



2020W First Year Planning Tool for the Bachelor of Arts

Introduction to the Tool

With so many decisions and opportunities ahead of you, getting started may require some guidance. To support your transition, Arts Academic Advising has designed this tool to guide your course planning.

By the end of the tool:



- You will be able to choose a first-year study option that best suits your needs.
- You will be able to find courses based on your interests using the Academic Calendar, Faculty of Arts website, and department/ program websites.
- You will be able to create Worklists in preparation for registration.

If you are in the Bachelor of Fine Arts, Bachelor of Media Studies, Bachelor of International Economics or Bachelor of Music, this tool is not for you. Please follow the structure of your degree program and connect with your program-specific Academic Advisor for any questions.

You are responsible for your registration. While this tool does not guarantee registration in the courses that you choose, you can plan ahead and get ready for your registration day.

Instructions:

1. Download and save this fillable PDF with a new file name, before you start working through it.
2. You will receive a weekly Arts Peer Advisor newsletter that will let you know what part of the tool to focus on each week, along with an invitation to join a related online advising workshop.
3. We highly recommend attending the online advising workshops as you can ask academic advisors and [peer advisors](#) questions about your first-year plan and this tool.

You will also get practical tips from Academic Advisors and Peer Advisors throughout this tool. Look for  for Advisor Tips and  for Peer Tips.



Use this tool to start planning Term 1 and 2 of your first year. You can always adapt your plan if you change your mind.



Modules

Part 1: Exploring What to Study	3
Identify your interests and find subject areas available in the Faculty of Arts.	
Part 2: Finding the Right First-Year Study Option	5
Learn about the first-year study options and identify the most suitable one for you.	
Part 3: Understanding Academic Guidelines and Requirements	6
Learn about your degree requirements and identify the right amount of credits for your first year.	
Part 4: Visualizing Your First Year Plan	9
Put together your credits and visualize course choices in a table.	
Part 5: Getting Ready for Registration.....	10
See sample timetables, map out your timetable with Worklist, create multiple plans and test out registration.	
Part 6: Resources for Your First Year	11
Find additional resources to get you acquainted with University life.	



Part 1: Exploring What to Study

Your Arts education will prepare you to draw connections, cultivate analytical thinking, be creative, and be part of collective solutions to complex societal problems. UBC Arts offers an unparalleled student experience that will enable you to shape your own degree and chart your own course.

What are your interests and curiosities? Pick two to three questions from below to think about and jot down your answers.

- How do you usually spend your free time?
- Have you done any volunteering? Where and why?
- Who are your role models and why? What did they study in school?
- If you could do any work in the world what would it be?
- What was your favorite subject in high school (or previous studies) and why?
- What do you want to learn more about?
- What skills would you like to develop?

Explore subjects that are available at UBC:

Introductory courses in Arts at UBC can be classified into three disciplines, the Humanities, the Social Sciences, and the Creative and Performing Arts. The table below provides a list, but it is not exhaustive. **Browse the [Academic Calendar](#) and the [Faculty of Arts website](#) to find subjects and programs available in the Faculty of Arts.**

Creative and Performing Arts	Acting, Art History, Creative Writing, Film Studies, Music, Theatre, Visual Arts, etc.
Humanities	African Studies, Asian Studies, Classical, Near Eastern and Religious Studies (Arabic, Classical Studies, Greek, Hebrew, Latin, etc.), Canadian Studies, Chinese, English, French, German, Hispanic Studies (Spanish), History, Italian, Japanese, Korean, Philosophy, Romance Studies, Russian, etc.
Social Sciences	Anthropology, Anthropological Archaeology, Cognitive Systems, Economics, Family Studies, First Nations and Endangered Languages, First Nations and Indigenous Studies, Gender, Race, Sexuality and Social



	Justice, Geography, Linguistics, Political Science, Psychology, Social Work, Sociology, Urban Studies, etc.
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Which subjects and areas resonate with your interests?



Part 2: Finding the Right First Year Study Option

What is important in your learning? Check (v) the factors that are most important to you.

List A

- Learning in smaller classes
- Taking classes with the same people
- Having coordinated assignment schedules
- Having individualized support

List B

- Having flexibility over when to take classes and to change classes in Term 2
- Scheduling my classes earlier or later in the day
- Having breaks throughout the day

Recommendations:

----- > If you have selected more factors from **List A**, we recommend two of the first year study options: **Arts One or the Coordinated Arts Program (CAP)**.

----- > If you have selected more factors from **List B**, we recommend building a **custom timetable** for your first year.

