



Instructions for Applying to UBC Faculty of Forestry

不列颠哥伦比亚大学林学院申请指南

The purpose of this document is to provide students in the “3+2” and “2+2” programs with a better understanding of the UBC application procedure, including program application, housing application, document submission and follow-ups.

Table of Contents

Section 1 Online Application.....	3
1.1 Access “You@UBC” website.....	3
1.2 Create a “youbc” and a Campus-Wide Login (CWL) account.....	3
1.3 UBC Application.....	10
1.3.1 Homepage	11
1.3.2 Personal Information.....	11
1.3.3 Academic History.....	12
1.3.4 General Applicant Information.....	16
1.3.5 Program Selection	16
1.3.6 Housing Application.....	17
1.3.7 Application Comments	18
1.3.8 Application Summary	19
1.3.9 Payment of Application Fee	19
Section 2 Document Submission.....	20
Section 3 Application Evaluation and Admission.....	21
3.1 Application Evaluation.....	21
3.2 Admission	21
3.3 Accept Offer.....	22
Section 4 What To Do Next Once You Got the Offer?	23
4.1 Registration for UBC English Language Institute (conditional admission students only) ...	23
4.2 Visa Application.....	24
4.3 Flight booking	24
4.4 Jumpstart Application (full admission students only)	25
4.5 Course Registration	27
中文版.....	29
第一章：在线申请	29
1.1 登录 “You@UBC” 网站	29
1.2 创建 “youbc” 和 Campus-Wide Login (CWL) 账号	29
1.3 UBC 申请.....	36
1.3.1 申请主页面	37

1.3.2 个人信息	38
1.3.3 学习经历	38
1.3.4 申请人基本信息	42
1.3.5 选择专业	42
1.3.6 住宿申请	43
1.3.7 附加解释	44
1.3.8 申请表综述	45
1.3.9 支付申请费	45
第二章： 提交材料	46
第三章： 申请评估及录取	46
3.1 申请评估	47
3.2 录取	47
3.3 接受录取通知书	47
第四章： 后续工作	49
4.1 注册 UBC English Language Institute 语言课程 (只针对条件性录取的同学)	49
4.2 签证申请	50
4.3 机票预订	50
4.4 Jumpstart 申请	50
4.5 选课	53
Reference	54

Section 1 Online Application

1.1 Access “You@UBC” website

UBC uses an online system to receive applications from prospective students from all over the world. Therefore, the first step is to access “You@UBC” at <https://you.ubc.ca>.



Figure 1. You@UBC website

If this is your first time to use this system, you need to create your “youbc” account in order to start an application to UBC; if you are a returning user, click “MY ACCOUNT” right under the white box shown in the Figure 1.

1.2 Create a “youbc” and a Campus-Wide Login (CWL) account

After clicking “create a youbc account”, you will be taken to an account creation webpage (Figure 2). You will be asked your status first. Choose “prospective student” and click “Next”.

*Note: DO NOT click on the “BACK” button in your browser during this process or you may lose the information you have already filled out.



CREATE AN ACCOUNT

This form has four steps. **Please avoid using your browser's back button or navigating away from the form before you've completed it.**

= definition

 The image shows a form field labeled "You are" with a red asterisk. Below the label is the letter "a:". There are two radio button options: "Prospective Student" (which is selected) and "Guidance Counsellor". A "Next" button is located below the options.

Figure 2. Account creation

Next, you will be asked for some personal information. Please remember that the way you say your name in Chinese is different from the English way, *i.e.* your name is Meimei Han (韩梅梅). In English, your **first name / given name** is Meimei and your **family name / last name / surname** is Han. We have had several cases in which applicants made the mistake of filling their first name and last name, resulting in troubles in different fields.

Since you are in the “3+2” and “2+2” programs, which means you are a university student, in “what describes you best?” field, you should put “**University**” (Figure 3).

Sign up: Name & Login Information

1 2 3 4

Please avoid using your browser's back button or navigating away from the form before you've completed it.

* Given/First Name(s):	<input type="text" value="Meimei"/>
* Surname/Last Name:	<input type="text" value="Han"/>
* Gender:	<input type="radio"/> Male <input checked="" type="radio"/> Female
* E-mail Address:	<input type="text" value="meimeihan@gmail.com"/> Need a free e-mail address? Try Gmail , Hotmail or Yahoo!
* Re-enter E-mail Address:	<input type="text" value="meimeihan@gmail.com"/>
* Date of Birth:	<input type="text" value="January"/> <input type="text" value="1"/> <input type="text" value="1991"/>
* What describes you best?	<input type="text" value="University"/>

Figure 3. Personal information

After the above steps, you will receive a notice saying you need to create your Campus-Wide Login (CWL) account (Figure 4). The CWL account is your electronic UBC ID and of course is attached to your UBC Student number. You need your CWL to apply for UBC, to use UBC wireless Internet, to register your courses, to check your grades, to pay for your tuition online, etc. **Please don't forget your CWL information.**

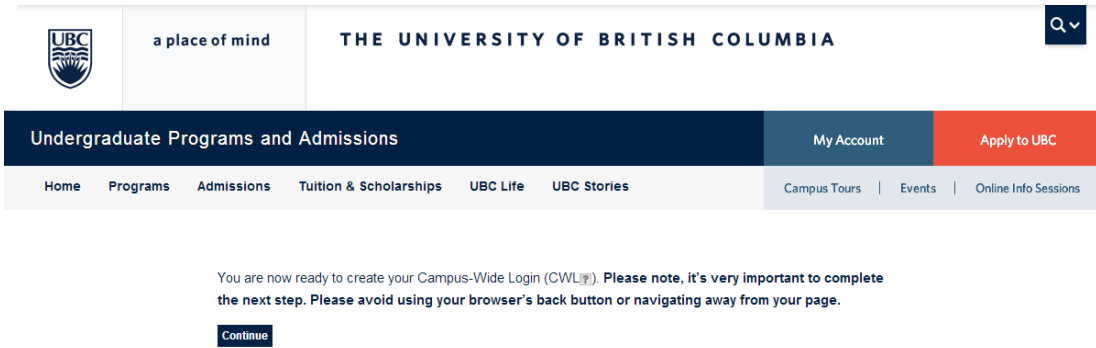


Figure 4. CWL account notice

You will be taken to the CWL set-up webpage next. You can create your account, password, and a verifying question in case that you forget your password (Figure 5).

The screenshot shows a form for creating a new CWL account. The title is "Create a new Login Name and Password. Please choose an appropriate Login Name as it may become a part of your future UBC Email address." The form includes three input fields for "Login Name" (containing "mmhan"), "Password" (masked with dots), and "Confirm Password" (masked with dots). A "Check Availability" button is positioned below the password fields. A blue message states "CWL Login Name 'mmhan' is available!".

Below this is a section titled "In case you forget your password:" with instructions to select a question and enter an answer. The "Question" dropdown is set to "What was your childhood nickname?" and the "Answer" field contains "meimei".

The final section is "Verify your registration:" with instructions to ensure a person is creating the account. It features a "Validation Code" field and a grey box displaying the code "FUE4H9". Below the code box, a text prompt asks the user to enter the characters from the image, and the input field contains "FUE4H9".

Figure 5. CWL account

After filling all the information, your personal CWL account will be created (Figure 6). Click "continue with your login".



Figure 6. Notification from CWL

You will be asked for some more personal information. Please indicate your status in Canada, your citizenship, and your current country of residence. In general, please fill in this form as Figure 7 indicates but with your own address.

Sign up: Personal Information

1 2 3 4

Please avoid using your browser's back button or navigating away from the form before you've completed it.

* What is your status in Canada? Will Apply for Study Permit

Country of Citizenship: CHINA

* City/Town: Nanjing, CHINA
Change City

Postal/Zip Code

* Street Address:
International College, Nanjing Fo
No. 159 Longpan Rd. Nanjing
Jiangsu, China

Next

Figure 7. Personal information

You will now be asked about your current post-secondary institution. Type the name of your university into the box and click “search” (Figure 8).

Sign up: Address & Education Information

1 2 3 4

Please avoid using your browser's back button or navigating away from the form before you've completed it.

* Current/Last Educational Institution:

I did not find my school

Please specify meaningful keywords in the educational institution name to help us locate possible matches.

Figure 8. Post-secondary institution

After indicating your current university, you will be taken to the program selection page. You will be asked the year you will attend UBC, the Faculty of Forestry program in which you are interested and how you heard about UBC (Figure 9). Since you are under the “3+2” or “2+2” programs agreement between UBC Faculty of Forestry and your university; Staff from Faculty of Forestry will help you through the application process. Please note that you are also allowed to apply programs in other faculties at UBC, however, your application process will not be assisted by Faculty of Forestry.

* When do you intend to start studying at UBC?

2014

* Which campus are you interested in?

UBC Vancouver Campus
 UBC Okanagan Campus
 No campus preference at this

* What can I study?
 Your selection will not affect your application for admission.

1st Choice: Forest Resources Managem

Not sure for now, will decide later.

* How did you hear about us?
 A UBC representative visited

If other, please specify:

Figure 9. Program selection

Now you have finished creating your account and you are ready to apply for UBC (Figure 10)!

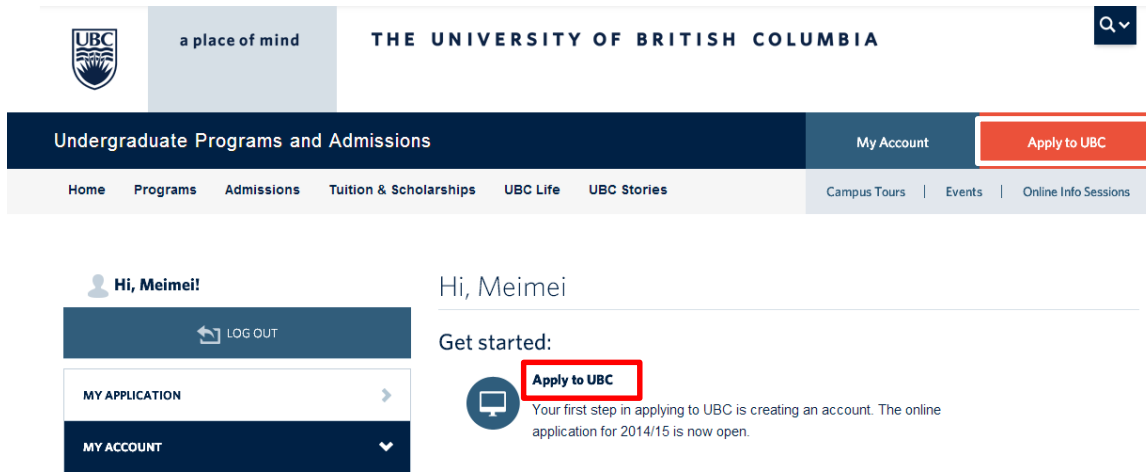


Figure 10. Homepage

1.3 UBC Application

Click “Apply to UBC” as Figure 10 shows and then click “Apply” (Figure 11).

My Application

Ready to apply? Simply click the **Apply** button, below, to get started.

Already applied? You can check the status of your application by clicking the **Apply** button, below.

