRSG 512*	Directed Studies in Nursing (3/6 d) ¹
NRSG 530	Families in Health and Illness (3)
NRSG 531	Advanced Family-Centred Nursing Practice (3)
NRSG 550	Healthcare Ethics (3)
HINT 503	Psychosocial Oncology (3)
HINT 506	Participatory Inquiry through Action Research (3)
HINT 508*	Cultural Safety in Health: Indigenous Perspectives (3)
HINT 511	Special Topics in Interdisciplinary Health Research (3)
HINT 512	Special Topics in Interprofessional Practice (3)
HINT 521	Interprofessional Collaboration (3)
HINT 522	Leadership in Human Service Organizations (3)
HINT 523	Professional Ethics (3)
HINT 524	Interprofessional Practice Issues in Healthy Aging (3)
HINT 525	Disabilities Studies and Interprofessional Health Care (3)
HINT 526	Global Health (3)

¹ Students may take a maximum of 6 credits of directed studies within the M.S.N. program.

Nursing > Ph.D. in Nursing

Ph.D. in Nursing

Program Objectives

The Ph.D. in Nursing program is designed to prepare researchers and leaders to develop the knowledge base of nursing. The goal of the program is to prepare graduates who demonstrate excellence in providing leadership to generate, integrate, and implement new disciplinary knowledge aimed at improving nursing, health, and health care.

The primary objectives of the Ph.D. in Nursing program are:

- To provide a rigorous, high-quality doctoral-level graduate program in nursing that builds on UBC Okanagan's highly successful M.S.N. program.
- To enable students to actively participate in the development of nursing knowledge, adding to the evidence base to enhance nursing and health.
- To prepare outstanding nurse leaders to have expanded spheres of influence to enhance health and wellbeing of individuals, families and communities through leadership roles in academic institutions, practice settings, and policy arenas.

Eligibility Requirements

Applicants to the program are admitted on the basis of outstanding achievement in their master's program; evidence of potential for research and scholarship; an ability to be self-directed; and articulated goals in keeping with the resources available in the program, including available faculty support and programs of research. The number of qualified applicants that can be accepted in any given year is determined by faculty resources and other factors. Applicants must at minimum meet the admission requirements of the College of Graduate Studies. Canadian students must hold practicing nurse registration in BC or another Canadian province. International students must meet general eligibility criteria for nurse registration in BC.

Transfer from the M.S.N. to the Ph.D. in Nursing program is permitted under regulations set by the College of Graduate Studies.



Admission

Applicants must meet the minimum academic requirements for graduate studies. Applicants must also satisfy the eligibility requirement to be considered for admission. Meeting the minimum requirements will not ensure admission.

Admission Requirements

- A Masters of Nursing or a graduate degree in a health-related discipline from an approved institution with clear evidence of research ability and potential.
- Canadian students must hold practicing nursing registration in BC or another Canadian province.
- International students must meet general eligibility criteria for nurse registration in BC.

Exceptional Circumstances

- In exceptional cases, applicants who hold a bachelor's degree with an overall 'A' average and who demonstrate advanced research ability may be granted direct admission to the Doctor of Philosophy in Nursing program on recommendation of the School of Nursing graduate program coordinator and with the approval of the Dean of the College of Graduate Studies.
- Students entering directly from a bachelor's degree must, during the first two years of study, complete a total of 12 credits with a first-class average, of which at least 9 credits must be at the 500-level or above and at least 9 credits must be of first-class standing, to maintain registration as a doctoral student.
- Students who enter into the Ph.D. in Nursing program after partial completion of a master's degree must, during the first two years of study, complete a total of 12 credits (at least 9 credits must be at the 500-level or above and at least 9 credits must be of first class standing) to maintain registration as a doctoral student. Also, students must demonstrate clear evidence of research ability and potential. Transfer into the doctoral program from a Master's program is normally done after completion of the first year of study and will not be permitted after completion of the second year.

Program Requirements

The Ph.D. in Nursing requires completion of:

- NRSNG 580 (3) Philosophy of Evidence in Nursing
- NRSNG 581 (3) Leadership in Knowledge Application and Translation
- NRSNG 554 (3) Advanced Research Methods
- NRSNG 601 (3) Doctoral Seminar
- NRSNG 699 (0) Doctoral Dissertation

Students are also encouraged to seek suitable electives with guidance from their supervisor.

All doctoral students are required to successfully complete a comprehensive examination within 24 months of their enrolment in the Ph.D. program. After completing required coursework (plus any recommended electives as agreed upon by the student and the supervisor), students prepare an annotated bibliography. This serves as the foundation for the comprehensive exam, which comprises two essays in the form of a take home exam and an oral defence.

Students must complete their candidacy exam within the first 36 months in the doctoral program. After completing the comprehensive exam, students establish their supervisory committee and proceed to develop their proposal. The written proposal is approved by the committee, and is followed by an oral defence.

The major requirement for the Ph.D. is completion of a research dissertation (NRSNG 699), meeting the College of Graduate Studies



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requirements.