The Faculty of Arts offers three first-year study options: Arts One, Coordinated Arts Program (CAP), and the Custom Timetable.

Read more about each option [here](#) or on the Arts One or CAP websites. You can find a comparison table of the three study options [here](#) under “What’s the different between Arts One and Coordinated Arts Program.” After your first year, you will build custom timetables until you graduate.



Arts One and CAP are full-year programs. You will not be able to change your registration in the programs mid-way through the Winter Session.



Part 3: Understanding Academic Guidelines and Requirements

A one-term course is typically three credits. Most students take five courses each term, resulting in 15 credits per term and 30 credits over the Winter Session.

Considerations and exceptions:

- Because some Science courses are four credits, first year students can register up to 32 credits (equivalent to 10 courses) in their first Winter Session.
- First year students can register in a maximum of 18 credits (equivalent to 6 courses) per term. This means that if you register for 18 credits in one term, you can only register up to 12 credits in the other term.
- First year students must complete at least 27 credits in order to advance to second year standing. Read more about [Promotion Requirements](#).

How many credits should you register in? The right credit load for each person will differ depending on life situation and individual learning preferences.

P *Be mindful of other things you want to achieve during your first year. For example, if you are thinking of joining a club, getting a job or volunteering, reflect on the time commitment that these things will require and plan courses accordingly. 4 courses per term might be a good balance for some, while 5 courses might be manageable for others. Don't forget that you can also take courses in the Summer Session to catch up.*

How many credits will you take in your first year? _____

Students in their first year of university-level study are encouraged to take primarily 100-level Arts courses. Students granted [advance credits](#) may take courses for which these credits serve as a [pre-requisite](#), but are advised to register primarily in lower-level (100 and 200-level) courses while completing their first year of study.

A *If you have advance credits from AP/IB/A-Level, you cannot receive credit for a course twice, so avoid registering for courses that you have credits for already. You can find your advance credit information through the [Student Services Center](#), under 'Grades & Records' → 'Transfer Credit'.*

Use the [Course Schedule](#) website and browse for available courses offered in 2020 Winter Session. Consider the interests you identified on pages 4 - what 100 or 200 level courses can you take?

A Courses can have different formats. Read more about [course formats](#). Large-scale lectures offer a dynamic experience and can be supported with tutorials or labs. Smaller, more intimate courses can help you build relationships with professors and peers early on in your academic career. Regardless of the format, you can always connect with your instructors through asking questions during class and instructor office hours.

Your Bachelor of Arts degree consists of faculty-wide requirements, program-specific requirements, and electives. Please read about them carefully [here](#). There are two Two faculty-wide requirements that you should plan for early on:

① **[Writing Requirement](#)**: Being able to read, write, and research at the university level is fundamental to your future academic success. You must attempt to complete three credits in a writing-focused course within your first 30 credits and complete them within your first 54 credits, so that you have the writing skills to help you in the rest of your degree. **Completion of WRDS 150, ENGL 100, Arts One or CAP will satisfy this requirement.**

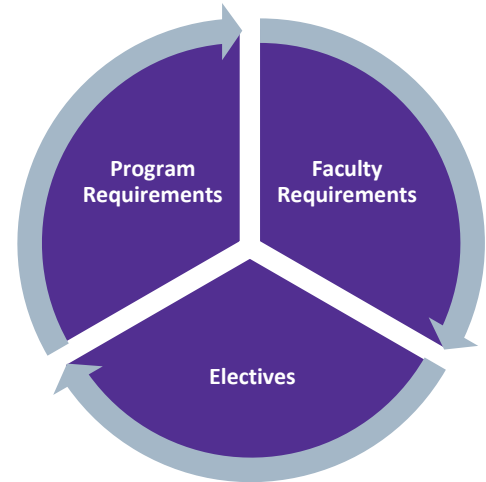
② **[Language Requirement](#)**: The study of languages provides insight into cultures in an increasingly multicultural world, and the ability to read and speak a second language is a valuable skill. You are encouraged to fulfill this requirement within your first 2 years. **If you have completed Grade 12 (or equivalent) language other than English, you have satisfied this requirement and do not need to take further language courses at UBC for this purpose. If you have not, please review your options to satisfy this requirement [here](#).**

A *IB Ab Initio language courses does not satisfy the Language Requirement. They are equivalent to Grade 11, not Grade 12.*

③ **[Literature, Science, Research Requirement](#)**: Other faculty-wide requirements are also important and you are encouraged to become familiar with them. These requirements must be completed before graduation and it is not mandatory for the first year.

