



REQUEST FOR 2nd DEGREE REQUIREMENTS CHECKLIST

Students who have been admitted to the Faculty of Science on the basis of a previous degree and who have paid the registration deposit may fill out this request form.

Proof of payment of the registration deposit must be attached to this form if you are submitting a physical copy of this form to the Science Student Information Centre. If you are emailing this request form, please attach your proof of payment as a PDF document in the email.

To obtain your proof of payment, log in to your [Student Service Centre](#) and under “Finances”, click “Your Financial Summary”. Select the correct installment and click Print at the top-right corner to either print out the document or [save it as a PDF document](#). Ensure that your name and student number are on the document.

Upon completing this form, please submit it to the [Science Student Information Centre](#) with the proof of payment of the registration deposit, OR email both attachments to advising@science.ubc.ca.

Please allow a minimum of 5-10 working days for processing. You will be notified by email when processing is completed. Students can then either drop by the [Science Student Information Centre](#) or phone for the results.

Name: _____	Student Number: _____
Email Address: _____	Phone Number: _____
Intended Specialization: _____	Year Level: _____
Registration Date: _____	