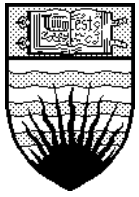


THE UNIVERSITY OF BRITISH COLUMBIA



SENATE POLICY:  
J-137

VANCOUVER & OKANAGAN  
SENATES

c/o Enrolment Services  
2016 - 1874 East Mall  
Vancouver, B.C. Canada V6T 1Z1

**Number & Title**

J-137: *Definition of Full-Time Status for Undergraduate Students*

**Effective Date:**

01 September 2026

**Approval Date:**

2025 December (anticipated)

**Review Date:**

This policy shall be reviewed five (5) years after approval and thereafter as deemed necessary by the *responsible committee*.

**Responsible Committees:**

Okanagan Senate Academic Policy Committee  
Vancouver Senate Academic Policy Committee

**Authority:**

*University Act, S. 37(1)*

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

*...(p) to deal with all matters reported by the faculties, affecting their respective departments or divisions; ...”*  
*and,*

*S. 40*

*“A faculty has the following powers and duties:*

...(g) to deal with and, subject to an appeal to the senate, to decide on all applications and memorials by students and others in connection with their respective faculties;

(h) generally, to deal with all matters assigned to it by the board or the senate..."

### **Purpose and Goals:**

This policy is designed to provide a definition of "full-time" status for undergraduate students in terms of academic workload, ensuring its use is uniform, consistent, and appropriate for all applicable purposes, and that it is equitable, to the greatest possible extent, for all students.

### **Applicability:**

This policy is applicable to students registered in undergraduate degree programs offered by the University.

### **Exclusions:**

This policy does not apply to:

- 1) Government student loans programs,
- 2) University-based financial need programs,
- 3) Student awards, and
- 4) Students registered in graduate degree programs.

### **Definitions:**

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

- *Program of study* shall mean an undergraduate degree program, including its declared specializations (e.g., honours, major, and minor programs, or any combinations thereof).
- *Winter Session* shall mean the period of study that begins in September and ends in April.

### **Policy:**

- 1) A standard *program of study* is defined as 30 credits in a *Winter Session*.
- 2) For all calculations of undergraduate full-time equivalent enrolment, 30 credits should be used.

- 3) Unless otherwise defined, any student who is taking at least 9 credits in a *Winter Session* term shall be considered as a full-time student in that term.

**Calendar Statement:**

As above.

**Consultations**

The following groups were consulted during the development of this policy:

Planning, Analytics & Institutional Research Office (PAIR)  
Enrolment Services including Student Financial Management  
UBC Student Housing and Community Services  
Office of the Associate Vice-President, Students (Okanagan)

**History:**

This is the first version of this policy which codifies largely extant regulations.

**Related Policies:**

None.

**Appendix:**

There is no appendix to this policy.