If you know what program(s) (Major, Minor, Honours) you are interested in, go to the [Program Options](#) page to find links to department/program websites and the Academic Calendar to see program requirements. First-year students are encouraged to start from the lower-level requirements.

Electives are courses that are not required for program majors or faculty-wide requirements. You will take many electives in your degree. Do not worry if the courses you take now are unrelated to your potential major, as these courses can count as electives.





P Visit individual program websites for more information regarding pre-requisites, major/minor/honours applications, new courses, student testimonials, and professors. This information can be extremely helpful when figuring out which lower level (100 and 200 level) courses to take in your first year. Doing so will ensure you are successful in your following years. If your plans change, that is okay, you can adapt!

A You cannot declare your program of study (i.e. Major/Minor/Honours) in Year 1. Most programs can be declared when you have Year 2 standing or Year 3 standing.



Part 4: Visualizing Your First Year Plan

Some students find it helpful to visualize their plan. Choose from one of the following tables and fill in the empty rows with the courses you want to add in your first year. You can register up to 32 credits (equivalent to 10 courses) in the Winter Session. Arts One and CAP are full-year, 18-credit commitment, so you can add up to 2 more courses each term.

Arts One

Term 1	Term 2
Arts One (ARTS 001A)	Arts One (ARTS 001A)
Arts One (ARTS 001A)	Arts One (ARTS 001A)
Arts One (ARTS 001A)	Arts One (ARTS 001A)

Coordinated Arts Program

Term 1	Term 2
CAP (STT)	CAP (STT)
CAP (STT)	CAP (STT)
CAP (STT)	CAP (STT)

Custom Timetable: You must include either WRSD 150 or ENGL 100 in your first year.

Term 1	Term 2



The course code for Arts One is 'ARTS'. You can register in CAP by selecting the Standard Timetable (STT) for your chosen stream.



Part 5: Getting Ready for Registration

Follow the steps below to prepare for registration.

Step 1: Understand Worklists

A Worklist will allow you to map out your course schedule and find out if you meet the requirements to register for those courses before your official registration date. **Watch the worklist tutorial [video](#) and build yours [here](#).**

Saving courses to worklists does not automatically register you in those courses. You will still have to [register on your assigned date and time](#). You must register for Winter Session Term 1 and 2 at the same time. We recommend you make a few worklists, as occasionally the course sections that you hope to take will be full. Make sure you have at least one complete worklist that you feel good about. You will save time if you map out alternative course sections using worklists.

A *Here's how to read course codes: consider "WRDS 150 01A". Course codes are written in the order of Subject Code, Course Number, and Section Code. **Subject Code** represents the subject area. **Course Number** represents the level of the course, from 1XX to 4XX. **Section Code** represents the section of the course, a course may have more than one section available for registration. Different sections of a course will have a different schedule.*

Step 2: Prepare to register for a first-year study option

Arts One: The course code is 'ARTS'. View the [step-by-step registration guide](#) for Arts One.

Coordinated Arts Program (CAP): Register in CAP by selecting the Standard Timetable (STT) for your chosen stream. View "[How to Register](#)" for guidance.

Custom timetable: [View sample timetables](#) to understand how to build yours.

A *If you find a course is not right for you after you start it, you will have the option to drop it within two weeks of the course commencing. This is known as the [Course Drop deadline](#).*

Step 3: Attend an Online Registration Tutorial

If you have any further questions about registration, sign up for an Arts Advising Online Registration Tutorial where you will be shown how to build your Worklist. You will need a list of courses ready in preparation for the tutorial. Watch your inbox for an Arts Peer Advisor newsletter with details about the Registration Tutorial.



Part 6: Resources for Your First Year

Here are some other resources to get you acquainted with University life:

- Read [tips](#) from a 5th year student on learning at university versus high school.
- View a [glossary of terminology](#): The Arts One Program has a summary of terminologies to help you understand university terminology.
- The UBC BA program will be delivered online for Winter Term 1. Access the [Keep Learning website](#) for resources to support your online learning.
- Review [academic and learning resources](#): Boost your ability to do well in school. Know your resources and how to take advantage of them.
- Discover [involvement opportunities](#): Enrich your undergraduate experience through experiential learning opportunities.
- Be proactive about your [health & wellbeing](#): Your health and wellbeing is the foundation to your success. We all struggle and feel stressed from time to time - it is a normal part of university and life. Don't be afraid to reach out for help, learn coping strategies to be healthy, functioning, and thriving!