Visit the [Student Service Centre](#) if you would like to:

- Change your contact information
- Submit a third party release form [?](#)
- Submit a supplemental application
- Pay your fees

(Note: At this time, we're experiencing some issues with Safari. For best results, please use Internet Explorer or Firefox when submitting your online application.)



Figure 11. My application

A new webpage will open and ask you the type of program you will apply for. Those students who did not meet the Language requirements for full admission yet, should still apply for “**Undergraduate Degree Programs**” (Figure 12). Although those students might eventually end up having to apply under the Conditional Admission Program (CAP), if they directly apply for CAP, they will not have the chance to apply for full admission were their English Test grades improve enough to meet the requirements by the deadline.

Ready to apply?

To complete your application, you need to:

- ✓ be familiar with the [programs](#) that interest you
- ✓ review your admission requirements for [Vancouver campus](#) or [Okanagan campus](#)
- ✓ pay your application online with Visa, MasterCard or Interac

Start my application for:

<p>Undergraduate Degree Programs Vancouver campus - Degree programs and UBC Vantage College Okanagan campus - Degree programs and English Foundation Program</p>	<p>Doctor of Pharmacy or Pharmacy Residency Vancouver campus</p>
<p>Non-Degree Studies Includes Visiting, Unclassified and Access Studies. Vancouver campus or Okanagan campus.</p>	<p>Conditional Admission Program (CAP) English Language Preparation leading to Undergraduate Degree Programs Vancouver campus</p>
<p>Bachelor of Education Vancouver campus</p>	

Figure 12. Application for program

1.3.1 Homepage

After clicking “Undergraduate Degree Programs”, you will be taken to the application page with a series of sections under Student Service Centre (SSC).

1.3.2 Personal Information

The first section is “Personal Information” (Figure 13).

1. Title: you can use Mr. or Miss for “Title” field;

2. Name: please be careful about your first name and surname, and write them down in Pinyin. If you feel strongly about wanting to use your English name, you can write your English name in the "Preferred Name" field;
3. Address: since your address is in China, the "Province/State" field is not applicable to you.
4. Phone number: you can use this format: 86 (is the country code for China) – 2 or 3 digit area code (without the first "0" e.g. 10 for Beijing, 25 for Nanjing, 591 for Fuzhou) – your phone number.

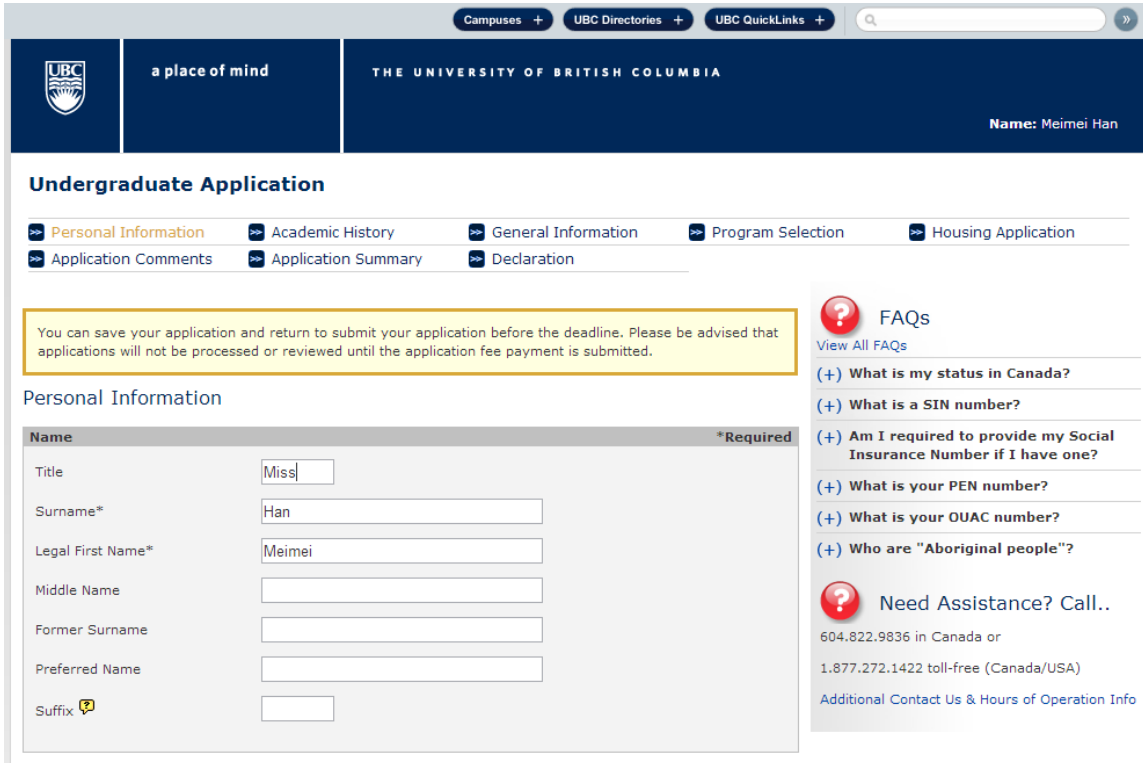


Figure 13. Application

1.3.3 Academic History

In this section, you will be asked to state your education background for your high school and university. Click "Add Secondary (High School)" (Figure 14).

Academic History

Add Secondary (High) School

Post Secondary Institution	Attended From	Attended To	Actions
Nanjing Forestry University	0000-00	0000-00	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Add Post Secondary (University / College) Institution

Please carefully review the summary of your academic history for accuracy and completeness. Failure to disclose your attendance at any school or academic establishment is considered academic misconduct and may result in the withdrawal of any offer of admission, whether accepted or not.

Figure 14. Academic History

Another webpage will open and you can select or type the name of your high school. You will also be asked to state the time you attended high school (Figure 15).

*Note: If your high school is in the UBC databases, you can see the name under the “Institution Name” tab; if not, select “your senior high school in China”. Then click “Next”

Add Secondary (High) School

When entering your institution name do not enter "Secondary" or "High School". For example, if you attended Churchill Secondary School, simply enter "Churchill".

Please enter the following information ***Required**

Country*:

Institution Name:

From: To:

Please select your institution from the list below:

Institution Name
Nanjing No. 1 High School
Nanjing No. 12 Middle/High School
Nanjing No. 13 Middle School
Your Secondary School in China, Any City (choose this if your school is not listed here)

< Back

Next >

Figure 15. High school selection

Then you will be taken back to the main page, but you can see your high school is now listed on the webpage. However, if it shows "unknown" (Figure 16), it does not mean that you did not state your high school education experience; it just means your school cannot be found in the UBC database (which is totally OK. Don't worry!).

Go through the same steps and state the time you attended university.

Academic History

Secondary School	Attended From	Attended To	Actions
Unknown	2005-09	2008-06	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Post Secondary Institution	Attended From	Attended To	Actions
Nanjing Forestry University	0000-00	0000-00	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Please carefully review the summary of your academic history for accuracy and completeness. Failure to disclose your attendance at any school or academic establishment is considered academic misconduct and may result in the withdrawal of any offer of admission, whether accepted or not.

Figure 16. Academic history after electing high school

An information box (Figure 17) might pop up stating you are missing some high school information. Don't worry. The system does not recognise the differences between the Canadian-based high school system and the Chinese-based high school system. Click "OK" and continue.

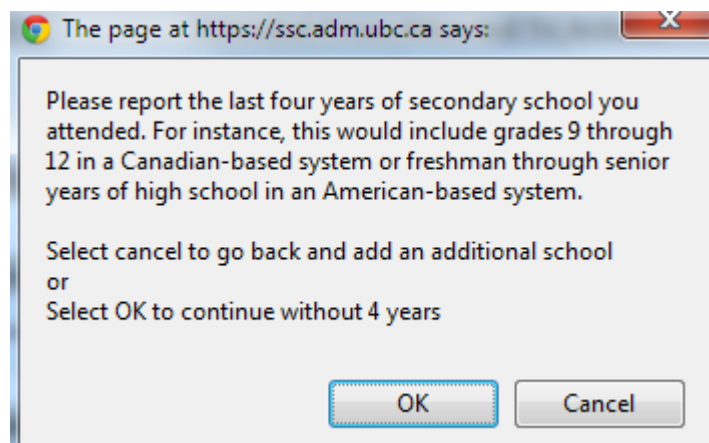


Figure 17. Warning information box

1.3.4 General Applicant Information

Since you attended the first two years of your program in your university in China, select “Year 3” at this stage (Figure 18). Your program director will determine your year level status after reviewing your course descriptions and transcript.

General Applicant Information

Please answer the following questions
*Required

1) Have you previously applied to UBC?*

Yes No

2) If you are starting or transferring to a degree, certificate or diploma program at UBC from another college or university, what year level do you think you will be entering? **Admissions will review your year level at the time of evaluation.**

Year 1 (less than one full-time year of post-secondary study completed prior to May)

Year 2 (one full-time year of post-secondary study completed prior to May (24+ semester credits))

Year 3 (two or more full-time years of post-secondary study completed prior to May)

Year 4 (I have completed an undergraduate degree and would like to pursue a second degree)

Year 5 Unclassified (have completed an undergraduate degree and will not be pursuing a degree at UBC)

3) I completed my secondary schooling in:

4) My most recent or current post-secondary study was completed in:

Figure 18. General applicant information

1.3.5 Program Selection

You will be asked to declare your program and specialization in this section (Figure 19). You have multiple choices for your program. For each of your choices, you cannot state the same program. For instance, you can choose “Bachelor of Science in Forestry” (BSF) as your first choice, and as your second choice you should choose one of the other programs - having a second choice will also act as a backup plan in the unfortunate event you were not admissible to your first choice.

1. Campus: choose “Vancouver”;

2. Degrees: choose the program you are interested in;
3. State the time you will start your study in UBC

Choice 1 Program *Required

1) Campus:* Vancouver Okanagan (Kelowna)
 For each of your first and your second program choices, you must select either the UBC Vancouver or the UBC Okanagan campus

2) Please **choose one** of the following options:

Degrees: Bachelor of Science in Wood Products Processing - B.Sc. (WPP)

-or- Bachelor of Arts - B.A.
 Bachelor of Applied Science - B.A.Sc.

Certificates Bachelor of Commerce - B.Com.

-or- Bachelor of Computer Science - B.C.S(ICS)
 Bachelor of Dental Sciences (Dental Hygiene) - B.D.Sc.

Diplomas: Bachelor of Environmental Design - B.EnD

-or- Bachelor of Fine Arts - B.F.A.
 Bachelor of Kinesiology - B.KIN.

Visiting: Bachelor of Music - B.Mus.

-or- Bachelor of Midwifery - B.M.W.
 Bachelor of Science in Applied Biology - B.Sc. (APBI)

Unclassified Bachelor of Science - B.Sc.
 Bachelor of Science Natural Resources Conservation - B.Sc.(NRC)
 Bachelor of Science in Pharmacy - BSc(Pharm)
Bachelor of Science in Wood Products Processing - B.Sc. (WPP)
 Bachelor of Science in Forestry - B.S.F.
 Bachelor of Science in Food Nutrition and Health - B.Sc.(FNH)
 Bachelor of Science in Forest Sciences - B.Sc.(FORS)
 Bachelor of Science in Global Resource Systems - B.Sc.(GRS)
 Bachelor of Science in Nursing - B.S.N.

