



## STEP 1 ACCEPT OFFER

Sign in to your [Student Service Centre \(SSC\)](#). Click on Admissions, then Accept My Offer and pay the acceptance fee.

## STEP 2 CHECK REGISTRATION DATE

Sign in to the [SSC](#) and click on Registration to find your registration date. Be sure to register as soon as your registration opens as courses fill up quickly. Registration is online only.

View [registration times](#), based on year level.

## STEP 3 CREATE A WORKLIST

In your [SSC](#), access the Worklist tool to draft your timetable and ensure there are no conflicts. Make sure to create at least one Worklist each for Terms 1 and 2. **Need help?** A video tutorial is available on your SSC homepage.

## STEP 4 REGISTER

On your registration date, sign in to your [SSC](#) and register for the courses listed in your preferred Worklist(s) 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 Registered Courses button. When registering for courses, you may see a course listed as Full, Blocked, or Restricted. For more information on what to do if you see these class statuses, look for a Section Comment as these provide further registration instructions.

## 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](#).

### Degree Navigator

This tool can show you how your courses fit into the various degrees/majors offered at UBC Okanagan. You can access this program through your [SSC](#) under the Registration tab. Click on Degree Navigator, Okanagan. Video tutorials are available [here](#).

### 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](#)



## REGISTRATION GUIDE

As you continue the Bachelor of Education program, use this guide to help you plan for your Term 1 (May–June) and Term 2 (July–August) summer courses.

Note: It is important to register in your Term 1 and Term 2 summer courses all at once.

Your registration date and time will be displayed on your [Student Service Centre \(SSC\)](#) account two weeks prior to registration. To access the education course schedule, log in to the [SSC](#), click the Course Schedule, select the Summer Session, click the Browse tab, and select Courses. The timetable below identifies the core summer courses and in which term you must register for them.

Term 1 (May–June)	Term 2 (July–Aug)
EDUC 442: Community Field Experience	Summer Institute in Education (SIE): You must register a total of 6 credits of SIE coursework. Choose any combination of SIE coursework that best supports your professional learning goals. To view SIE course offerings, <a href="#">click here</a> .
EDUC 437: Developing a Curricular Vision for a Democratic Society: Educational Purposes, Policies, and Practices (part two)	

Questions? Visit the [FAQs](#) or contact an [advisor](#).