



Graduate Studies Online Application

University of British Columbia Vancouver Campus

Application

► Application Confirmation

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a place of mind
THE UNIVERSITY OF BRITISH COLUMBIA

The University of British Columbia
Faculty of Graduate Studies
Office of the Dean
Vancouver Campus
170 - 6371 Crescent Road
Vancouver, BC Canada V6T 1Z2

Phone 604 822 2848
Fax 604 822 5802
www.grad.ubc.ca

December-06-12

Dear Zheyu Jin:

Thank you for your application for admission to the Master of Science program in Computer Science for the Winter Session Term 1 starting September 2013. As we have received your application electronically, please do not submit a paper application.

Your UBC Student Number is: 81207136. This number is required to retrieve information from your file and should be kept confidential. You will need to refer to this number when you correspond with or contact the University of British Columbia.

Application Checklist

Please arrange to send ALL the following documents in support of your application directly to the Department of Computer Science by December-15-12.

- The following is a list of the required documents. Please arrange to submit them **before December 15** or as soon as possible.
- **Permanent Resident of Canada or Landed Immigrant (only)**
If you are a permanent resident of Canada, please send a copy of both front and back of your Permanent Resident Card. If you are a landed immigrant, please send a copy of your Record of Landing.
- **[Online submission](#) of Graduate Application Supporting Material and uploading of Statement of Interest, Photocopies/Unofficial transcripts and Resume (optional)** URL:
<https://apps.cs.ubc.ca/gradsAdmission/apply/register.jsp>

Please allow one WORKING DAY turn-around time (ie. if you submit your application on the weekend, please wait till TUESDAY) after submitting the graduate application to login. If you are unable to login after one working day, please contact Joyce Poon (poon@cs.ubc.ca).

Applicants can update any information on this form themselves after submission. Note: official transcripts in the required format must also be submitted before the application is considered. Please refer to #8 and 9 for detail information about submitting official transcripts and degree certificates.

A reminder that you must press the "submit" button when you are ready to submit your material.

Format for Statement of Interest

PART 1: Research Interests

The statement of interest is your opportunity to tell us about you and your interests. It should be a brief 1 page (or at the most, 2 pages) that describes:

- a. the research area(s) you might pursue in graduate school,
 - b. your future academic and career plans,
 - c. and those aspects of your previous education, training and work experience that prepared you for graduate school and future career.
- Because each faculty member can supervise a limited number of graduate students, not all qualified applicants for a given area will be accepted into the program.

PART 2: Honors, Scholarships, fellowships, and awards received during your academic studies.

Beginning with your most recent, give the name of the award, the value, the period help and the type (institutional, provincial, national or international) and a brief description. DO NOT send photocopies of your scholarships.

PART 3: Publications

Beginning with your most recent, list using the following headings and order in your listing:

- a. Articles published or accepted in refereed journals
- b. Articles submitted to refereed journals;
- c. Other refereed contributions (eg., technical reports, conference presentations, posters, etc.).
- d. Technology transfer; and e. Contributions resulting from your participation in industrially relevant Research & Development activities;
- f. Patent and copyrights awarded or submitted (e.g., software, but excluding publications).

Please indicate the full authorship as it appears/will appear in the original publication, year, title, and publication name and volume; and number of pages. DO NOT send your article or thesis.

PART 4: Relevant work experience

Beginning with your most recent, describe any relevant work experience you may have.

- a. Position held and nature of work
- b. Name of Organization and department
- c. Period (mmm/yyyy – mmm/yyyy)

● **Test of English Proficiency (if applicable)**

Applicants who have or are going to receive a degree from any of the following countries are exempt: Australia, Botswana, Canada, Ireland, Kenya, New Zealand, South Africa, United Kingdom, USA, and the English speaking countries of the West Indies.

All applicants who have not and do not expect to receive a degree from the above named countries are required to submit one of the following tests of English proficiency scores.

TOEFL test takers can request electronic submission of scores to universities. For all other tests an official paper test score report ordered from the testing agency is required. Photocopies of test scores are not acceptable.

