STEP 1 ACCEPT OFFER

Sign in to your Applicant Service Centre (ASC). Accept your offer of admission and pay the acceptance fee.

STEP 2 CHECK REGISTRATION DATE

Log into Workday and click the "Academics" app, then "Registration & Courses" to find your Registration Appointment. Be sure to register as soon as your registration opens as courses fill up quickly. Registration is online only.

View registration dates, based on year level.

STEP 3 CREATE A SAVED SCHEDULE

In Workday, access the Saved Schedule tool to draft your timetable and ensure there are no conflicts. Create Saved Schedules by viewing individual courses under "Find Course Sections" and clicking "Add to Saved Schedule" at the bottom of the page. Make sure to create at least one Saved Schedule each for Terms 1 and 2.

STEP 4 REGISTER

On your registration date, sign in to Workday and register for the courses from your preferred Saved Schedules for both Term 1 and Term 2. Verify that you have registered in all required components of the course (lecture, lab, tutorial, and seminar) by clicking the "View Registered Courses" button. When registering for courses, you may see an error alert for a variety of reasons. Click on the alert for further information.

RESOURCES

Academic Calendar
Think of this as the official rulebook for the University. Learn about your important dates, degree requirements, UBC policies, deadlines and more: Academic Calendar.

Academic Progress Report
This tool can show you how your courses fit into your program of study, and helps assess your degree progress. To access this report, click the "Academics" app, then the "Academic Progress" tab in Workday.

UBC 101
Our online orientation is designed to provide a general introduction for new students to all things UBCO. From textbooks to housing, medical insurance to degree planning, UBC 101 provides a critical foundation of university and campus knowledge to help you succeed once you arrive on campus. All new-to-UBC students are pre-enrolled in UBC 101, which can be accessed on your canvas dashboard.

Student Learning Hub
UBCO offers a variety of free learning supports, including 1:1 and group tutoring, writing and language help, learning strategist supports, and academic integrity education.

For a complete list of available learning supports, visit the Student Learning Hub.

Student Records & Financial Services
If you have questions about tuition payment, financial aid, your UBCCard, or related topics, visit Student Records & Financial Services

FIRST-YEAR PLANNING GUIDE

Welcome to the Bachelor of Arts program in the Irving K. Barber Faculty of Arts and Social Sciences. This guide has been designed to help you plan your first-year courses.

Things to remember:
- There are a lot of choices, so have fun exploring!
- If you wish to complete a 120-credit degree in four years, then you would choose 30 credits per year. Alternatively, you may choose to register for fewer courses and extend the length of your degree.
- To view the degree requirements (foundational, distribution, etc.) in depth, click here.
- To see the requirements for majors, minors, and honours, click here.
- Need help choosing an ENGL course? Learn more about our first-year ENGL courses.
- Need help choosing courses for the foundational language acquisition/appreciation requirement? Learn more about your options here.

The Structure of the BA degree

Total 120 Credits Required for the BA degree				
Foundational Requirements Total = 21 credits	Communication 12 credits	Critical Thinking 3 credits	Indigenous Content 3 credits	Scientific Literacy or Numeracy 3 credits
Distribution Requirements Total = 12 credits	Creativity 3 credits	Digital Literacy 3 credits	Power, Diversity and Cultures 3 Credits	Sustainability 3 credits
Your major of choice			Electives Approximately 39 credits **Note:** the number of electives may vary depending on major	

Note: When you begin course planning, you may notice some courses satisfy both your program (major) requirements and the foundational/distribution requirements. This is called double counting. For each double counted course, you must take an extra 3-credit elective (coursework in any discipline, any level) to ensure that you meet the 120-credit requirement for your degree.

Year 1 course planning guide:

Term 1	Credits	Term 2	Credits
1st year major requirement	3	1st year major requirement	3
Foundational Requirement – Communications (100-level ENGL)	3	Foundational Requirement –Communications (200-level writing)	3
Foundational or Distribution Requirement	3	Foundational or Distribution Requirement	3
Foundational or Distribution Requirement OR elective	3	Foundational or Distribution Requirement OR elective	3
Foundational or Distribution Requirement OR elective	3	Foundational or Distribution Requirement OR elective	3

A sample course plan might look like one of these:

Sample 1:

Term 1	Why did I choose this course?	Term 2	Why did I choose this course?
ENGL_O 112	This course satisfies 3 credits of my *communication requirement*	ENGL_O 203	This course satisfies 3 credits of my *communication requirement*
FREN_O 101	This course satisfies 3 credits of my *communication requirement (language acquisition or language/linguistic appreciation requirement)*	CRWR_O 150	This course satisfies 3 credits of my *creativity requirement*
FILM_O 100	This course satisfies 3 credits of my *digital literacy requirement*	INDG_O 100	This course satisfies 3 credits of my *Indigenous content requirement*
ANTH_O 170	This course satisfies 3 credits of my *communication requirement (language acquisition or language/linguistic appreciation requirement)*	SUST_O 100	This course satisfies 3 credits of my *sustainability requirement*
PSYO_O 111	I think I may want to *major in Psychology* and I need this course to progress	PSYO_O 121	I think I may want to *major in Psychology* and I need this course to progress

Sample 2:

Term 1	Why did I choose this course?	Term 2	Why did I choose this course?
ENGL_O 151	This course satisfies 3 credits of my *communication requirement*	CORH_O 204	This course satisfies 3 credits of my *communication requirement*
DATA_O 101	This course satisfies 3 credits of my *scientific literacy or numeracy requirement*	COSC_O 123	This course satisfies 3 credits of my *creativity requirement*
GEOG_O 129	This course satisfies 3 credits of my *sustainability requirement*	INDG_O 100	This course satisfies 3 credits of my *Indigenous content requirement*
SPAN_O 101	This course satisfies 3 credits of my *communication requirement (language acquisition or language/linguistic appreciation requirement)*	HIST_O 112	This course sounds interesting and I can use it toward my electives
CULT_O 100	I'm interested in a *Cultural Studies major* and I need this course to progress	CULT_O 101	I'm interested in a *Cultural Studies major* and I need this course to progress

Sample 3:

Term 1	Why did I choose this course?	Term 2	Why did I choose this course?
JPST_O 100	I enjoy languages and this course satisfies 3 credits of my *communication requirement (language acquisition or language/linguistic appreciation requirement)*	JPST_O 101	I enjoy languages and this course satisfies 3 credits of my *communication requirement (language acquisition or language/linguistic appreciation requirement)*
INDG_O 100	This course satisfies 3 credits of my *Indigenous content requirement*	ENGL_O 112	This course satisfies 3 credits of my *communication requirement*
POLI_O 100	I am thinking about a *major in Political Science or International Relations* and testing out this course. It will satisfy 3 credits of the *power, diversity, and cultures requirement*	POLI_O 210	If I enjoy POLI_O 100 after Term 1, I will take this course for the *Political Science or International Relations major*
BIOL_O 116	I might minor in Biology so I need this course as a foundation for future BIOL courses – and I can use it to satisfy the *scientific literacy requirement*	BIOL_O 125	I might minor in Biology so I need this course as a foundation for future BIOL courses – and I can use it toward my electives.
N/A	This is my first year so I'm choosing to take a lighter course load and maybe I'll take a summer course in future or take another term/year to complete my degree	N/A	This is my first year so I'm choosing to take a lighter course load and maybe I'll take a summer course in future or take another term/year to complete my degree

Questions? Visit the FAQs or contact an advisor.