



UNIVERSITY
CANADA WEST

Student Orientation Handbook

Your complete guide to UCW



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Please Note:

This booklet is intended as a guide to some frequently asked questions. Our policies may be updated or have changed since the distribution of this booklet. Students should always refer to the Academic Calendar for more details and information.

The Academic Calendar is available in the MyUCW Student Portal and at ucanwest.ca/admissions/academic-calendar.

Meet Your Department Chairs



Dr. Gelareh Farhadian
MBA, Marketing, Strategy & Entrepreneurship Department Chair

Dr. Gelareh Farhadian earned her DBA from Bordeaux IV University in France as well as a Master of Research in Business. She also has a bachelor's degree in Computer Science.

She teaches courses in Management Consulting and Business Environment.

Before joining UCW, she developed and delivered MBA courses such as Entrepreneurship and Small Business Management as an instructor in institutions across the Lower Mainland in British Columbia and in Iran.

With more than 21 years of experience in the IT sector (both as a consultant and developer) and management consulting (as a consultant and business owner) in organizational development, human resource management and strategy. Dr. Farhadian holds positions at several different universities teaching in business.

Dr. Farhadian owns her own consulting business, Tiara Consulting/Tiia Arjanne, and has experience as a data analyst.

Her interests are in startups, entrepreneurship, small businesses management and data-driven organizations. She holds a patent for HR Audit along with Tohid Alipou, Faezeh Aarabi and Hilla Goushanghi.



Dr. Larry Earnhart
MBA, Quantitative Studies Department Chair

Dr. Larry Earnhart holds a PhD in Chemistry from Georgia Institute of Technology, an MBA from Pepperdine University and a BS in Chemistry from Northern Illinois University.

Dr. Earnhart teaches Operations Management, Business Ethics, Entrepreneurship and International Business and Investments courses. He encourages students to learn through active engagement and use of experiential in-class exercises to encourage learning.

Having worked in the chemical process industry in the

United States for two decades as an operations manager, laboratory manager and project manager, Dr. Earnhart also holds patents for chemical process design. He has been a certified ISO 9000 Lead Auditor and a Six-Sigma Green Belt.

He has experience as a business coach at ETHOS Career Management Group, as a member of the board of directors of the Young Entrepreneurs Society Victoria, as a financial advisor for Edward Jones and owned his own business, Bagga Pasta.

In addition to teaching, he has a consulting business helping small business owners, narrates and produces audiobooks, is a public speaker and is the author of the book, "The Profit Machine."



Dr. Michele Vincenti
MBA, Leadership & People
Management Department Chair

Dr. Michele Vincenti holds a PhD in Human and Organizational Systems from Fielding Graduate University, an MBA Executive from Royal Roads University and a Master of Arts in Human Organizational Systems from Fielding Graduate University.

He teaches courses in Investments, Strategy, Leadership, Human Interface, Management Consulting and Corporate Finance (BCom and MBA) and has mentored 200-plus students for their final thesis or consulting projects.

With more than 30 years of experience in the financial sector, both as a consultant and as an executive in financial institutions, Dr. Vincenti teaches in business and management programs. He has experience in international operations, cultural diversity and achieving

successful turnarounds amidst organizational change/mergers and acquisitions (M&As) and a proven track record of enhancing and launching creative and high-impact projects and building profitable operations. His expertise includes New Business Development, Sales Management, Risk Management, Product Development, Program Management, Process Improvement, Business Planning, Manufacturing and Cross-functional Team Leadership.

He also has expertise in recruiting and developing top talent; improving employee morale and productivity; identifying concerns; inspiring support of colleagues and constituents; enhancing capital and funding initiatives; and directing strategic planning, budget development and systems evaluations.

As President of Alvana Business Consulting Inc., he also offers consulting expertise to his clients in the areas of wealth management, leadership and business startups.



George Drazenovic
Arts, Communications & Social Sciences
Department Chair

George Drazenovic holds a Master of Business Administration specializing in Finance from the University of Notre Dame and a Bachelor of Arts in Economics from the University of British Columbia. He is a member of the Chartered Professional Accountants of British Columbia (CPA, CGA) and the Vancouver Society of Chartered Financial Analysts.

George has a wealth of leadership experience from the private sector and a track record of incubating startup ventures in a variety of sectors, including alternative energy, biotechnology and natural resources.

He has led publicly traded companies at the executive and board level and raised and structured tens of millions of dollars in financing. He brings business development, planning and securities regulatory expertise.

George is a strong advocate of students and takes an active learner-centred approach to his teaching, enabling his students to introduce their diverse experiences and backgrounds into the classroom learning environment. He teaches managerial accounting and investment analysis at UCW and has served as the course lead for accounting.

George has been a featured lecturer for the Chartered Financial Analyst program, a globally recognized standard for measuring investment knowledge, specializing in fixed income securities, derivatives and corporate finance.



Dr. Stephanie Chu
Associate Vice-President – Teaching, Learning, Scholarship

Dr. Stephanie Chu brings 30 years of experience at research and teaching-intensive universities, with more than a decade in senior leadership roles. She was Vice Provost, Teaching & Learning and Interim AVP, Research at Kwantlen Polytechnic University; Director, Teaching & Learning Centre, and Special Projects Advisor to the AVP, Academic at Simon Fraser University (SFU).

Dr. Chu has made contributions to educational development at multiple levels. She was an adjunct professor in the Faculty of Education at SFU, contributing to the Educational Technology Learning Design, Educational Leadership and Transformational Change programs. She has served as an expert reviewer for the

quality assurance process audit (QAPA) of the BC Degree Quality Assessment Board (DQAB), the Future Skills Centre’s “Shock-proofing the future of work” grants and several Canadian teaching and learning centres.

Dr. Chu has co-authored a guide on teaching and learning centre reviews and led the planning and co-hosted the 35th National Society for Teaching and Learning in Higher Education (STLHE) conference. She is currently pursuing the Diversity and Inclusion Award of Achievement and Certificate in Intercultural Studies at UBC and San’yas: Indigenous Cultural Safety Training through the BC Provincial Health Services Authority.

Dr. Chu brings an experienced eye to UCW programs, currency in technological and curricular innovation, and faculty support. Her experience in program development will facilitate the University’s work in this area.



Dr. Noosha Mehdian
University Access Program Chair

Dr. Mehdian is currently serving as the UAP Chair at University Canada West and is an adjunct professor at University of British Columbia.

She is the recipient of the Leadership in Teaching and Learning Award and Always Chase Excellence awards for her contributions to the University.

With a background in Education and Linguistics, she is passionate about artificial intelligence and its transformative potential to enhance human-centred learning experiences and its ethical implications.

Dr. Mehdian is committed to fostering meaningful dialogues that bridge science, ethics and sustainability, aiming to inspire transformative practices in academic communities in different disciplines.



Dr. Sandra Song
**Dean of the School of Arts, Science
and Technology**

Dr. Song is an accomplished leader with more than 20 years of experience in strategic planning, policy development, human resources and project management across government, academic and non-profit sectors.

Dr. Song joins UCW from Adler University in Vancouver and Chicago, where she is Chair, Public Policy & Administration Programs. Prior to that, she was Director, Department of Public Health at Concordia University of Edmonton and a senior policy analyst for the federal government for 12 years.

Her leadership extends internationally, with research collaborations and academic exchanges in Japan, Brazil, Colombia and Portugal.

She has a Ph.D. in Sociology from the University of Alberta and earned her Master of Arts and Honour's Bachelor of Arts in Sociology from Concordia University. She also has a Bachelor of Social Work from McGill University.

She has been awarded four Fulbright Community Leadership Program grants based on partnerships with government, academia and community groups. She currently serves as the Canadian Chair of the Fulbright Alumni Advisory Council and the S.U.C.C.E.S.S. Society Board of Directors.



Strategies for Success

Academic Success

Utilize Academic Advising Services:

Schedule regular appointments with academic advisors to plan your courses and ensure you're on track for graduation.

Attend Tutoring and Workshops: Take advantage of tutoring sessions, writing workshops, and study skill seminars offered by Student Affairs.

Build Relationships with Professors:

Engage with faculty during office hours for extra guidance and to deepen your understanding of course material.

Manage Time Effectively: Use planners or digital tools to balance academic, work, and personal responsibilities.

Leverage Library Resources:

Access UCW's digital library for research tools, academic databases, and citation resources.

Personal and Professional Growth

Become a Student Representative:

Participate in student clubs, volunteer opportunities, or student government to expand your network and leadership skills.

Become a Peer Leader: Join our large network of Peer 2 Peer leaders and co-

create a student experience that is for students with students by students.

Build a Career Plan: Work with the Career Development Centre to craft a resume, practice interviews, and explore internships.

Engage in Alumni Mentorship: Connect with alumni for insights into career opportunities and industry trends.

Attend New Student Orientation

(NSO): Start strong by attending NSO to learn about UCW's resources, policies, and services and prepare for your UCW journey.

Participate in Career Fairs: Explore job opportunities and connect with employers through career-focused events.

Wellness

Seek Support Early: If you experience challenges, reach out to Student Support Services for mental health counseling, accessibility accommodations, or academic help.

Participate in Wellness Activities: Join yoga sessions, virtual fitness classes, or wellness workshops offered on campus.

Maintain a Healthy Balance: Set aside time for self-care, including exercise, hobbies, and relaxation.

Departments at UCW

Student Affairs & Services

Student Affairs & Services assists and advises students in areas such as:

- Guest speaker seminars and workshops
- Cultural and social activities
- Medical insurance
- General inquiries

To contact Student Affairs, send an email to student.affairs@ucanwest.ca. You can visit a Student Advising Specialist in person at the West Building of the Vancouver House Campus.

Student Life

At University Canada West (UCW), Student Life is dedicated to supporting students as they transition to life in Canada and navigate their academic journeys.

Through our **New Student Orientation (NSO)** and **Pre-NSO Course Module 098**, we offer comprehensive resources that introduce students to our facilities and the support services available to international students. These programs help students familiarize themselves with our campuses, essential services, and ways to adjust to life in Canada. The Pre-NSO Course Module is an online resource where students can explore these topics at their own pace before arriving, covering topics such as academic expectations and cultural adaptation tips.

Additionally, the **Peer 2 Peer Program** pairs new international students with experienced Peer Leaders who offer personalized support and insights into university life, helping new students feel connected from day one. To further enhance the international

student experience, we offer initiatives like the **IMPACT Volunteer Program**, which provides opportunities for students to engage with the local community and build a network in Canada. The **Student Life Events Calendar** is filled with diverse events and workshops, including those focused on inclusivity and allyship, fostering a welcoming environment for all students. International students can also connect with others through **Recognized Student Associations (RSAs)**, which include cultural and interest-based groups that promote community and belonging.

For those seeking spiritual support, our **Multi-Faith Resources** provide access to spaces and services that respect diverse religious practices. Through these offerings, Student Life ensures international students have access to the resources, support, and community needed to thrive at UCW.

For more information, click [HERE](#) or contact Student Life at student.life@myucwest.ca.

Career Development Centre

The Career Development Centre (CDC) at UCW provides students with comprehensive career services to support their transition from academic life to the professional world.

CDC services include **personalized career advising, resume and cover letter assistance, interview preparation, and networking opportunities**. Students can access various resources, such as job boards, online resources, practicums, and employer connections through job fairs and career panels, gaining practical experience and building industry relationships.

The CDC takes a holistic approach to career education, ensuring that students develop the skills needed to succeed in the Canadian workforce. Career professionals collaborate closely with faculty to integrate career

learning into the curriculum and provide targeted **Work-Integrated Learning (WIL)** opportunities, bridging theoretical knowledge with real-world applications. Even after graduation, **alumni can access one-on-one career advising** and continue benefiting from the CDC's resources, such as job boards, **mentorship opportunities, industry connections, and career success workshops**. This ongoing support empowers alumni to achieve long-term career success.

To contact the Career Development Centre, please visit the **Career Development Centre tab** in the MyUCW Student Portal or by sending an email to career.development@myucwest.ca.

Student Advising & Support Services

Student Advising and Support Services **provides essential guidance**, assisting students in navigating **health, wellness, immigration, and rights-related resources**. Advisors play a crucial role in **supporting students in distress** and partner with external services like Vancouver General Hospital, the Access and Assessment Centre, and VictimLink BC, ensuring students have access to specialized health assessments, trauma support, and emergency services.

For immigration and international student needs, UCW's International Student Advisors (RCIC/RISIA) offer **immigration consultations and international student advising**, and, when needed, refer students to organizations like Immigration, Refugees, and Citizenship Canada (IRCC), Legal Aid BC, and MOSAIC BC for additional support with settlement and integration. UCW's **outreach and early alert services** also assist students by identifying and addressing academic and personal challenges early, helping prevent potential obstacles to their success.

UCW supports international students with their **medical insurance plan** subscription and renewal and assists them with their transition to the university, including support with finding accommodations, registering for the **Medical Services Plan (MSP)**, and planning for their arrivals.

UCW prioritizes a respectful and safe learning environment through its **student conduct management** and **student rights advising** programs. These resources support a community where students understand their rights and responsibilities, fostering an atmosphere of mutual respect, creativity, and engagement. Students receive guidance on university policies and procedures that promote a collaborative environment, helping them fully benefit from UCW's core values. Through Student Conduct Management, UCW proactively addresses conduct-related issues, emphasizing student rights and responsibilities, encouraging students to uphold community standards, and supporting their personal and academic growth within a structured, supportive framework.

Outreach

Outreach is a vital aspect of student advising and support, creating a supportive and inclusive environment where students can succeed.

The services offered by Outreach include:

- Questions about [guard.me](#) insurance and registration
- Phone calls prior to and shortly after starting at UCW
- Check-in calls and emails inviting students to connect with the Outreach team
- Email support for general information about UCW services and contacts
- Referral to student services, including finance, registration, accessibility and academic advising
- Referral to various community services in support of student health and well-being, including Guard Me Student Support Program and Here2Talk

Students can drop in to ask a quick question or make a 10-minute appointment with the Outreach team via this [link](#).

General Student Advising

General Student Advising offers students information about the different types of guidance available to support their personal, social and academic well-being. General Student Advising provides individual advising, workshops, events and crisis support. They also provide specialized services for a broad range of other concerns.

How to contact a Student Advising Specialist

- **Visit us in person:** The Student Affairs and Services team provides support to students regarding general advising.
Vancouver House Campus: 10 am - 3 pm, Monday to Friday at the Vancouver House Campus Service Hub
West Pender Campus: 10 am - 3 pm, Monday to Friday on the first floor of the West Pender Campus
- **Virtual Appointments:** Students can drop in to ask a quick question or make a 15-minute appointment with Student Affairs & Services via Teams on specific days. You can make a virtual 15-minute appointment with Student Affairs & Services to discuss your inquiry. Please click [HERE](#) first to learn how to make an appointment.

