



BSN Degree Requirement | Procedure

Taking Non-UBC Courses While in the Nursing Program

Undergraduate Students

Any student enrolled at the University of British Columbia Okanagan campus wanting to begin studies (i.e. an elective to apply towards a degree) at a non UBC institution (i.e. another college or university) is required to complete a [Letter of Permission Request](#) (referred to as a Request hereafter). You do not need to complete a request if you are participating in a Go Global Exchange. To take courses at UBC's Vancouver campus, please visit the [Cross Campus website](#) for more information on this.

It is the responsibility of the student to ensure that the courses taken will satisfy the requirements of the enrolled program. Be sure to review these requirements carefully with an Academic and Career Advisor: <https://students.ok.ubc.ca/academic-success/academic-advising/>.

Once the Letter of Permission request has been submitted, please allow a minimum of two weeks for the letter of permission request to be reviewed. If the letter of permission request is approved, a signed letter will be e-mailed to the student along with the process to follow in order to receive transfer credit at UBC Okanagan campus.

The student is responsible for ordering official transcripts from the institution where the course was taken, requesting the institution to send the transcript to UBC Okanagan Campus. Once the final, official transcript is received and processed by Enrolment Services, UBC Okanagan, transfer credit will be awarded to the student file accordingly.

For more information, please visit the following Frequently Asked Questions page by clicking [here](#).