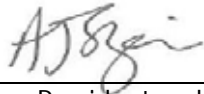


SUBJECT	NEW AND INCREASED ACCEPTANCE DEPOSITS FOR SPECIFIED GRADUATE PROGRAMS
MEETING DATE	APRIL 2, 2019

Forwarded on the Recommendation of the President

**APPROVED FOR
SUBMISSION**



for Santa J. Ono, President and Vice-Chancellor

FOR INFORMATION

Report Date	March 12, 2019
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Presented By Andrew Szeri, Provost and Vice-President Academic

EXECUTIVE SUMMARY

Specified graduate programs in Applied Science, Arts, the Sauder School of Business, and Dentistry propose non-refundable acceptance deposits for students who accept offers of admission. Acceptance deposits are credited towards the first tuition instalment. Students who do not commence their programs, after accepting an offer of admission, are not refunded their deposits.

Each Faculty has set a deposit at a level that they believe will help address the issues they encounter with respect to acceptance and attendance. The Sauder School is also proposing a deferral non-refundable acceptance deposit, which would be collected when a student requests a deferred admission. This would be collected in addition to the original non-refundable acceptance deposit. Both deposits would be forfeited if a student fails to register in the deferred session.

Attachments

1. Memorandum approved by the President: Non-refundable Acceptance Deposits for specified Graduate programs in Applied Science, Arts, Sauder, and Dentistry
 - a. Appendix A: Current and Proposed Acceptance Deposits for specified Graduate Programs
 - b. Omnibus Deposit – Student Tuition Consultation Report

STRATEGIC CORE AREAS SUPPORTED

a People and Places Research Excellence Transformative Learning Local / Global Engagement

DESCRIPTION & RATIONALE Please refer to the attached memorandum approved by the President: Non-refundable Acceptance Deposits for specified graduate programs in Applied Science, Arts, Sauder, and Dentistry.

BENEFITS Learning, Research, Financial, Sustainability & Reputational

The intent of the non-refundable acceptance deposit is to reduce the number of students who accept an offer of admission but do not attend. The programs where new or increased deposits are being proposed are relatively limited in cohort size and relatively expensive to provide. Under these circumstances, late declines or “no shows” can have significant administrative, planning, and financial impacts on the faculty, as well as impacts on students who were placed on a waitlist, and offers of scholarships.

SCHEDULE Implementation Timeline

The proposed non-refundable acceptance deposits will be effective for students commencing study in the 2019-2020 academic year.

CONSULTATION Relevant Units, Internal & External Constituencies

The Alma Mater Society (AMS), the Graduate Students Society (GSS) and relevant faculty-specific student societies were invited to a consultation regarding non-refundable acceptance deposits for the specified graduate programs. This consultation occurred between February 8 and March 8, 2019.

THE UNIVERSITY OF BRITISH COLUMBIA



Provost and Vice-President, Academic
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MEMORANDUM

TO: Professor Santa J. Ono, President and Vice-Chancellor
FROM: Professor Andrew Szeri, Provost and Vice-President, Academic
DATE: March 12, 2019
RE: **Non-refundable Acceptance Deposits for specified Graduate programs in Applied Science, Arts, Sauder School of Business, and Dentistry**

It is hereby requested that the President approve the following non-refundable acceptance deposits effective in the academic year 2019/20:

- A new non-refundable acceptance deposit of \$1,000 for both domestic and international students applying to the following programs:
 - Master of Architecture,
 - Master of Landscape Architecture,
 - Dual Master of Architecture and Master of Landscape Architecture, and
 - Master of Urban Design;
- A new non-refundable acceptance deposit of \$1,000 for both domestic and international students applying to the Master of Public Policy and Global Affairs program;
- An increased non-refundable acceptance deposit from \$2,500 to \$5,000 for both domestic and international students applying to the following programs:
 - Master of Business Administration
 - Dual Master of Business Administration and Juris Doctor (deposit for Master of Business Administration portion only)
 - Professional Master of Business Administration
 - International Master of Business Administration
- An increased non-refundable acceptance deposit from \$1,000 to \$5,000 for both domestic and international students applying to the following programs:
 - Master of Business Analytics
 - Master of Management