Nursing > Contact Information

Dr. Kathy Rush, Graduate Program Coordinator
The School of Nursing
UBC, Okanagan Campus
ART 150
1147 Research Road
Kelowna, BC V1V 1V7
Tel: 250.807.9561
Fax: 250.807.9865
Web: nursing.ok.ubc.ca/graduate (<http://nursing.ok.ubc.ca/graduate>)

Psychology

Psychology > Program Overview

Degrees offered: M.A., Ph.D.

The graduate program in Psychology provides exposure to ongoing research projects in a variety of areas of specialization including abnormal psychology, clinical psychology, cognitive psychology, creativity, cultural evolution, forensic psychology, happiness and well-being, health psychology, personality psychology, and social psychology. The Master of Arts (M.A.) and Doctor of Philosophy (Ph.D.) are awarded only to those students who acquire a detailed knowledge of the current research findings in their area of specialization, a knowledge of the concepts and issues in other selected areas of psychology, and experience in the conduct of original research of high quality.

Psychology > Master of Arts (M.A.)

Admission Requirements

The M.A. degree program is governed by the regulations of the College of Graduate Studies, including its standards for admission of students.

Entering students will normally have an honours degree (or an undergraduate degree and equivalent research experience) in Psychology or a related area. This must include coursework in statistics and research methodology.

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. Applicants from a university at which English is not the primary language of instruction must meet Language Proficiency Requirement for the minimum English language proficiency test scores (<http://gradstudies.ok.ubc.ca/programs-applying/admission-requirements/>)

No applicant will be admitted to the program until a faculty member of the Psychology Department has agreed to supervise the thesis research; thus, applicants are strongly urged to identify and contact a potential research supervisor prior to applying.

Admission to the M.A. in Psychology program is restricted to those who intend to continue on to the Ph.D. and who have an overall



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average of at least 80% in their last 60 credits.

Program Requirements – Psychological Science (formerly Experimental Psychology)

In addition to the general academic regulations for graduate students set out in this section, the minimum requirements for the M.A. are 30 credits as follows:

- a 12-credit master's thesis (PSYO 599);
- 6 credits of graduate-level statistics and methodology, normally taken in the first year;
- 3 credits in Contemporary Theories of Psychology (PYSO 506); and
- 9 other credits selected by the student in consultation with and approval of his or her supervisor, of which no more than 6 credits can be at the 300/400 level, and none may be at the 100/200 level.

Program Requirements – Clinical

In addition to the general academic regulations for graduate students set out in this section, the clinical program requires coursework [minimum of 30 credits—6 credits in research methods & statistics and 24 graduate credits approved by the Director of Clinical Training] plus a research thesis. Our program is accredited by the Canadian Psychological Association (CPA). Students are expected to complete all program requirements within two years.

Graduate education in the Department follows a scientist-practitioner model in which students conduct research in close collaboration with a particular faculty member, and engage in supervised clinical experiences. Graduate study must be on a full-time basis.

See the Department website (<http://psych.ok.ubc.ca>) for complete details regarding the various psychology programs.

Psychology > Doctor of Philosophy (Ph.D.)***Admission Requirements***

The Ph.D. degree 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 a Master's degree in Psychology or a related area, with clear evidence of research ability or potential. Exceptional students may be admitted directly to the Ph.D. degree program with only an Honours degree.

Transfer from the M.A. to the Ph.D. degree program is permitted at the discretion of the program under regulations set by the College of Graduate Studies after 12 but after no more than 18 months in the M.A. degree program.

Applicants from a university outside Canada in 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. Applicants from a university at which English is not the primary language of instruction must meet Language Proficiency Requirement for the minimum English language proficiency test scores (<http://gradstudies.ok.ubc.ca/programs-applying/admission-requirements/>)

No applicant will be admitted to the program until a faculty member of the Psychology Department has agreed to supervise the dissertation research; thus, applicants are strongly urged to identify and contact a potential research supervisor prior to applying.

Program Requirements – Psychological Science (formerly Experimental Psychology)



In addition to the general academic regulations for graduate students set out in this chapter, the minimum requirements for the Ph.D. are as follows:

- up to 18 credits of coursework equivalent to that required for the M.A. degree program, selected by the student with the approval of his or her supervisory committee (if a student has not already completed the relevant credits or their equivalent);
- a second-year empirical paper (if a student has not already completed an M.A. thesis in Psychology or a related area);
- successful completion of the comprehensive requirements; and
- a successfully-defended doctoral dissertation (PSYO 699).

Additional coursework may be required by a student's supervisory committee. For more information regarding the comprehensive requirements and thesis, please refer to the College of Graduate Studies' [Academic Regulations](#).

Program Requirements – Clinical

All doctoral students are required to successfully complete a comprehensive examination. The major requirement for the Ph.D. is completion of a research dissertation as required by the College of Graduate Studies. Clinical students must develop an acceptable level of clinical skill, complete coursework, and serve a one-year pre-doctoral internship at a CPA- or APA-accredited site. Our program is accredited by the Canadian Psychological Association.

See the Department website (<http://psych.ok.ubc.ca/>) for complete details regarding the various psychology programs.

