



SUBJECT	Non-Refundable Acceptance Deposit - Master of Engineering, UBC Okanagan
SUBMITTED TO	Finance Committee
MEETING DATE	June 3, 2025
SESSION CLASSIFICATION	Recommended session criteria from Board Meetings Policy: OPEN
REQUEST	APPROVAL REQUESTED IT IS HEREBY RESOLVED that, in accordance with authority delegated by the Board of Governors, the Finance Committee approves a \$1,000 CAD non-refundable acceptance deposit for the existing Master of Engineering (MEng) at UBC Okanagan, applicable to both international and domestic students, effective September 2026.
LEAD EXECUTIVE	Rehan Sadiq, Provost and Vice-President Academic, UBC Okanagan
SUPPORTED BY	N/A

EXECUTIVE SUMMARY

[The course-based Master of Engineering \(MEng\) program](#) is designed for engineering graduates who want to advance their careers with further education. In addition to courses in specific technical areas, students take a variety of courses such as professional communications, ethics, and leadership. Students have the option to choose from two streams:

- 12-Month: Course only
- 16- to 24-Month: Course work and internship

Proposed Acceptance Deposit: Rationale

Acceptance deposits aim to reduce melt which is the difference between the number of students accepting their offers and students showing up by the add/drop deadline. Acceptance deposits are charged when students accept their offers, and they are counted towards their tuition. Thus, they do not increase the overall cost to students. Following are the reasons for introducing such a deposit for the MEng program:

- **Enrollment planning and reduction of melt:** The MEng program at the School of Engineering needs accurate enrollment estimates in order to plan the academic course offerings. Currently, without a deposit, we have between 30% and 50% melt. This makes resource allocation for courses extremely difficult. The tracking of admitted students in the presence of melt also puts significant strain on administration.
- **Improved course offerings and program design:** Due to the high melt rate, the School of Engineering has had to rely on cross listed graduate courses for the MEng program, rather than providing tailored graduate courses for MEng students. To ensure that there are adequate student numbers for a higher quality MEng program with more dedicated MEng courses we need to reduce melt.
- **Allowing for a January intake:** Due to the uncertainty in the duration required for obtaining study permits, a new January intake has been introduced to provide more flexibility to international students. This makes the issue of planning courses and program design even more critical since we need to ensure that there are adequate student numbers to support the January intake.

- **Fairness and waitlist management:** Even though the MEng program has not had a waitlist in the past, it is anticipated that better courses, enabled in part by the reduction of melt, could lead to the necessity of a waitlist. In this case, a tuition deposit would lead to a shorter waitlist and more fairness to applicants, since fewer students without a strong intention to start the program would accept their offers.

Costs of comparable Acceptance Deposits

For comparison, the UBCO Calendar (<https://okanagan.calendar.ubc.ca/fees/policies-fees>) shows the following tuition deposits for graduate programs for 2024-2025.

	Domestic	International
Applied Science		
Master of Engineering Leadership	\$5,000.00	\$5,000.00
Master of Design	\$500.00	\$1000.00
Management		
Master of Management	\$1000.00	\$1000.00
Science		
Master of Data Science	\$3000.00	\$3000.00

APPENDICES

1. Master of Engineering (MEng) Acceptance Deposit: Consultation Report



Master of Engineering (MEng) Acceptance Deposit: Consultation Report

Date of Report: April 25, 2025

Program Overview

The Faculty of Applied Science is undertaking consultation regarding the course-based Master of Engineering (MEng) program acceptance deposit. [The course-based Master of Engineering \(MEng\) program](#) is designed for engineering graduates who want to advance their careers with further education. In addition to courses in specific technical areas, students take a variety of courses such as professional communications, ethics, and leadership.

Key features of the program

Successful completion of the Master of Engineering degree includes 30 credits of coursework of which 24 credits must be Graduate level courses from the School of Engineering.

The MEng program is offered for **Civil, Electrical, or Mechanical Engineering**. There are two available streams for the Master of Engineering program. Both options are open to all students.:

- 12-Months: Course Only
- 16-24 Months: Courses and Internship

Proposed Acceptance Deposit Change Overview

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Proposed Acceptance Deposits

Given the professional nature of the MEng program, it is most comparable to the Master of Management listed above. Both are course-based programs with three mandatory installments: \$7,664.64 for international students in the Master of Management program, and \$8,369.77 for international students in the Master of Engineering program



(<https://okanagan.calendar.ubc.ca/fees/tuition-fees/graduate/masters>). We believe that following their model of **\$1000 acceptance deposit for domestic and international students** strikes a healthy balance between affordability for international students and an incentive for students to only accept offers when they have a strong intent to come to campus.

Confidentiality

Comments were collected by the Office of the Associate Vice-President Students, and only analysts within that office know the identity of individual students submitting comments. Comments will only be used for the purposes of the tuition consultation. Comments from individual students will be stripped of any identifying information to ensure confidentiality but otherwise will be provided to the responsible Faculties and the Board of Governors verbatim.

Results of the Student Consultation

The Associate Vice-President, Students Office, invited elected student leadership to participate and to share with their student members the opportunity to provide feedback on this proposed new program tuition.

The tuition consultation was sent by email to the elected student leadership in the Student Union Okanagan, as well as to student leaders in Engineering, including the Engineering Society General. They were contacted by email on March 20, 2025 and asked to provide feedback by Monday April 14, 2025. A variety of methods were offered including an online (Zoom) consultation, in person, or email feedback.

The Office of the Associate Vice President Students did not receive any feedback from students regarding this consultation.