

Change of Concentration Form – Undergraduate

1. Email the completed form to Murielle.salari@concordia.ca
2. Changes will appear on your unofficial transcript in the MyConcordia Portal. Please note that you will not receive an email confirmation confirming the change.

First Name: _____

Last Name: _____

Student ID: _____

Email Address: _____

Daytime Phone: _____
(WHERE YOU CAN BE REACHED DURING THE DAY)

Current John Molson Academic Program: BComm Co-op BAdmin
(Check the appropriate box)

Changes to your Major: (Bachelor of Commerce)

- Change from _____ to _____
- Add second major _____
- Remove second major _____

** Bachelor of Commerce students with a double major cannot have a business minor. If you add a second major, your existing minor will be dropped.*

NOTE: The Department of Accountancy requires a minimum final grade of “B-” in COMM 217 (Financial Accounting) to transfer to the Accountancy Major or Minor.

NOTE: The Department of Finance requires a minimum final grade of “B-” in COMM 220 (Analysis of Markets) to transfer to the Finance Major or Minor.

Changes to your Minor: (Bachelor of Commerce or Bachelor of Administration)

- Change from _____ to _____
- Add minor _____
- Remove minor _____

Non-JMSB Students

- Add Minor in Business Studies
- Remove Minor in Business Studies

Addition of this Minor requires: 1) a cumulative GPA of 2.50 or better, 2) completion of MATH 208 and 209 with an average grade of B- or better, and 3) completion of ECON 201, 203 and BTM 200 (or DESC 200).

Student Signature: _____ **Date:** _____

Office Use Only Date: _____ Change Granted: Yes No

Comments/Conditions/Notes to Student:

Advisor’s Signature: _____