3) I wish to start attending in:

Figure 19. Program Selection

1.3.6 Housing Application

For students who would like to live in the campus residence, this section is designed for teaching you how to process on-campus housing application. Considering security and academic environment, we recommend that all the incoming “3+2” or “2+2” students should consider living in on-campus residences at least for their first year.

UBC housing offers both winter session and year-round housing to students. The difference between winter session and year-round is the period that students are able to stay in their residence. Students who live in winter session residences have to move out during the winter holidays and the summer holidays as defined by the university calendar, whereas students who

live in the year-round residences do not have this mandatory “move-out” period. They can stay in the campus residences throughout the entire year.

Cooking is generally allowed in the residence except for some winter session residences (e.g. Totem Park and Place Vanier).

For more information about UBC housing, including sample floor plans and facilities available, please check the UBC housing website:

Winter session: <http://www.housing.ubc.ca/student-residences-van/winter-session-residence>

Year-round: <http://www.housing.ubc.ca/student-residences-van/year-round-residence>

For the location of each residence and the distance from the Forest Science Centre (where the Faculty of Forestry is), please refer to Wayfinding at UBC Vancouver at <http://www.maps.ubc.ca/PROD/index.php>.

*Note: an additional \$50 will be charged as the housing application fee (the amount of the fee is subject to change).

1.3.7 Application Comments

This section is designed for students who have records on academic probation or withdrawal from other institution. This section is not applicable for “3+2” and “2+2” students. Select “No” and click “Next” (Figure 20).

Application Comments

Have you ever been placed on academic probation, failed an academic year, or been required to withdraw from another college or university?

No Yes

If you need to clarify or further explain any of the information you have provided in this application, please do so here (maximum 2000 characters). Additional comments are optional.

< Back

Save

Next >

Figure 20. Application comments

1.3.8 Application Summary

This section allows you to review the whole application before the final submission. If you want to make any changes, click “Modify”.

1.3.9 Payment of Application Fee

You will be asked to pay your application fee after your submission. Please note that your application will NOT be processed until you PAY the application fee.

Different methods can be used for the payment. Considering the processing fee and transaction time, credit card payment is the best payment method for international students.

You must have a valid VISA or MasterCard for the credit card payment. UnionPay is not accepted by UBC and the majority of organizations in North America.

Figure 21 shows the webpage for the payment. You need the cardholder name, card number, expiry date, and security code for the transaction. Once you have paid the fee, you will receive a notification email from UBC.

Pay With Your Credit Card

Cardholder Name

Credit Card Number



Expiry Date(MMY)

Security Code

CVV2 is the Visa term for the 3-digit security code on the back of the credit card (Visa and MasterCard).



Pay With Your Credit Card

Cancel

Figure 21. Credit card payment

Section 2 Document Submission

Congratulations! You finished your first step towards getting to the University of British Columbia! Now what you need to do is to provide documents for the University Admissions Office to start the evaluation process. Please note that your application will not be evaluated until we receive all the required documents. It is a “first come, first served” process, which means the earlier the UBC Admissions office receives your documents, the earlier you will be notified of UBC decision on your application.

Since students are in the “3+2” and “2+2” programs, instead of mailing documents by courier (you need to keep your original files to later apply for a Visa to come to Canada), documents can be scanned and emailed to Xinxin Zhu who is the Program Coordinator in the Faculty of Forestry at xinxin.zhu@ubc.ca.

The list of required documents is as follows:

1. An official transcript from your University (Chinese and English versions) – the scanned version can be sent to Xinxin via emails; the original transcripts (including all your terms’ grades at your home university) need to be sealed with University stamp and be sent via mails by the end of August 2015. Official Transcripts have to be sent directly by your institution;
2. A scanned version of the result report for the English Language Proficiency Test you have chosen to submit (e.g. IELTS, TOEFL), and the original one should be sent to UBC by the testing agency;
3. A copy of the course descriptions for all the courses you have taken in your University¹.

The deadline for submitting all of the required documents will be stated clearly in an email specifically sent to each applicant from UBC. It is your responsibility to send UBC all of your documents before the cut-off time, particularly your English Language Proficiency Test result report.

Once we receive all your documents, the UBC Admissions Office will process your application and evaluate it based on your academic history and your English Proficiency.

¹ Please consult with the person who is responsible for “3+2” and “2+2” programs in your university about whether you need to provide your course descriptions or not.

Section 3 Application Evaluation and Admission

After submitting your documents, you will be evaluated according to your previous academic performance and English proficiency. UBC receives several thousand applications every year so please once you have submitted all of the required documents and paid the application fee, be patient as it can take up to 2 months for your application to be evaluated. As you are part of the “3+2” or “2+2” programs the Faculty of Forestry will follow the progress of your application closely and help speed it up whenever possible.

3.1 Application Evaluation

Your academic performance is fundamental for your evaluation. You will be assessed on all academic courses taken in your university in China, including failures and repeated courses. You will also have to meet the “competitive grade point average” for the program to which you are applying (You@UBC, 1995).

Your English proficiency is also essential for your study at UBC because English is the primary language of instruction. Your English ability will be verified by English language proficiency tests. In the previous years, International English Language Testing System (IELTS - academic) and Test of English as a Foreign Language (TOFEL) were the most commonly submitted tests by “3+2” and “2+2” students.

3.2 Admission

If students meet both the academic and English requirements, they will be admitted with a **full admission**; if students have strong academic performance but do not yet meet the English requirement, they might be admitted via a **conditional admission**. Table 1 shows the minimum English requirements for full admission and conditional admission for IELTS and TOFEL. For the requirements of other English proficiency tests recognized by UBC, please visit <http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,19,912,0>.

Table 1. Minimum requirements for IELTS and TOFEL (Source: UBC Calendar, 2012)

Test	Minimum Competence for Full Admission	Minimum Competence for Entry to the Conditional Admission Program (CAP)
IELTS (Academic)	6.5 with no part less than 6.0	6.0 with no part less than 5.5
TOFEL	Overall Score: 90 Reading: 22 Listening: 22 Writing: 21 Speaking: 21	Overall Score: 82 Reading: 20 Listening: 20 Writing: 19 Speaking: 19

3.3 Accept Offer

If you meet both the academic and the minimum English requirements, and submit all the required documents, you will be offered a full admission or conditional admission acceptance letter. You need to accept this offer on the Student Service Centre site at <https://ssc.adm.ubc.ca/sscportal/servlets/SSCMain.jsp>.

Using your CWL account to log in, you can see a link “Accept or Decline My Offer” under the “Admission” tab (Figure 22). Accept your UBC offer from the Faculty of Forestry. If you click “Decline” by accident, you can change your offer status in the same webpage, but you need to correct it as soon as possible.



Figure 22. Accept offer

After that, you will be notified that the \$500 deposit will be charged to your account. Unlike the application fee, this \$500 deposit can be used for tuition payment in the winter term. To pay the deposit, go back to the SSC main page; click “Pay Fees” under the “Finances” tab (Figure 23). You will be taken to your account information.



Figure 23. Payment

This webpage shows the item, the amount you need to pay and the deadline of the payment (Figure 24). Enter the amount you would like to pay this time and follow the process to finish the payment. Please note that if you conduct your payment after the deadline, additional penalties and interest could be charged on the amount you will pay.

This webpage is used for all the UBC-related payments, including housing fee, tuition fee, registration etc.

Pay Fees

[Print](#)

If paying tuition by wire transfer / deposit, click here to see the account numbers to use.

Select the items you would like to pay. Some items may allow you to pay only a partial amount.

Due Date	Item	Methods	Amount Due	Enter Amount
Items past due or due today:				
Mar 6, 2012	Non-refundable Deposit: 2012S BSF	  EFT 	\$100.00	<input type="text" value="100.00"/>
Totals:			\$100.00	\$100.00
				<input type="button" value="Continue"/>

Figure 24. Pay fees

Section 4 What To Do Next Once You Got the Offer?

Congratulations! You are an official UBC student now! The Faculty of Forestry will send your offer with a support letter to your home university by express courier service. But you are not done yet. The following steps are what you will do next:

4.1 Registration for UBC English Language Institute (conditional admission students only)

For students who received the conditional admission offer, an 8-week intensive English program is required at the UBC English Language Institute (ELI). ELI is operating under UBC Continuing Studies and the school is located at UBC Vancouver campus. In order to start your academic program in September, you need to complete three courses in ELI at 600-level:

Speaking/Listening, Reading, and Writing and obtain at least 75% for each course. If you fail, you must stay in ELI for another 4 month study term and start your academic program in January of the following year.

You will receive an email notification from ELI and UBC Faculty of Forestry about the English program and registration. More information can be found at <http://www.eli.ubc.ca/condadmission/index.html>.

4.2 Visa Application

Since you are an international student, you need a valid Canadian visa to enter and study in Canada. UBC International House provides some tips for Canadian visa application, available at <http://www.students.ubc.ca/international/international-students/before-you-arrive/apply-for-or-extend-your-study-permit/>. Or you can consult with a local visa agency and ask them to help you.

You had better start your Canadian visa application as early as possible so that, once you receive the UBC offer package; you can submit all your documents to the Canadian Embassy in China. Generally, May to July is the “rush period” for every Canadian Embassy around the world because they receive thousands of visa applications from international students wanting to Study in Canada. In order to reduce processing times and costs, the Faculty of Forestry suggests that you prepare all the required documents prior to actually receiving the official offer from UBC.

4.3 Flight booking

Air ticket is another issue you have to consider. Due to students’ summer holidays, flight tickets will likely be sold out very quickly during the summer time. We suggest you that you should book your air ticket as early as possible, and with a group of incoming UBC Forestry students from your home university.

In terms of the time frame, conditional admitted students will have an Intensive English Program running from July to August, so they have to arrive in Vancouver at the end of June. Fully admitted students, are expected to take part in a two week program prepared specifically for them by the faculty of Forestry starting at the beginning of August and then they are expected to join JumpStart a campus-wide orientation (will be introduced in Section 4.4), so students have to arrive at the end of the July. UBC Faculty of Forestry will inform you of the exact time of the orientation at that time.

4.4 Jumpstart Application (full admission students only)

For full admission students, UBC Faculty of Forestry will have a 2-week orientation course focusing on the background of forestry in Canada and British Columbia as well as academic English. After the orientation, students will attend a 2-week, campus-wide orientation organized by UBC called “Jumpstart”. You can meet and mingle with international students from other Faculties who will start their first year in UBC, and you will be better prepared for your first year by attending Jumpstart!

You need to apply for Jumpstart using your own CWL account at <http://jumpstart.ubc.ca/>. Here are the application procedures for Jumpstart.

*Note: this tutorial is based on the UBC Jumpstart 2012 website. The website is subject to change.

1. Open the <http://jumpstart.ubc.ca/> webpage; click “Register” on the right-hand side at the bottom of the webpage (Figure 25).

