THE UNIVERSITY OF BRITISH COLUMBIA

Faculty of Arts and Social Sciences
The University of British Columbia
Okanagan Campus
3187 University Way
Kelowna, BC. Canada V1V 1V7

Student Information

Last Name: Given Name: Preferred Name:

Student Number:

Degree Program last attended at UBC: Last Year Level at UBC:

Appeal to be Permitted to Continue Without Delay

Letter of Appeal

Please write your letter of appeal in a separate document with your full name and student number.

Your letter of appeal should be an honest and detailed reflection that explains what underlying issues or factors led to your Failed standing and outline your plan for academic success if your appeal is approved.

Resources

Review the Learning Hub resources found here. Reflect on how you will benefit from these resources, and how they will help you maintain effective study habits (e.g. time management and learning skills).

Academic Plan

Meet with an Academic Advisor before filling out the section below.

Academic & Career Advising Office

What is your degree plan (i.e. What is your intended major? Are you planning on declaring a minor?)? What is your course plan for the upcoming academic year (i.e. how many and which courses are you intending on registering in)? *Please note, students permitted to continue are typically restricted to 9-credits in both term 1 and 2 of their first Winter session back.*

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Additional Information

If there is any further information you would like to be taken into consideration in your appeal to continue without delay, please include it below:

Application Check-List Mandatory Information:

☐ Letter of Appeal
☐ Completed Supplemental Form

Supporting Documents:

We understand that there are often underlying issues that affect your ability to succeed academically, including financial issues, illness, family and relationship concerns, or difficulty managing stress or anxiety. Additional information to include in your letter of appeal, where applicable, may include:

☐ Documentation from a doctor or counsellor supporting your return to full time studies.
☐ A detailed plan on how you are going to support your mental health and the supports you have in place.
☐ A detailed financial plan for the upcoming academic year.
☐ Other, please explain:

Submission Instructions

Send your Letter of Appeal and Completed Appeal Form by June 22, 2026 to the Associate Dean of Undergraduate Studies **fass.students.ubco@ubc.ca**