International Student Advising

International Student Advisors (ISAs) are Regulated Canadian Immigration Consultants (RCIC) and Regulated International Student Immigration Advisor (RISIA). They provide support to international students before they arrive in Canada and throughout their time at UCW.

The ISA team can help students in several areas:

- Canadian immigration documents and regulations (e.g. study permits, visas, work eligibility)
- Travel restrictions and requirements to enter Canada

The ISA team are currently able to offer services in English, Mandarin, Cantonese and Spanish.

Students can see the full calendar of events on the [International Student Advisors tab](#) in the MyUCW Student Portal. Students are able to contact an International Student Advisor by sending an email to international.advisor@myucwest.ca, attending a virtual workshop or by booking a virtual 1-1 appointment through the [MyUCW Student Portal](#).

Accessibility Services

UCW fosters an inclusive and accessible learning environment to ensure equitable educational access for all students. Through a personalized, collaborative, and student-centred accommodation process, Accessibility Services supports students by creating individualized, **academic accommodation plans** which meet the needs of registered students while preserving the academic standards and integrity of the university. The Accessibility Services team provides confidential one-on-one **accessibility advising** to students with permanent, persistent, or prolonged disabilities and health conditions. Accessibility Services specializes in assessing students' functional limitations and addressing individual barriers through equitable and accessible solutions that enable students to fully participate in their learning environment, campus life, and facilities.

Beyond individual accommodations, UCW collaborates with internal and external partners, including the Library, Learning Commons, Student Life, Career Development Centre, and Center for Teaching Excellence, to create a supportive academic environment. UCW also **provides ongoing training** for staff, faculty, and students on accessibility and academic accommodations, hosting workshops and seminars to raise awareness for accessibility and reduce stigma. Student programs like the **Accessibility Ambassador Program** assist students with disabilities by providing opportunities to connect with peers who share similar first-hand experiences, increasing awareness of available resources, and helping students navigate their academic success and wellness during their journey at UCW and in Canada.

Students with accessibility and disability-related concerns are encouraged to contact accessibility@ucanwest.ca.

For more specific information about UCW's Accessibility Policy and to access forms, please refer to ucanwest.ca/about/policies.



Alumni Engagement Services

Alumni Engagement Services is dedicated to **building lasting relationships** with UCW alumni, **supporting their career growth** and **professional development**. Our alumni portal enables alumni to **connect with peers and mentors**, join **community groups**, and participate in meaningful conversations. Alumni also have access to **networking** events, **webinars**, and **workshops** to support continued learning, along with resources such as an alumni business directory, career development tools, job listings, and exclusive partnerships and discounts.

For questions related to alumni services, please contact alumni@ucanwest.ca.

Library

Located at both the West Pender and Vancouver House campuses, the UCW Library can help you with:

- **Access to reliable, scholarly, and current information.** As a student you have free access to electronic journal articles, eBooks, news articles, reports, videos, and so much more.
- **Reference and research support to help you find and evaluate information.** You can get this help by booking 1-on-1 appointments directly with your librarians, in person at the library, online through AskAway chat, or by email.
- **Academic Integrity and APA citation help.** We can help you build your citation skills to ensure you are correctly giving credit to your sources and upholding academic integrity.
- **Instruction on a range of topics important for your studies and life-long learning.** The library offers custom workshops on APA citation, dataset research, industry research, and more!

To contact the Library, please visit the **Library tab** in the MyUCW Student Portal or send an email to ucw.librarian@myucwest.ca.

Finance

The Finance Department maintains all the students' financial accounts.

The office can assist students with the following:

- Course tuition fees and other fees
- Guard.me purchase (Health Insurance)
- Scholarship disbursement

Please note: The Finance Department only disburses the scholarships. If you have any questions regarding your eligibility, please contact the Registrar's Office.

Contact the Finance Department by email at finance.ucw@myucwest.ca or by visiting the Finance Office on the seventh floor of the West Pender Campus (by appointment only) or on the second floor of the UCW West Building at the Vancouver House Campus.

Registrar's Office

The Registrar's Office (RO) is responsible for managing student academic records and services from admission to graduation. The RO ensures that student records are accurate and complete to meet student needs and regulatory requirements.

The RO provides information and services to students in the following areas:

- Admission and re-admission
- Transfer credit
- Official confirmations of enrolment
- Scholarships, awards and financial aid
- Student records and official transcripts
- Academic standing, grades and continuance
- Academic council secretariat
- The Senate
- Course registration
- Graduation

The Registrar's Office can be contacted by sending an email to ucw.registrar@myucwest.ca or by visiting the Registrar's Office on the first floor of the West Pender Campus (by appointment only) or on the second floor of the West Building at the Vancouver House Campus.

Medical Insurance

Students are required by the BC government to have medical insurance for the duration of their studies in Vancouver.

Private Medical Insurance

Private medical insurance covers a range of health and medical services, including basic health services such as hospital and ambulance, as well as extended health services such as prescription drugs, physiotherapy and accidental dental services (if required).

Guard.me is a private medical insurance company that specializes in medical insurance for international students. They have a health network system which allows students on Guard.me insurance to visit clinics and pharmacies.

All International Students attending classes other than Online Formal program (ON) will be automatically registered with [Guard.me](#) for the first term.

Students can register their dependents to Guard.me via the [guard.me microsite](#) once student themselves receive their own Guard.me card as the main applicants. Students can also email Student Affairs at student.affairs@myucwest.ca for more information on how to add dependent.

No other private or national health insurance, including MSP application or MSP card, will exempt first term international students from enrolment in Guard.me. All international students attending classes in Canada must be registered with Guard.me for the first term.

Domestic students are not eligible to register in Guard.me.

The cost of Guard.me can be found in the [guard.me](#) international medical insurance page.

Cancellation/Refund

As it is mandatory for all new international students to enrol in Guard.me Medical Insurance, once enrolled students will not be eligible to apply for refund or opt-out of the service.

Students will not be eligible for refund if they receive their MSP during their enrolment term. Students will only be eligible to apply for a Guard.me refund if their student visa application is denied/rejected. Students are responsible to email Student Affairs regarding Guard.me refund.

Information about Guard.me can be found in the [guard.me](#) international medical insurance page.

BC Medical Services Plan

Medical Services Plan (MSP) is public medical health plan from the BC government. It allows students to visit medical services covered under MSP. BC residents must apply for MSP once they are in BC. The waiting period for MSP may take up to three months based on the provincial wait time.

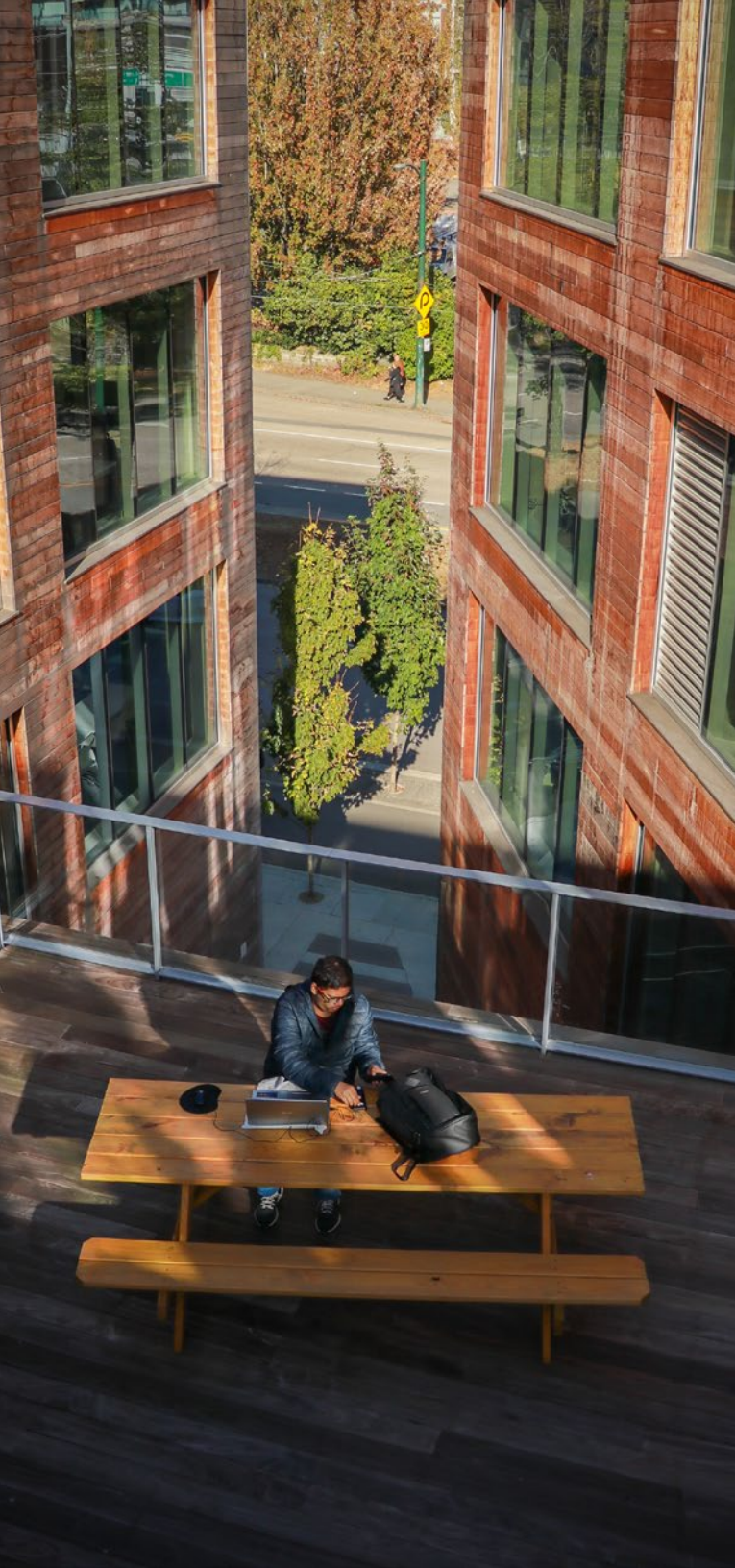
MSP is mandatory for all BC residents regardless of if they are domestic students or international students. This is a provincial fee, not a UCW student fee.

To apply, students will need to provide documentation that they will be in Vancouver for more than six (6) months.

The MSP fee is \$75 for international students only. It's free for domestic students.

MSP covers basic medical care, mostly doctor and hospital visits within Canada, but it does not cover dental, prescription drugs or eye exams unless referred by a doctor.





Guard.me Student Support Program

Studying in a different country or starting your studies again can be an amazing and unique experience, however, it can also be daunting.

Being away from home and/or having to adjust to a new school can be overwhelming, particularly if the culture and language is different from what you are used to.

However, to help you through your academic journey, all UCW students will be enrolled into the Guard.me Student Support Program when they start their degree program.

This is the industry's first and only digital mental health support program for students, particularly international students, with the goal of providing assistance for those having trouble settling into their new surroundings. Having someone to talk to is very helpful whether that be about dealing with a new school, a new city or just about feeling overwhelmed with everything happening in your life.

The Guard.me Student Support Program is available 24/7, all year round and can be accessed on multiple different platforms. It is very useful for a student who is struggling and has a busy schedule.

Students can reach out to a counsellor through a range of platforms, including through the app, messenger, the web chat on their website or via voice and video call.

Guard.me Student Support Program connects students to student support counsellors who are experienced in helping both domestic and international students.

Many counsellors can talk to students in a variety of languages and have knowledge of different cultures to help better relate to your problems.

Sessions with Guard.me Student Support Program representatives can be booked in advance or can be done immediately. All information and conversations shared with the counsellors are completely confidential.

Students also have access to the different articles and videos on the Guard.me Student Support Program website that cover different topics, including personal health, relationships, living abroad and student life.

Guard.me Student Support Program costs \$35 per student per year and is a mandatory service for all UCW students.

To learn more, visit gmssp.org, download the free Student Support app or phone 1-844-451-9700 toll free. Students can also approach Student Affairs to learn more about the program.

Information about the Guard.me Student Support Program can be found under the [Student Affairs tab](#) in the MyUCW Student Portal.

Microsoft Office 365

All students at UCW have access to a Microsoft Office 365 account, which includes Word, Excel, PowerPoint, OneNote and more. Students also get an email address to access these apps and personal cloud storage.

New students will receive their Microsoft credentials early in their first term. There are both web versions and desktop versions available for these apps.

These tools will help students to complete their schoolwork and collaborate on assignments and projects with their teachers and classmates.

Student accounts will remain active as long as they are a student at UCW.

Alumni will have access to their Office 365 account for six (6) months after graduation.

Your Office 365 account also gives you access to Grammarly Premium, an online writing assistant and grammar checker.

Grammarly not only picks up and corrects mistakes, but it will also explain why it was a mistake.

Once you receive your Microsoft credentials, you can use them to log into Grammarly and start checking your writing.

If you already have a free Grammarly account, you will need to log out and then log in again using your UCW Microsoft Office 365 credentials.





Course Registration

New Students

New Student Orientation (NSO)

New students must attend NSO the week before a new term starts. Student Affairs sends out information about orientation closer to the start of a student's first term.

NSO is a mandatory orientation week that offers guidance to help new students transition as smoothly as possible to Canada and University Canada West.

New students will have the opportunity to virtually meet professors, department chairs, the President and current students.

New Student Orientation will include online and in-person sessions on:

- Appreciating different cultures on campus
- Successful tips and strategies
- Tools to help in your academic success
- Learn what employers want and how to gain those skills

Learning for Success Workshops

All new UCW students are automatically enrolled in the four-week non-credit Learning for Success Workshop (LFSW 099), which offers both synchronous and asynchronous delivery modes.

In the synchronous mode, students attend either four 3-hour workshops (one per week) or eight 90-minute workshops (two per week) via

Microsoft Teams. During these sessions, facilitators present information and engage students in activities designed to build essential academic skills. Students engage in both individual and collaborative activities during live sessions, but they complete quizzes and assignments individually.

In the asynchronous mode, students read, watch, and interact with the course content on Brightspace. They complete tasks and assessments individually but participate in online discussion forums as a class.

Each module, in both delivery modes, provides information or activities that help build skills for a successful academic journey at UCW. Students earn a badge for successful completion of each module and a certificate when they accumulate four badges.

Current Students

Current students need to follow the registration procedures that will be sent to them through the MyUCW Student Portal.

Withdrawal Dates

The last day to withdraw from courses without financial penalty is the Monday* of the second week of each term. The last day to withdraw from courses without academic penalty is the Monday* of the fifth week of each term.