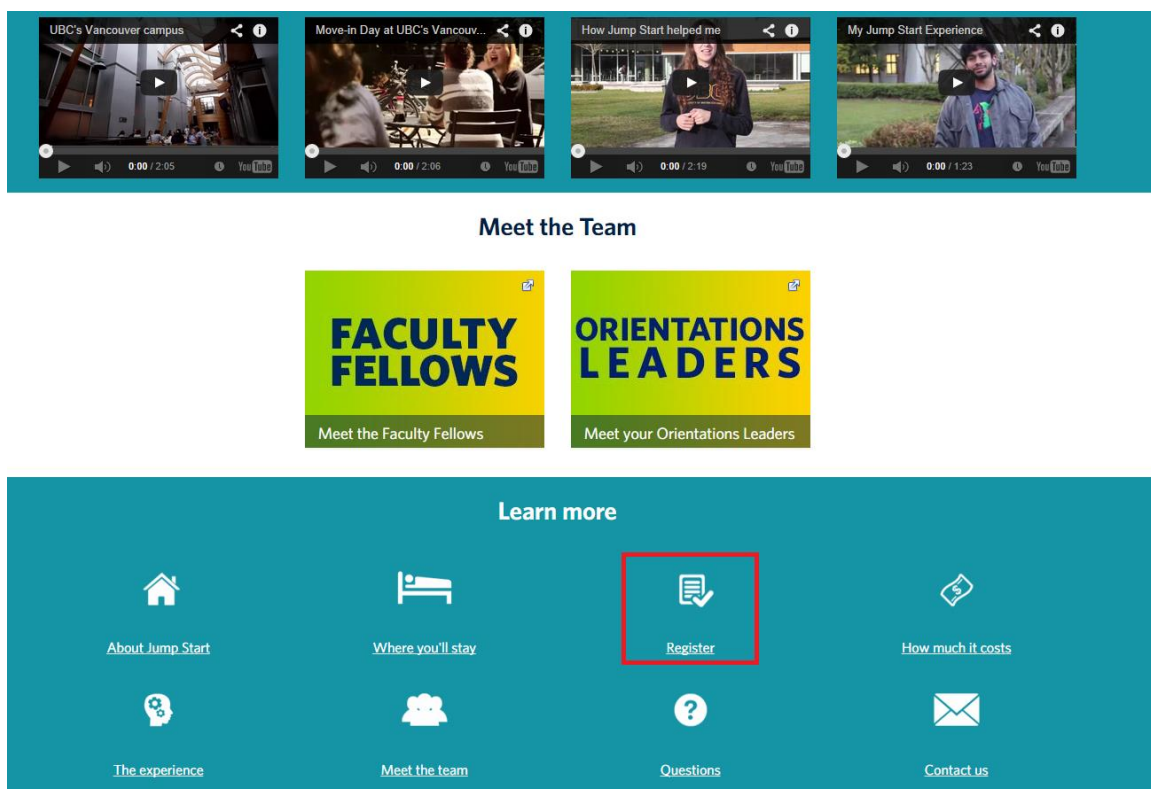


Figure 25. Jumpstart main page

How to register for Jump Start

- Sign up for your [Campus Wide Login \(CWL\)](#). You need this to be able to register for Jump Start
- Decide if you will live on campus during the two-week immersion program.
We strongly recommend that you live on campus for the two-week immersion program. Most participants choose this option, and find that living on campus significantly enriches their Jump Start experience.
- Complete the [online registration form](#).
- Pay the Jump Start fee no later than July 3 by logging on to the [Student Service Centre](#)
- Prepare your arrival to UBC by completing [these important steps](#)
- We will be in touch throughout the summer, so please ensure you add orientations.jumpstart@ubc.ca to your safe email list.

Figure 26. Jumpstart Registration page

2. Click “online registration form”, login via your CWL account and you will be taken to the registration webpage (Figure 26). Here you need to fill in some personal information. Because you are in the “3+2” or “2+2” programs, you already have your own place to stay during the Jumpstart. In the “Fee level” field, choose “Live off campus - \$558.51 CAD (including tax)”. Detailed information about the fee can be found at <http://students.ubc.ca/campus/get-oriented/attend-orientation/undergrads/jump-start/fees>.

You will be asked to provide a short statement of intent in the registration process. You can state your motivations for taking Jumpstart. Answering the following questions might be helpful for your statement of intent:

What are your expectations for Jumpstart?

What do you hope to do during Jumpstart?

How can Jumpstart help you to prepare for the first academic term at UBC?

Please note that you should use your own words to explain the reasons for attending Jumpstart. Do not directly copy from other sources or your friends’ application! Academic integrity is very important at UBC as well as in other universities in North America.

3. After submitting your application, you will be notified by email from Jumpstart about their decision on your application. Since it is “first come first serve”, you had better register for it as soon as possible; seats will likely be filled very quickly.

Register for Jump Start!

Welcome, Rong Chu (student number:

Thank you for your interest in Jump Start – the smart start to life at UBC.

Because of the vital role Jump Start plays in your success at UBC, the university covers all progra and board during the two-week immersion program*. [See what's covered.](#)

To register for Jump Start, please provide the information requested below, and click 'submit'.

* Denotes a required field

Preferred Name: *

The name you like to use in regular social communications

Email: *

Date of birth: *

Format: 22/09/2014

or dd/mm/yyyy.

Gender/Gender identification:

Telephone (including country code): *

Figure 277. Jumpstart Registration

4.5 Course Registration

Once you are admitted by UBC, you will receive an email about course registration. This is a default email sent by Forestry Student Service to all the incoming first year students. Since you are in the “3+2” and “2+2” programs, you do not have to register for those suggested first year courses. However, when you come to UBC Vancouver, please drop by Forestry Student Service on the second floor of the Forest Science Centre (FSC 2609) and talk to one of the student advisors. They will help you register courses based on your program and your transferred credits. Please note that seats for some courses fill up very fast, so please talk to a student advisors (or to your program director) as soon as possible.

In terms of information on course list and program map, please refer to the following website:
Forest Sciences:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,330,179>

Natural Resources Conservation:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,418,175>

Wood Products Processing:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,329,815>

Forest Resources Management:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,328,169>

Forestry Operations:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,328,171>

Courses listed in those webpages above are only the course code. For detailed course name, course description, pre-requisite and co-requisite, please refer to

<http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name>.

If you go through all of the instructional information, you will have a clear idea about the entire application process and follow-up after the application. If you have any questions, please do not hesitate to contact:

Chiara Longhi,
Director of Student Services,
UBC Faculty of Forestry
chiara.longhi@ubc.ca

Xinxin Zhu,
Program Coordinator,
UBC Faculty of Forestry
xinxin.zhu@ubc.ca

Best wishes to your application!

We look forward to seeing you at UBC Faculty of Forestry! 😊

中文版

第一章：在线申请

1.1 登录 “You@UBC” 网站

UBC 通过在线的方式接收来自世界各地学生的申请，因此报名的第一步是点击 UBC 递交在线申请的网站 You@UBC (<https://you.ubc.ca>)。

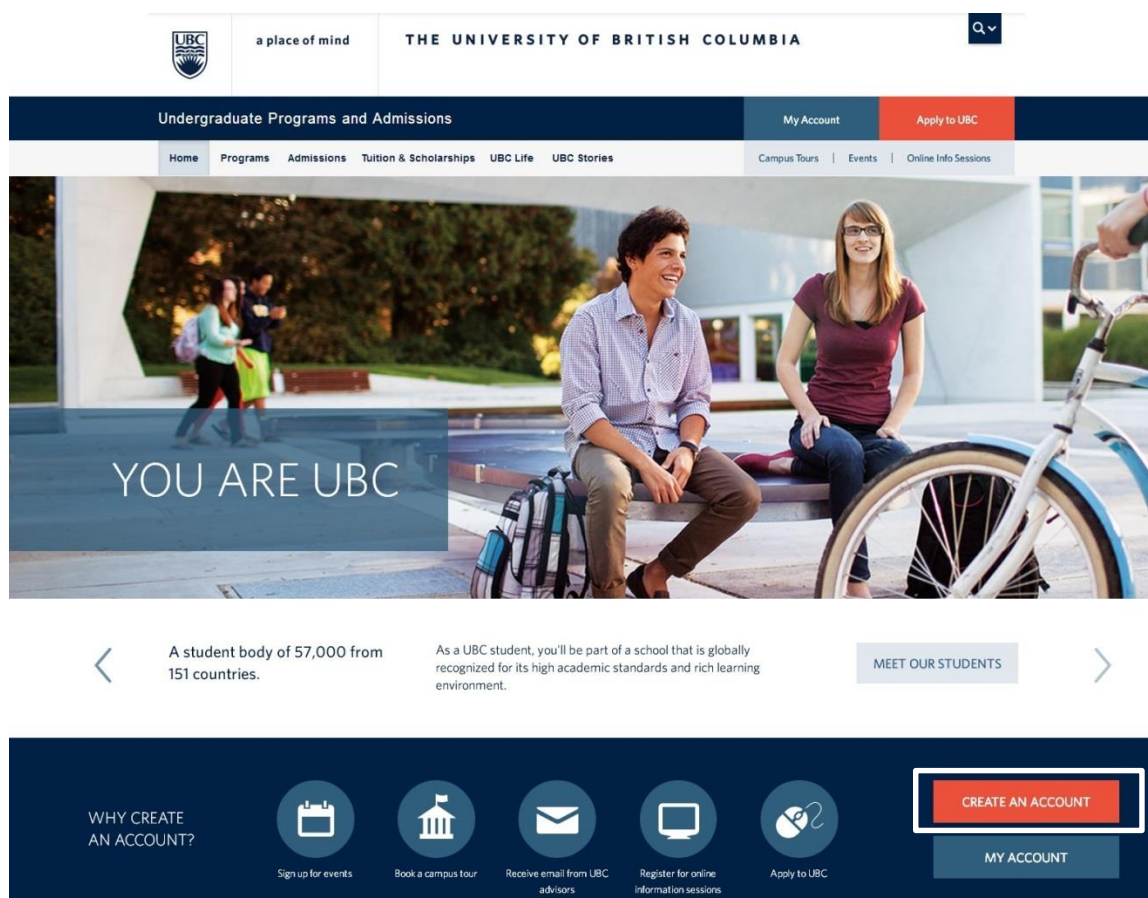


图 1. You@UBC 网站

如果这是你第一次使用这个网站，首先你需要创建一个账号来进行报名；如果你之前注册过账号，则点击 “MY ACCOUNT” 登录（如图 1 所示）

1.2 创建 “youbc” 和 Campus-Wide Login (CWL) 账号

在点击 “create a youbc account” 之后，页面会跳转到创建账号的网页（图 2）。在这里，你需要表明你的申请身份，因此选择 “prospective student”，点击 “Next”。