Psychology > Contact Information

Clinical Psychology

Assistant to the Director of Clinical Training: Marlis Weцels (psych.gradstudies.ok@ubc.ca)

Tel: 250.807.8241

Psychological Science (formerly Experimental Psychology)

Dr. Paul G. Davies (paul.g.davies@ubc.ca)

Tel: 250.807.8727

Social Work

Social Work > Program Overview

Degree offered: Master of Social Work (M.S.W.)

The Master of Social Work (M.S.W.) program provides advanced clinical education for professionals. The program is designed to prepare students for clinical practice with individuals, families, and groups. The M.S.W. degree prepares students for leadership roles in clinical and direct practice organizations. The Master of Social Work (M.S.W.) program of study incorporates critical theory into social work assessment and intervention. Students develop a deeper understanding of the integration of individual, relational, structural and global factors that respect diversity, promote resilience, and strengthen capacity.

The School of Social Work (<http://socialwork.ok.ubc.ca/>) offers two master's level program tracks.



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Advanced One-Year M.S.W.

The Advanced One-Year M.S.W. program track (30 credits) is designed for professionals who currently hold a B.S.W. degree, from an institution accredited by the Canadian Associate for Social Work Education (CASWE) or the Council of Social Work Education (CSWE). Individuals without such a degree cannot be admitted into the Advanced One-Year M.S.W.

Foundational Two-Year M.S.W.

The Foundational Two-Year M.S.W. program track (60 credits) is designed for students who do not have a B.S.W., but who do hold an undergraduate degree.

Social Work > Master of Social Work – Advanced One-Year Track***Admission Requirements***

The M.S.W. program is governed by the policies of the College of Graduate Studies and the School of Social Work. Students applying to the Advanced One-Year Track of the program must hold a Bachelor of Social Work degree, from an institution accredited by the Canadian Associate for Social Work Education (CASWE) or the Council of Social Work Education (CSWE). Individuals without such a degree cannot be admitted into the Advanced One-Year M.S.W. Applicants must have:

- In 300-level courses and above, a minimum overall grade average equivalent to a UBC B+ (76-79%) or higher;
- completed an approved course in statistics (see list of approved courses on the School of Social Work website (<http://socialwork.ok.ubc.ca/msw-program/approved-statistics-courses/>));
- completed a Statement of Purpose (<http://socialwork.ok.ubc.ca/msw-program/program-specific-application-information/>);
- submitted a resumé or curriculum vitae;
- provided three letters of reference; and
- immediately upon acceptance of an admission offer, submitted an acceptable criminal record check for relevant and specified offenses as defined under the Criminal Records Review Act of British Columbia (see the School of Social Work website regarding the criminal record check submission process (<http://socialwork.ok.ubc.ca/msw-program/criminal-record-check/>)).

If applicable, applicants from a university 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. The Master of Social Work program is a professional program which requires language proficiency test scores that are beyond the College of Graduate Studies' required minimum overall scores. Acceptable English language proficiency tests, and minimum test scores, for applicants to the Master of Social Work program are:

- a minimum overall score of 100 on the Internet-based TOEFL (iBT) with no individual section score lower than 22, beyond the College of Graduate Studies required minimum overall score of 90;
or
- a minimum overall score of 7 on the ACADEMIC IELTS with no individual section score lower than 6.5, beyond the College of Graduate Studies required minimum overall score of 6.5;
or
- a minimum final score of 90 with a minimum of 3+ in the speaking test on MELAB, beyond the College of Graduate Studies required minimum overall score of 85.

The College of Graduate Studies administers the entire application process and applications are forwarded to the School of Social Work once they are complete. Admission procedures can be found at College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospect> <http://gradstudies.ok.ubc.ca/prospective.htm>).



Applicants are encouraged to review the Frequently-Asked-Questions (FAQs) on the School of Social Work (<http://socialwork.ok.ubc.ca/msw-program/faqs/>).

Degree Requirements

The M.S.W. Advanced One-Year track requires the completion of 30 credits including one 6-credit practicum.

Completion of the program normally requires up to 12 months of study. Students are expected to be continuously enrolled in a maximum of 12 credits (and a minimum of 3 credits), unless otherwise permitted by the Program Coordinator of the School of Social Work.

- SOCW 551 Advanced Clinical Social Work Theory and Practice (3 credits)
- SOCW 553 Research Knowledge and Evidence in Clinical Social Work (3 credits)
- SOCW 554 Mental Health and Mental Illness (3 credits)
- SOCW 555 Organizations and Leadership (3 credits)
- SOCW 558 Advanced Integrative Seminar for Field Education (3 credits)
- SOCW 559 Social Work Field Education II (6 credits)

One of:

- (1) SOCW 598 Graduating Paper (3 credits) and 2 approved electives (6 credits); or
- (2) 3 approved electives (9 credits)

SOCW 553, Research Knowledge and Evidence in Clinical Social Work (3 credits);

One of SOCW 551, SOCW 554, or SOCW 555 (3 credits);

1 approved electives (3 credits);

One additional graduate-level research methods course approved by the Program Coordinator of the School of Social Work (3 credits);

SOCW 558, Advanced Integrative Seminar for Field Education (3 credits)

SOCW 559, Social Work Field Education II (6 credits);

SOCW 599, Thesis (9 credits)

Approved Electives

Approved electives consist of offerings from the School of Social Work, Okanagan Campus (SOCW) and Health-Interprofessional (HINT) 500-level courses, offered by the Faculty of Health and Social Development. These HINT courses encourage effective interprofessional collaboration and understanding among students of health and human service programs, and between the external community and the University.