Attachment 1: Memorandum approved by the President: Non-refundable Acceptance Deposits for specified Graduate programs in Applied Science, Arts, Sauder, and Dentistry

- A new deferral non-refundable acceptance deposit of \$2,500 for both domestic and international students applying to the following programs:
 - Master of Business Administration
 - Dual Master of Business Administration and Juris Doctor (deposit for Master of Business Administration portion only)
 - Professional Master of Business Administration
 - International Master of Business Administration
 - Master of Business Analytics
 - Master of Management
- A new non-refundable acceptance deposit of \$12,250 for domestic students and \$17,500 for international students applying to the following programs:
 - Combined Master of Science in Craniofacial Science and Diploma in Endodontics
 - Combined Master of Science in Craniofacial Science and Diploma in Orthodontics
 - Combined Master of Science in Craniofacial Science and Diploma in Pediatric Dentistry
 - Combined Master of Science in Craniofacial Science and Diploma in Periodontics
 - Combined Master of Science in Craniofacial Science and Diploma in Prosthodontics
 - Combined Doctor of Philosophy in Craniofacial Science and Diploma in Endodontics
 - Combined Doctor of Philosophy in Craniofacial Science and Diploma in Orthodontics
 - Combined Doctor of Philosophy in Craniofacial Science and Diploma in Pediatric Dentistry
 - Combined Doctor of Philosophy in Craniofacial Science and Diploma in Periodontics
 - Combined Doctor of Philosophy in Craniofacial Science and Diploma in Prosthodontics

The non-refundable deposit is levied when a student accepts an offer of admission and is applied to the student's first tuition instalment. Students who accept an offer of admission and then fail to register will forfeit the deposit.

BACKGROUND AND RATIONALE

The intent of the non-refundable acceptance deposit is to reduce the number of students who accept an offer of admission, but do not attend. The programs where new or increased deposits are being proposed are relatively limited in cohort size and relatively expensive to provide. Under these circumstances, late declines of offer or 'no shows' can have significant administrative, planning, and financial impacts on the faculty, as well as impacts on students who were placed on a waitlist, and on offers of scholarships.

The purpose of the non-refundable acceptance deposit is to encourage applicants with offers of admission from UBC and from other universities to make their decisions in a timely manner, and with some commitment to the program. Such decisions will permit the programs to expedite offers to waitlisted students if spaces become available and to offer scholarships to students who are to be admitted, as well as to more efficiently plan any academic and co-curricular programming contingent on

Attachment 1: Memorandum approved by the President: Non-refundable Acceptance Deposits for specified Graduate programs in Applied Science, Arts, Sauder, and Dentistry

the size of the incoming student cohort. The intent of implementing or increasing the deposit is not to place undue hardships on students.

Each Faculty has set a deposit at a level which they believe will help address the issues in terms of acceptance and attendance. The Sauder School of Business is also proposing a deferral non-refundable acceptance deposit, which is collected when a student requests a deferred admission. This is collected in addition to the original non-refundable acceptance deposit. Both deposits will be forfeited if students fail to register in the deferred session.

The Alma Mater Society (AMS), the Graduate Students Society (GSS) and relevant faculty-specific student societies were invited to a consultation regarding non-refundable acceptance deposits for the specified Graduate programs. This consultation occurred between February 8 and March 8, 2019.

Schedule of Implementation:

Academic Year 2019/20.

Attachments

- 1a. Appendix A: Current and Proposed Acceptance Deposits for specified Graduate Programs
- 1b. Omnibus Deposit – Student Tuition Consultation Report

Attachment 1a: Appendix A: Current and Proposed Acceptance Deposits for specified Graduate Programs

Appendix A: Current and Proposed Acceptance Deposits for specified Graduate Programs