*注：在申请期间不要点击浏览器的“后退”按钮，否则你之前填写的所有信息都会丢失。

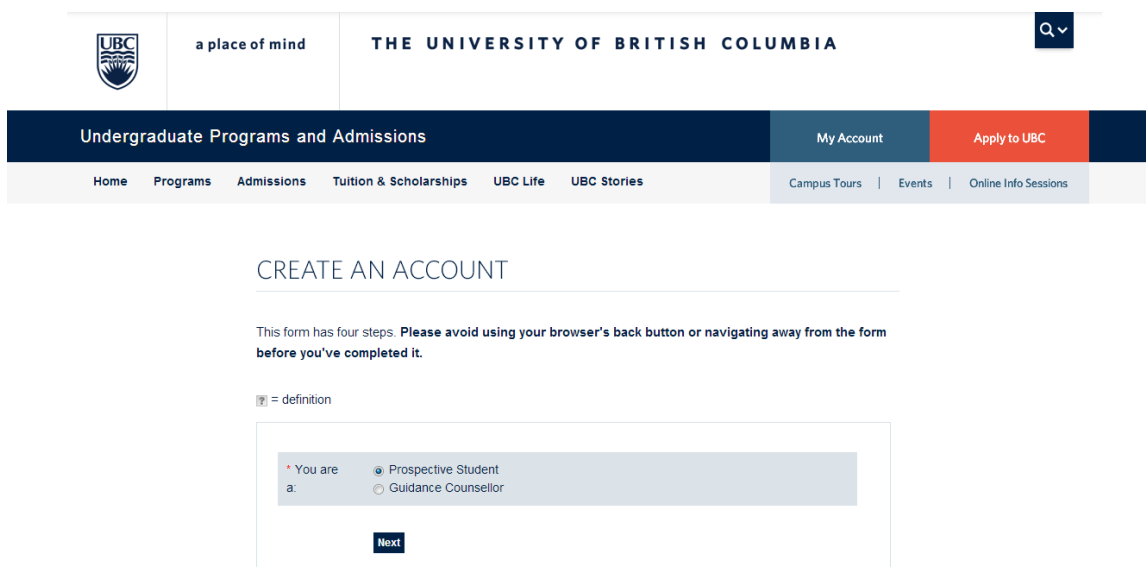


图 2. 账号创建

然后你需要填写一些个人信息。请注意，你名字的写法在中文和英文是不同的！比如你的名字叫做韩梅梅。在英文里面，你的名字应该被写成 Meimei Han。你的名字(**First name / given name**) 是 Meimei；而你的姓 (**family name / last name / surname**) 是 Han。之前我们有很多亚洲的学生在申请的时候弄反了自己的姓和名，在后面的申请、录取中遇到了很多麻烦。

接下来，在“what describe you best?”这个问题里面，因为同学们是“3+2”和“2+2”项目的学生，属于大学在校生，所以在这个条目里面需要选择“**University**”（图 3）。

Sign up: Name & Login Information

1 2 3 4

Please avoid using your browser's back button or navigating away from the form before you've completed it.

* Given/First Name(s):	<input type="text" value="Meimei"/>
* Surname/Last Name:	<input type="text" value="Han"/>
* Gender:	<input type="radio"/> Male <input checked="" type="radio"/> Female
* E-mail Address:	<input type="text" value="meimeihan@gmail.com"/> Need a free e-mail address? Try Gmail , Hotmail or Yahoo!
* Re-enter E-mail Address:	<input type="text" value="meimeihan@gmail.com"/>
* Date of Birth:	January <input type="text" value="1"/> 1991
* What describes you best?	University

图 3. 个人信息

在填写完个人信息之后，网页会提示你要创建你个人的 **Campus-Wide Login (CWL)** 账号。（图 4）。CWL 账号相当于你在 UBC 的电子身份证也和你今后在 UBC 的学号是绑定的。申请 UBC、登录 UBC 的无线网络、选课、查分数、交学费等等都需要用到 CWL 账号。所以请务必将自己的 CWL 账号记牢。

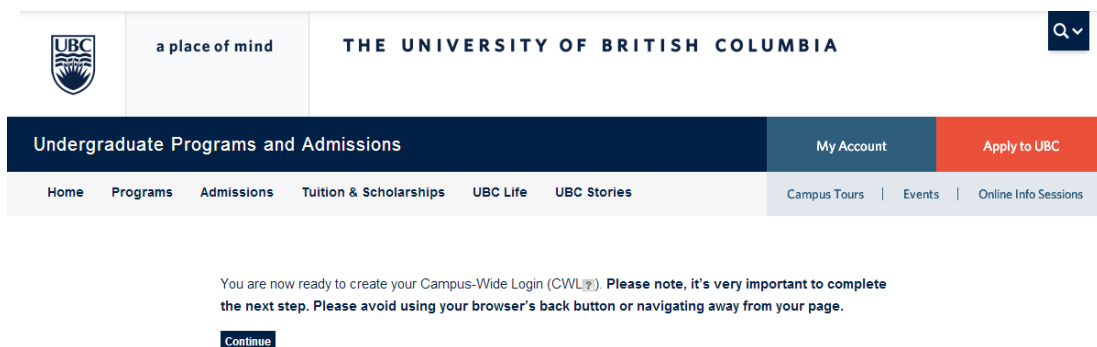


图 4. CWL 账号创建提示

点击“continue”之后，网页会跳转到 CWL 账号创建的页面。你需要输入账号名称，密码和密码提示问题等（图 5）。

The image shows a web form for creating a new CWL account. The title is 'Create a new Login Name and Password. Please choose an appropriate Login Name as it may become a part of your future UBC Email address.' The form has three input fields: 'Login Name' with the value 'mmhan', 'Password' with masked characters, and 'Confirm Password' with masked characters. There is a 'Check Availability' button. Below this, a blue message states 'CWL Login Name "mmhan" is available!'. The next section is 'In case you forget your password:' with instructions to select a question and enter an answer. The 'Question' dropdown is set to 'What was your childhood nickname?' and the 'Answer' field contains 'meimei'. The final section is 'Verify your registration:' with instructions to enter a validation code. A grey box displays the code 'FUE4H9', and the input field below it also contains 'FUE4H9'.

图 5. CWL 账号创建

填写完信息之后，你个人的 CWL 账号就创建成功了（图 6）。点击“Continue with your login”继续申请步骤。



图 6. CWL 账号创建成功提示

接下来你将会继续填写一些你的个人信息，如你在加拿大的身份，你的国籍和你的现居地。一般情况下，请按照图 7 来填写这些信息，不过这里要换成你的联系地址。

Sign up: Personal Information

1 2 3 4

Please avoid using your browser's back button or navigating away from the form before you've completed it.

* What is your status in Canada?	Will Apply for Study Permit
Country of Citizenship:	CHINA
* City/Town:	Nanjing, CHINA Change City
Postal/Zip Code	
* Street Address:	International College, Nanjing Fo No. 159 Longpan Rd. Nanjing Jiangsu, China
Next	

图 7. 个人信息

接下来你需要填写你目前所就读的学校信息。请输入你所在学校的英文名并单击“Search”（图 8）。

Sign up: Address & Education Information

1 2 3 4

Please avoid using your browser's back button or navigating away from the form before you've completed it.

* Current/Last Educational Institution:

I did not find my school

Please specify meaningful keywords in the educational institution name to help us locate possible matches.

图 8. 所在大学信息

在填写完学校信息后，下一步是选择专业。你需要回答你准备在哪一年进入 UBC 学习，在林学院想要学习的专业以及你是如何听说不列颠哥伦比亚大学（图 9）。因为你所参与的“3+2”和“2+2”项目协议建立在 UBC 林学院与你目前大学之间，所以林学院的工作人员会协助你的申请。请注意，你也可以申请非林学院的其他学院的专业，但是林学院将不会对你的申请过程进行协助。

* When do you intend to start studying at UBC?

2014

* Which campus are you interested in?

UBC Vancouver Campus
UBC Okanagan Campus
No campus preference at this

* What can I study?
Your selection will not affect your application for admission.

1st Choice: Forest Resources Management

Not sure for now, will decide later.

* How did you hear about us? A UBC representative visited

If other, please specify:

图 9. 专业选择

这一步完成之后，账号就创建完成了。现在你可以正式开始申请 UBC（图 10）。

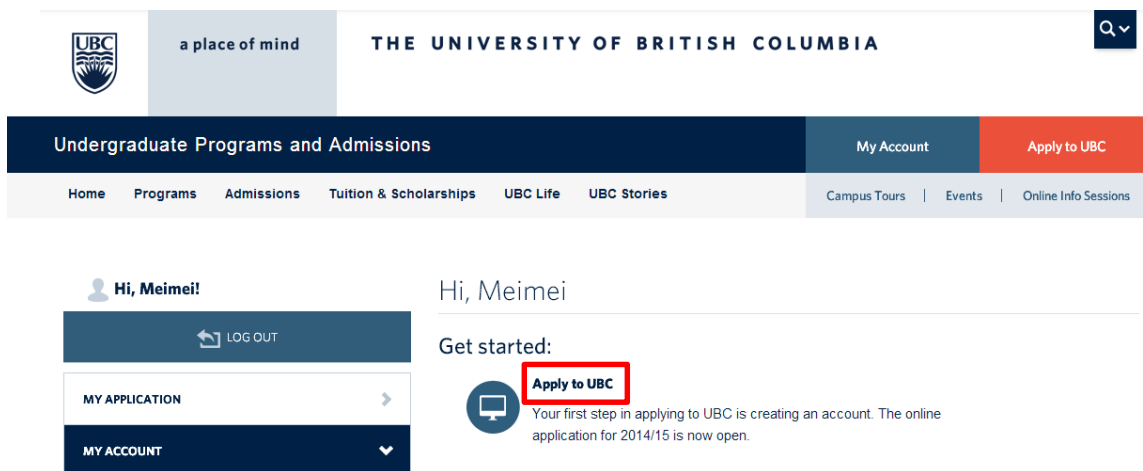


图 10. 申请主页面

1.3 UBC 申请

点击“Apply to UBC”（图 10），然后点击“Apply”（图 11）。

My Application

Ready to apply? Simply click the **Apply** button, below, to get started.

Already applied? You can check the status of your application by clicking the **Apply** button, below.

Visit the [Student Service Centre](#) if you would like to:

- Change your contact information
- Submit a [third party release form](#) ?
- Submit a supplemental application
- Pay your fees

(Note: At this time, we're experiencing some issues with Safari. For best results, please use Internet Explorer or Firefox when submitting your online application.)



图 11. 开始申请

接下来，你需要选择申请的类型。请选择“**Undergraduate Degree Programs**”（即使是英文成绩还没有达到正式录取要求的同学，也请选择这个选项）（如图 12）。如果你的英文成绩最后还是未达到要求，你会获得条件性录取而不需要在这里申请（**Conditional Admission**）。如果你直接申请“**Conditional Admission Program**”，之后即使你再参加多次语言考试并达到了英文成绩的要求，你的申请状态也无法改动了，必须要到语言班就读。

Ready to apply?

To complete your application, you need to:

- ✓ be familiar with the [programs](#) that interest you
- ✓ review your admission requirements for [Vancouver campus](#) or [Okanagan campus](#)
- ✓ pay your application online with Visa, MasterCard or Interac

Start my application for:

The image shows a grid of application options. The first option, 'Undergraduate Degree Programs', is highlighted with a red border. It lists 'Vancouver campus - Degree programs and UBC Vantage College' and 'Okanagan campus - Degree programs and English Foundation Program'. Other options include 'Doctor of Pharmacy or Pharmacy Residency', 'Non-Degree Studies', 'Conditional Admission Program (CAP)', and 'Bachelor of Education'.

