

1+1 Matching Program Application for Cohort 17 (Jan 2021 - Dec 2022)

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Thank you for your interest in UBC Sauder School of Business 1+1 Matching Program. Please review the following information carefully when completing your application.

Program Overview

The 1+1 Matching Program is a 2-year program at the Sauder School of Business at the University of British Columbia. The purpose of this program is to offer participants the chance to study management, economics, public policy making, and other related areas and to obtain a UBC Sauder Executive Education program certificate.

A total of 22.5 course credits are required to be completed during the program. Participants must complete their course requirements, undertake an industry research project, and meet with various governmental and other organizations in the community.

Due to Covid-19, the regular June intake for Cohort 17 has been postponed to January 2021. As the worldwide pandemic continues, there may be further changes to the program.

Certificate Streams

- Certificate in Public Sector Management
- Certificate in World Trade and International Management

Program Fee

The total program fee for 2021-2022 is \$52,350.00 (CAD).

Program Timeline* for 2021-2022

Dec 2020	Mandatory 14-day quarantine due to Covid-19
Jan 2021	Preparatory Program - ELI English Program Begins
May 2021	UBC Undergraduate Programs – 2021 Summer Term 1 Begins
June 2021	2021 Summer Term 2 Begins
Aug 2021	Submit research topic and interest areas
Sept 2021	2021 Winter Term 1 Begins
Jan 2022	2022 Winter Term 2 Begins
May 2022	Start Industry Research Project
June 2022	Executive Education Programs
Nov 2022	Project Completion
Dec 2022	Program Completion

*Timeline is subject to change

Application Process

Application Deadline: August 31, 2020

Required Documents:

- 1+1 Matching Program Application Form
- Letter of Intent
- Two reference letters (can be emailed directly to Program Manager enclosed in sealed envelopes with the referee's signature across the seal)
- Resume
- One recent passport-size photograph and in .jpg via email
- Copy of your passport
- Official university transcripts (in English)
- Official TOEFL (Minimum Score: IBT 80) OR
IELTS Academic (Minimum Score: 6.0) OR
Pearson Test of English Academic (Minimum Score: 53) OR
MELAB (Minimum Score: 76)

Applications can be submitted by email, where possible, or by mail to the attention of **Sunny Lee** at the address below. We look forward to receiving your application.

Sunny Lee

Program Manager

Executive Education

UBC Sauder School of Business

1600 - 800 Robson Street Vancouver BC V6Z 3B7

Phone: 604-827-4604

Fax: 604-822-8496

sunny.lee@sauder.ubc.ca

Additional Information

English Proficiency Minimum Requirement

- Test of English as a Foreign Language (TOEFL): 80 iBT
<http://www.ets.org/toefl>
- International English Language Testing System (IELTS): 6.0
<http://www.ielts.org/default.aspx>
- Pearson Test of English Academic (PTE Academic): 53
<http://www.pearsonpte.com/PTEAcademic/Pages/home.aspx>
- Michigan English Language Assessment Battery (MELAB): 76 and the results from the voluntary speaking test
<http://www.cambridgemichigan.org/institutions/products-services/tests/proficiency-certification/melab/>

English Language Training

During the first 8 weeks of the program, participants should complete intensive English language training at the English Language Institute (ELI) at UBC. Participants are responsible for their application and the *additional fees associated with this course*. Further information about the course and the application procedures can be found at: <http://www.eli.ubc.ca/>. It is highly recommended that participants continue to take further training to improve fluency and proficiency in English.

Housing

Most participants chose to live on campus. Participants are encouraged to apply for On-Campus housing **as soon as you are interested in applying to the 1+1 Matching Program (i.e. do not wait until you submit the 1+1 Matching Program application to submit the On-Campus housing application)**. On-Campus housing applications are processed by a separate department at UBC and decisions are independent of acceptance to the 1+1 Matching Program. All applications are processed on a first-come-first-serve basis and there is no preferential treatment for UBC Sauder program applicants. New students start to apply for housing almost 1 year before school term starts; thus, housing applications are **highly competitive**. Please submit your application as soon as possible directly at:

- **Important notices regarding On-Campus housing due to Covid-19:** <https://vancouver.housing.ubc.ca/covid-19/>
- UBC Student Housing: <https://vancouver.housing.ubc.ca/>
- Student Family Housing: <https://vancouver.housing.ubc.ca/residences/acadia-park/>

Since acceptance to On-Campus housing is not guaranteed, participants should also plan for, and budget for, off-campus housing. For more information, please visit: <https://vancouver.housing.ubc.ca/other-housing/off-campus-housing/>

Canadian Government Entry Requirements and Children's Education

Participants (and their families) are required to obtain the necessary documents to enter Canada legally for the duration of this program. Participants in this program must have two-year study permits. Participants who intend to take on an internship position will need a work permit for the period of internship. Further information can be found at: <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada.html>

