

**Exchange Student Learning
Agreement Course Registration
2018 – 2019**

International Education

University of Northern British Columbia
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**PLEASE READ THE FOLLOWING INFORMATION CAREFULLY
BEFORE COMPLETING YOUR LEARNING AGREEMENT**

Exchange students are not able to register for courses online. Your course registration will be processed for you upon receipt of a completed Course Registration/Learning Agreement form.

Please note that not all courses listed in the Undergraduate and Graduate Calendars are offered each semester. Please use the online course schedule to select your courses each semester.

- Go to <http://www.unbc.ca/programs>
- Click on Course Schedule
- Search by Term – click on the arrow. Choose a semester from the pull-down menu.

For example – 2015 September Semester

- Click Submit
- Choose a subject from the left hand menu
- Select Prince George from the campus menu
- Click the “Class Search” at the bottom left of the page.
- This will bring up all the courses offered for the selected subject within the selected semester.

Program Restrictions and Limitations

Education – Limited to EDU 101 and EDU 201

Social Work – Limited to 4th year elective course list

Environmental Engineering – No entry

Fine Arts – No entry

Medical – No entry

Nursing – No entry

MBA – Master of Business Administration – No entry

Please make sure that there are no time-conflicts, and to choose all labs & tutorials where required.

For example – Calculus I - MATH 100 - A1

A1 means **Lecture** Section 1

If **MATH 100** is followed by **L1 or T1**, the following applies:

L1 means **Lab 1** and T1 means **Tutorial 1**

Where labs and tutorials are required, students must choose 1 lecture section as well as 1 lab and/or 1 tutorial section.

Undergraduate classes are numbered **100 to 499**.

100 – 199 = Year 1

200 – 299 = Year 2

300 – 399 = Year 3

400 – 499 = Year 4

Graduate classes are numbered from **600 to 799**. Only students admitted to Graduate Studies are permitted to choose classes at this level. Program approval may be required where restrictions apply.

Under Days the following applies:

M is for Monday

T is for Tuesday

W is for Wednesday

R is for Thursday

F is for Friday

If a class indicates MWF, the student must attend class on Monday, Wednesday and Friday at the stated time

The University of Northern British Columbia reserves the right to limit enrolment in any Faculty, Program or course. Course offerings may be subject to sufficient demand, and not all Programs are available at every campus



**2018 – 2019 EXCHANGE
Learning Agreement / Course Registration**

Last Name		UNBC Student ID	230
First Name		Date of Birth mm/dd/yy	
Email Address		Telephone	

YEAR & SEMESTER OF STUDY AT UNBC:

Year _____ September Semester only January Semester only Academic Year (September to April) Calendar Year (January to December)

Status Office Use Only	CRN # (ie:50137)	Course Subject & Number (ie:ANTH101)	UNBC Course Title	UNBC Pre-requisite (ie. ANTH 100)	Equivalent Pre-requisite at Home Institution <small>It is the student's responsibility to ensure that they meet any course prerequisites</small>

Home Institution			Name of International Coordinator/Advisor	
Program of Study	Year and Level of Study		Email Address of Coordinator/Advisor	

Student Signature	Date	Home Institution Coordinator/Advisor Signature	Date