

EXERCISE SCIENCE INTERNAL TRANSFER PROCEDURE FOR STUDENTS FROM OTHER CONCORDIA UNIVERSITY BSc PROGRAMS

The Department of Exercise Science has a procedure for students who wish to apply for an Internal Transfer from other Science programs to Exercise Science.

The procedure is as follows:

(1) An application letter must be submitted to the Chair of the Department of Exercise Science. The current departmental chair is Dr. Richard Courtemanche. The letter should include the following Items:

- a. Your full name, student ID number, email address, current program at Concordia University, and the program that you wish to apply for in the Department of Exercise Science (Major, Athletic Therapy, or Clinical Exercise Physiology) even though you will have to start in the Major program (please refer to the last paragraph of this email),
- b. The reason or reasons for your program transfer,
- c. An unofficial copy of your Concordia University transcript.

(2) The deadline dates for accepting applications for Internal Transfer are:

- a. **August 15th** for students applying to enter Exercise Science in the **Fall semester**, and
- b. **December 15th** for students applying to enter Exercise Science in the **Winter semester**.

The Department will not review any **Internal Transfer** application before the deadline date. The applicants will be Informed of the Department's decision regarding acceptance or rejection **approximately 10 days** after the deadline date.

(3) The **Department Admissions Committee** will review the applications and accept students based upon:

- (a) the admission quota for new students,
- (b) the student's academic performance at Concordia University, and
- (c) the **completion of at least 24 credits at Concordia University** with a **minimum cumulative GPA of 3.00** to be eligible for the admission competition.

Satisfying the aforementioned criteria does not guarantee your acceptance into Exercise Science because the number of students we accept per semester is based strongly on the lab capacities of our department's first-year, 200-level, courses. Furthermore, the Department of Exercise Science offers four competitive programs that are in high demand.

As indicated previously, all students applying to Exercise Science have to begin their first year in the Major program. While in the Major program, they must apply for an Internal Transfer into the Athletic Therapy (AT), Clinical Exercise Physiology (CEP), or Honours program after completing a specific number of 200-level, Exercise Science core courses. For instance, to transfer successfully into the AT or CEP program, students must achieve a **cumulative GPA equal to at least 3.00 in their core courses**. As for the Honours program, students must achieve **assessment and cumulative GPAs equal to at least 3.30 with no grades lower than a C**.

Regards,

Robert Panenic

Robert Panenic,
Senior Lecturer/Undergraduate Academic Advisor,
Concordia University,
Department of Exercise Science,
7141, Sherbrooke Street West,
Montreal, Quebec
H4B 1R6
Richard J. Renaud Complex
Loyola Campus
Room: SP-165.02
Tel: (514) 848-2424 EXT 3308
Fax: (514) 848-8681
Email: robert.panenic@concordia.ca