*Dates subject to change. Check the [Academic Calendar](#) for the most up-to-date information.



APA Style

APA is the most commonly used citation style at UCW. Citation styles are a set of guidelines used to help researchers, students, and faculty write academic papers. These guidelines determine the format, how to properly give credit to others' ideas, and how to avoid plagiarism in an academic setting.

If the idea of citation is new to you or you have not used APA before, the Library has a variety of resources that can help you feel more comfortable and confident in your work. We have quick guides, workshops, self-guided resources, videos, one-on-one appointments with a librarian and more! You are not expected to be an expert at using citations right away, but you are responsible for asking for help when you need it.

Learn more on the [Academic Integrity and APA page](#) in the Library section of the MyUCW Student Portal.

Academic Integrity

Academic integrity is the practice of approaching the work you do with honesty, fairness, and a commitment to ensuring you give credit to others for the work or ideas you have used in developing an argument or completing an assignment.

In an academic setting, you do this by including citations in your work consistently and accurately.

Academic integrity is a foundational principle that guides all academic institutions. By upholding its values you help to shape a culture of trust, respect, fairness, and honesty amongst staff, students, and faculty at UCW.

Visit the [Academic Integrity Student Resource page](#) to learn more, or contact the Academic Integrity Office at academic.integrity@myucwest.ca.

Protect Yourself

Personal Property

Protect your valuables from loss or theft and do not leave any items unattended.

You are solely responsible for the security of all your personal possessions while on University Canada West premises.

University Canada West, its directors, employees and agents are not responsible nor liable in the event that any of your personal possessions are lost, damaged or stolen while you are on University Canada West premises.

Personal Information

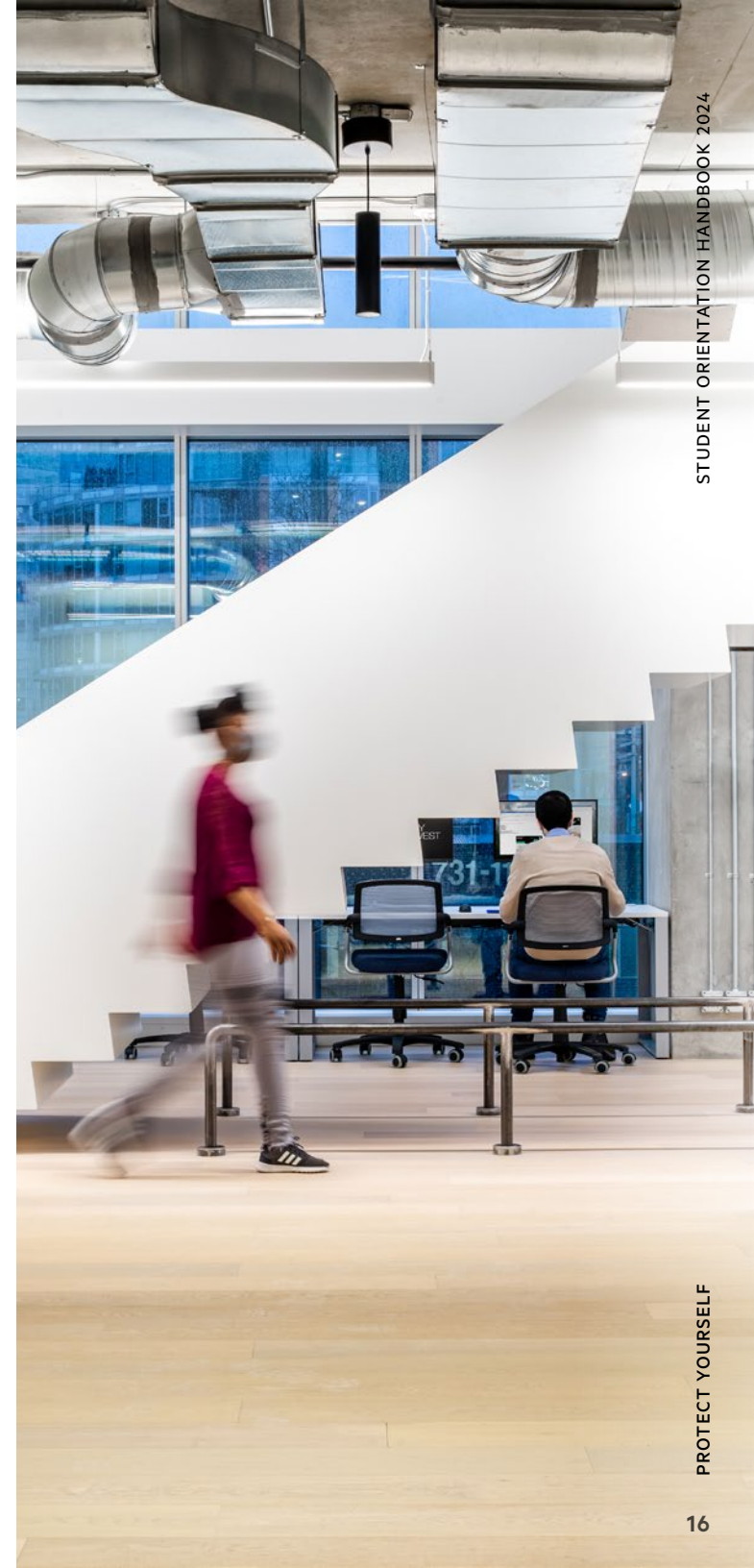
Whether it's online or in-person, you are constantly being asked for your personal data. Don't just blindly give it up.

Think about why the information is needed, who will use it and how. Remember, the Internet never forgets. Once information is out there, it's very hard to get it back.

If you have any doubts about the person or organization asking for your personal information, please talk to someone in Career Services or Student Affairs for advice.

UCW takes your privacy very seriously. The University complies with all applicable provincial, federal and international privacy legislation.

If you have any questions about our privacy policy or our use of your student information, you can email our Privacy Officer at privacy@ucanwest.ca.





Academic Standing

Undergraduate Students

You must maintain a 2.00 (C) Cumulative Grade Point Average (CGPA). If your CGPA falls below 2.00, you will be put on Academic Probation. If your CGPA remains below a 2.00 after the next term, you will be Required to Withdraw.

If you receive two (2) failing (F) grades, you will be sent a warning letter and a notation on your official record. You will be Required to Withdraw if you fail three (3) or more courses.

Graduate Students

You must maintain a 3.00 (B) Cumulative Grade Point Average (CGPA). If your CGPA falls below 3.00, you will be put on Academic Probation. If your CGPA remains below a 3.00 after the next term, you will be Required to Withdraw.

If you receive one (1) failing (F) grade, you will receive a warning letter and notation on your official record. You will be Required to Withdraw if you receive F grades in two (2) or more courses.

See the Academic Standing and Continuance Policy on the website for more details at ucanwest.ca/about/policies.

Academic Calendar & Forms

The Academic Calendar is in the [Registrar's Office tab](#) in the MyUCW Student Portal and also on the website at ucanwest.ca/admissions/academic-calendar.

Students needing official letters, transcripts, transfer credits or to withdraw need to fill out the appropriate forms.

The forms are located in the MyUCW Student Portal under the Registrar's Office tab under the heading Documents and Forms.

Please read the forms carefully and follow the instructions.

Library Resources

Start your research on the Library's Tab in the MyUCW Student Portal. The Library's collection is primarily electronic and includes:

- Over 30 million academic journal articles
- Access to millions of magazine and news articles
- Millions of business & economic reports
- Over 200,000 eBooks
- Thousands of streaming videos/movies/films
- Thousands of physical books
- AND MORE!

Library staff are here to assist you when you need help conducting research, evaluating information, upholding academic integrity and applying APA citation to your assignments. You can contact the Library by visiting the [Library tab](#) in the MyUCW Student Portal, visiting the library at either campus location, or emailing ucw.librarian@myucwest.ca.

Visit the "Get Help from a Librarian" page under the Library tab on the UCW Student Portal to learn about all the ways you can get help from the library. Here you will learn about the individualized 1on1 appointments you can book with librarians, as well as the text chat service (called AskAWay) available to you online from anywhere and open late into the evenings and weekends.

The Library regularly provides free workshops on Academic Integrity and APA citation, research skills, database use, and much more. Additional self-guided workshops are also available on many of these topics which students can complete on their own time to continue building their skills. Find out more about the workshops available and how to register by visiting the [Library Workshops page](#) on the MyUCW Student Portal.





Micro-credentials

Micro-credentials are short, concentrated groups of courses that are flexible, innovative, timely and based on current industry needs.

Also known as digital badges, micro-certifications or mini-degrees, micro-credentials allow employers to see a candidate's immediate qualifications for the specific skills they are looking for.

University Canada West's micro-credential programs are focused on technology, business and innovation. These courses can help you gain valuable and specific skills in a short amount of time.

Whether you're trying to explore a new career path or want particular skills to set you apart in the job market, our micro-credentials have something to offer everyone.

Micro-credentials we currently offer:

- Blockchain Project Management Certificate Program
- Certified Digital Marketing Professional
- Corporate Social Responsibility
- Data and Web Analytics
- Digital and Social Selling
- Digital Strategy
- Introduction to Supply Chain Management and Logistics
- Mastering Blockchain, Bitcoin and Cryptocurrency
- Online E-Commerce
- Search Engine Optimization (SEO)
- Social Media Marketing

For more information about micro-credentials, visit ucanwest.ca/micro-credentials or email micro-credentials@ucanwest.ca.

Student Rights & Responsibilities

UCW is a learning community committed to providing a safe environment characterized by respect, consideration, well-being, social and moral development of its members.

As a member of the UCW Community, students can expect to be part of a respectful, innovative, collaborative, courteous and engaging environment free from harassment, discrimination and any form of abuse or violence.

Students have the following rights:

- a. The right to pursue academic studies and participate in student activities at UCW in a safe, healthy and secure learning and working environment
- b. The right to participate in student activities without harassment, intimidation, discrimination, disruption or acts of violence
- c. The right to freedom of enquiry, expression and peaceful assembly on the UCW campus in a manner consistent with the law and with UCW policies and procedures
- d. The right to participate in dialogue and to receive and express diverse ideas and perspectives
- e. The right to respect for property and person
- f. The right to privacy in respect of personal information as provided for by UCW policies and practices
- g. The right to reasonable access to information relevant to their status as a student and that relates to University programs, graduation requirements and UCW policies and procedures relevant to students, including the right to receive, at the beginning of each course, a written syllabus that includes learning outcomes, grading criteria or guidelines and the value of each assignment, project and test
- h. The right to make claims and exercise rights as provided for by UCW policies and procedures
- i. The right to fair and prompt procedures in proceedings for misconduct under this Policy
- j. The right to be kept informed of their academic standing and progress through fair and reasonable performance assessments
- k. The right to be protected from retaliation by members of the UCW Community when the person reports, discusses, provides evidence or otherwise participates in a student rights and responsibilities process

Students have the following responsibilities:

- a. Conduct themselves in a manner that does not harm or threaten to harm another person's dignity, physical or mental well-being
- b. Contribute to and sustain an inclusive environment that values civility, honesty, fairness and respect for others
- c. Respect the ideas and perspectives of others even when not in agreement with those ideas and perspectives
- d. Respect others' personal information and privacy and treat disciplinary actions as confidential
- e. Obey public laws
- f. Report acts of rights violations where there is a reasonable and/or expected threat to the community, or where harm (emotional or physical) has been witnessed
- g. Not disrupt or interfere with UCW activities, including classes and programs
- h. Respect the property of UCW and of others
- i. Become fully aware of, and comply with, UCW policies and procedures

For more information about student rights, contact a Student Rights and Responsibilities Advisor at studentrights@ucanwest.ca.

Ombudsperson

The Ombudsperson works to ensure that students are treated fairly in all aspects of university life by responding to student complaints and addressing concerns related to possible breaches of rules of natural justice.

The Ombudsperson is independent of University administration and supervisory structures.

In their role, the Ombudsperson informs students regarding the avenues available to them to address and resolve their complaints; mediates or intervenes to assist in the resolution of conflicts; and provides advice and recommendations to decision-makers on the fair resolution of complaints.

When should you contact the Ombudsperson?

- When you are not sure where to go or how to get a concern or problem addressed
- When you are involved in an appeal process and need help understanding the process
- When you have a conflict or problem that needs help resolving
- When you believe you have been treated unfairly
- When you need clarification on your rights and responsibilities as a student
- When you appreciate the support of an individual during meetings regarding your academic status with University faculty or administrators

Students can contact the Ombudsperson at ombudsperson@ucanwest.ca.

Students can book a phone, in-person, or virtual appointment by using [this link](#).



Centre for Teaching Excellence (CTE)

Learning for Success Workshops

All new students at UCW are automatically enrolled in Learning for Success Workshops (LFSW 099) - a four-week non-credit mandatory course, which the Learning for Success team offers both synchronously and asynchronously.

In LFSW099 (ONS) or the synchronous mode, students attend live sessions on Microsoft Teams, either four 3-hour workshops (one session per week) or eight 90-minute workshops (two sessions per week). During these workshops, facilitators present information and engage students in activities designed to build essential academic skills. Students engage in both individual and collaborative activities during live sessions, they complete quizzes and assignments individually.

In LFSW099 (ON) or the asynchronous mode, there are no live sessions. Students read, watch, and interact with course content on Brightspace. They work individually to complete tasks, quizzes and assessments but participate in online discussion forums as a class. The asynchronous delivery mode offers flexibility, allowing students to pace their own learning while still benefiting from structured assessments and activities. Here is a breakdown of the four modules:

- **Module 1:** Modes of course delivery, UCW resources, services, introduction to strategies for learning
- **Module 2:** Academic research, critical thinking, source credibility, academic integrity, APA
- **Module 3:** The writing process, characteristic of effective academic writing, paragraph writing
- **Module 4:** Learning strategies in an academic setting (notetaking, reading, time management, goal setting, planning)

Students earn a badge for successful completion of each module and a certificate when they accumulate four badges.

Open Workshops

The Learning for Success team also offers optional workshops, also known as Open Workshops. These workshops cover a range of topics, including:

- Active Participation
- Academic Reading
- Presentation Skills
- Paraphrasing Effectively
- Business Writing

View the full list of [Open Workshops here](#).

Learning Strategists

Learning strategists provide individualized support to students throughout their studies, available either in-person or online. Students can meet with learning strategists to:

1. Discuss learning strategies and habits to help them optimize their study methods and improve academic performance.
2. Address learning challenges, such as difficulties with time management, scheduling, reading techniques, and group work.
3. Be informed about the various services available at UCW and be referred to relevant resources if needed, such as academic advising, peer tutoring, writing coaches, and counseling services.
4. Schedule dedicated check-in times to monitor their progress and receive ongoing support and guidance.
5. Create a personalized study plan to address any academic deficiencies and successfully return to studies if on academic suspension.