	Current Domestic Acceptance Deposit	Current International Acceptance Deposit	Proposed Domestic Acceptance Deposit	Proposed International Acceptance Deposit	Proposed Domestic Deferral Deposit	Proposed International Deferral Deposit
Effective 2019S session						
Applied Science						
Master of Architecture	N/A	N/A	\$ 1,000.00	\$ 1,000.00	N/A	N/A
Master of Landscape Architecture	N/A	N/A	\$ 1,000.00	\$ 1,000.00	N/A	N/A
Dual Master of Architecture and Master of Landscape Architecture	N/A	N/A	\$ 1,000.00	\$ 1,000.00	N/A	N/A
Master of Urban Design	N/A	N/A	\$ 1,000.00	\$ 1,000.00	N/A	N/A
Arts						
Master of Public Policy and Global Affairs	N/A	N/A	\$ 1,000.00	\$ 1,000.00	N/A	N/A
Commerce						
Master of Business Administration	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Dual Master of Business Administration and Juris Doctor*	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Professional Master of Business Administration	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
International Master of Business Administration	\$ 2,500.00	\$ 2,500.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Master of Business Analytics	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Master of Management	\$ 1,000.00	\$ 1,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00
Dentistry						
Combined Master of Science in Craniofacial Science and Diploma in Endodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Master of Science in Craniofacial Science and Diploma in Orthodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Master of Science in Craniofacial Science and Diploma in Pediatric Dentistry	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Master of Science in Craniofacial Science and Diploma in Periodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Master of Science in Craniofacial Science and Diploma in Prosthodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Doctor of Philosophy in Craniofacial Science and Diploma in Endodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Doctor of Philosophy in Craniofacial Science and Diploma in Orthodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Doctor of Philosophy in Craniofacial Science and Diploma in Pediatric Dentistry	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Doctor of Philosophy in Craniofacial Science and Diploma in Periodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
Combined Doctor of Philosophy in Craniofacial Science and Diploma in Prosthodontics	N/A	N/A	\$ 12,250.00	\$ 17,500.00	N/A	N/A
* Deposit for Master of Business Administration portion only.						

OMNIBUS DEPOSIT STUDENT TUITION CONSULTATION REPORT

The Vice-President, Students Office, in partnership with the Faculty of Dentistry, Faculty of Commerce, School of Public Policy and Global Affairs, and the School of Architecture and Landscape Architecture, conducted a student consultation regarding a proposal to introduce or increase deposits for some of their professional programs. This report outlines the consultation process and summarizes student feedback including the student representatives' submission verbatim (when provided) in Appendix 2.

Student Representative Bodies Invited to the Consultation

- Alma Mater Society (AMS)
- Graduate Student Society (GSS)
- PMBA Executive Council
- Master of Management 2019
- MBA Society
- MBAN Student Society

Mode of Consultation

The consultation consisted of an e-consultation and a face-to-face meeting. Student representative groups were invited to the consultation through email, and asked to distribute the invitation to their constituents as they felt appropriate. Student representative groups were also offered a face-to-face meeting to discuss the tuition proposal. A meeting was not requested by student representatives.

Basis of Consultation: The consultation was based on a tuition proposal and rationale document created jointly by the Faculty of Dentistry, Faculty of Commerce, School of Public Policy and Global Affairs, and the School of Architecture and Landscape Architecture. Please see Appendix 1 for the invitation and tuition rationale document.

Timelines: The e-consultation was conducted over the period of February 8th 2019 to March 10th 2019.

Summary of Student Feedback:

Two email submissions were received, both from student organizations in the Sauder School of Business (PMBA Student Society, MM Class of 2019). Both indicated they had no concern or issues related to the deposit proposal.

Verbatim submissions can be found in Appendix 2.

Additionally, student representatives raised concerns about the deposit amount directly with the School of Architecture and Landscape Architecture. As a result, the deposit amount was amended to \$1000 from \$2000 for all School of Architecture and Landscape Architecture programs covered in the consultation.

No further submissions were received.

APPENDIX 1: INVITATION TO CONSULTATION AND TUITION RATIONALE DOCUMENT

Good morning,

There are proposals by Faculty of Dentistry, Faculty of Commerce, School of Public Policy and Global Affairs, and the School of Architecture and Landscape Architecture to introduce or increase deposits for some of their professional programs.

In order to inform the program leads and the Board of Governors with regards to the **proposal for deposits** for these programs, the University is undertaking a consultative process to get your comments as student representatives, and provide an opportunity for students to provide individual comments on the proposal if they wish. **Please note: the scope of this consultation process is limited to the deposit proposal.**

The consultation will consist of:

1. e-consultation

Please find attached a document which outline the details of the deposit proposal, including:

- the rationale for the deposit proposal
- the proposed deposits.