Note: Additional electives may be possible with the approval of the Program Coordinator of the School of Social Work.



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Social Work > Master of Social Work – Foundational Two-Year Track***Admission Requirements***

The M.S.W. program is governed by the policies of the College of Graduate Studies and the School of Social Work. Students applying to the Foundational Two-Year Track will hold an undergraduate degree and have:

- In 300-level courses and above, a minimum overall grade average equivalent to a UBC B+ (76-79%) or higher;
- completed an approved course in statistics (see list of approved courses on the School of Social Work website (<http://socialwork.ok.ubc.ca/msw-program/approved-statistics-courses/>));
- completed an approved course in research methods (see list of approved courses on the School of Social Work website (<http://socialwork.ok.ubc.ca/msw-program/approved-research-methods-courses/>));
- completed a Statement of Purpose (<http://socialwork.ok.ubc.ca/msw-program/program-specific-application-information/>);
- submitted a resumé or curriculum vitae;
- provided three letters of reference; and
- immediately upon acceptance of an admission offer, submitted an acceptable criminal record check for relevant and specified offenses as defined under the Criminal Records Review Act of British Columbia (see the School of Social Work website regarding the criminal record check submission process (<http://socialwork.ok.ubc.ca/msw-program/criminal-record-check/>)).

Preference will be given to applicants who meet the above criteria and have employment or volunteer social work- related experience.

If applicable, applicants from a university 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. The Master of Social Work program is a professional program which requires language proficiency test scores that are beyond the College of Graduate Studies' required minimum overall scores. Acceptable English language proficiency tests, and minimum test scores, for applicants to the Master of Social Work program are:

- a minimum overall score of 100 on the Internet-based TOEFL (iBT) with no individual section score lower than 22, beyond the College of Graduate Studies required minimum overall score of 90;
or
- a minimum overall score of 7 on the ACADEMIC IELTS with no individual section score lower than 6.5, beyond the College of Graduate Studies required minimum overall score of 6.5;
or
- a minimum final score of 90 with a minimum of 3+ in the speaking test on MELAB, beyond the College of Graduate Studies required minimum overall score of 85.

Admissions from Okanagan College ABA-SDR Degree Program

Each academic year, admission to the MSW Foundational Two Year Track at the UBC Okanagan Campus will be guaranteed to a maximum of 10 eligible students graduating from Okanagan College (OC) with an ABA-SDR degree in the Winter Session immediately preceding admission and who otherwise satisfy graduate admissions criteria. Up to 5 MSW Foundational Two Year Track seats are awarded annually to self-identifying First Nations OC students who meet all UBC graduate admissions criteria, but these seats are not part of the 10 OC accepted cohort.

To be eligible for consideration for admission to the MSW Foundational Two Year Track, all OC students must meet the following admission criteria:

- successful completion of the ABASDR Degree in the Winter Session immediately preceding admission; and



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- meet all other admission criteria.

The College of Graduate Studies administers the entire application process and applications are forwarded to the School of Social Work once they are complete. Admission procedures can be found at College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospe> <http://gradstudies.ok.ubc.ca/prospective.htm>).

Applicants are encouraged to review the Frequently-Asked-Questions (FAQs) on the School of Social Work (<http://socialwork.ok.ubc.ca/msw-program/faqs/>) and the College of Graduate Studies (<http://gradstudies.ok.ubc.ca/prospective/application-admission/application-faq.html>) websites.

Degree Requirements

The M.S.W. Foundational Two-Year Track requires the completion of 60 credits including two 6-credit field education placements. Completion of the full-time program normally requires up to 24 months of study. Students are expected to be continuously enrolled in a maximum of 12 credits (and a minimum of 3 credits), unless otherwise permitted by the Program Coordinator of the School of Social Work.

First Year

All Foundational Track first-year students are required to complete the following 30 credits:

- SOCW 511 Introduction to Social Work (3 credits);
- SOCW 512 Theories and Interventions for Clinical Social Work (3 credits);
- SOCW 513 Assessment Skills for Clinical Social Work (3 credits);
- SOCW 514 Diversity and Critical Reflexive Practice (3 credits);
- SOCW 515 Social Welfare Policy in Canada (3 credits)
- SOCW 517 Social Work and Indigenous Peoples in Canada (3 credits)
- SOCW 518 Integrative Seminar for Field Education (3 credits);
- SOCW 519 Social Work Field Education I (6 credits); and
- SOCW 525 Human Development for Clinical Social Work (3 credits);

Second Year

Year 2 students are required to complete the following 30 credits:

