Applying to Graduate School – The Process
The College of Graduate Studies
UBC’s Okanagan Campus

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Agenda

- What is Graduate School?
- What is the College of Graduate Studies?
- Graduate Programs
- Admission Requirements
- Application Components
- On-Campus Services

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What is Graduate School?

Graduate school constitutes an advanced program of study focused on a particular academic discipline or profession.

Graduate school can be academic (centered on generating original research in a particular discipline), but it may also be professional (centered on developing skills and knowledge for a specific profession), or a combination of both.

ALL GRADUATE SCHOOLS ARE DIFFERENT AND HAVE VARYING REQUIREMENTS AND PROCEDURES

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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.

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The primary contact for program information will be the graduate program coordinator and potential supervisor, but we are also here to help with questions about:

• **Admissions**
• Registering in courses or in your thesis
• Money – i.e. tuition, student fees and awards
• Leaves of absence, transfers or other graduate administrative issues
• Your thesis or dissertation – scheduling, formatting, etc.
• Deadline dates
• Graduation and program completion
• Any other questions you have when you don’t know who to turn to – we can help or direct you to the right person

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- Three possible admission intakes: September, January, May

- Some programs may only admit students for one intake period, specifically September. Check with the program!

- The cost of a Graduate Studies application at UBC’s Okanagan Campus for Domestic (Canadian Citizens & Permanent Residents) and International students can be found here.

- Application deadlines vary for each program. Please check our website for up-to-date information or contact gradask.ok@ubc.ca

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Explore our Graduate Degree Programs

UBC’s Okanagan campus offers graduate degrees in the following areas:

- Biology (MSc, PhD)
- Biochemistry and Molecular Biology (MSc, PhD)
- Chemistry (MSc, PhD)
- Education (MEd, MA)
- Engineering (MEng, MASc, PhD)
- English (MA)
- Environmental Sciences (MSc, PhD)
- Fine Arts (MFA)
- Interdisciplinary Graduate Studies (IGS) (MA, MSc, PhD)
- Management (MM)
- Mathematics (MSc, PhD)
- Nursing (MSN)
- Psychology (MA, PhD)
- Social Work (MSW: Advanced One-Year, Foundational Two-Year)

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Review Admission Requirements

➢ The College of Graduate Studies establishes the minimum admission requirements common to all applicants.

➢ The graduate program that you are applying to may have additional requirements.
Admission Requirements

DOCTORAL & MASTER’S - GPA

CHECK THE ACADEMIC CALENDAR FOR SPECIFIC INFORMATION

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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.

For English language proficiency requirements, please see [here](gradstudies.ok.ubc.ca).
REMEMBER...

GRADUATE PROGRAMS MAY HAVE THEIR OWN ADMISSION REQUIREMENTS

CHECK THE PROGRAM REQUIREMENTS FOR YOUR AREA OF STUDY!

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The College of Graduate Studies encourages you to contact the graduate program coordinator or potential supervisor prior to applying.

There is an option to name an intended potential supervisor/s in the application.

CONTACT THE PROGRAM FOR YOUR AREA OF STUDY & REFER TO THE “FINDING A SUPERVISOR” SECTION OF OUR WEBSITE

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**Prepare Your Application**

**IMPORTANT:** Individual graduate programs require different components

For up-to-date information, please see [here](#).

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<th>PROGRAM SPECIFIC REQUIREMENTS</th>
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<td>Online application &amp; fee</td>
<td>GRE Scores (required for applicants to the Psychology program)</td>
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<td>Transcripts from all post-secondary institutions attended</td>
<td>Curriculum Vitae/Resume (required for applicants to the Biology, Biochemistry &amp; Molecular Biology, Chemistry, Mathematics, Social Work, Education programs)</td>
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IMPORTANT!

TRANSCRIPTS

For up-to-date information, please see the following links:
Canadian
International

- Transcripts must be sent to us in a sealed and endorsed envelope by the institution in order to be considered official
- One transcript from **ALL** post-secondary institutions attended
- Stamped, attested copies of transcripts can be accepted
- Official translations of transcripts can be accepted
- The College of Graduate Studies cannot access transcripts submitted to the UBC Undergraduate admissions office
- Send to the correct address!!

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IMPORTANT!
REFERENCES

For up-to-date information, please see [here](gradstudies.ok.ubc.ca).

- Three **ACADEMIC** references
- Professional references will be allowed under certain circumstances
- However, you may need to request permission from the program coordinator in order to be able to use a professional reference
- **ALL** references must be submitted to us *directly* by the referee, either via the online system or via email from an institutional email address
- **ALL** references are verified for their authenticity
- Ask your referees if they are able to provide a **STRONG** reference
IMPORTANT!

REFERENCES

An academic reference is provided by a college or university instructor, usually holding a PhD. The academic referee will be asked to comment, where applicable, on your academic preparation, originality, skill at research, industry, intellectual capacity, and teaching ability.

A professional reference is provided by an individual who has worked with you in the field of your intended graduate study, usually in a supervisory capacity. The professional referee will be asked to comment, where applicable, on your academic preparation, practice competence, creativity, working relationships, work ethic, critical thinking skills, research skills, intellectual capacity, and teaching ability.

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When arranging to submit transcripts and references, please refer to our website for information about what is and is not acceptable...

...and always keep in mind the APPLICATION DEADLINES since deadlines may have funding implications

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The College of Graduate Studies submits your complete application to the program for review.

The application review process varies between programs. The process will take some time...

...but then the College of Graduate Studies will contact you with the program’s admission decision.

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On-Campus Services for Graduate Students

- College of Graduate Studies
- Centre for Scholarly Communication
- Centre for Teaching and Learning
- The Library
- Advising & Involvement Centre – Careers
- Office of Research Services
- International Programs and Services
- Aboriginal Programs and Services

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ANY QUESTIONS?

For general inquiries about Graduate Studies at UBC’s Okanagan Campus, please email gradask.ok@ubc.ca

Please check out our website: gradstudies.ok.ubc.ca

Office Hours
Monday to Friday
8:00 am to 4:00 pm