Please share the document and this email as you see appropriate. **Comments on the deposit proposal and student organization submissions can be provided confidentially to: Ben Pollard (Ben.Pollard@ubc.ca), Director, Vice President Students Office.**

2. Face to Face meeting

If requested by student representatives, we can arrange a face-to-face meeting with the program leads regarding this proposal. Please advise as soon as possible if you would like us to arrange a meeting.

THE CONSULTATION PROCESS WILL END MARCH 10TH.

Confidentiality

Comments will be collected by the Vice-President Students Office, and only analysts within that office will know the identity of individual students submitting comments. At no time will anyone outside of the Vice President Students Office know the identity of individual students who submit comments to this consultation. Your comments will only be used for the purposes of the consultation.

Comments from individual students will be stripped of any identifying information to ensure confidentiality, but otherwise will be provided to the responsible program leads and Board of Governors verbatim.

Comments received from student organizations will be reported as coming from those organizations, and provided to the responsible faculty and Board of Governors as received. There will also be a summary report of the consultation developed for the Faculty and Board of Governors.

If you have any questions about this process, please contact Ben Pollard in the Vice President Students Office at Ben.Pollard@ubc.ca (Director, Vice President Students Office)

Please let me know if you have any questions about the process.

Thank you

Ben Pollard

DEPOSIT PROPOSAL CONSULTATION OVERVIEW

There are proposals by Faculty of Dentistry, Faculty of Commerce, School of Public Policy and Global Affairs, and the School of Architecture and Landscape Architecture to introduce or increase deposits for some of their professional programs.

This is being presented as an omnibus proposal as the same general rationale holds for all proposals.

Rationale:

The same general rationale holds for the introduction of deposits for all of the programs: to reduce the number of students who accept but do not attend.

The programs where these increased or new deposits are being proposed are relatively limited in cohort size and relatively expensive to provide, and operate at or below cost-recovery. Under these circumstances, late declines can have significant administrative, planning and financial impacts on the faculty, as well as impacts on students who were on the waitlist to attend, as well as for the offer of scholarships to students in order to increase attendance.

The purpose of the non-refundable acceptance deposit is to encourage applicants with offers of admission from UBC and from other universities to make their decisions in a timely manner, and with some commitment to the program. Such decisions will permit the programs to expedite offers to waitlisted students if spaces become available and to offer scholarships to students who are to be admitted, as well as to more efficiently plan any academic and co-curricular programming contingent on the size of the incoming student cohort.

The programs have identified that declines and deferrals can have a significant impact on the programs. Some examples include:

MPPGA

Currently some students accept an offer to the program and renege before the start of the program. For example, the 2018/19 cohort started with 52 accepted offers; however, by September 2018, 16 of these students had decided not to join the program. This is approximately 30% of admitted students, and presents challenges, not only in terms of being able to offer those places to waitlisted students who are keen to study public policy at UBC, but also in terms of ensuring appropriate financial and administrative management of the program.

SAUDER

The 2018 recruitment and admissions cycle, with classes starting on August 26, 2018, experienced significant student melt, resulting in both lost revenue and unused scholarship money that the Faculty could have used to yield other students earlier in the cycle. Financial impacts include:

MM August 2018 Entry	3 Students deferred/withdrew	\$135,000CAD
MBAN August 2018 Entry	3 Students deferred/withdrew	\$161,000CAD
FT-MBA August 2018 Entry	11 Students deferred	\$864,000CAD
	Total=>	\$1,160,600CAD

Dentistry

Dentistry's programs are very small cohort (4 per year). An applicant who declines the Dentistry offer does so after receiving an offer of admission, which only occurs after a specialty-specific evaluation at UBC. Successful candidates are then offered admission to the program. The "waitlist" of qualified candidates is limited. In conjunction with the

competitiveness specialty programs offered in Canada and the United States, a place that is declined may result in an inability to fill the spot and therefore result in a financial loss.