If you have children that will be attending school in Canada they will be required to obtain a study permit. Participants are responsible for obtaining the correct permits and paying for any application fees, tuition, medical insurance and other associated fees related to their children's education as international students. Under the provincial laws of British Columbia, participants of the 1+1 Matching Program **do not** qualify for waiver of tuition for their children at the local school boards. *Participants should budget for all fees for their children (current tuition at the Vancouver School Board is C\$15,000 per year and subject to change)*. Participants' spouses who are authorized to work for a period of one year or more, and is, or will be employed for at least 20 hours per week *could* qualify for free tuition for their children. Please send your enquiries directly to <https://www.vsb.bc.ca/site/International-Education/Apply/Pages/default.aspx> as UBC is unable to assist with any inquiries regarding participants' children education, nor tuition requirements for participants children.

**Due to COVID-19 situation, please check the Canadian Federal and BC government website regularly for updates. Current processing times for study permits are affected by Covid-19. Additionally, you must have a plan for 14 days of quarantine upon arrival even if you have no symptoms. Please refer to:*

Federal Govt: <https://www.canada.ca/en/immigration-refugees-citizenship/services/coronavirus-covid19/visitors-foreign-workers-students.html#restrictions-students>

BC Govt: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support>

UBC: <https://students.ubc.ca/covid19/international-immigration-health-insurance-faq-covid-19>

Other Reliable Sources of Information

1. World Health Organization - <https://www.who.int/>
2. British Columbia Centre for Disease Control - <http://www.bccdc.ca/about/news-stories/stories/2020/information-on-novel-coronavirus>
3. Vancouver Coastal Health - <http://www.vch.ca/about-us/news/vancouver-coastal-health-statement-on-coronavirus>
4. Public Health Agency of Canada (Government of Canada) – <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection>
5. Outbreak Update - <https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection.html>

Newcomer's Guide

This is a guide for new immigrants but it has pertinent information that can help you settle in such as money and banking, healthcare and education, etc. The guide is available in 10 different languages including Korean.

<https://www.welcomebc.ca/Start-Your-Life-in-B-C/Newcomers-Guides/Newcomers-Guide-Provincial>

1+1 Matching Program Certificate Admission Application

Please type or print clearly to fill in the blanks and use check marks where appropriate.

Applicant Information

Personal Information

Mr. Ms. Family (Last) name: _____ First name: _____

Date of birth (yyyy/mm/dd): _____

Home Address: _____

Home phone: _____ Mobile phone: _____ Email: _____

Work Information

Name of Organization: _____

Current Job Title: _____

Work Address: _____

Work phone: _____ Fax: _____ Email: _____

Family Members Information

Name (Family, Given)	Gender (M or F)	Date of Birth (yyyy/mm/dd)	Relationship to Applicant

Citizenship Information

Country of citizenship: _____ Country of birth: _____

Are you also a citizen of a second country? Yes No

If you have a Canadian Social Insurance Number, please provide it: _____ Email: _____

If you are a landed immigrant, please enter date of landing (yyyy/mm/dd): _____

If you are not a Canadian citizen, please enter your intended visa status below (select one):

Diplomat Permanent Resident Refugee

Minister's Permit Student Authorization

Program Selection

Indicate the certificate under which you are applying:

- Certificate in Public Sector Management
- Certificate in World Trade and International Management

Academic Information

You must list all post-secondary education regardless of whether the degree was completed. If there is insufficient space, please continue on another piece of paper and attach it to your application. Please list the post-secondary institutions you have attended starting with the most recent. Failure to disclose full post-secondary records is a serious matter and may result in disciplinary action.

Name of Institution & Full Name of Degree (Include Institution Registrar's Office Mailing address, fax number and URL of Institution website)	Country	Start Date (yyyy/mm)	End or Expected End Date (yyyy/mm)	Degree Conferred (Yes/No)	If Yes, Date Conferred (yyyy/mm)	Area of Study (see list of codes below)

Areas of study codes include:

01 Business

02 Computer Science

03 Economics

04 Engineering

05 Humanities (eg. language, literature)

06 Law

07 Science

08 Social Sciences (eg. History)

09 Other Major

Have you ever failed a year or been required to withdraw from UBC or another post-secondary institution? Yes No

If yes, please name the institution:

Transcripts

An official university transcript endorsed with official institutional stamp and sealed in crested university envelope must be provided.

Educational Tests

All official test scores must be submitted to the Sauder School of Business directly by the testing agency. The information you supply below is not considered *official*, but will assist the business school in evaluating your application until the official score is received.

English Assessment

Note that IELTS or TOEFL scores are valid if written within the last two years. When requesting TOEFL to be sent to UBC, you must quote the institutional code 0965. There is no code for the IELTS, therefore please include the name of the institution as "The University of British Columbia".