Schedule an appointment with a Learning Strategist [here](#).

Writing Lab

The CTE Writing Lab is an open and welcoming learning environment offering free writing coaching services to individuals and groups. The writing coaches are academic and professional writing experts who guide students through the writing process to help them improve their academic writing skills and achieve writing proficiency. They aren't an editing service, but through discussion and feedback, students who meet with them learn self-editing skills to improve their writing proficiency. The Writing Lab currently offers the following services:

- Online writing coaching via Teams, Monday-Friday
- In-Person writing coaching, Tuesdays (Location: Vancouver House East, 2nd Floor, CTE Office)
- Written feedback via Email (appointment necessary, but no meeting required)

To access our services, please [book an appointment](#) after [reading the Frequently Asked Questions](#).

Brightspace Support

If you have any questions about Brightspace, we welcome you to our drop-in Q&A sessions. These sessions are designed exclusively for addressing students' individual needs and questions related to navigating Brightspace. Unlike workshops, our drop-in sessions offer a flexible and personalized approach to support.

Our expert Educational Technologist will be available every Monday and Wednesday (12:00 – 12:30 pm), providing targeted assistance, insights, and guidance to help you navigate Brightspace seamlessly.

Join us at your convenience during these sessions, where the focus is entirely on addressing your queries and ensuring that you have a successful experience with Brightspace. [Click here](#) for more information.



Innovation Fuel Podcast

Innovation Fuel (IF) is a way to connect the UCW Community to professionals and entrepreneurs in BC through storytelling.

Every week, our hosts Dave Keighron (UCW Faculty) and Dr. Gelareh Farhadian (Department Chair of Marketing, Strategy and Entrepreneurship) sit down with a special guest to discuss their professional story and expertise in various aspects and across all industries.

Through weekly episodes, our students gain exposure to the Canadian entrepreneurial scene and local businesses and learn about how other companies stay agile and innovative.

The podcast is set in a form of case studies that support our students in gaining experiential learning.

By connecting students to SMEs and professionals, we give them access to realistic scenarios that they would experience working in BC, as 98% of businesses in BC are small businesses according to gov.bc.

Listen on Apple Podcasts, Spotify, Google Podcasts or Buzzsprout.

For more information, visit ucanwest.ca/innovation-fuel.

If you are interested in being a guest on Innovation Fuel and would like to share your story with us, please contact us at innovationfuel@ucanwest.ca.



INNOVATION FUEL
PODCAST BY UNIVERSITY CANADA WEST

Accessibility

University Canada West (UCW) is committed in its efforts to creating an inclusive, equitable, and accessible learning environment that reflects and supports the rich diversity of our unique student body, making every effort to actively support and meet the needs of all learners.

This includes providing support to students with visible and non-visible disabilities. Through a personalized, collaborative, and empowering accommodation process, Accessibility Services supports students by creating individualized, academic accommodation plans which meet the needs of registered students while preserving the academic standards and integrity of the university.

Students with access requirements are encouraged to contact accessibility@ucanwest.ca.

For more specific information about UCW's Accessibility Services and the related policies, please refer to ucanwest.ca/about/policies.

The Accessibility Services team provides confidential and private one-on-one support to students with permanent, persistent, or prolonged disabilities and health conditions. Accessibility Services specializes in assessing students' functional limitations and addressing individual barriers through equitable and accessible solutions that enable students to fully participate in their learning environment, campus life, and facilities. Accessibility Services aims to reduce stigma and unconscious bias related to disability and access through education, training, and ensuring equal opportunities in the educational environment.



Ongoing Information Sessions & Workshops by Department

The full list of workshops can be viewed on the [MyUCW Student Portal](#).

Academic Advising

<p>Planning For Academic Success Workshop</p>	<p>What does it mean to be in good academic standing? What is CGPA and how is it calculated? What academic resources are available at UCW? Students will get to learn the answers to these questions and more during this workshop.</p>
<p>Navigating Your Associate of Arts Workshop</p>	<p>The Associate of Arts degree is designed to provide a solid foundation for further undergraduate studies. Come and learn more about the transfer possibilities within UCW and other research institutions in BC during this workshop! Useful resources for understanding the university transfer program as well as the recommended routes for continuing into UCW's Bachelor of Commerce (BCom) and Bachelor of Arts in Business Communication (BABC) degree programs will be shared.</p>
<p>Navigating Your Bachelor's Degree Workshop</p>	<p>Join us for an interactive workshop designed to provide a comprehensive overview of the Bachelor of Commerce (BCom) and Bachelor of Arts in Business Communication (BABC) degree programs. Additionally, Bachelor of Commerce students will have the opportunity to learn about the Chartered Professional Accountants (CPA) and Certified in Management (CIM) designation options within their program.</p>
<p>Navigating Your MBA Workshop</p>	<p>In this workshop, MBA students will get the opportunity to learn about their elective options, the different Tier 4 capstone experience courses (commonly referred to as "exit courses"), and the different professional designation opportunities embedded within their program.</p>
<p>Course Registration Procedure & Guidance Workshop (Undergraduate Programs)</p>	<p>Undergraduate students will get to learn about the course registration process at UCW and other key information, such as important term deadlines, in this workshop.</p>
<p>Course Registration Procedure & Guidance Workshop (Graduate Programs)</p>	<p>Graduate students will get to learn about the course registration process at UCW and other key information, such as important term deadlines, in this workshop.</p>

The full list of workshops can be viewed on the [MyUCW Student Portal](#).

Career Development Centre

Canadian Style Resumé Writing	Create a professional resumé that will help you stand out in the Canadian job market.
Job Search Strategy	Become the CEO of your own career. Learn creative strategies to master your job search progress and take you to the top of your game.
CRW: Intercultural Competency	Learn how to interact and collaborate efficiently with people from diverse cultural backgrounds. Workshop completion earns an E-Badge.
Career Panel	Explore career possibilities in different industries by tapping into the wisdom of industry experts. Hear stories from real-world professionals who have carved their own paths, and gain tips and practical advice on how to stand out in your chosen field.
MBA Graduate Practicum	Information and Q&A session about the MBA WORK 601 practicum application.

Library

APA: The Basics	This workshop covers what APA citation is, why it's important, and how you can apply APA rules to your own work. APA is the standard citation style at UCW, so this workshop is relevant and recommended for all students.
You Can Search: Academic Research for Beginners	This workshop introduces you to how to conduct academic research using the UCW Library. You will learn about the steps involved in academic research and how you can use Library resources to find information for your assignments. Recommended for all students.
Industry Research	This workshop focuses on how to identify and find industry information using specialized databases and search techniques. It can help you create business reports, do a SWOT or PESTLE analysis, and find quantitative information to support your work. Recommended prerequisite: Introduction to Library Research, ENGL100, or MBAF501
Datasets & Where to Find Them	The numbers don't lie! Using and analyzing data can add great value to your work and help support you in making big decisions. This workshop will show you where to find data and datasets and introduce key skills and strategies to use and interpret datasets. Recommended prerequisite: You Can Search: Academic Research for Beginners ; Industry Research
You Can Search: Advanced Tips, Tricks, and Strategies for Academic Research	This workshop gives you an advanced overview of library resources and search techniques. You will learn about the variety of content and databases available outside of the main UCW Library search, and you will learn to apply specific search techniques that can be used in Library databases and elsewhere. Recommended prerequisite: You Can Search: Academic Research for Beginners , ENGL100, or MBAF501
Research & Citation Series: Literature Reviews	Do you need to write a literature review but are feeling overwhelmed and not sure where to begin? If so, then this workshop is for you! In this session, we will introduce the fundamentals of developing your research question, searching for quality materials and sources in the library, and the specific formatting and citation rules to follow when writing literature reviews. By the end of this workshop, you should feel confident and comfortable in starting your research, citing your work, and knowing where to find help and more information. Recommended prerequisite: APA: The Basics and You Can Search: Academic Research for Beginners
Research & Citation Series: Annotated Bibliographies	Ever wondered what makes an annotated bibliography unique? If so, then this is the workshop for you! In this session, we will introduce the fundamentals of developing your research question, searching for quality materials and sources in the library, and the specific formatting and citation rules to follow when writing annotated bibliographies – and there are a few! By the end of this workshop, you should feel confident and comfortable in starting your research, citing your work, and knowing where to find help and more information. Recommended prerequisite: APA: The Basics and You Can Search: Academic Research for Beginners
APA: Beyond the Basics	This workshop delves deeper into APA and provides students with hands-on experience using APA style citations and library resources. This workshop was designed to build off the introductory APA workshop, so we recommend all attendees participate in APA: The Basics workshop or watch the recording prior to this session.



The full list of workshops can be viewed on the [MyUCW Student Portal](#).

Centre for Teaching Excellence

<p>Strategies for Collaboration</p>	<p>Come and discuss strategies that can be implemented when you are assigned group work. Break-out rooms will allow you to interact with your peers and discuss how past teamwork experiences have impacted your approach to new group tasks. You'll also identify which collaboration skills are most important for group success.</p>
<p>Active Participation</p>	<p>Come and learn why participation is crucial to your successful learning strategy! Understanding effective participation will help you achieve better grades, prepare you for the workplace, and empower you to take an active role in your classes. Breakout rooms will also allow you to meet and interact with your peers.</p>
<p>Avoiding Plagiarism in Academic Writing</p>	<p>In this workshop, an experienced UCW writing coach will introduce different types of plagiarism and their level of severity. The facilitator also covers topics such as conducting research, acceptable paraphrasing, and citing or quoting from sources. You will leave this workshop with a clear understanding of the consequences of plagiarism and the tools you need to ensure your work is original and properly cited. Don't miss out on this opportunity to learn how to excel in your academic career with integrity.</p>
<p>Paraphrasing Effectively</p>	<p>Would you like to reduce the similarity rate of your Turnitin submissions? By learning and practicing a range of paraphrasing techniques, you can reduce similarity rates to less than 5%. You also learn to maintain your own voice throughout your essay.</p>
<p>Exam Strategies</p>	<p>Come and discuss strategies that can be implemented before, during and after an exam/test. Students can share their experiences and techniques that currently work and do not work for them with their peers.</p>
<p>Foundations of Business Communications 01</p>	<p>How is business writing different from academic writing, and how can I adjust my writing style? What is effective business writing like? Attend this workshop to improve your understanding of business writing and also take on a hands-on, in-class task with your peers. Group work will also give you the opportunity to meet and interact with your peers.</p>
<p>Presentation Skills</p>	<p>Are you sick of doing the same thing for your presentations and looking for new strategies? Learn about the powers of persuasion and how you can improve the quality of your presentations with a few new tricks. This module will lead to a Learning for Success badge that can be shared on your LinkedIn profile and show your skill development to potential employers.</p>

The full list of workshops can be viewed on the [MyUCW Student Portal](#).

Student Advising & Support Services

You've Arrived In Vancouver. What's Next? (ID, SIN, Banking, Canadian Culture)	During this introduction to Canada session, new students will learn about the essentials of living in Vancouver including opening a bank account, how to make an ID card, SIN, and general Canadian culture. The General Student Advising (GSA) team will provide guidance on how students can combat culture shock and have a smooth transition to life in Canada.
Housing 101: Finding Best Rent in Vancouver	New students will gain a better understanding of areas across Metro Vancouver and how to choose a residence for themselves. Resources around housing accommodations and the first step of tenancy in BC will be provided. Also, General Student Advisor (GSA) will share tips around housing fraud and things to be aware of, such as deposits and agreements.
Be aware: 3 common scams to avoid in Canada	Become scam smart to protect yourself from fraud! Students will learn about common scams in Canada and their distinct traits. Students will know how to protect themselves from being scammed and what supports are available to them if they get scammed.
Let's Talk: mental health tips for university students	This workshop provides students with tips and tricks to be a successful university student. Students will learn how to handle student stress and school anxiety. They will also learn some tips to navigate culture shock. The GSA team will highlight international student resources available for students within the community. As well, this workshop will guide students in how to use the Guard.me Student Support Program and understand other mental health resources available to them.
SIN Number Online Presentation	Students will learn about the purpose and importance of SIN, required documents to apply, risks associated with sharing SIN, how to update it.
Maintaining Your Student Status (Immigration)	This session provides information about how to comply with study permit conditions by understanding immigration regulations. Students will also learn about the requirements for a study permit extension and the steps to take before and after the study permit extension approval. By the end of the session, current students will be competent with how to maintain their student status in Canada.
Can you work as a student? Immigration considerations	This workshop will deliver fundamental eligibility requirements on how international students can work in Canada without having a separate work permit. Current students will learn about vital work related information regarding: <ul style="list-style-type: none"> • On-campus vs. off-campus • Allowed work hours per week • Types of breaks
What is a PGWP? Everything You Need to Know About the Post-Graduation Work Permit (PGWP) as a New Student	This session is intended for students in their first year and will provide principal Post-Graduation Work Permit (PGWP) information on the following: <ul style="list-style-type: none"> • What is a Post-Graduation Work Permit (PGWP)? • When can international students apply for a PGWP? • Important things to keep in mind during your studies (study permit, taking leave from studies, online courses & more)

Student Advising & Support Services – continued	
Graduating Soon? How to Apply for a Post-Graduation Work Permit (PGWP)	<p>This session is highly recommended for students in their final term or recent graduates who are preparing to apply for a Post-Graduation Work Permit (PGWP). During the workshop, the International Student Advising (ISA) team will go over:</p> <ul style="list-style-type: none"> • How to prepare during a final term • Practical application tips • How to invite family to a convocation • Steps after a PGWP application & travel • Work eligibility before and after a PGWP application
Permanent Residency: What is Express Entry? (Immigration)	<p>This session will prepare students with information about the Canadian immigration system and how foreign nationals are selected for permanent residency in Canada. At the end of this session, students will know how immigration works and which categories they could qualify for.</p>
Permanent Residency: What is BCPNP? (Immigration)	<p>Provides information and details about the BC Provincial Nominee Program (BCPNP), as well as important highlights about the PNP. At the end of the session, students will know how the BCPNP works and which categories they could qualify for.</p>
Medical Insurance In Canada: Why It Matters	<p>To enlighten all new students about the importance of medical insurance and mandatory enrolment in Guard.me medical insurance.</p>
Navigating Medical Services	<p>To enlighten students on how to use the medical services with their Guard.me medical insurance & BC MSP.</p>
Provincial Health Insurance: Guide to Registering in BC's MSP	<p>To guide all students in step-by-step process of registering in provincial health insurance – BC MSP.</p>
Guard.me Medical Insurance Info Session: Prospective Students	<p>To enlighten all new students about the importance of medical insurance and mandatory enrolment in Guard.me medical insurance.</p>
Your Rights: Academic Integrity Policy and Appeals	<p>Learn how to protect your academic rights by understanding the Academic Integrity Policy and the appeals process. This session will guide you through your responsibilities, what to do if you're accused of academic misconduct and how to properly appeal decisions. Stay informed and ensure you're prepared to handle academic integrity issues with confidence.</p>
Final Grade reviews & appeals: 5 common mistakes students make when discussing grades	<p>Discover the steps to effectively navigate the Final Grade Review and Appeals process. This session will explain your rights and provide guidance on how to present a strong appeal. Make sure you're equipped with the knowledge to address grading concerns and advocate for yourself successfully.</p>

