

UBCNURSING STUDENT SERVICES OFFICE

** Please note that due to the UBC COVID-19 response, all Student Services and Clinical Practice Placement support is being handled remotely via email or virtual appointments*

General Questions?

Graduate Programs (PhD, MSN, NP)
Undergraduate Program (BSN)
MHLP Seniors Care (MEL/MHLP Office)
MHLP Clinical Ed (MEL/MHLP Office)

student.services@nursing.ubc.ca
bsnprogram@nursing.ubc.ca
sc.mhlp@apsc.ubc.ca
ce.mhlp@apsc.ubc.ca

Who Can Help?

Emily Chan (Graduate Administrative Assistant)

Programs: MSN, MPHMSN, MN-NP, PhD
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Manages: student.services@nursing.ubc.ca
academic.support@nursing.ubc.ca
doctoral.exams@nursing.ubc.ca

Vladimir Petchkovsky (Undergraduate Administrative Assistant)

Programs: BSN, non-BSN Elective Courses

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Akiko Kobayashi (BSN Admissions Coordinator)

Programs: BSN

akiko.kobayashi@ubc.ca

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Gino Kim (Graduate Programs Officer)

Programs: MSN, MPHMSN, MN-NP, PhD

gino.kim@ubc.ca

Rana Hakami (Manager, Student Services)

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Manages: awards@nursing.ubc.ca

Kelly Southam (Records & Scheduling Assistant)

Programs (Records): BSN

Programs (Scheduling): All NURS Courses

kelly.southam@ubc.ca

What Can They Help You With?

Graduate Program Administration:

Graduate student assistance & academic support
Doctoral exams requirements & milestones
Graduate Student E-Newsletter Blog
Grad Student Education Verification (Alumni)

Undergraduate Program Administration

BSN & Non-BSN NURS Elective Student inquiries
BSN Announcements Blog
TA and Clinical Instructor Access (NURS Courses)

Admissions Related:

Prospective student inquiries
Admissions eligibility & requirements
Application support for prospective students

New student inquiries

Program brochures & recruitment materials

Awards and Scholarship inquiries (Grad & BSN)

Navigating UBC, academic policies & procedures
School-wide student groups and initiatives
Student Evaluation of Teaching (SEoT)

BSN Records Related:

BSN Student Records & Out of Sync Progression
BCCNP Employed Student Registrant Forms
ESN Letter of Good Standing
BSN Program Completion
BCCNP confirmation of enrolment 10.1
BSN Educational Verification (Alumni)

Course Scheduling Related (All NURS Courses):

Classroom and Exam scheduling for all NURS Courses

UBCNURSING CLINICAL PRACTICE PLACEMENT UNIT

Who Can Help?

Shazeen Hasham (BSN Placement Coordinator)

Programs: BSN Clinicals & Preceptorships

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Manages: bsn.placements@nursing.ubc.ca

Chris Sale (Graduate Placement Coordinator)

Programs: MN-NP, MHLP-CE & MSN Practica

chris.sale@ubc.ca

Hammond Yau (Practice Education Coordinator)

Program: BSN Clinical Instructor Recruitment

hammond.yau@ubc.ca

Natalie Chambers (Manager, CPPU)

n.chambers@ubc.ca

What Can They Help You With?

Clinical Practice Placement Related:

Clinical placements inquiries
Clinical placements requirements
Placement systems (HSPnet & PeP)

Clinical Practice Placement Related:

Clinical placements inquiries

Clinical Instructor Recruitment Related:

Recruiting, onboarding & orienting Clinical Instructors
Clinical experience evaluation and follow-up

CPPU Administration & Supervision Related:

Oversees all activities related to clinical practice,
Clinical placements and CPPU administration.
Streamlines policies, procedures & processes
Supports and supervises the CPPU team.