

Declaring Majors

(Students currently enrolled at UBC)

BFA in Visual Art and BA in Visual Art

Note:

In order to declare your major in visual art either BFA or BA you need to have completed a minimum of 54 credits. There is no portfolio requirement for students who have completed 2nd year-studio courses with a minimum 72% average at UBC.

Students who intend to declare their **minor** in Visual Art should **not** use this form. Please get the Declaring Visual Art Minor form from the Department or at http://www.ahva.ubc.ca/Forms/26_032007_121504.pdf

To declare your major as BFA in Visual Art you must:

1. Have achieved an average grade of 72% in four 200-level visual art courses and in six credits of 100 or 200 level art history;
2. Speak with a Visual Art Advisor and have your approval form signed by **April 30**.
3. You should also make an appointment with Arts Advising to confirm that you have met all the academic requirements for you to declare your major.
4. Submit the attached **Advising Approval Form** to the Undergraduate Secretary by **May 15**. The undergraduate secretary will confirm that you have taken the required second-year studio courses and the required art history requirement and that you have met the 72% requirements and will then process your major declaration.
5. Wait for your program standing to change from BA to BFA VISA. This will happen shortly after **May 30**. Ensure you do not have an advising block on your account, if you do send an email noting this along with your student number to the Undergraduate Secretary at deana.holmes@ubc.ca.
6. Register into 3rd/4th year courses using SSC (Student Service Center) on or soon after your **registration date**. All 300 and 400-level VISA courses are restricted to our declared, approved Majors – aka you.

To declare your major as BA in Visual Art you must:

1. Have achieved an average grade of 72% in four 200-level visual art courses and in the six credits of 100 or 200 level art history;
2. Speak with a Visual Art Advisor have your approval form signed by **April 30**.
3. You should also make an appointment with Arts Advising to confirm that you have met all the academic requirements for you to declare your major.
4. Submit the attached **Advising Approval Form**, along with the completed **Checklist of Requirements Form**, to the Department by **May 15**;
5. Declare your major online via the SSC (Student Service Centre); use Specialization codes. It is suggested that you do this by **May 30**.
6. Email the Undergraduate Secretary once you have done this and the Department will un-block your registration;
7. Register into 3rd/4th year courses using SSC (Student Service Center) on or after your **registration date**. All 300 and 400-level VISA courses are restricted to our declared, approved Majors – aka you.

Visual Art students who have not been able to declare their major

Either due to shortage of credits, missing courses, missing the deadline, etc., your registration will be blocked even if you have the prerequisites. Registration priority is given to the BFA in Visual Art or BA in Visual Art majors. To register in 3rd/4th year VISA courses submit the Registration/Change of Registration form (download from http://students.ubc.ca/current/download/registration_change.pdf), with your choice of 3rd/4th VISA courses, to the Department on as soon as possible before your registration date assigned by SSC (Student Service Centre). Instructor's signature is required only for courses for which you do **not** have the prerequisites.

To use SSC (Student Service Centre) you will need your student ID # and password in order to login to the [Student Service Centre](http://students.ubc.ca/current/download/registration_change.pdf)(<https://ssc.adm.ubc.ca/sscportal/servlets/SRVSSCFramework>).

*Advising Approval Form and Checklist on the following pages:

What you must do:

Bring a printout of your academic record and copies of any transcripts from other post-secondary institutions to your meeting with a Visual Art Advisor.

Note:

For all BFA in Visual Art and BA in Visual Art students, **course registration is blocked** until this Advising Approval Form is signed and submitted to the Department.

Visual Arts Undergraduate Approval

Declaring BA/BFA Major

Note:

This checklist only confirms the Department's requirements for declaring BFA in Visual Art or BA in Visual Art major; Faculty of Arts' requirements must also be completed. Please consult the UBC Calendar or www.arts.ubc.ca website for more details.

BA/BFA

Student name: _____

Student number: _____

Course requirements checklist:

First and Second Year BA/BFA

VISA 180/182	Average 72% or	_____
VISA 183	above	_____
VISA 110		
ARTH 100/200 level	6 credits	72% or above
VISA 200 level	12 credits	72% or above

Completion of 100 and 200 level requirements: Yes / No

If no, courses/credits still required:

Advisor name: _____

Signature: _____

Student signature: _____

Date: _____