The test must be taken within the last 24 months at the time of submission of your application.

An offer of admission will NOT be given unless this requirement is met.

- [TOEFL](#) scores must be at least 100 for TOEFL iBT, 600 for paper-based test, 250 for computer-based test. Notarized copies are NOT acceptable. (Institution Code: 0965; Dept Code: 78).
- [International English Language Testing Service \(IELTS\)](#)
A minimum overall band score of 6.5 is required with a minimum score of 6.0 in each component of the academic (NOT general) IELTS test.
- [Michigan English Language Assessment Battery \(MELAB\)](#)
A minimum overall MELAB score of 81 is required.

- **2 sets of Official Transcripts**

Transcripts: All applicants must submit two official copies of their transcripts from all colleges and universities attended (with the sole exception of UBC) in envelopes that have been sealed and endorsed by the issuing institution. Please do not send academic records that are not in sealed and endorsed envelopes, as this will only delay the processing of your application.

Translation of Transcripts: If you have graduated from institutions where the transcripts are issued in a language other than English, then you must:

- arrange to submit two sets of official transcripts in original language in sealed envelope endorsed by the issuing university
- obtain two sets of certified literal English translation of your transcripts from your home university's translation service.
If your home university does not provide English translations of transcripts, you must:
 - make a photocopy of your copy of the transcripts. Do not open a sealed, endorsed envelope containing transcripts intended for submission to your program
 - take the copies to a certified English translator and ask for a complete, word-by-word, literal English translation
 - tell the translator to put both the original language photocopy and the literal English translation into a sealed envelope, and endorse the envelope by signing across the seal
 - submit the 2 sets of translations in sealed, endorsed envelopes from the translator

Please note that you need to submit 2 sets of endorsed documents from the translator and original language transcripts in sealed envelopes endorsed by the issuing institution.

For information on universities issuing only a single copy of academic records, or that only issue academic records in languages other than English, see the [FOGS website](#).

- **2 sets of Degree Certificates (if applicable)**

In order to verify that the degree is completed, the official transcript must indicate BOTH the degree name AND the degree conferral date. If either or both information are missing, then official copies of the degree certificates (in the same manner as the official transcripts) are required. We are not asking that your university to issue duplicate certificates. Simply provide stamped attested photocopies of the degree certificates in sealed envelopes and endorsed by the Registrar of the issuing university. Degree certificates must be in both original language AND certified English translation in envelopes which have been sealed and endorsed by the issuing institution. Notarized copies are NOT acceptable.

Applicants from PR China must submit two sets of official degree certificates in both original language and certified English translation regardless of whether the graduation date is noted on the transcript.

For information on universities issuing only a single copy of academic records, or that only issue academic records in languages other than English, see the [FOGS website](#).

- **3 References**

We **do NOT** accept hard copies of references. Your referees **MUST** submit them online. Once you submit your application, the online reference system will automatically email a reference request on the applicant's behalf to the emails listed on the application. If your referee lost the email, please ask him/her to contact Joyce Poon (poon@cs.ubc.ca) and provide the applicant's first and last name in the email.

- Detail information about the document requirements is available on the web, please refer to our website at:
http://www.cs.ubc.ca/prospective/grad/grad_procedure.shtml

Your application will not be reviewed until all required documents have been received.

If you hope to live on the UBC Vancouver campus in the event that you are admitted, we strongly recommend applying for residence at your earliest convenience at www.housing.ubc.ca. Your chances will be best if you apply as early as possible, even without having received a program admission offer yet, and if you apply for year-round housing instead of winter session only.

Thank you for your application.
UBC Faculty of Graduate Studies

For further information, please contact:

Graduate Program

grad-info@cs.ubc.ca

Phone: (604)827-5309

Fax: (604)822-5485

www.cs.ubc.ca/prospective/grad

Graduate Department Address:

Department of Computer Science

Faculty of Science

The University of British Columbia

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Canada

