



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](#)



WHAT IS TRANSFER CREDIT AND HOW MANY CREDITS CAN I TRANSFER?

Transfer credit is the transfer of previously completed courses from another institution to UBC. You can transfer a maximum of 60 credits.

CHECK YOUR TRANSFER CREDIT

Log in to your [SSC](#), go to Grades/Records, click on Transfer Credit and select UBC Okanagan from the drop-down menu.

TYPES OF TRANSFER CREDIT

Students can receive two types of transfer credit:

Specific credit

Credit granted for a specific UBC Okanagan course. This transfer credit will be used as if the course was taken at UBC.

For example, MATH 100 (3). You should not register in this course at UBC as you cannot receive credit twice for the same course.

General credit

Credit granted for a specific subject and year level. For example, PSYO 1st (3). This credit may not automatically apply towards a specific requirement but is useful for elective requirements.

HOW ARE YOUR TRANSFER CREDITS APPLIED TO YOUR DEGREE/MAJOR?

Degree Navigator is a tool that shows you how courses fit into various degrees/majors offered at UBC's Okanagan campus. You can access this program through your [SSC](#): under Registration, select Degree Navigator - Okanagan.

INTERNATIONAL BACCALAUREATE (IB), ADVANCED PLACEMENT (AP), OR A-LEVELS

If you completed university-level course work in high school (IB, AP, or A-levels), you may be eligible for [first-year credit](#).

You will need to submit an official copy of your IB diploma or exam results (AP/A-levels) to receive transfer credits.

ARE YOU MISSING CREDIT?

If a course you took at your previous institution did not transfer and you feel it should, contact [an advisor](#).

HAVE YOU SUPPLIED YOUR LATEST TRANSCRIPTS?

If you have completed coursework after you submitted transcript(s), you will need to send your latest official transcript(s) from that institution to receive transfer credits.

QUESTIONS?

It is important to talk with an advisor prior to registering to ensure your transfer credits are used correctly. Visit the [Advising webpage](#) to view your options to meet with an advisor.