- SOCW 551 Advanced Clinical Social Work Theory and Practice (3 credits);
- SOCW 553 Research Knowledge and Evidence in Clinical Social Work (3 credits);
- SOCW 554 Mental Health and Mental Illness (3 credits);
- SOCW 555 Organizations and Leadership (3 credits)



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SOCW 558

Advanced Integrative Seminar for Field Education (3 credits)

SOCW 559

Social Work Field Education II (6 credits);

and

One of:

(1) SOCW 598 Graduating Paper (3 credits) and 2 approved electives (6 credits); or

(2) 3 approved electives (9 credits)

SOCW 553

Research Knowledge and Evidence in Clinical Social Work (3 credits);

One of SOCW 551, SOCW 554, or SOCW 555 (3 credits);

One approved elective (3 credits);

One additional graduate-level research methods course approved by the Program Coordinator of the School of Social Work (3 credits);

SOCW 558,

Advanced Integrative Seminar for Field Education (3 credits);

SOCW 559

Social Work Field Education II (6 credits);

SOCW 599

Thesis (9 credits)

Approved Electives

Approved electives consist of offerings from the School of Social Work, Okanagan Campus (SOCW) and Health-Interprofessional (HINT) 500-level courses, offered by the Faculty of Health and Social Development. These HINT courses encourage effective interprofessional collaboration and understanding among students of health and human service programs, and between the external community and the University.

Note: Additional electives may be possible with the approval of the Program Coordinator of the School of Social Work.

Social Work > Academic Regulations

Academic Regulations for the College of Graduate Studies can be found here (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,984,0>).

Social Work > Program Regulations

Academic Regulations

Introduction

The academic regulations set out below apply specifically to students enrolled in the Master of Social Work program in addition to the general policies and regulations set out in Campus-Wide Policies and Regulations (<http://calendar.ubc.ca/okanagan/index.cfm?tree=3,0,0,0>), as well as the Academic Regulations of the College of Graduate Studies (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,984,0>).



Leave of Absence

Requests for a leave of absence must satisfy the requirements outlined by the College of Graduate Studies for On-Leave Status. Students must seek approval from the Program Coordinator of the School of Social Work prior to applying to the Dean of Graduate Studies for On-Leave Status (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,999,1207>). A leave is ordinarily granted when a student is best advised for personal, health, or other reasons to have time completely away from academic responsibilities.

The Master of Social Work program is a cohort-based program and the courses in each term lead into the following term. Thus, a student must consider that they will need to re-enter the program where they left off after a leave to ensure program progression. A student may not take a leave of absence exceeding one year; those who fall into this category and wish to return to the School must reapply for admission to the program. Therefore, if a student is contemplating a decision to take a leave of absence from studies in the Master of Social Work program, it is recommended that the student make an appointment with the Program Coordinator to understand the academic implications of taking a leave.

Students experiencing extenuating circumstances during a field education placement and who wish to request a leave of absence are required to consult with the Field Education Coordinator and the Program Coordinator for programmatic understanding prior to formally seeking approval for leave.

Withdrawal and Readmission

Students progress through the Master of Social Work degree on a term-by-term basis, only by successfully completing the courses in each successive term. Students who are considering withdrawal or students who receive less than a B- in any course should meet with the Program Coordinator to discuss the implications for their program. Specifically, students must make the necessary arrangements to return to study for the term in which the courses they require are offered. Refer to the Academic Regulations outlined by the College of Graduate Studies for Academic Progress (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,984,1168>) and Withdrawal, Reinstatement and Readmission (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,984,1171>).

Attendance

The Master of Social Work program is an intensive full-time program and is highly participatory in nature. Regular attendance is a professional commitment that is expected of students in all classes and other mandatory scheduled events. Specific policies for attendance expectations for each course are noted in each respective course syllabus. Satisfactory attendance includes arriving on time, remaining for the duration of class or experience, and participating in all scheduled coursework and field education placements. Students who do not attend or participate regularly as outlined in course syllabi may not meet course expectations.

Vacations and other personal events should not conflict with classes or field education placements. Absences during a field education placement may result in the timeframe for field education to be extended to meet duration and learning objective requirements. Failure to comply with the attendance policies, as outlined in course syllabi, may result in the student failing the course.

Students who, because of unforeseen events, experience a prolonged absence during a term must report to the Program Coordinator of the School of Social Work to request an academic concession as close as possible to the time when attendance is adversely affected. See UBC Campus-Wide Policy on Academic Concessions (<http://calendar.ubc.ca/okanagan/index.cfm?tree=3,48,0,0>) for information on conflicting responsibilities and unforeseen events.

Academic Accommodation for Students with Disabilities

Students seeking accommodations during coursework and/or field education placements should follow the Academic Accommodation Process (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,984,1377>), as outlined by the College of Graduate Studies.

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In many instances, an academic accommodation for coursework does not extend to field education. The Field Education Coordinator should be consulted prior to the field education matching process if accommodation is sought. Failure to do so may result in not obtaining a field education placement.