Undergraduate Degree Programs Vancouver campus - Degree programs and UBC Vantage College Okanagan campus - Degree programs and English Foundation Program	Doctor of Pharmacy or Pharmacy Residency Vancouver campus
Non-Degree Studies Includes Visiting, Unclassified and Access Studies. Vancouver campus or Okanagan campus.	Conditional Admission Program (CAP) English Language Preparation leading to Undergraduate Degree Programs Vancouver campus
Bachelor of Education Vancouver campus	

图 12. 不同类型的申请

1.3.1 申请主页面

在点击“Undergraduate Degree Programs”之后，Student Service Centre (SSC)的页面会被打开。你将在 SSC 中填写申请表。

1.3.2 个人信息

第一部分是个人信息（图 13）。

1. 称呼： 你可以用 Mr. 或者 Miss；
2. 姓名： 请特别注意你的姓和你的名的顺序。如果你强烈希望别人称呼你的英文名字，你可以在 "Preferred Name" 这栏写上你的英文名；
3. 地址： 注意，因为你目前的所在地址在中国境内，所以“Province/State” 这栏不适用；
4. 电话号码： 你可以用下列格式来写你中国的电话号码： 86（表示这个号码是中国的号码）– 2 位或 3 位的区号（请不要加上区号的第一个 0。例如北京的区号在这里是 10，而不是 010，南京的区号是 25，福州的区号是 591）– 你的电话号码。

The screenshot shows the UBC Undergraduate Application portal. At the top, there are navigation links for Campuses, UBC Directories, and UBC QuickLinks. The header includes the UBC logo, the slogan "a place of mind", and the text "THE UNIVERSITY OF BRITISH COLUMBIA". The user's name, "Name: Meimei Han", is displayed in the top right corner.

The main section is titled "Undergraduate Application" and contains several tabs: Personal Information, Academic History, General Information, Program Selection, Housing Application, Application Comments, Application Summary, and Declaration. The "Personal Information" tab is currently selected.

A yellow warning box states: "You can save your application and return to submit your application before the deadline. Please be advised that applications will not be processed or reviewed until the application fee payment is submitted."

The "Personal Information" section includes a table with the following fields:

Name *Required	
Title	<input type="text" value="Miss"/>
Surname*	<input type="text" value="Han"/>
Legal First Name*	<input type="text" value="Meimei"/>
Middle Name	<input type="text"/>
Former Surname	<input type="text"/>
Preferred Name	<input type="text"/>
Suffix	<input type="text"/>

On the right side of the form, there is a "FAQs" section with a "View All FAQs" link and several expandable questions:

- (+) What is my status in Canada?
- (+) What is a SIN number?
- (+) Am I required to provide my Social Insurance Number if I have one?
- (+) What is your PEN number?
- (+) What is your OUAC number?
- (+) Who are "Aboriginal people"?

Below the FAQs is a "Need Assistance? Call.." section with contact information: 604.822.9836 in Canada or 1.877.272.1422 toll-free (Canada/USA). A link for "Additional Contact Us & Hours of Operation Info" is also present.

图 13. 申请表

1.3.3 学习经历

在这个部分，你需要填写你高中和大学的学习经历。先点击 “Add Secondary (High) School”（图 14）。

Academic History

Add Secondary (High) School

Post Secondary Institution	Attended From	Attended To	Actions
Nanjing Forestry University	0000-00	0000-00	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Add Post Secondary (University / College) Institution

Please carefully review the summary of your academic history for accuracy and completeness. Failure to disclose your attendance at any school or academic establishment is considered academic misconduct and may result in the withdrawal of any offer of admission, whether accepted or not.

图 14. 学习经历

在你点击“Add Secondary (High) School”之后，另一个页面会自动弹出。你需要输入你高中的名字以及你在高中学习的时间（图 15）。

*注：如果你的高中在 UBC 的数据库中有记录，则输入后你可以在“Institution Name”下面看见；如果在数据库中没有，则选择“your senior high school in China”，之后点击“Next”。

Add Secondary (High) School

When entering your institution name do not enter "Secondary" or "High School". For example, if you attended Churchill Secondary School, simply enter "Churchill".

Please enter the following information *Required

Country*:

Institution Name:

From: To:

Please select your institution from the list below:

Institution Name
Nanjing No. 1 High School
Nanjing No. 12 Middle/High School
Nanjing No. 13 Middle School
Your Secondary School in China, Any City (choose this if your school is not listed here)

< Back

Next >

图 15. 高中信息输入

输入完高中之后，主页面会重新显示。你会发现你的高中已经被加入到学习经历中。如果页面上你的高中显示为“unknown”（图 16），这并不是你输入失败，而是 UBC 的数据库没有你高中的信息，请不要担心。

按照同样的方法，输入你的大学名称和在大学的学习时间。

Academic History

Secondary School	Attended From	Attended To	Actions
Unknown	2005-09	2008-06	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Post Secondary Institution	Attended From	Attended To	Actions
Nanjing Forestry University	0000-00	0000-00	<input type="button" value="Edit"/> <input type="button" value="Delete"/>

Please carefully review the summary of your academic history for accuracy and completeness. Failure to disclose your attendance at any school or academic establishment is considered academic misconduct and may result in the withdrawal of any offer of admission, whether accepted or not.

图 16. 高中信息输入之后的学习经历

输入完毕后，一个对话框可能会出现（图 17），提示你缺少一些高中的信息。你不必担心，由于加拿大高中和中国高中的体系不一样，而系统默认的是以加拿大高中的系统，所以无须理会，点击“OK”。

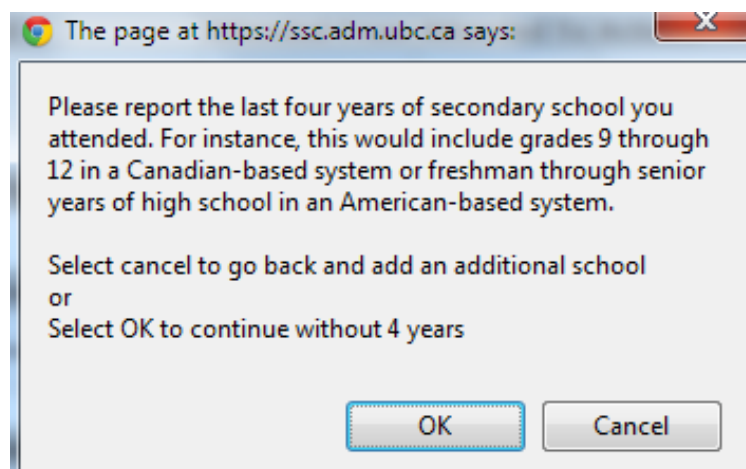
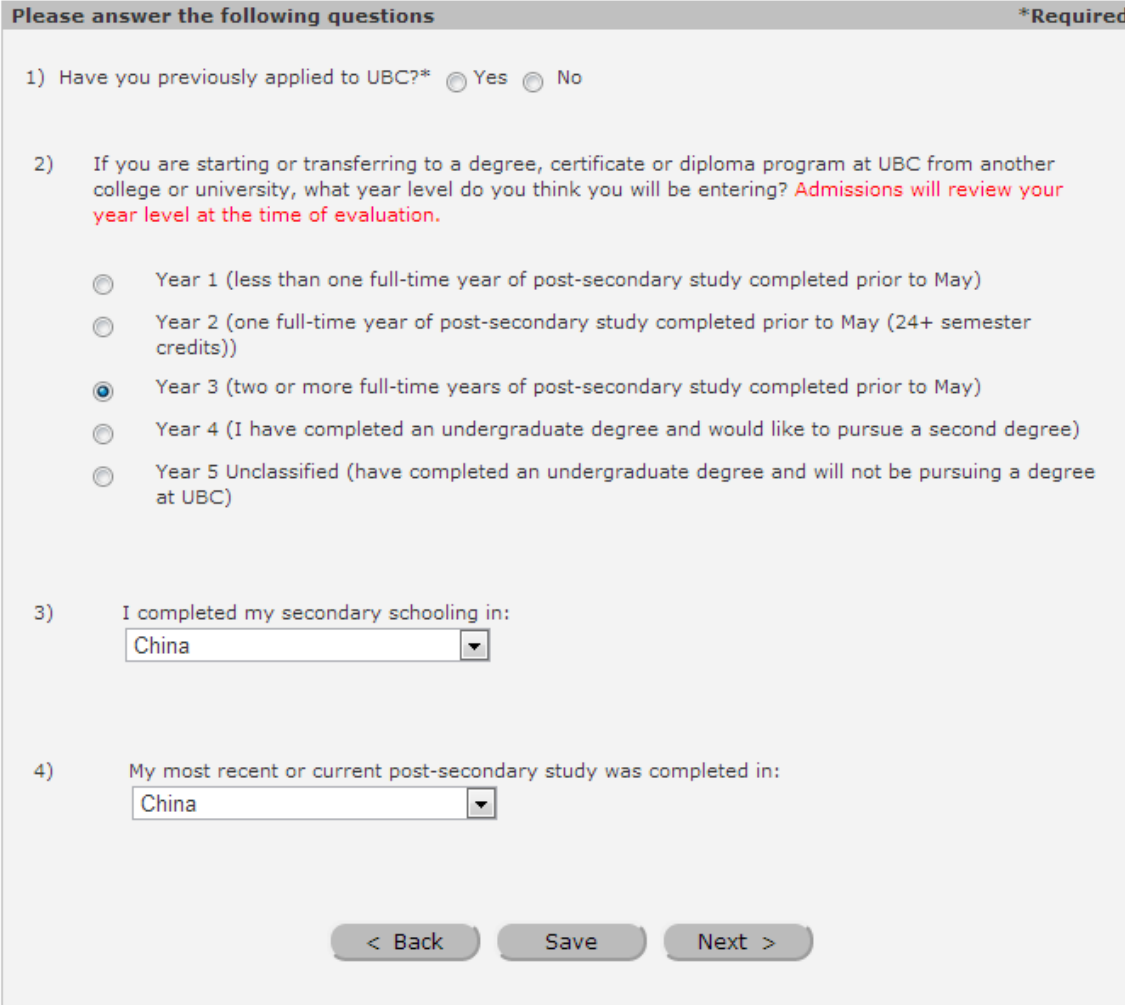


图 17. 对话框

1.3.4 申请人基本信息

接下来你需要填写另外的一些基本信息。因为你在中国大学完成了前 2-3 年的学习，因此在申请的时候先选择“Year 3”（图 18）。你的专业导师（program director）会根据你的课程描述和所转学分来最终确定你的年级。

General Applicant Information



The screenshot shows a web form titled "Please answer the following questions" with a "*Required" label in the top right corner. The form contains four questions:

- 1) Have you previously applied to UBC?*: Yes No
- 2) If you are starting or transferring to a degree, certificate or diploma program at UBC from another college or university, what year level do you think you will be entering? **Admissions will review your year level at the time of evaluation.**
 - Year 1 (less than one full-time year of post-secondary study completed prior to May)
 - Year 2 (one full-time year of post-secondary study completed prior to May (24+ semester credits))
 - Year 3 (two or more full-time years of post-secondary study completed prior to May)
 - Year 4 (I have completed an undergraduate degree and would like to pursue a second degree)
 - Year 5 Unclassified (have completed an undergraduate degree and will not be pursuing a degree at UBC)
- 3) I completed my secondary schooling in:
- 4) My most recent or current post-secondary study was completed in:

At the bottom of the form, there are three buttons: "< Back", "Save", and "Next >".

