

From: [UBC](#)
To: [Carter, Kristi](#)
Subject: Faculty of Management update to students - Mar 23, 2020
Date: March 23, 2020 6:36:30 PM



Dear student,

We understand that you have received a lot of communication in the past few days. Instructors will be reaching out to you by Thursday March 26, 2020 with confirmation as to how coursework and final assessments for each individual course will be completed.

Your grades and academic standing: You recently received communication from the Provost's office outlining four potential options. Below we have outlined the processes required to proceed with each of the four standing options for your MGMT courses:

1. You can receive your percentage and letter grade: This is the typical route to complete a course (complete all outstanding assignments and final assessments and earn a final percentage and letter grade). This is the default option and therefore *no special requests or forms are required of you.*

2. You can request a withdrawal (W): All requests received before 11:59 pm PT on March 27, 2020 will be approved. Consideration of the following should be taken into account if you are considering this option:

- If you receive student loans, please contact sis.ubco@ubc.ca **before** withdrawing.
- If you are a student who receives third-party sponsorship funding, please connect with your sponsor; if you are an Indigenous student, please contact a Student Advisor in [Aboriginal Programs & Services](#) prior to proceeding with a withdrawal, as doing so may result in financial or academic implications for funding.
- There are potential impacts of course withdrawal on your academic standing and your registration priority for the 2020W academic session. If you do not complete sufficient credits, you may not meet progression requirements to advance to the next year level of your program (Please refer to the [academic calendar](#) for specific requirements).

In order to request a Withdrawal from a MGMT course, **please complete this form** (note: a single form can be used to request withdrawal from multiple courses) and email it to the Academic Programs Office at fom.bmgt@ubc.ca. Please be aware that you will NOT receive credit for any course from which you choose to withdraw and your transcript will show a W.

3. You can request a Deferred Standing (SD): A deferred standing means that you are delaying specific coursework (including any final assessment, like a final exam). All outstanding coursework and final assessments MUST be completed by August 23, 2020. At this time, we expect that all outstanding

coursework and final assessments will need to be completed remotely. You will receive a notation of “SD” on your transcript until all outstanding coursework and final assessments are complete (the SD will then be replaced with the letter grade and percentage you earned). Please note: if you were expecting to graduate in June, this may delay your graduation.

In order to request a Deferred Standing in a MGMT course, please [complete this form](#) and email it to the Academic Programs Office. You will need to complete one form per course) and email it to the Academic Programs Office (fom.bmgt@ubc.ca).

4. You can request “Credit/D/Fail” standing instead of percentage grade: UBC Okanagan is potentially introducing a new option for students (pending Senate approval). Specific details of this option are not yet available; we will share those once we have the appropriate details.

If you have questions regarding which option is best for you, please connect with Academic Advising at advising.ubco@ubc.ca.

If you are experiencing Financial Distress please [reach out to Student Services](#) via email (awards.ubco@ubc.ca). Financial Distress can be caused by a number of factors, and reaching out will connect you with someone that may be able to help with the following scenarios and others as they arise:

- An unexpected change in living situation
- Devaluation of a country’s currency
- Inability to have funds transfer out of the country
- Illness or death in the family
- An exceptional medical situation
- Other unforeseen circumstances you could not have planned for

Health & Wellness

Staff in Health & Wellness are available to support you. Please contact: healthwellness.okanagan@ubc.ca

For the most up to date information about UBC’s response to COVID-19 please visit: <https://covid19.ubc.ca/>

Academic Programs Office Faculty of Management

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