Program Regulations**Criminal Record Check**

As a condition of admission, applicants to the School of Social Work's Master of Social Work program are required to submit a criminal record check that provides clearance to work with children and vulnerable populations during a field education placement.

Students enrolled in the Master of Social Work program are required to provide notification and authorization for a further criminal record check should the student be charged with, or convicted of, a relevant criminal offence subsequent to their last Criminal Records Review Act check.

Some agencies may require an updated criminal record check or an RCMP check in order to host a social work student. These additional measures and/or costs associated with field education will be the expense of the student. The School of Social Work cannot share criminal record check results they receive with agencies.

Failure to comply with the School of Social Work's criminal record check policies at any point of the program, or failure of the criminal record check may result in the student being withdrawn from the Master of Social Work program.

Student Accident Insurance

After admission to the program, social work students must purchase UBC student accident insurance prior to the communicated deadline each year. This additional accident insurance coverage is required for many field education placements.

Failure to comply with the School of Social Work's student accident insurance policy may result in the student being withdrawn from the Master of Social Work program.

Information about purchasing UBC student accident insurance (<http://rms.ubc.ca/insurance/insuranceprograms/student-insurance-optional>) will be provided to students each spring.

Additional information about student safety during the practicum is available through Risk Management Services (<http://rms.ubc.ca/health-safety/student-safety/practicumclinical-placement-student-safety>).

Field Education Placements

Placements are arranged by the Field Education Office. Under no circumstance shall students contact agencies to arrange their own placement, nor shall they contact any potential Field Education Instructor.

Students are assigned to their placement through a matching process, based on the information provided in the Field Education Application Form. While every effort will be made to provide the best educational experience for the student, it is incumbent upon the student to have an open mind with regards to the education they will receive from any given site. Presumptions or assumptions with regards to a learning experience can be inaccurate. The Field Education Office assigns the entire cohort of students to the most appropriate field education sites available. While student learning needs are greatly considered, above all else, protection of clients and the agencies that serve them are the primary consideration for field education placements. Late applications may result in fewer placement opportunities for the student who misses the field education application deadline, as matching begins as soon as the deadline has occurred.



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Field education placements are normally in agencies in the Okanagan Valley region; however, distance placements for students in the M.S.W. Advanced track or second year of the M.S.W. Foundational Two-Year track may be permitted upon approval from the Field Education Office. The availability of placements in some areas may be limited and students must be prepared to accept a field education placement anywhere within 125 km of UBC's Okanagan campus. Students make their own arrangements for and bear the cost of personal transportation during a placement. UBC does not provide any form of insurance for private vehicles. If students are requested to transport clients, it is best to do so in an agency vehicle.

A field education placement in the place of a student's employment (i.e. Own Agency Placement) must have prior approval of the Field Education Coordinator, whether the intended placement is paid or unpaid. An Own Agency Placement requires a clear delineation between the student and employee role and will only be approved where it can satisfactorily be proved that there is no conflict of interest.

Financial remuneration is not to be expected by students while in placements. If a student is considering accepting paid employment in the same agency as their field education placement after a placement has already begun, they must consult the Field Education Coordinator prior to accepting any paid shifts. The student may be required to request an Own Agency Placement depending on the nature and extent of the paid work being considered.

Please refer to the School of Social Work website (<http://socialwork.ok.ubc.ca>) for information, deadlines and forms for submission to the Field Education Office. Students are responsible for keeping up-to-date on deadlines and all posted field education information.

Field Education Requirements

Students must complete a minimum of 450 hours of field education. Students may be required to complete additional hours if necessary to meet the objectives of the course, to demonstrate competency, or if there was a breakdown or interruption in their placement due to the student or Field Education Instructor's ability to attend. It is the student's responsibility to maintain a record of hours.

The Master of Social Work program is a full-time, continuous program of study. Students who choose to seek employment or engage in other responsibilities at the same time as field education must ensure that field education and clients' best interest takes priority.

It is required that students in a four-month term placement commit to a minimum four-day-per-week schedule. Placement hours are dictated by the schedules available at participating agencies, the needs of their clients, and the Field Education Instructor's schedule. The School of Social Work cannot guarantee flexible schedules or particular communities or client populations.

Students who believe they require an exception to any policy or procedure pertaining to field education should first discuss this with the Field Education Coordinator, who will likely advise that a student complete an Exception to Policy in Field Education Request, which will be reviewed by the Field Education Committee. The student should explain the context in which the request comes and supporting facts or documents. While the Field Education Office will consider all requests, available placement sites are limited and thus decisions of the Field Education Committee in regards to placement assignment are final.

Conflict of Interest in Field Education

A conflict of interest is defined as any situation that could result in compromised social work judgment or client care because of a personal or familial relationship with an assigned client, health care provider, facility, agency or client care area. Students are required to report any situation where a conflict of interest may be present.

The student is obliged to inform the Field Education Office of any circumstances that may compromise the integrity of the placement. This applies to instances that may arise prior to or during the placement, and applies to students, Field Education Instructors, and faculty. Arrangements will be made to ensure that students can successfully complete their hours without a conflict



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of interest.