图 18. 申请人基本信息

1.3.5 选择专业

接下来你需要选择你的专业和方向（图 19）。在这里你可以填写自己的不同志愿。每个志愿的专业必须不一样。比如你第一志愿选择了“Bachelor of Science in Forestry” (BSF)，那么在其他志愿里面就不能再选同一个专业了。这是因为如果你无法被第一志愿录取，那么你还可能具备进入其他专业学习的机会。

1. 校区：选择“Vancouver”；
2. 学位：从林学院的 5 个专业选择；
3. 填写你将进入 UBC 学习的时间。

Choice 1 Program *Required

1) Campus:* Vancouver Okanagan (Kelowna)
 For each of your first and your second program choices, you must select either the UBC Vancouver or the UBC Okanagan campus

2) Please **choose one** of the following options:

Degrees: Bachelor of Science in Wood Products Processing - B.Sc. (WPP)

-or- Bachelor of Arts - B.A.
 Bachelor of Applied Science - B.A.Sc.

Certificates Bachelor of Commerce - B.Com.

-or- Bachelor of Computer Science - B.C.S(ICS)
 Bachelor of Dental Sciences (Dental Hygiene) - B.D.Sc.

Diplomas: Bachelor of Environmental Design - B.EnD

-or- Bachelor of Fine Arts - B.F.A.
 Bachelor of Kinesiology - B.KIN.

Visiting: Bachelor of Science in Wood Products Processing - B.Sc. (WPP)

-or- Bachelor of Music - B.Mus.
 Bachelor of Midwifery - B.M.W.
 Bachelor of Science in Applied Biology - B.Sc. (APBI)

Unclassified Bachelor of Science - B.Sc.
 Bachelor of Science Natural Resources Conservation - B.Sc.(NRC)
 Bachelor of Science in Pharmacy - BSc(Pharm)

3) I wish to start attending in: Bachelor of Science in Wood Products Processing - B.Sc. (WPP)
 Bachelor of Science in Forestry - B.S.F.
 Bachelor of Science in Food Nutrition and Health - B.Sc.(FNH)
 Bachelor of Science in Forest Sciences - B.Sc.(FORS)
 Bachelor of Science in Global Resource Systems - B.Sc.(GRS)
 Bachelor of Science in Nursing - B.S.N.

图 19. 专业选择

1.3.6 住宿申请

接下来是住宿申请。如果你愿意在入学后的学年中住在学校提供的宿舍，那么你需要在这个部分填写住宿申请。因为所有的“3+2”或“2+2”项目学生都是国际留学生，出于安全和学习环境的考虑，UBC 林学院建议同学们至少第一年住在学校提供的宿舍。

UBC 为学生提供两种不同的宿舍：Winter session 和 year-round。这两种宿舍的区别在于学生能够在宿舍住的时间。住在 Winter session 的同学在寒假和暑假时必须搬出宿舍，而住在 year-round 宿舍的同学可以一整年都住在宿舍里。

另外，UBC 大部分的宿舍都允许学生自己做饭，除了一些 Winter session 的宿舍（比如 Totem Park 和 Place Vanier）。

如果需要了解更多有关于宿舍的信息，比如宿舍结构平面图和宿舍的提供的家具与设施，请访问 UBC 宿舍的网站：

Winter session: <http://www.housing.ubc.ca/student-residences-van/winter-session-residence>

Year-round: <http://www.housing.ubc.ca/student-residences-van/year-round-residence>

如果需要了解各个宿舍楼与 UBC 林学院所在地 Forest Sciences Centre 的距离，请查看 UBC 电子地图（<http://www.maps.ubc.ca/PROD/index.php>）。

*注：申请宿舍需要另外支付\$50 加币的住宿申请费（申请费的费用有可能会改变）。

1.3.7 附加解释

这个部分是给那些有被留校察看或者处分过的申请人预留的（图 20）。对于“3+2”和“2+2”项目的学生并不适用。选择“No”，单击“Next”。

Application Comments

Have you ever been placed on academic probation, failed an academic year been required to withdraw from another college or university?

No Yes

If you need to clarify or further explain any of the information you have provided in this application, please do so here (maximum 100 words). Additional comments are optional.

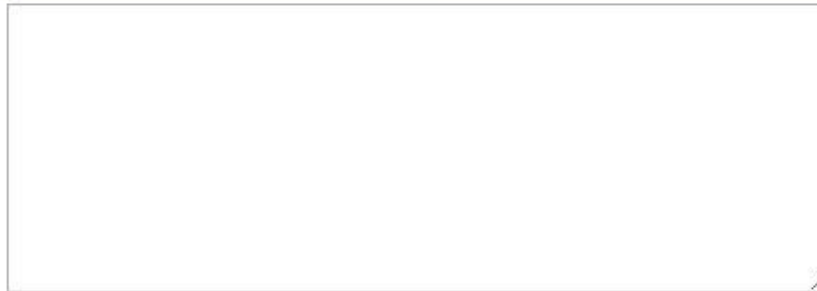


图 20. 附加解释

1.3.8 申请表综述

接下来你会看到整个申请表，请在提交之前仔细核对每个部分。如果需要修改，请单击“Modify”。

1.3.9 支付申请费

在提交申请表时，你需要支付申请费。请注意，如果未支付申请费，你的申请表不会被审阅。

你可以用不同的方法支付申请费。考虑到时间以及手续费等因素，信用卡支付相比较而言是最适合国际学生的支付方法。

你要用一张 VISA 或者 MasterCard 的信用卡支付申请费。注意，银联（UnionPay）的信用卡是不被 UBC 承认的。在北美大部分的地方银联卡也无法使用。

图 21 展示了用信用卡支付的付款页面。你需要填入持卡人，卡号，到期时间和安全码。付款之后，你会收到 UBC 的提示邮件。到此为止，在线申请已经全部完成。

Pay With Your Credit Card

Cardholder Name

Credit Card Number



Expiry Date(MMY)

Security Code

CVV2 is the Visa term for the 3-digit security code on the back of the credit card (Visa and MasterCard).



Pay With Your Credit Card

Cancel

图 21. 信用卡支付

第二章：提交材料

祝贺你！你已经完成迈向 UBC 的第一步！接下来你要做的是提供所需的材料以便让 UBC 对你的申请进行评估。请注意，在你所有材料提交完整之前，你的申请将不会被评估。评估和发放录取通知书是按照“先到先得”的原则，既你越早提交所需材料，UBC 会越早通知你录取的结果。

因为同学们都属于“3+2”和“2+2”项目的学生，因此大家的材料可以通过扫描件和发送邮件方式递交给 UBC 林学院的项目协调员 Xinxin Zhu (xinxin.zhu@ubc.ca)。（你需要保留部分原件用以申请来加拿大的签证使用）

所需要的文件有：

1. 大学官方成绩单（中英文）- 请将在读成绩单的扫描件发给 Xinxin；在入学前请学校密封完整成绩单、加盖校章，并以学校机构直接邮寄的方式寄给 UBC 林学院；
2. 你参加过的英文测试（如雅思，托福等）的成绩单 - 扫描件发送给 Xinxin；请将一份原件直接通过考试机构寄给 UBC；另一份原件保留用以申请签证；
3. 你成绩单所列课程的课程描述²

提交文件的截止时间会在 UBC 发出的邮件中写清楚。你必须在截止时间之前提交所有的文件，特别是英文考试成绩单。逾期提交则后果自负。

UBC 在收到你的所有文件之后会马上开始对你的学习成绩和英文成绩的审核。

第三章：申请评估及录取

在提交所有的文件后，UBC 会根据你的学习成绩和英文成绩对你进行评估。因为 UBC 在这段时间会收到来自世界各地申请人的文件，整个评估过程最长可能会持续 2 个月。因为你属于“3+2”或者“2+2”项目的学生，UBC 林学院会跟踪你的申请表，帮助你加快申请审阅速度。

² 请联系你所在学校负责“3+2”和“2+2”项目的老师询问你是否需要提交课程描述。

3.1 申请评估

你的学习成绩对评估是十分重要的。你所有在中国大学所学习过的课程（包括挂科以及重修的课程）都将可能被评估。此外，你需要高于一个动态的分数线才能被录取 (You@UBC, 1995)。

另外，你的英文成绩也对你在 UBC 的学习十分重要。因为 UBC 大部分的课程都用英语讲授。你的英文能力由你参加的英文能力测试来体现。在过去的几年中，大部分的“3+2”和“2+2”项目的学生选择雅思和托福考试。

3.2 录取

如果你达到了英文成绩和学业成绩的要求，你会被**正式录取**；如果你有着优秀的学业成绩，但是英文成绩略低于标准要求，你可能会被**条件性录取**。托福和雅思的最低要求在下表（表 1）中罗列出来。如果你参加的是其他被 UBC 认可的英文能力测验，录取的最低英文要求请参见 <http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,19,912,0>。

表 1. UBC 托福与雅思的最低要求 (来源: UBC Calendar, 2012)

考试名称	正式录取的最低要求	条件性录取的最低要求
雅思 (学术类)	总分 6.5，单科不低于 6.0	总分 6.0，单科不低于 5.5
托福	总分不低于: 90 阅读不低于: 22 听力不低于: 22 写作不低于: 21 口语不低于: 21	总分不低于: 82 阅读不低于: 20 听力不低于: 20 写作不低于: 19 口语不低于: 19

3.3 接受录取通知书

如果你满足了成绩要求，并至少达到了条件性录取的最低英文要求且提交所有的所需文件，UBC 会发给你正式录取或者条件性录取的录取通知书。你需要在 Student Service Centre 网站（<https://ssc.adm.ubc.ca/sscportal/servlets/SSCMain.jsp>）来接受你的录取通知书。

用你的 CWL 账号登陆网站，你可以在“Admission”的下拉菜单中看到“Accept or Decline My Offer”的链接（图 22）。你需要点击“Accept”来接受 UBC 林学院的录取通知书。如果你不小心按成了“Decline”，你可以在同一地方更改你接受通知书的状态。你需要尽早接受通知书，否则通知书会在接受截止日期后失效。



图 22. 接受录取通知书

在接受通知书之后，你需要支付\$500 加币的押金。与申请费不同的是，\$500 加币的押金可以在之后抵消学费。支付费用需要在“Finances”的下拉菜单中点击“Pay Fees”（图 23）。付款的页面会打开。



图 23. 付款

付款的页面会显示需支付的款项，需支付的金额以及支付的最后期限（图 24）。输入需要支付的金额，并根据操作即可完成支付。请注意，如果你在付款的截止日期之后才付款，你可能需要额外支付对应的罚金和利息。

这个支付的页面用来支付所有与 UBC 有关的款项，如学费，住宿费等。

Pay Fees

Print

If paying tuition by wire transfer / deposit, click here to see the account numbers to use.

Select the items you would like to pay. Some items may allow you to pay only a partial amount.


