



Enrolment Services
Senate & Curriculum Services
Brock Hall
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Vancouver, BC V6T 1Z1

March 14, 2008

To: Vancouver Senate

From: Admissions Committee

**Re: Access Studies and Transfer Credit– Faculty of Graduate Studies
(approval)**

The Admissions Committee has reviewed and approved the proposed Calendar entry on Transfer Credit for Access Studies for applicants to the Faculty of Graduate Studies. Courses taken as an Access Studies (or non-degree) student may be approved for transfer toward a graduate program with permission of the Graduate Program and the Dean of the Faculty of Graduate Studies. Students may transfer a maximum of 12 credits. In order to be eligible for transfer, courses must have been completed with a minimum “B” standing and no more than 5 years prior to the time the student commences their degree program.

***Motion:** That Senate approve the proposed Calendar entry on Transfer Credit for Access Studies for applicants to the Faculty of Graduate Studies.*

Respectfully submitted,

Dr. James Berger, Chair
Senate Admissions Committee

**UBC Admissions Change Form**

Faculty: Graduate Studies Department: n/a Faculty Approval Date: February 9, 2006 Effective Session: <u>Winter</u> Term: <u>2</u> Year: <u>2007</u>	Date: February 5, 2008 Contact Person: Joyce Tom Phone: 2-6965 Email: jtom@interchange.ubc.ca
Proposed Calendar Entry: Transfer Credit for Access Studies Courses taken as an Access Studies (or non-degree) student may be approved for transfer toward a graduate program with the permission of the Graduate Program and the Dean of the Faculty of Graduate Studies. Consistent with standard transfer credit regulations, students are limited to transferring a maximum of 12 credits or up to 40% of the program credit requirements, whichever is more, toward their Master's program. No more than six credits of transfer credit may be at the undergraduate level (300-400). In order to be eligible for transfer, the course(s): <ul style="list-style-type: none">• Must be completed with a minimum "B" standing• Must not have been counted toward the completion of another degree or program• Must have been completed no more than 5 years prior to the time the student commences their degree program	URL: http://www.students.ubc.ca/calendar/index.cfm?tree=12,204,340,0 Present Calendar Entry: n/a Type of Action: Create calendar entry for Access Studies Transfer Credit policy. Rationale: Students who demonstrate strong academic preparedness for graduate studies may elect not to enter a graduate program at a particular time, whether for financial reasons, employment conflicts, course availability, etc., but may plan to register eventually as a graduate student. Currently, these students are discouraged from doing so once they understand that their credits will not transfer to a subsequent graduate program. It is common practice at our peer institutions to permit graduate students to transfer credit for courses taken while a non-degree student toward a subsequent graduate program. UBC is losing prospective graduate students to other universities which are prepared to grant transfer credit for these courses. This policy was approved by Council of the Faculty of Graduate Studies on February 9, 2006.