Termination of Field Education

The School of Social Work reserves the right at any time to terminate a field education placement when it is determined that the scholarship, professional fitness, or professional conduct of a student is unsuitable for the practice of the social work profession, or when responding to allegations of serious, unprofessional conduct.

A student may not self-terminate a placement. A student who wishes to terminate their placement must first discuss the matter with the Field Education Coordinator.

A student will be assigned a grade of Fail (F) for field education and will be required to withdraw from the program if one or more of any of the following situations occurs:

- the student ceases to attend the field education placement without consultation;
- the field education placement has been terminated due to unsatisfactory progress (as outlined in the course syllabus); or,
- the field education placement has been terminated because the continuing presence of the student in the agency jeopardizes the welfare of clients and/or staff or violates agency policy.

In the event of a field education placement termination, a student cannot continue with subsequent scheduled coursework until they have met with the Program Coordinator of the School of Social Work and Field Education Office. Students who are required to withdraw should refer to the section on Withdrawal and Readmission (<http://calendar.ubc.ca/okanagan/index.cfm?tree=18,285,984,1171>) for more information.

Social Media

The School of Social Work recognizes the growing importance of electronic communication and is committed to supporting the rights of social workers to interact knowledgeably and socially in the social media. Members of the School of Social Work community are responsible and accountable for their actions and statements in social media, and recognize that appropriate boundary setting is vitally important in the development and maintenance of professional relationships. The use of discriminatory, derogatory or unfounded statements or willful misrepresentation on social media is not condoned by the School of Social Work and can result in action up to and including being required to withdraw from the program and/or field education placement. For additional expectations of professional conduct in relation to social media, please see the School of Social Work Standards of Professional Conduct 4.4, 4.5, and 5.2 below.

Professional Conduct Standards for Students in the School of Social Work

The School of Social work is committed to creating a learning environment conducive to optimal education and clinical practice. The School has identified the standards of professional conduct set out in this policy as minimum requirements for the conduct of students registered in the School of Social Work.

All students are expected to abide by these Standards of Professional Conduct, as well as by University policy, at all times and in particular while in any settings where activities (e.g., academic, clinical practice, or social) are carried out under the auspices of the University. The School of Social Work adheres to and promotes UBC and Guidelines and UBC Okanagan's Campus-Wide Policies and Regulations, including the Student Code of Conduct.

Students' professional conduct is evaluated as a component of the Master of Social Work (M.S.W.) program in addition to assessment of academic coursework and field education required for graduation. Students who fail to meet expectations regarding professional conduct may be deemed unsuitable for further training and may be withdrawn from the program even though the student meets all other academic and field education requirements.



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Before a student is deemed unsuitable, the School will conduct a review in accordance with the Procedure for Addressing Alleged Unprofessional Conduct.

Standards of Professional Conduct

Ethical behavior is at the core of the social work profession. The School of Social Work curriculum conforms to the overarching core values of the profession of the Canadian Association of Social Workers' (CASW) Code of Ethics. Students are required to demonstrate these core values by exhibiting the behaviours identified and by meeting the following expectations of The School of Social Work with respect to professional conduct:

1. 1. Respect for the Inherent Dignity and Worth of Persons

- 1.1 Maintain the best interest of the client as the primary professional obligation.
- 1.2 Respect the intrinsic worth of clients. Do not discriminate in interactions with others, based on age, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, unrelated criminal convictions, or any other ground protected by human rights legislation.
- 1.3 Treat clients and their families with respect and dignity both in their presence and in discussions with other members of the health care team or academic community.
- 1.4 Treat all members of the health care team or academic community with respect and dignity in, or out of, their presence, in written communications, and in discussions with others.
- 1.5 Respect client autonomy by disclosing findings and test results pertinent to the client's care and by discussing treatment options with the client or legal representative and by involving the client, or legal representative, in the treatment options where appropriate and with regard to the client's preferences.
- 1.6 Adhere to the guidelines for informed consent and consult with the client's legal representative when a client lacks the capacity to make treatment decisions.

1. 2. Pursuit of Social Justice

- 2.1 Advocate change in the best interest of the client, and for the overall benefit of society.

1. 3. Service to Humanity

- 3.1 Place professional service before personal goals or self-interest.
- 3.2 Conduct research and complete assignments in accordance with University policies and in an ethical and unbiased manner, record and report results truthfully, and credit work and ideas developed by others. Appropriately acknowledge the contributions made by others to your research, publications and other presentations.

1. 4. Integrity in Professional Practice

- 4.1 Act with integrity and demonstrate personal and academic honesty in all interactions and communications, verbal and written.
- 4.2 Do not allow another profession, occupation, affiliation or calling affect the social work relationship with the client, professional judgment, independence and/or competence.
- 4.3 Do not provide social work services or otherwise behave in a manner that discredits the profession of social work or



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diminishes the public's trust in the profession.

4.4 Ensure that all communications on the internet and social media are respectful and meet the same level of professionalism as would be expected in direct or other written communications with and about colleagues, instructors, students, and clients.