Due Date	Item	Methods	Amount Due	Enter Amount
Items past due or due today:				
Mar 6, 2012	Non-refundable Deposit: 2012S BSF	  EFT 	\$100.00	<input type="text" value="100.00"/>
Totals:			\$100.00	\$100.00
				<input type="button" value="Continue"/>

图 24. 付款页面

第四章： 后续工作

祝贺你！现在你已经是 UBC 的正式学生了！UBC 林学院会尽快把你的录取通知书和 UBC 林学院为你签证提供的一份说明信用快件的方式寄到你的学校。但是你还有以下事情需要去做：

4.1 注册 UBC English Language Institute 语言课程 (只针对条件性录取的同学)

对于条件性录取的同学，你们需要到 UBC 英文语言中心（ELI）参加为期 8 周的语言课程。ELI 是由 UBC 继续教育院所管理的，上课地点位于 UBC 校园内的语言培训机构。在 ELI 期间你会学习三门课程：口语/听力，阅读和写作。学习结束后，这三门课的分在 75 分以上的同学才能在 9 月份开始正常的专业课。如果你无法达到这个要求，你必须在 ELI 继续学习 4 个月，在下一年的 1 月份才能开始专业课的学习。

条件性录取的同学届时会收到 ELI 和 UBC 林学院关于 ELI 课程和注册的有关信息的邮件。更多关于 ELI 信息请访问 <http://www.eli.ubc.ca/condadmission/index.html>。

4.2 签证申请

因为“3+2”和“2+2”项目的学生都属于是国际留学生，你需要一份合法的签证才能入境并在加拿大学习。UBC 国际留学生中心（International House）提供了一些帮助你申请签证的信息，具体请访问 <http://www.students.ubc.ca/international/international-students/before-you-arrive/apply-for-or-extend-your-study-permit/>。或者你可以和当地的签证中介联系，通过中介申请签证。

我们建议学生最好尽早开始签证的准备工作，这样在你一拿到录取通知书和说明信之后就可以马上把材料递交到加拿大在中国的大使馆。一般情况下 5 月份到 7 月份是签证的高峰期，加拿大大使馆会收到成千上万的留学生的签证申请。为了减少大家等待签证的时间，UBC 林学院建议大家在收到录取通知书和说明信之前就开始进行申请签证的准备工作。

4.3 机票预订

机票也是需要考虑的问题之一。因为 7 - 8 月份适逢学生假期，在暑假的航班票务非常紧张。因此，我们建议大家提早订机票并尽可能和其他要来 UBC 学习的学生一起，采用团体票的形式来订票。

关于到达时间的问题，不同录取类型的学生情况有所不同。条件性录取的同学需要在 7 - 8 月上语言课程，所以在 6 月底就要到达温哥华；对于正式录取的学生，UBC 林学院会在 8 月初安排 2 周的预备课程，并在之后让大家参与到 UBC 官方组织的预备课程 – “Jumpstart”（会在下文提到），因此正式录取的同学需要在 7 月底到达。UBC 林学院届时会通知大家语言课和预备课程开始的具体时间。

4.4 Jumpstart 申请 (只针对正式录取的同学)

对于被 UBC 正式录取的同学，UBC 林学院会为你们准备为期两周的预备课程。预备课程内容主要是加拿大和 BC 省林业背景知识以及专业英语的使用。在两周的预备课程结束后，同学们要参加 UBC 官方组织的“Jumpstart”活动。你会在“Jumpstart”里面认识其他不同学院的国际留学生。另外，“Jumpstart”会让你对 UBC 正式的学期有着更充分的准备。

你需要用你的 CWL 账号来报名。报名的网址是 <http://jumpstart.ubc.ca/>。以下是报名步骤：

*注：指南是根据 2012 年 Jumpstart 报名网站来撰写的。网站的设计以及报名的具体程序在不同年份可能会有所不同。

1. 打开 <http://jumpstart.ubc.ca/>，单击网页右下角的“Register”（图 25）。

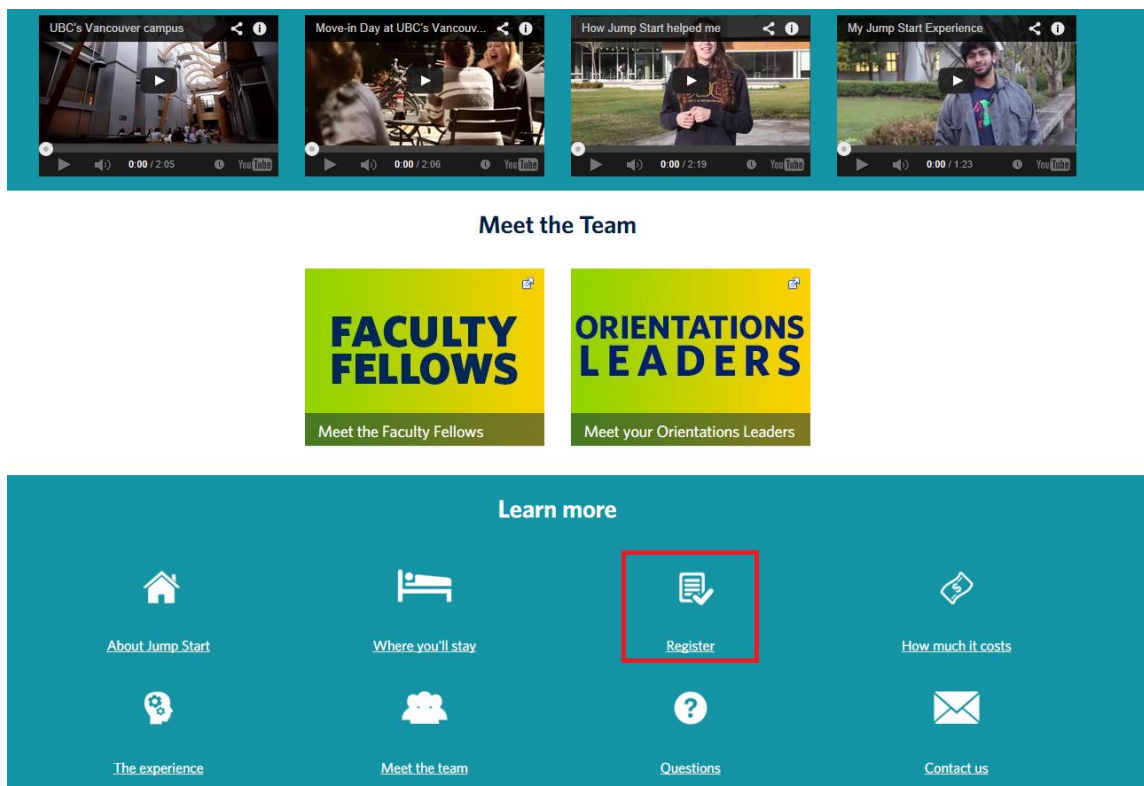


图 25. Jumpstart 主页面

How to register for Jump Start

- Sign up for your [Campus Wide Login \(CWL\)](#). You need this to be able to register for Jump Start
- Decide if you will live on campus during the two-week immersion program.
We strongly recommend that you live on campus for the two-week immersion program. Most participants choose this option, and find that living on campus significantly enriches their Jump Start experience.
- Complete the [online registration form](#).
- Pay the Jump Start fee no later than July 3 by logging on to the [Student Service Centre](#)
- Prepare your arrival to UBC by completing [these important steps](#)
- We will be in touch throughout the summer, so please ensure you add orientations.jumpstart@ubc.ca to your safe email list.

图 28. Jumpstart 注册页面

2. 选择“online registration form”，用你的 CWL 账号登录，注册的页面就会出现（图 26）。你需要填写一些你的个人信息。因为你是“3+2”或“2+2”项目的学生，你已经住在自己的宿舍了，所以在 Jumpstart 中你不需要住在 Jumpstart 提供的宿舍。在“Fee level”这个项目里，选择“Live off campus - \$558.51 CAD (含税)”。费用的具体信息请见 <http://students.ubc.ca/campus/get-oriented/attend-orientation/undergrads/jump-start/fees>。

Register for Jump Start!

Welcome, Rong Chu (student number:

Thank you for your interest in Jump Start – the smart start to life at UBC.

Because of the vital role Jump Start plays in your success at UBC, the university covers all progra and board during the two-week immersion program*. [See what's covered.](#)

To register for Jump Start, please provide the information requested below, and click 'submit'.

* Denotes a required field

Preferred Name: *

The name you like to use in regular social communications

Email: *

Date of birth: *

Format: 22/09/2014
or dd/mm/yyyy.

Gender/Gender identification:

Telephone (including country code): *

Figure 27. Jumpstart 注册页面

3. 你需要简单说明你报名参加 Jumpstart 的理由。下列问题可能会对你有所帮助：你对 Jumpstart 的期望是什么？你希望在 Jumpstart 里面能做什么？Jumpstart 怎样使你对之后的学期有着更加充分的准备？请注意，你需要用自己的语言把原因写明白，不要去其他地方抄袭或者抄袭你同学的报名理由。学术诚信在 UBC 和北美其他大学是相当重要的！

4. 在提交完你的报名申请之后，你会收到 Jumpstart 的邮件，通知你是否被 Jumpstart 接收。请在截止日趋前提交在线申请表。因为 Jumpstart 采取“先到先得”的报名措施，同学们最好尽早报名，以免没有名额。

4.5 选课

在被 UBC 录取之后，你将会收到一封关于选课的邮件。这封选课的邮件是系统发给所有新生的。因为大家是“3+2”或者“2+2”项目的学生，一般情况下大家是不用选择那些低年级的课程的。请大家务必在到达温哥华后来 UBC 林学院学生服务中心（Forestry Student Service，房间号 FSC2609）与学生服务中心的指导老师咨询有关选课的事项。他们会根据你的专业以及你从中国大学所转的学分来指导你进行选课。请注意，有一些课程很容易就满了，因此同学们应该尽早向学生服务中心的老师（或者你的专业主任）进行咨询。

如果大家需要了解你专业的具体课程，请访问下面的网站：

森林科学（Forest Sciences）：

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,330,179>

自然资源保护（Natural Resources Conservation）：

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,418,175>

木产品加工（Wood Products Processing）：

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,329,815>

森林资源管理（Forest Resources Management）：

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,328,169>

森林采运作业（Forestry Operations）：

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,203,328,171>

在上述的网站中，课程是用课程代号表示出来的。如果想了解课程的具体名称以及课程描述，请参见 <http://www.calendar.ubc.ca/vancouver/courses.cfm?page=name>。

看完整本指南，你应该会对 UBC 申请以及申请的后续工作有个大致的了解。如果你有任何的问题，请联系：

Chiara Longhi（UBC 林学院学生服务中心主任）：chiara.longhi@ubc.ca

Xinxin Zhu（UBC 林学院项目助理）：xinxin.zhu@ubc.ca

祝愿你申请成功！我们期待在 UBC 林学院见到你！😊

Reference

UBC Calendar. (2013). English Language Proficiency Tests - English Language Admission Standard - Admissions - Vancouver Academic Calendar 2013/14 - UBC Student Services. *UBC Calendar*. Retrieved November 14, 2013, from <http://www.calendar.ubc.ca/vancouver/index.cfm?tree=2,19,912,0>

You@UBC. (1995). Admission requirements for post-secondary students outside Canada. *you@UBC*. Retrieved May 9, 2012, from <https://you.ubc.ca/ubc/vancouver/intlpostsec.ezc>