A place to study,
work and play



📍 Points of Interest

Kitsilano

- 1. Kitsilano Beach
- 2. Museum of Vancouver
- 3. Vanier Park

Granville Island

- 4. Granville Island Public Market

Stanley Park

- 5. Stanley Park
- 6. Vancouver Aquarium

Gastown

- 7. Gastown Steam Clock

West End

- 8. English Bay Beach
- 9. Sunset Beach

Yaletown

- 10. UCW Vancouver House Campus
- 11. George Wainborn Park
- 12. David Lam Park
- 13. Roundhouse Community Centre

Downtown

- 14. UCW West Pender Campus
- 15. Robson Square
- 16. Vancouver Art Gallery
- 17. Vancouver Public Library
- 18. BC Place
- 19. Rogers Arena
- 20. Canada Place
- 21. Harbour Centre
- 22. Science World

Campus Maps

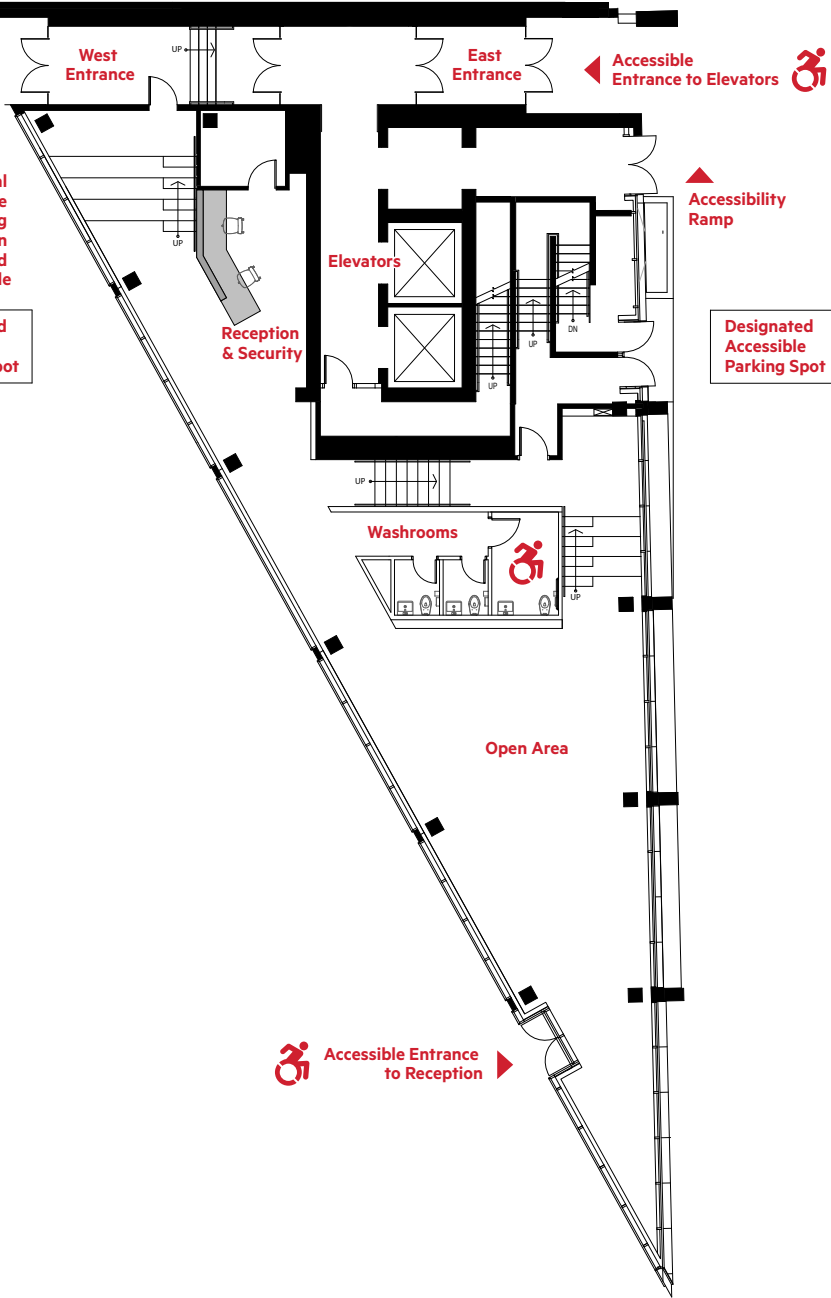
Vancouver House Campus

West Pender Campus

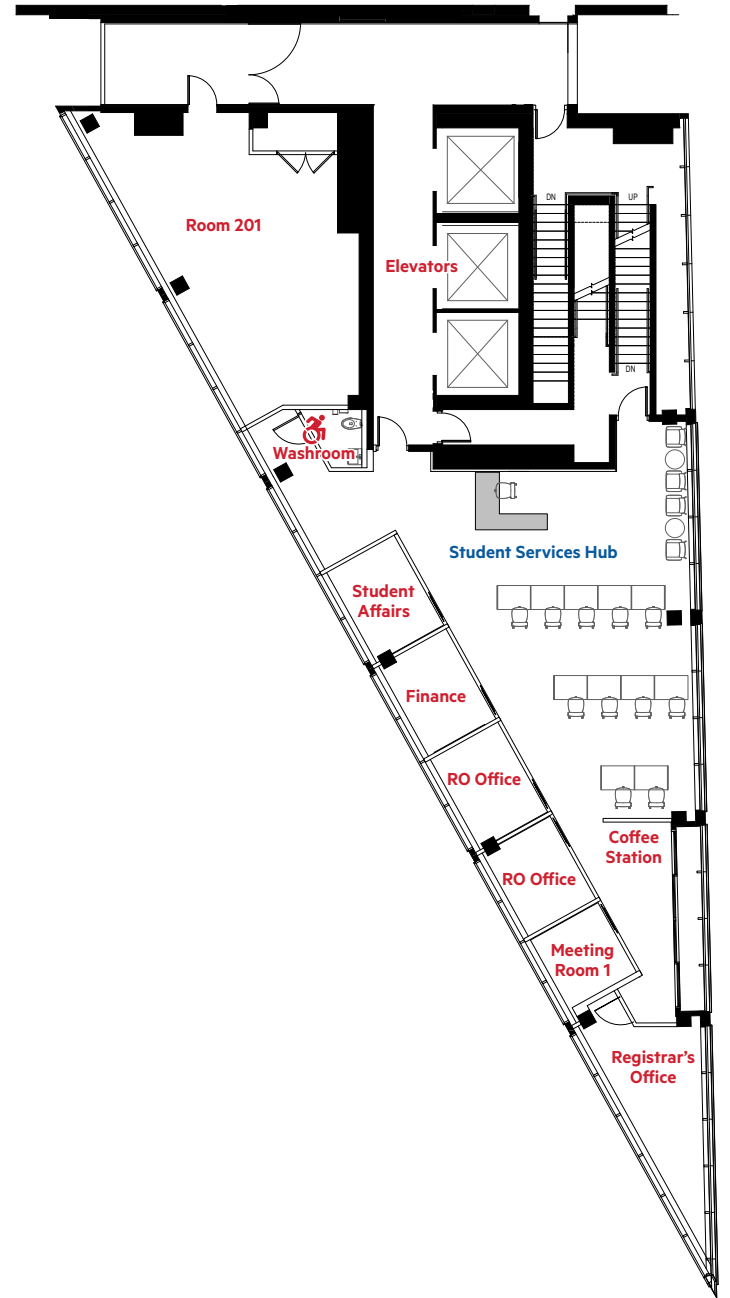
West Building
Level 1

Additional accessible parking available in underground parkade

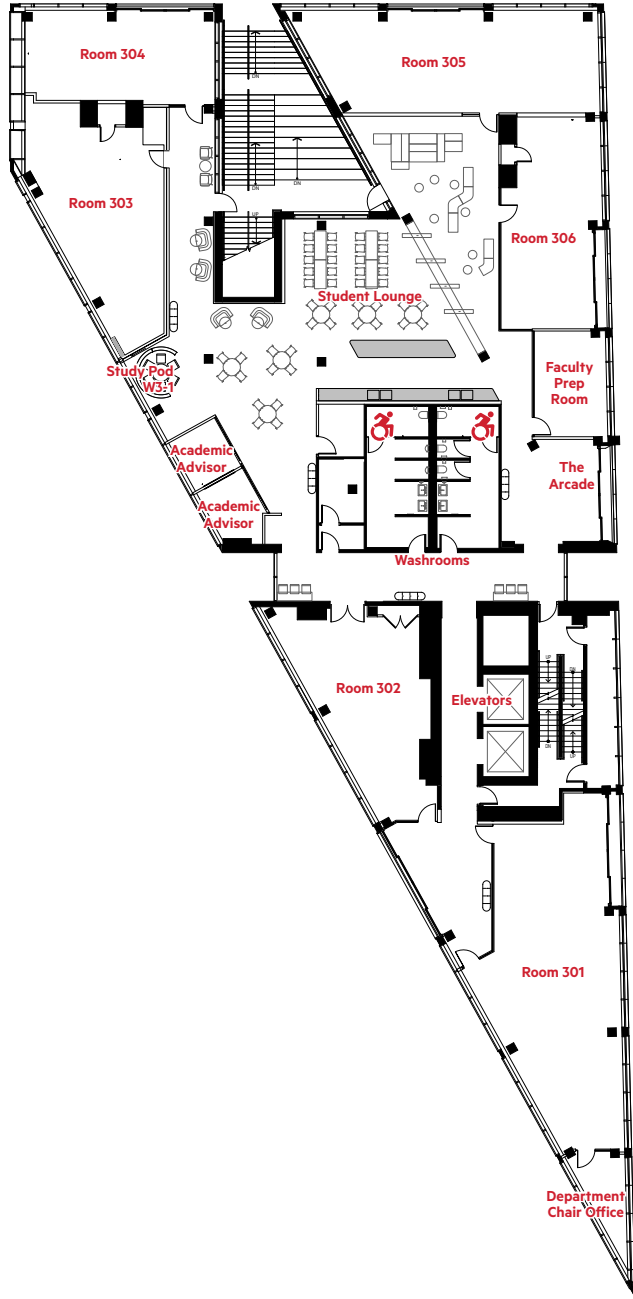
Designated Accessible Parking Spot



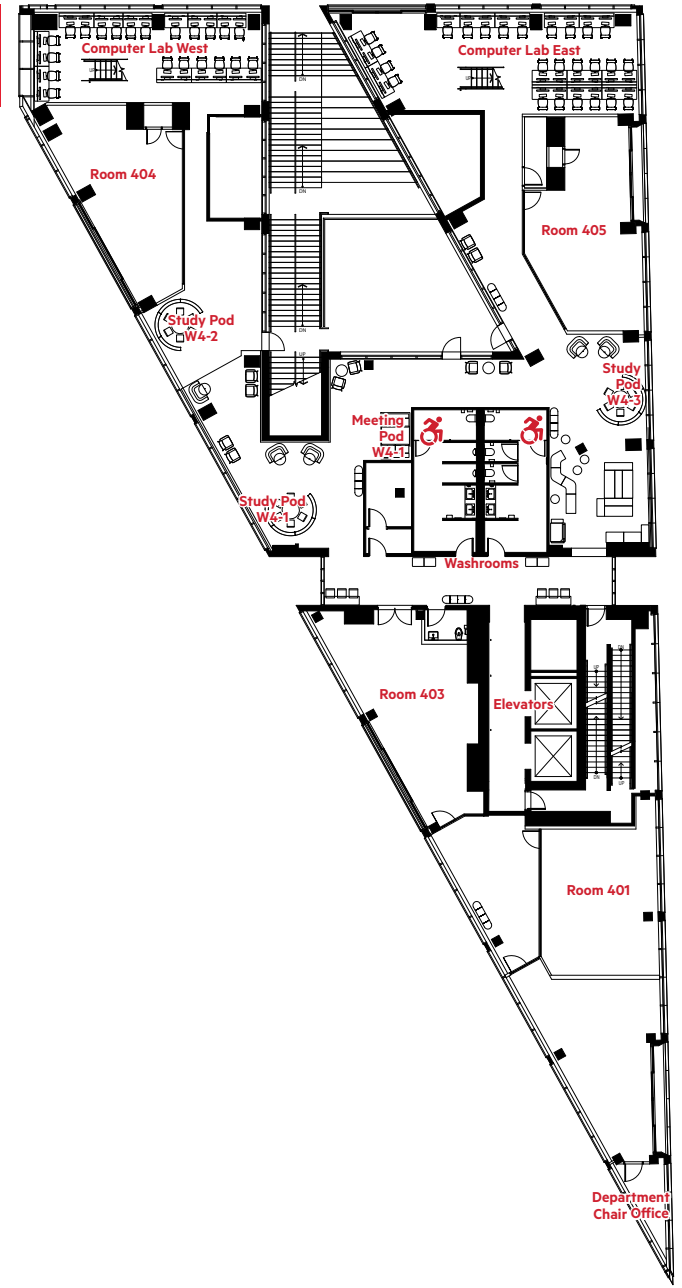
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Level 2