TOEFL date written or to be written (yyyy/mm):

TOEFL Listening Score:

TOEFL Writing Score:

TOEFL Reading Score:

TOEFL Speaking Score:

TOEFL Total Score:

TSE (Test of Spoken English) (Optional) Score:

IELTS date written or to be written (yyyy/mm):

IELTS Total Score:

MELAB date written or to be written (yyyy/mm):

MELAB Total Score:

Resume

(Suggested Format)

Part 1 of 5 – Profile

Please provide 5 – 7 sentences outlining your professional history, strategies and successes.

Part 2 of 5 – Work Experience and Education

Highlight positions held and academic education as you would present them to a prospective employer.

Positions Held - Please start with the most current position. For each position held, please include the following:

Company name

Location

Employment dates – Include start and end date, providing both the month and year

Job title

Responsibilities and accomplishments – Please use point form

Academic Education - Please include:

Program and institution names

Program location – city and country

Program dates – Include start and end date

Degree/Certificate/Diploma Awarded

Any additional information

Part 3 of 5 – Professional Designations & Specialized Training

Please list any additional training or professional certifications that you have completed or are currently completing. Include completion dates. Please refrain from using acronyms.

Part 4 of 5 – Professional & Community Involvement

Please list all professional and/or business organizations to which you belong and include your responsibilities, dates of involvement, positions held, and indicate whether the positions were elected or appointed. Also list extracurricular activities or community work in which you have participated, in the order of importance to you.

Part 5 of 5 – Interests & Additional Skills

Please include any interests that you pursue.

Professional Summary

Total amount of full-time, post-baccalaureate work experience including military experience (excluding co-op, summer and part-time work), as of August in the year the program is sought:

Years: _____ Months: _____

Please select the industry of your most recent work experience:

<input type="checkbox"/> Communications	<input type="checkbox"/> Financial Services	<input type="checkbox"/> Manufacturing/Construction	<input type="checkbox"/> Publishing
<input type="checkbox"/> Computer Services	<input type="checkbox"/> Government	<input type="checkbox"/> Natural Resources	<input type="checkbox"/> Real Estate
<input type="checkbox"/> Education	<input type="checkbox"/> Health Care	<input type="checkbox"/> Not-For-Profit	<input type="checkbox"/> Retail
<input type="checkbox"/> Entertainment	<input type="checkbox"/> Transportation	<input type="checkbox"/> Hospitality & Tourism	
<input type="checkbox"/> Professional Services	<input type="checkbox"/> No Work Experience		

Current Job Title (Enter Unemployed if currently not working): _____

Current Annual Salary (In CAN\$. Round to the nearest dollar value. Enter 0 if currently not working) \$ _____

Will you receive any financial support from your employer for your program studies? Yes No

If yes, what is the estimated total value of the sponsorship in Canadian Dollars? \$ _____

Do you have any work experience outside of Korea? Yes No

Letter of Intent (suggested maximum of 500 words)

A letter of intent will allow us to learn more about you. Please try to answer the following questions in your letter of intent, so that we can consider them in reviewing your applications.

1. How will this program benefit you and your career?
2. What do you expect to gain from completing this program?

Referees

Please provide the names and contact information of two referees who will submit references on your behalf. A third reference may be submitted but is not required. The two referees should provide a confidential letter in English on your academic ability and professional qualifications. These reference letters can be emailed directly to the Program Manager by the referees, or by you with your application documents.

Name (Family, Given)	Mailing Address	Phone Number	Email
1.			
2.			

Declaration

I have read the instructions that accompany this application. I declare that the statements made in this application are to the best of my belief, true, complete and correct. I certify that I wrote my own essay and other written information without assistance from another individual.

I hereby accept and agree to abide by the regulations and ordinances of the University of British Columbia and the Sauder School of Business and to any amendments thereto which may be made while I am a student of the University. I hereby authorize the University to contact any educational institutions or testing agencies relevant to this application in order to verify the authenticity of supporting documents.

Date: _____

Signature: _____

Please attach your business card here if available.

1+1 Matching Program Application Document Checklist

Family (Last) Name _____ First name _____

Email address _____

It is your responsibility to ensure that you send us the following documents by **August 31, 2020**

Please put a checkmark beside the items you have submitted, and include this form with your supporting documents.

- 1+1 Matching Program Application Form
- Letter of Intent
- Letters of Reference (2 required in SEALED envelopes with the referee's signature across the seal)
- Resume
- One recent passport-size photograph
- One recent photograph in .jpg via email
- Copy of your passport
- English Proficiency Exam Result
 - Official TOEFL (Minimum Score: IBT 80) OR
 - IELTS Academic (Minimum Score: 6.0) OR
 - Pearson Test of English Academic (Minimum Score: 53) OR
 - MELAB (Minimum Score: 76)
- Official academic transcript(s)/Degree Certificates
- Official translation of academic transcript(s)/Degree Certificate(s) (if original transcript is not in English)