

From: **Northern Lights College (NLC)**  
Associate of Arts Degree, General Studies

To: **University of Northern BC (UNBC)**  
Bachelor of Arts (BA Degree, major in Public  
Administration and Community Development)

The following list of course equivalents will appear on the transfer credit summary for students who have successfully completed **NLC's Associate of Arts Degree in General Studies** and are successfully admitted to the **Bachelor of Arts degree, major in Public Administration and Community Development at UNBC for the 2023-2024 Academic Calendar**.

Information in this handout is unofficial and should be used as a guide only. For questions regarding admission to UNBC or course selection please contact Student Recruitment & Advising at 250-960-6306 or [advising@unbc.ca](mailto:advising@unbc.ca).

NOTE: *As per UNBC Undergraduate Calendar Regulation number 14, "Students must complete a minimum of 30 credit hours of upper division UNBC course work to receive a UNBC degree."*

## Associate of Arts Degree

### General Requirement:

60 credits of first-and second-year courses (normally 20 courses). These must include a minimum of 18 credits (6 courses) in Arts at the second-year level, in two or more subject areas.

### Specific Requirements:

**A.** 6 credits in 100-level English

**B.** 9 credits (3 courses) in Science at the 100- or 200-level, including:

- 3 credits in Mathematics, Computer Science, or Statistics (a Statistics course could be in a discipline other than Math, e.g., Business or Psychology)

- minimum of 3 credits in a 100- or 200-level lab science

**C.** 36 credits (12 courses) in Arts, including:

- 6 credits (2 courses) in 100- or 200-level Humanities other than English but including the Creative/Performing Arts

- 6 credits (2 courses) in 100- or 200-level Social Sciences

- 24 additional credits (8 courses) in Arts

**D.** 9 credits (3 courses) in Arts, Science, or other areas (ie., Business, etc.)

Concentrations: Associate of Arts Degrees with a concentration or specialization require a minimum of 15 credits in a single discipline; normally, 6 of these credits must be at the second-year level.

Flexible Pre-Majors: Where possible, students are encouraged to embed Flexible Pre-Majors in Associate Degrees with a Specialization. For more information on Flexible Pre-Majors, please see the college website.

Note: An individual course may not be used to fulfill more than one of the "specific" requirements listed above.

### Recommended Courses to take:

NLC Course Number	Course Title	UNBC Equivalence <sup>1</sup>
ANTH 101 or MGMT 107	Cultural & Social Anthropology I Fundamentals of Marketing	ANTH 102-3 COMM 240-3
ECON 101	Principles of Economics (Micro)	ECON 100-3
ECON 102	Principles of Economics (Macro)	ECON 101-3
FNST 100	Aboriginal Peoples of Canada	FNST 100-3
GEOG 100	Intro to Human Geog Places & Regions in a Global Ctxt	GEOG 101-3
GEOG 240	Social Geography	GEOG 206-3
MATH 104	Intro to Statistics	ECON 205-3
MGMT 204	Human Resource Management	COMM 330-3
MGMT 219	Entrepreneurship: Start Up	COMM 302-3
MGMT 302	Business Sustain/Environment	COMM 100-3
POLI 100	Politics and Government	POLS 100-3
POLI 101	The Government of Canada	POLS 200-3
PSYC 224	Organizational Behavior	COMM 230-3
SOWK 201	Intro to Social Welfare	SOWC 201-3

<sup>1</sup> Course equivalencies were determined through the articulation process and are listed on the BC Transfer Guide, [www.bctransferguide.ca](http://www.bctransferguide.ca)  
Student will need to choose coursework appropriately so as not to receive duplicate Transfer Credit.

**Note:** Above based on the 2023 NLC website.

## Top 10 things you should know and do for a successful, smooth transfer to UNBC:

### 1. **Haven't applied to UNBC and have questions?**

Contact [futurestudents@unbc.ca](mailto:futurestudents@unbc.ca) or visit <https://unbc4u.unbc.ca>. Our UNBC Recruitment team is happy to answer questions and help you apply to your desired program.

### 2. **Once you have been admitted and have received your Transfer Credit Summary, touch base with your Student Advisor.**

Your Student Advisor can help discuss how your transfer credits will be applied towards your UNBC program, any and all resources available to you and ultimately guide you through things you might not know about transferring to UNBC! Don't know who your student Advisor is? Find out here:

<https://www2.unbc.ca/advising/contact>

### 3. **Read carefully through all the details of your Pathway.**

We have included many details in this document about multiple aspects of the transfer process. Have a question? Email [transfercredit@unbc.ca](mailto:transfercredit@unbc.ca).

### 4. **Use the BC Transfer Guide!**

The BC Transfer Guide ([www.bctransferguide.ca](http://www.bctransferguide.ca)) allows you to search how your post-secondary coursework might transfer to UNBC. In conjunction with your pathway/arrangement document, we highly recommend using the BC Transfer Guide to explore how your previous post-secondary courses might transfer to UNBC!

### 5. **Know what 'Academic Calendar' means.**

When admitted to UNBC, you are following the program requirements of the Academic Calendar of your admit year. For example, if you are admitted for September 2022, you will be following the 2022-2023 Academic Calendar throughout the entirety of your undergraduate degree. Please ensure you are not simply "Googling" your program requirements, but using the appropriate Academic Calendar by visiting [www.unbc.ca/calendar](http://www.unbc.ca/calendar).

**To learn more about your academic calendar, touch base with your Student Advisor.**

### 6. **Hold onto your previous institution's course outlines!**

It's very possible that you have taken a course that needs to be reviewed. If this is the case, we may ask for course outlines in order to give you the most accurate and up-to-date information. Additionally, if you receive 'UNSP' credit as the course has never been reviewed, you can submit your course outlines to

[transfercredit@unbc.ca](mailto:transfercredit@unbc.ca).

### 7. **Understand the terminology!**

Not sure what 'UNSP' means? Confused by the course numbering assigned to your transfer credit (ie. 2XX)?

Be sure to visit our Transfer Credit Definitions page to learn more about your transfer credit:

<https://www2.unbc.ca/registrar/transfer-credit-definitions>

### 8. **Be Patient!**

Great things take time. Similarly, it can take up to 6 weeks for courses to be articulated once you have submitted course outlines.

**9. Understand your Degree Evaluation!**

Your Degree Evaluation is available once course registration opens/is open for your first semester at UNBC. Your degree evaluation organizes your course work for you, showing you how your transfer credit is being use and can help you track your progress to graduation.

<https://www2.unbc.ca/advising/understanding-your-degree-evaluation>

**10. Want to find out how many courses you have remaining to complete a Bachelor degree?**

Completing a two-year diploma program does not automatically mean that you will only have 2 years remaining of a Bachelor's degree. Remaining coursework is very subjective as each transfer student might have taken different courses. This means that it is very possible that you may have to take first year courses at UNBC. For a smooth transfer into the program, we highly recommend completing any courses listed under the 'Recommended Courses to take' section of the pathway if applicable. Contact your Student Advisor for more information!

**Questions? Here's who to contact:**

Admissions – [admissions@unbc.ca](mailto:admissions@unbc.ca)

Transfer Credit – [transfercredit@unbc.ca](mailto:transfercredit@unbc.ca)

Degree Evaluation and Advising Questions:

- Find out who your Advisor is: <https://www2.unbc.ca/advising/contact>
- Then reach out and send them an email!

**We are looking forward to seeing you at UNBC!**