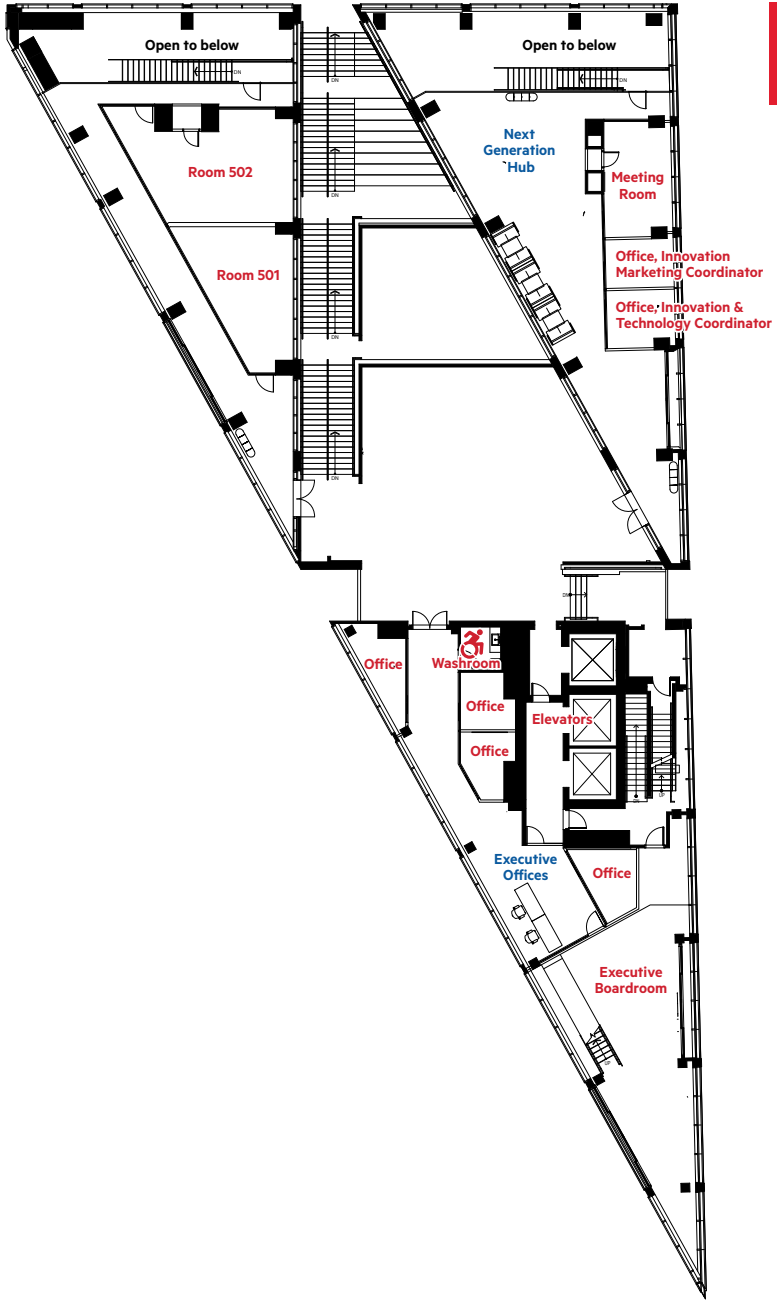
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Level 3



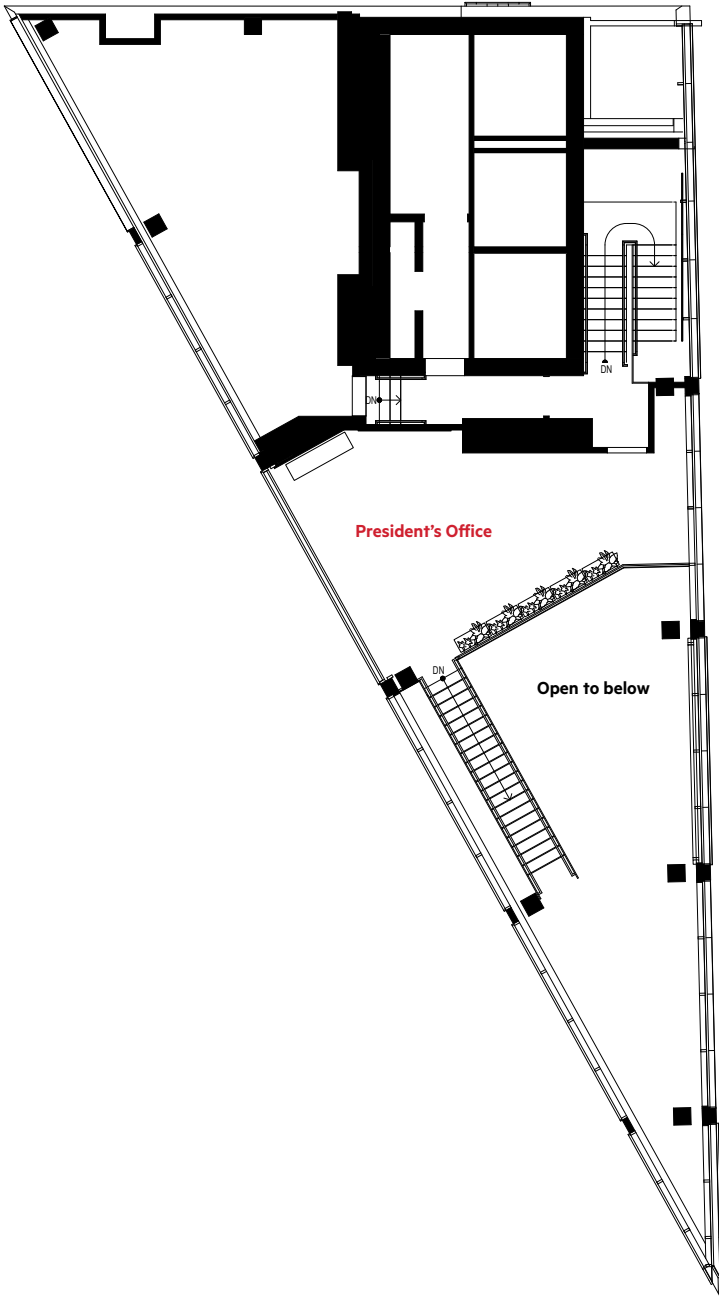
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Level 4



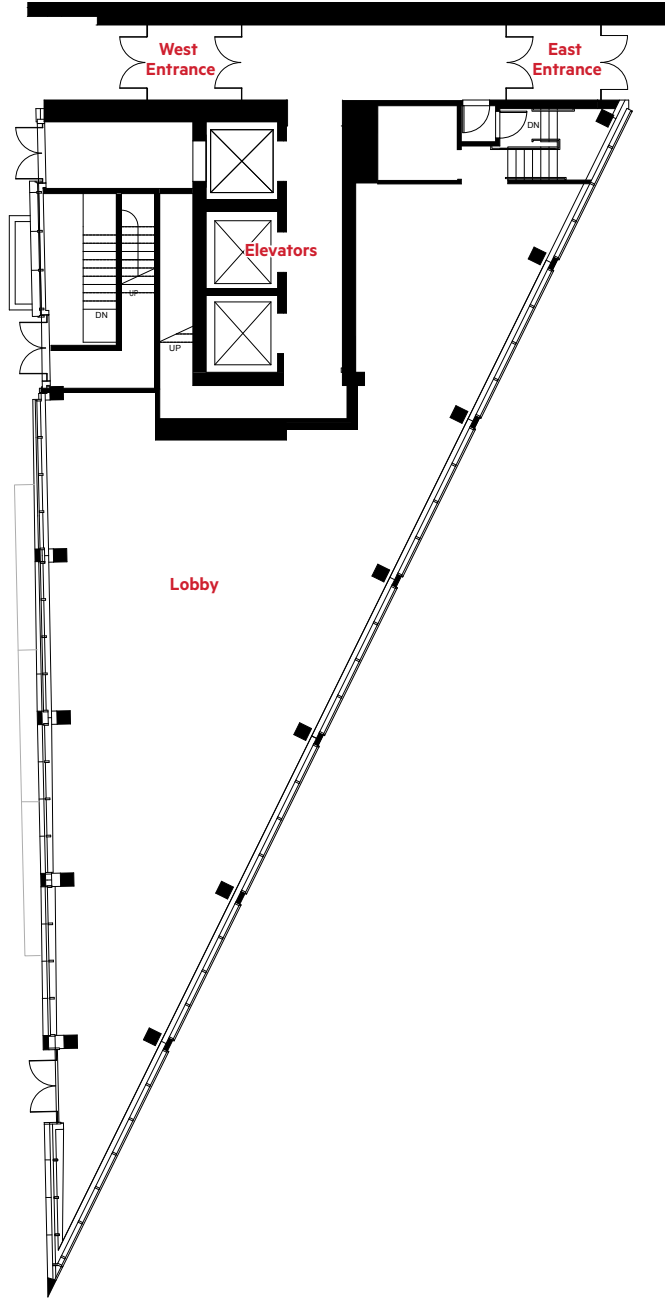
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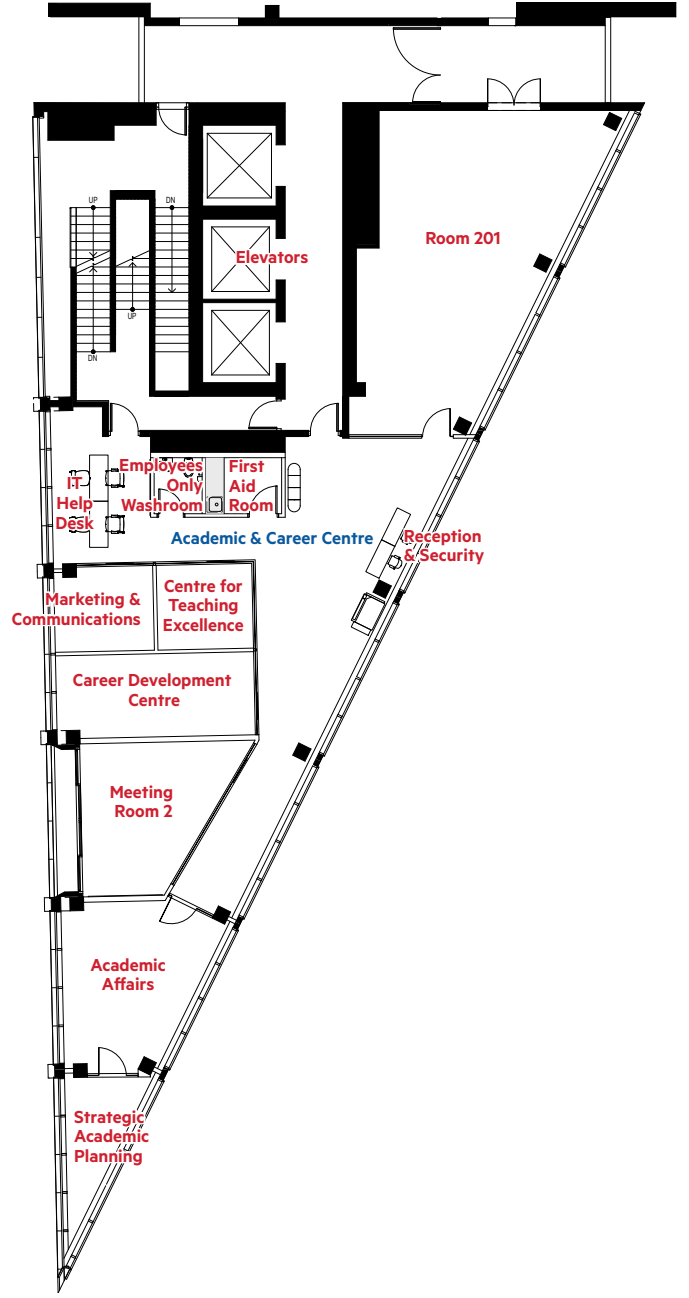
West Building
Level 6