4.5 Use social media responsibly refraining from posting any information or comments related to clients, and from disclosing personal or confidential information about members of the health care team or academic community. Do not post information that is untruthful, hurtful, or disrespectful and use discretion when posting personal information.

4.6 Respect the intellectual property of others by adhering to University policy and guidelines related to copyright and distribution of written, audio or digital materials.

4.7 Accurately report and record history, test results, and other information pertinent to the care of the client.

4.8 Engage in ethical interactions with agencies, by declaring and managing conflicts of interest, real or perceived.

4.9 Create and maintain an atmosphere conducive to learning and to the conduct of professional work in all learning environments (classroom and all clinical settings). Maintain personal composure and consideration for others in all interactions. Model language, appearance, and demeanor appropriate to the academic or professional healthcare setting.

4.10 Establish and maintain appropriate personal boundaries in relationships with clients, staff, students and faculty, recognizing your potential influence over others and the vulnerability inherent in relationships in which there is a power disparity.

4.11 Respect the personal boundaries of others including, but not limited to, refraining from making unwanted romantic or sexual overtures, protecting personal information, and respecting individual workspace.

4.12 Do not engage in sexual or romantic relations with clients, or with individuals with whom you have a supervisor/supervisee relationship. Do not engage in exploitive relationships with colleagues, students, clients, or their families for emotional, financial, research, educational or sexual purposes.

4.13 Follow specified protocols to disclose and address clinical errors or misjudgments.

4.14 Do not use alcohol or drugs, including prescription drugs, in any way that could interfere with academic, professional or clinical responsibilities.

4.15 Report professional misconduct to the appropriate authorities while taking care to avoid unjustly discrediting the reputation of members of the health care team or of the academic community.

4.16 Model behaviour consistent with the Code of Conduct and ethics of professional and licensing bodies, and teach and promote concepts of professional behaviour, ethical research and practice.

4.17 Meet expectations related to punctuality, attendance and participation in all academic classes and clinical settings including student placements. Meet deadlines for group or individual assignments, or for the submission of requested documentation and information in the clinical or academic setting. Make timely alternative arrangements when you are unable to meet stated deadlines.

4.18 Use computers provided in the academic or health care settings in accordance with the applicable policies and engage for personal use only as provided in the site policies.

4.19 Use personal communication devices in the academic or health care settings appropriately. Use of personal communication devices must not be disruptive or interfere with interactions with clients, families, or other health care providers. Comply with requests from clients or other health professionals to cease using personal communication devices in the academic or health care setting.



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1. 5. Confidentiality in Professional Practice

5.1 Respect and maintain the privacy and confidentiality of information about clients. This includes limiting discussion of client health issues to appropriate settings for clinical or educational purposes and to those family member caregivers identified by client consent.

5.2 Avoid potential breaches of privacy and confidentiality when communicating through various modes of communication, especially the internet and social media, and take precautionary measures including using other more secure means of communicating as required.

5.3 Act in accordance with obligations imposed by privacy legislation related to collection, storage and disclosure of personal information and maintenance and use of health records. Disclose confidential information only when required or allowed by law to do so, or when clients have consented to disclosure.

5.4 Adhere to data access and security regulations in both academic and clinical settings. Do not share computer login codes, communicate client data via unsecured networks, or obtain or use any other information outside the bounds of the defined access and use regulations. Use only institution approved personal data storage devices, such as USB keys, and use appropriate password/encryption to protect sensitive data.

5.5 Do not access personal information related to clients or any other individuals stored in files or computers in the University or clinical setting unless authorized and required to fulfill your clinical duties to a client with whom you have a current health professional/client relationship.

1. 6. Competence in Professional Practice

6.1 Provide feedback, oral or written, to members of the health care team or academic community, in a timely, constructive and respectful manner to identify deficits and effect change and not to embarrass or humiliate.

6.2 Be accountable to yourself and all relevant stakeholders for personal decisions in the workplace and all learning environments.

6.3 Promote and maintain personal health and well-being and monitor your physical and mental fitness to perform duties in the academic and clinical setting. Seek appropriate assistance as required in the event you are physically or mentally unfit to perform your assigned duties.

6.4 Recognize personal limitations when the situation exceeds your level of experience or competence, and consult with and refer to appropriate professional colleagues.

6.5 Participate in the processes of self-regulation of the profession.

6.6 Maintain and enhance competence through commitment to professional development and practice evaluation.

6.7 Demonstrate self-awareness and responsibility for your actions by accepting and responding appropriately to supervision and feedback regarding academic and clinical and professional performance.

Procedures for Addressing Alleged Unprofessional Conduct and Appeal are available on the School of Social Work website ([http://socialwork.ok.ubc.ca/home/ourvision- 2/personal-suitability](http://socialwork.ok.ubc.ca/home/ourvision-2/personal-suitability)).

Social Work > Contact Information

School of Social Work (<http://socialwork.ok.ubc.ca/>)
Okanagan Campus
ART360 - 1147 Research Road



THE UNIVERSITY OF BRITISH COLUMBIA

2022/23 Okanagan Calendar College of Graduate Studies

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