Program	Notes
PhD or MSc/Diploma in Endodontics	2018 - 1 decline
PhD or MSc/Diploma in Orthodontics	2018 - 2 decline
PhD or MSc/Diploma in Pediatric Dentistry	2016 - 1 decline 2017 - 1 decline 2018 - 1 decline
PhD or MSc/Diploma in Periodontics	2017 - 1 decline
PhD or MSc/Diploma in Prosthodontics	2016 - 2 decline 2018 - 2 decline

PROPOSED DEPOSITS

Each faculty has set a deposit at a level that reflects the amount they believe will help to address the issues in terms of acceptance/decline. Sauder is also looking to introduce a deferral deposit, as there have been challenges with the number of deferrals, and ensuring that held places are actually taken up after the deferral.

The list of programs, their cohort size, tuition and their proposed deposit (including existing deposit as applicable) are:

Faculty	Program	Tuition (and Clinic Fees in Dentistry)	Cohort size	Current Deposit	Proposed Deposit
APSCI (SALA)	MLA	\$5,493 (dom) \$40,314 (intl)	20	\$0	\$2000
	MARCH	\$5,493 (dom) \$40,314 (intl)	56	\$0	\$2000
	MARCLA	\$7,959 (dom) \$60,471 (intl)	5	\$0	\$2000
	MUD	\$18,399 (dom) \$32,880 (intl)	17	\$0	\$2000
Sauder	FTMBA	\$48,448.96 (dom) \$80,059.28 (intl)	~100 With goals to increase to 120	\$2500	\$5000 acceptance deposit; \$2500 deferral deposit
	JDMBA	\$48,448.96* (dom) \$80,059.28* (intl) *for MBA portion	~1-3 per year in the combined	\$2500*	\$5000 acceptance deposit*; \$2500 deferral deposit*
	Professional MBA	\$48,448.96 (dom) \$80,059.28 (intl)	50-60	\$2500	\$5000 acceptance deposit; \$2500 deferral deposit
	International MBA	\$48,448.96 (dom) \$80,059.28 (intl)	50-60	\$2500	\$5000 acceptance deposit; \$2500 deferral deposit
	Master of Management	\$29,609.49 (dom) \$44,997.18 (intl)	50-60	\$1000	\$5000 acceptance deposit; \$2500 deferral deposit
	Master of Business Analytics	\$39,535.20 (dom) \$53,559.99 (intl)	50-60	\$1000	\$5000 acceptance deposit; \$2500 deferral deposit

Arts/ SPPGA	MPPGA	\$45,631.94 (dom) \$73,212.71 (intl)	36	\$0	\$1000
Dentistry	PhD or MSc/Diploma in Endodontics	\$52,418.58 (dom) \$82,469.35 (intl)	4	0	\$12,250 (dom) \$17,500 (intl)
	PhD or MSc/Diploma in Orthodontics	\$52,418.58 (dom) \$82,469.35 (intl)	4	0	\$12,250 (dom) \$17,500 (intl)
	PhD or MSc/Diploma in Pediatric Dentistry	\$52,418.58 (dom) \$82,469.35 (intl)	4	0	\$12,250 (dom) \$17,500 (intl)
	PhD or MSc/Diploma in Periodontics	\$52,418.58 (dom) \$82,469.35 (intl)	4	0	\$12,250 (dom) \$17,500 (intl)
	PhD or MSc/Diploma in Prosthodontics	\$52,418.58 (dom) \$82,469.35 (intl)	4	0	\$12,250 (dom) \$17,500 (intl)

APPENDIX 2: STUDENT SUBMISSIONS

There were submissions from two student societies.

Hi Natasha,

Thank you for the reminder!

Overall, the MM Classic Student Executives including myself saw no issue with the deposit proposal. At our Town Hall, none of the students in attendance took issue either. One person who deferred their admissions offer by a year shared that perhaps the deposit (in its increased size) would have dissuaded her from confirming her place at all, however, she was not firm in this stance and offered it as something to consider.

Thank you and please let me know if you need anything else.

Cheers,

Ali Webster

President | MM Class of 2019
UBC Sauder School of Business

Hi Natasha,

I'm the president of the PMBA 2020 Student Society - no concerns or questions from us.

Cheers,

Colin