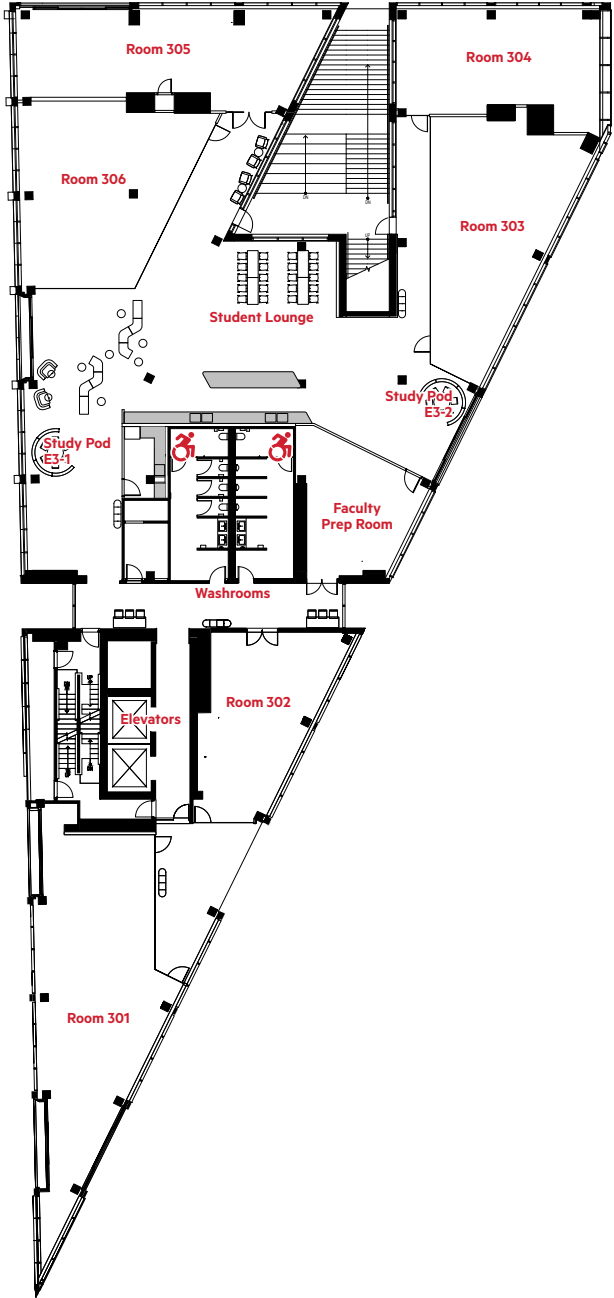
Sheldon Levy
East Building
Level 1



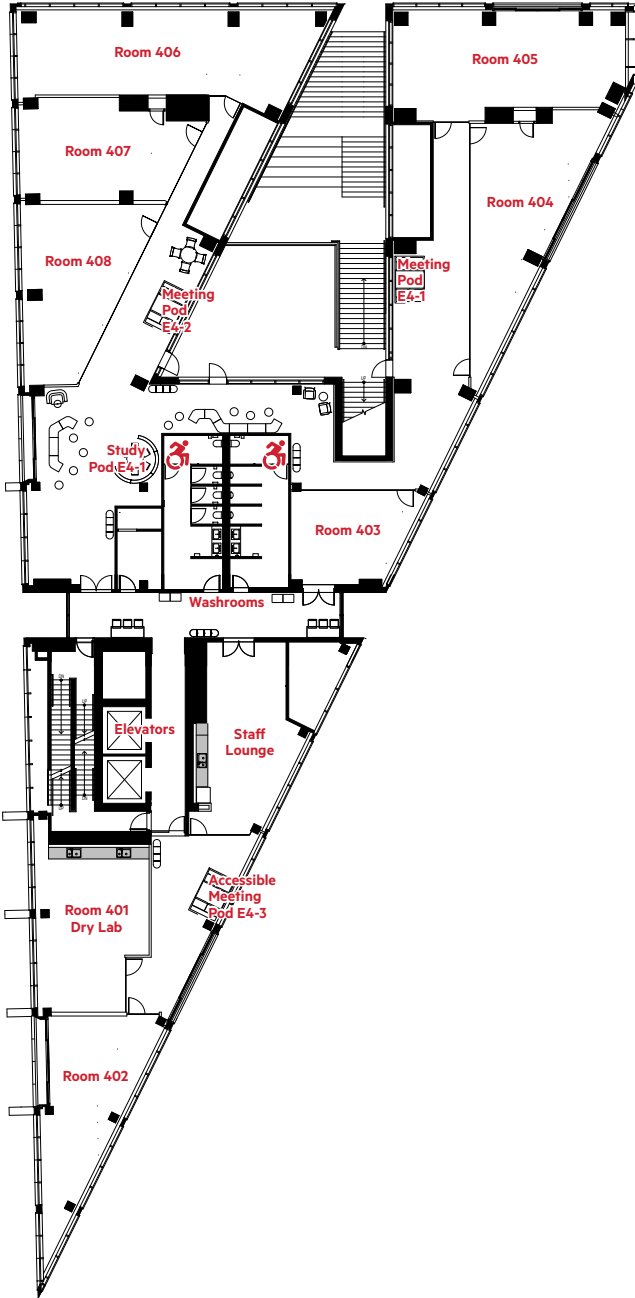
Sheldon Levy
East Building
Level 2



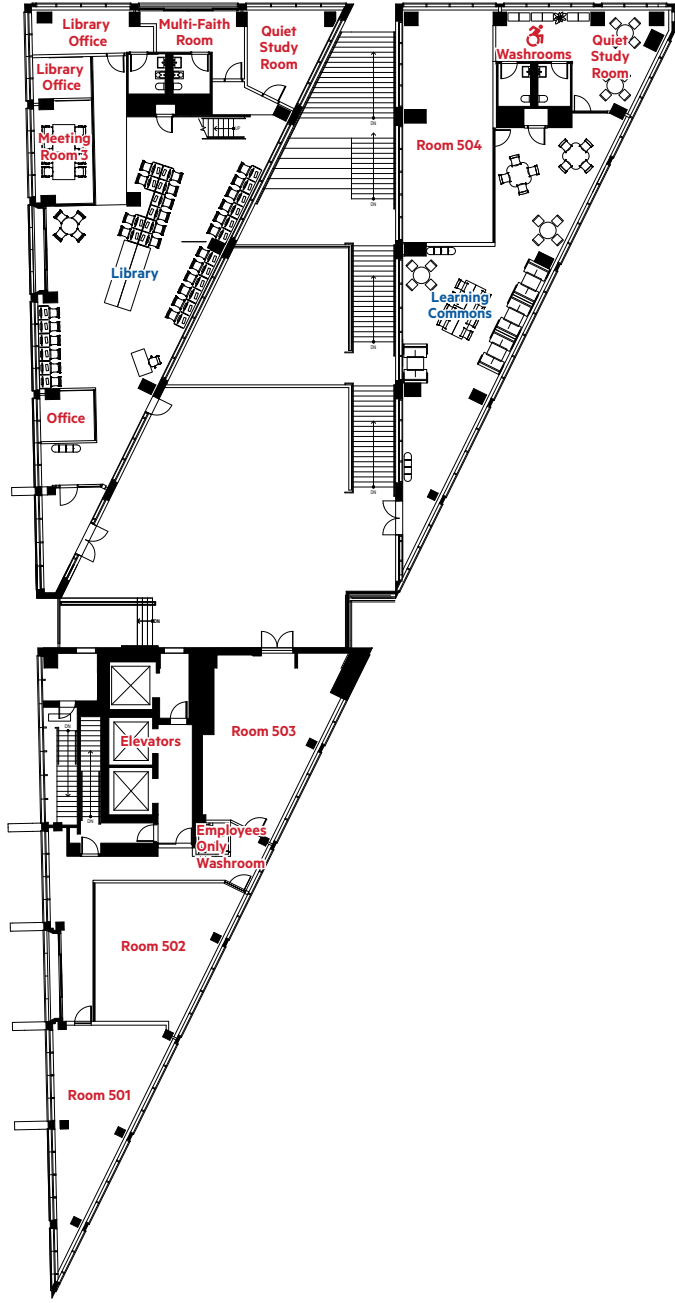
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East Building
Level 3



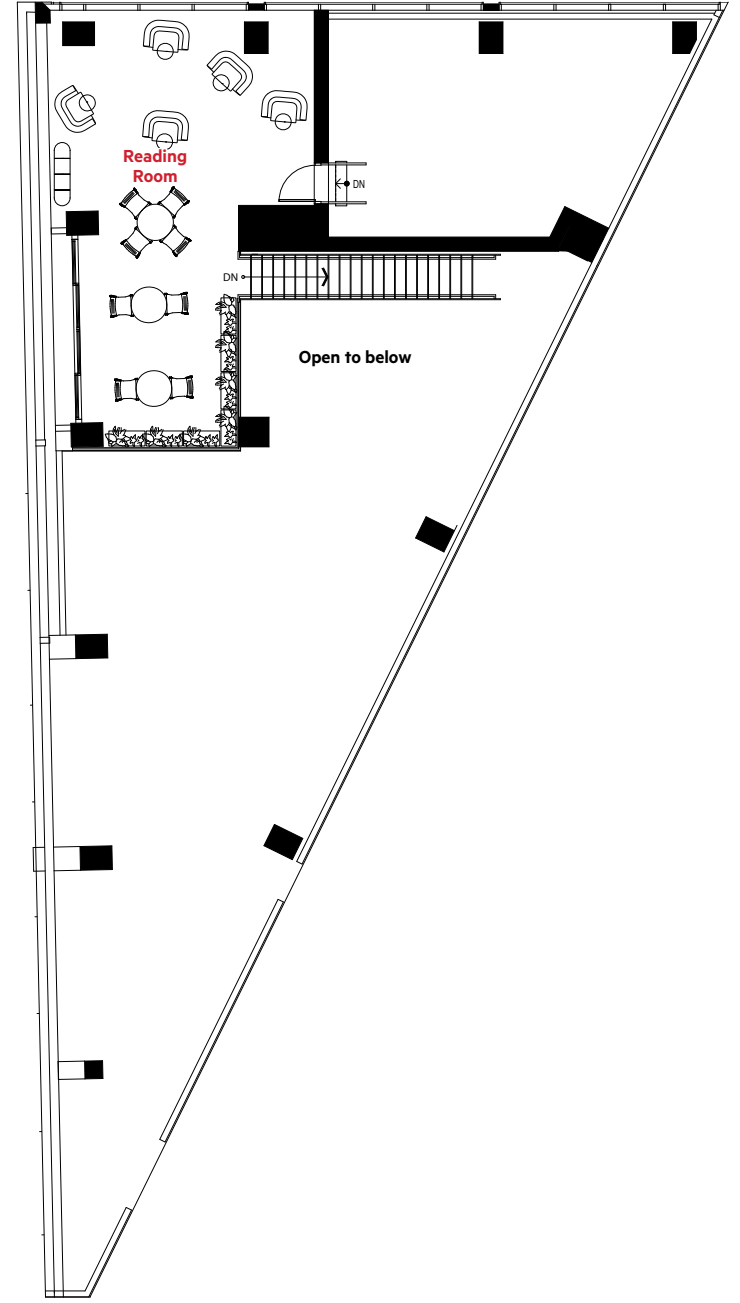
Sheldon Levy
East Building
Level 4



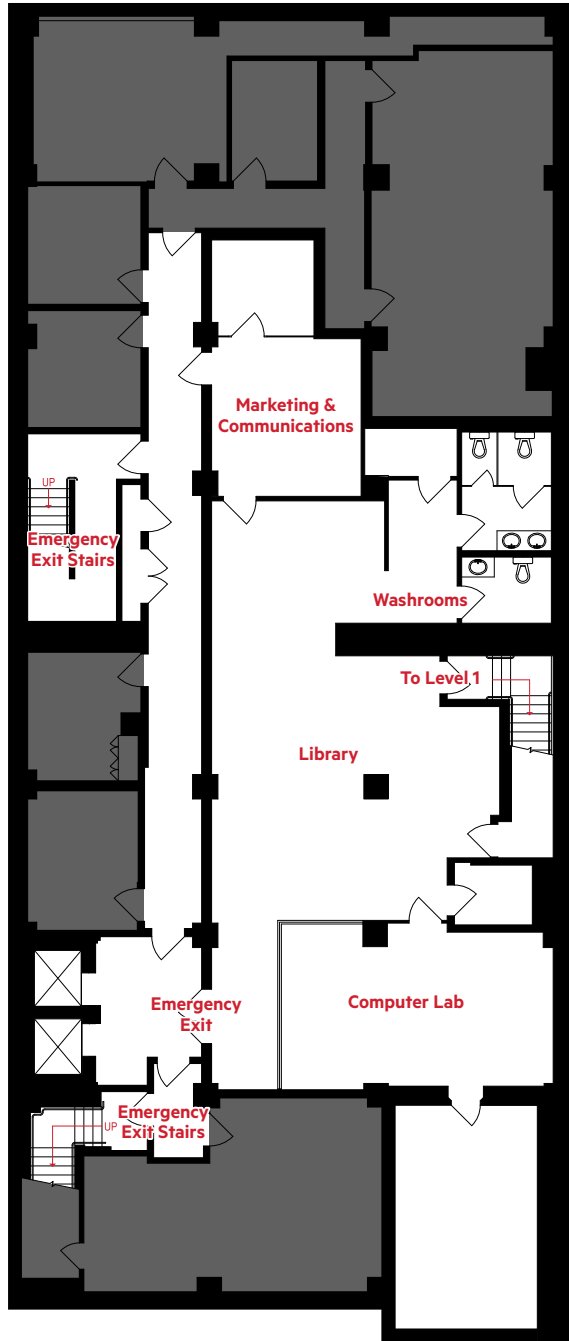
Sheldon Levy
East Building
Level 5



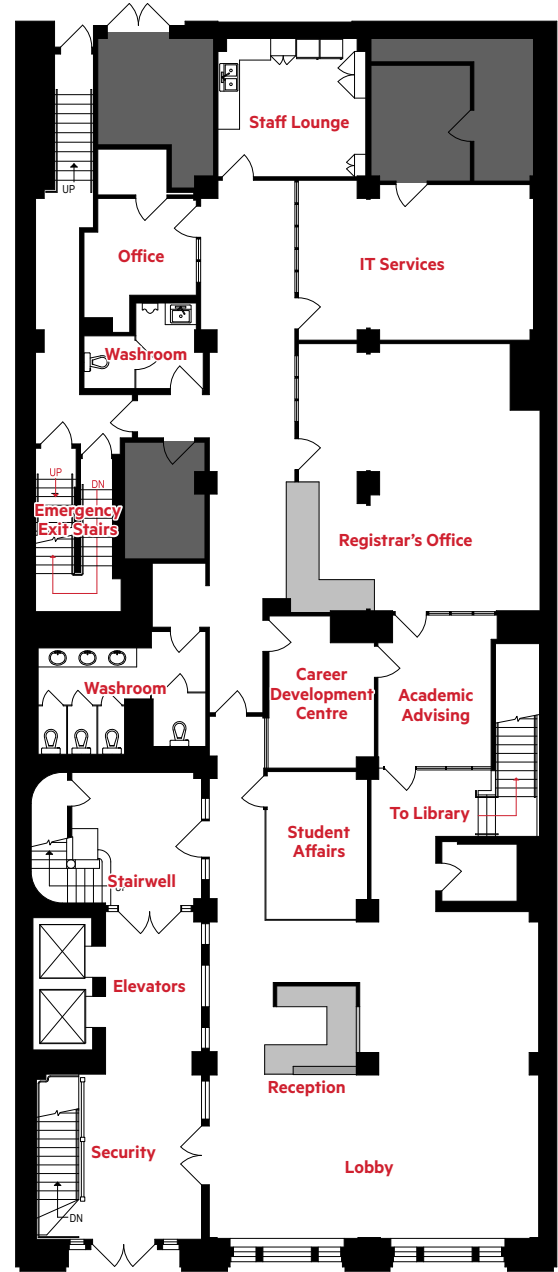
Sheldon Levy
East Building
Level 6



Basement

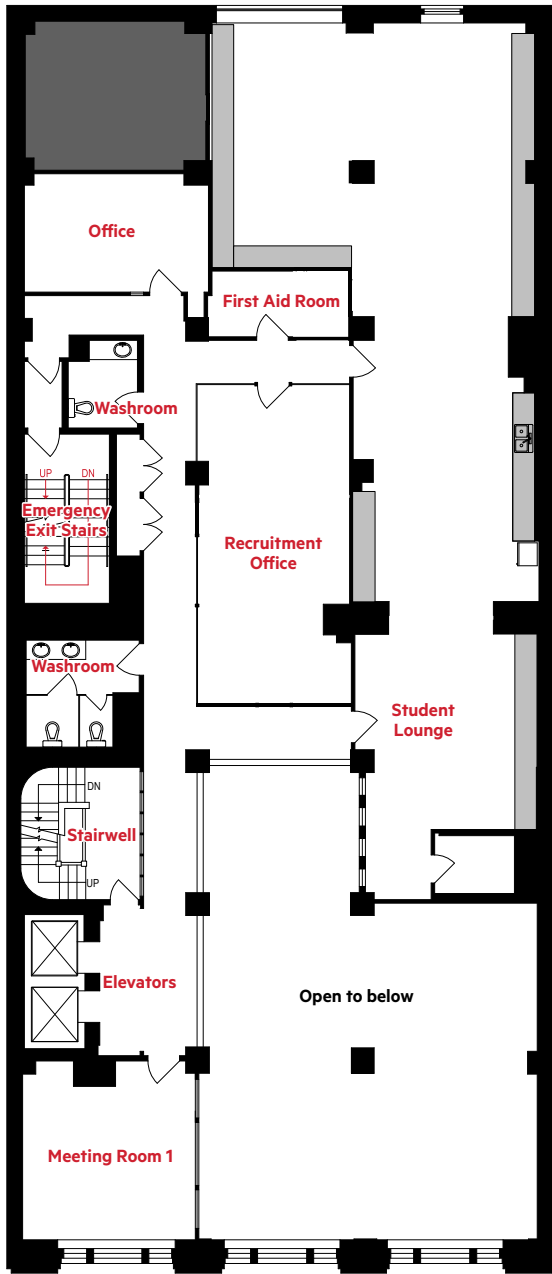


Level 1



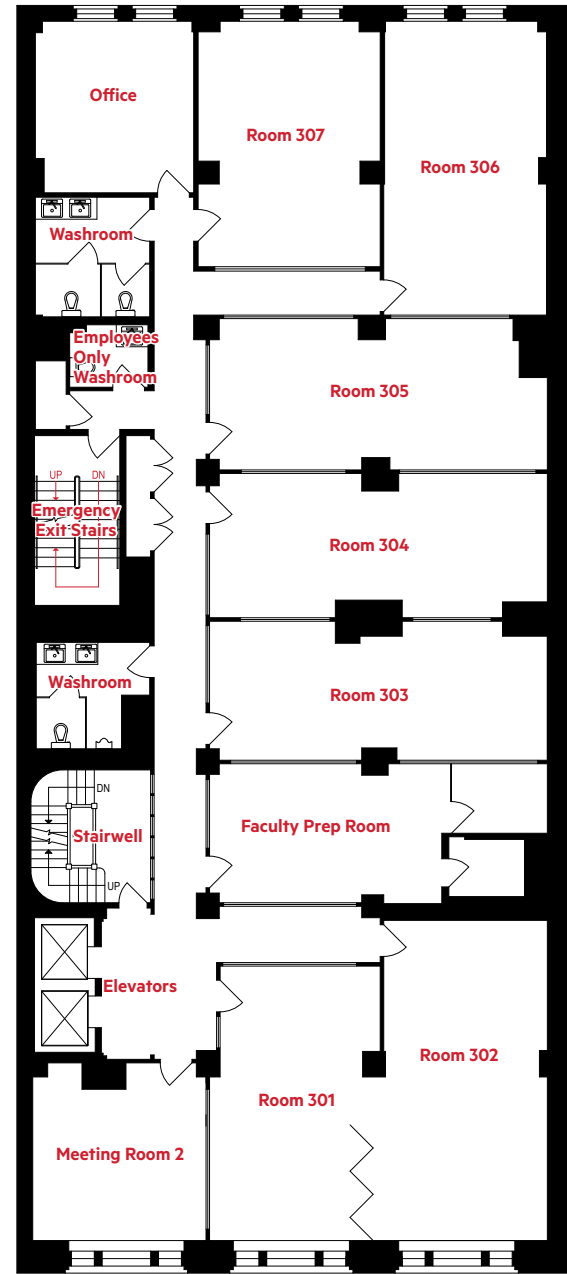
WEST PENDER STREET

Level 2



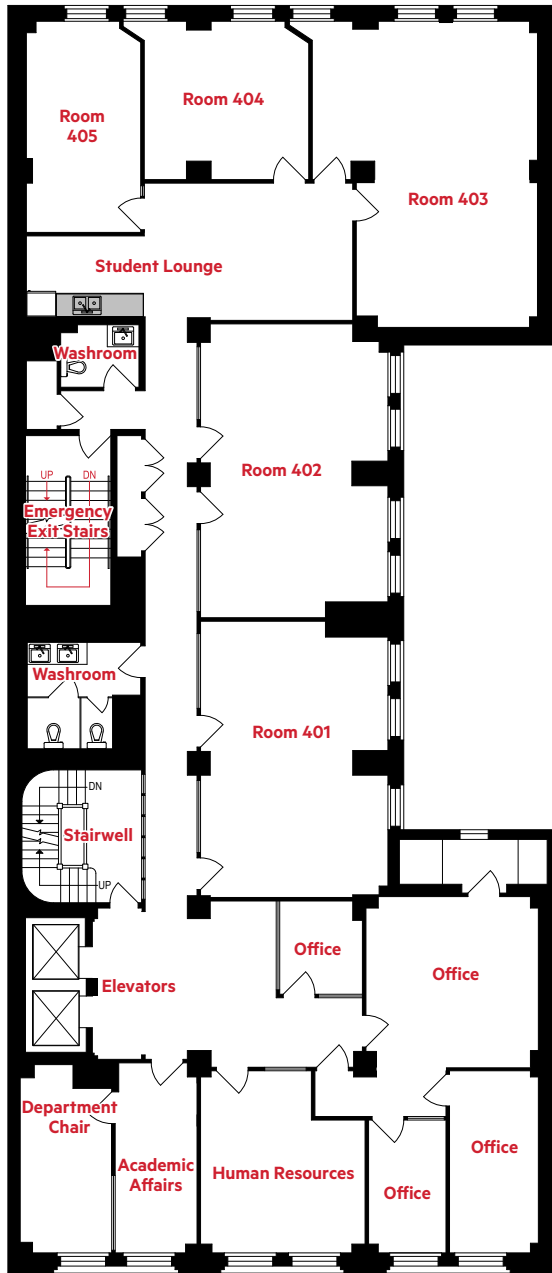
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Level 3



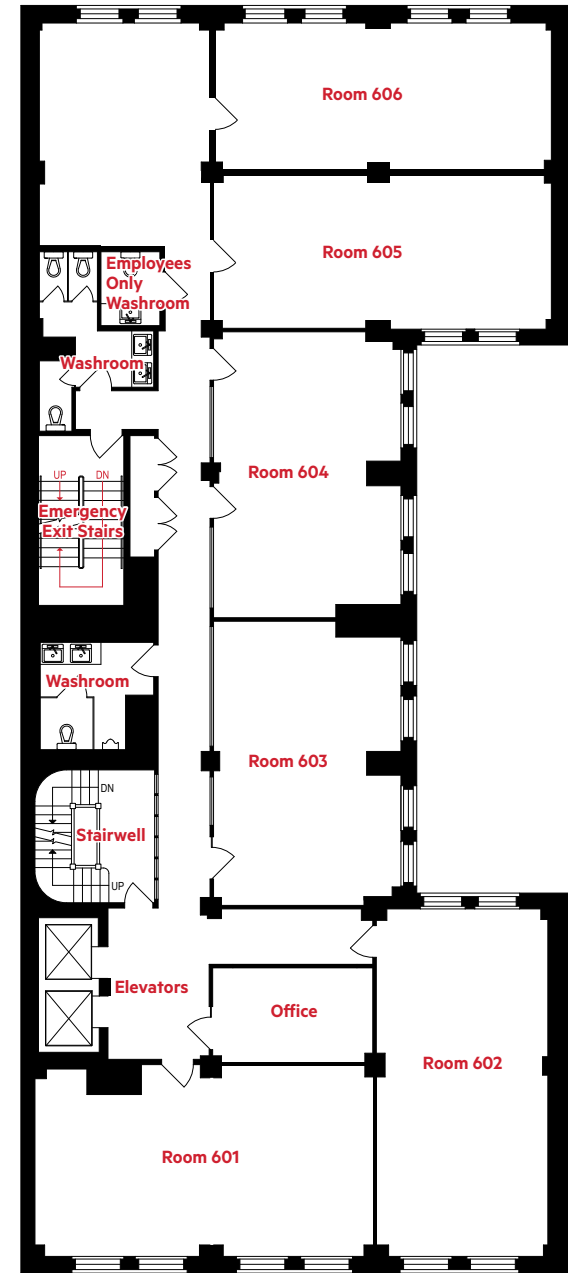
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Level 4



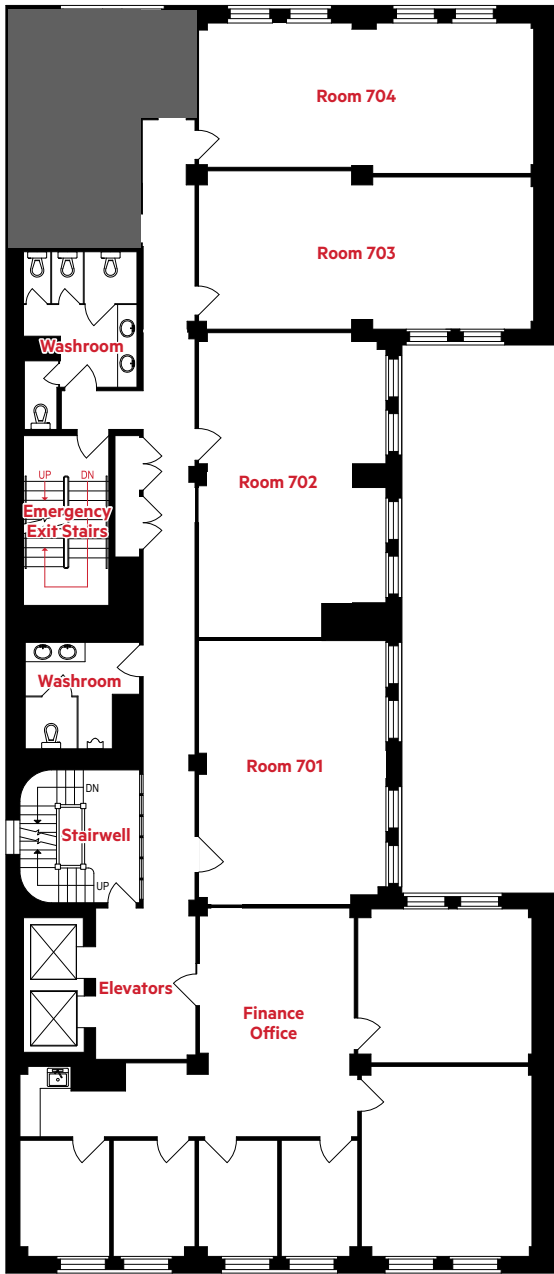
WEST PENDER STREET

Level 6



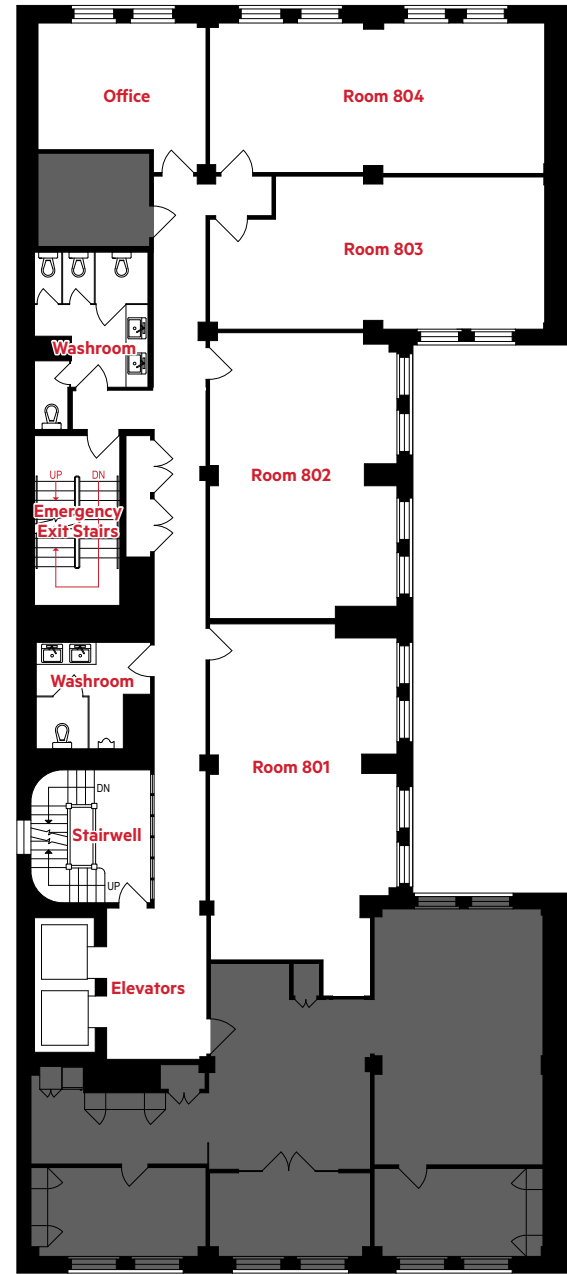
WEST PENDER STREET

Level 7



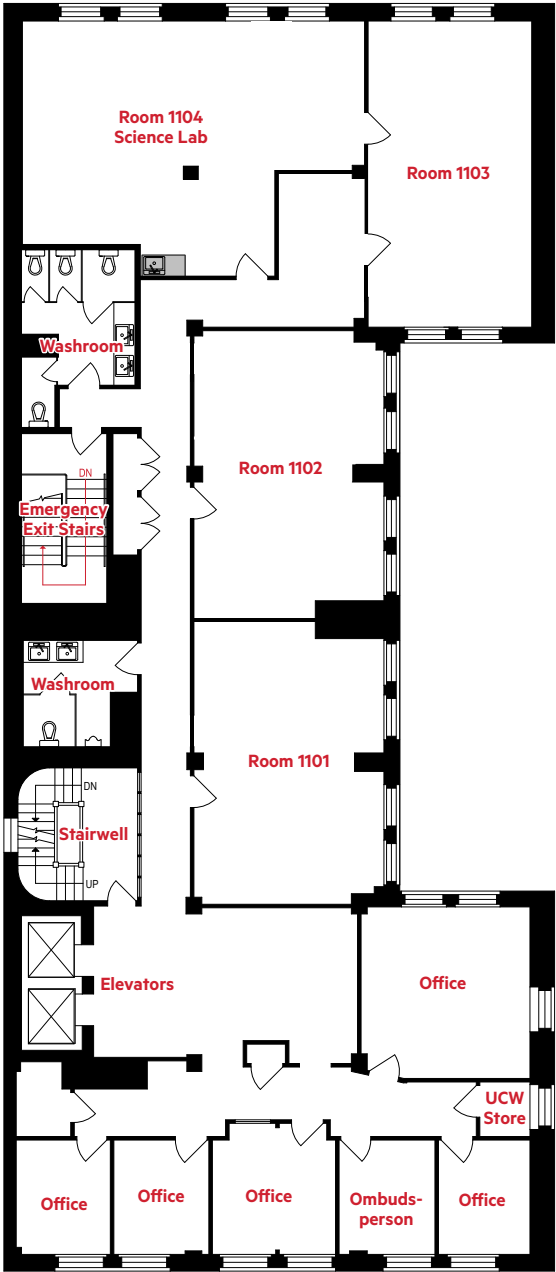
WEST PENDER STREET

Level 8



WEST PENDER STREET

Level 11



WEST PENDER STREET



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WE ACKNOWLEDGE that the territories on which UCW and its campuses are situated are the traditional, ancestral and unceded territories of the x^wməθk^wəy̓əm (Musqueam), Sk̓wx̓ wú7mesh (Squamish) and Sel̓íl wítulh/səlilwətał (Tseil-Waututh) Nations. We thank them for having cared for this land since time immemorial, honour their graciousness to the students who seek knowledge here, and iterate our dedication to valuing the ongoing contributions of Indigenous peoples and communities.