

INTERNAL DEGREE TRANSFER REQUIREMENTS JMSB BCOMM or BADMIN

Eligibility Information

- To be eligible for an Internal Degree Transfer to JMSB you must be a current Concordia student in a full degree program (ie: BA, BSc, BFA, BEng...).
- Internal Degree Transfers to JMSB are considered for the **Fall and Winter semester only**. (Internal Degree Transfers are **not** available for Summer semesters).
- Internal Degree Transfer applications are completed online through MyConcordia, please see our step by step guide: <https://www.concordia.ca/students/your-sis/degree-transfer.html>
- All Internal Degree Transfer requirements must be satisfied **one full semester prior to transfer** (For a Fall semester transfer, all requirements must be met no later than the end of the previous Winter semester. For a Winter semester transfer, all requirements must be met no later than the end of the previous Summer 2 semester.) - see FAQs on page 2.
- The deadline to apply for an Internal Degree Transfer is **March 1st** for Fall semester transfers and **November 1st** for Winter semester transfers.

Requirements for an Internal Degree Transfer to JMSB

1. Complete a **minimum of 12 credits** (4 courses) at Concordia University.
2. Achieve a **minimum Cumulative Grade Point Average (CGPA) of 2.70**. (CGPA is an overall GPA based on the grades for all the courses completed at Concordia).
3. Achieve an **average grade of 2.7 (B-) or better in MATH 208 and MATH 209**. (Students who have received an exemption for MATH 208 must achieve a minimum grade of 2.70 (B-) in MATH 209, and vice versa.)
4. Complete (or have exemptions for) the following JMSB prerequisites:
 - **BTM 200** – Fundamentals of Information Technology (Students who have completed either INTE 290 or DESC 200 are not required to complete BTM 200)
 - **ECON 201** – Introduction to Microeconomics
 - **ECON 203** – Introduction to Macroeconomics
 - **MATH 208** – Fundamentals of Mathematics I (Linear Algebra)
 - **MATH 209** – Fundamentals of Mathematics II (Calculus I)

Core Business Courses Available to Non-JMSB Students Prior to an Internal Degree Transfer

- **MARK 201** - *Introduction to Marketing*. With a minimum grade of 1.7 (C-) MARK 201 will be considered equivalent to COMM 223 upon successful transfer to JMSB.
- **COMM 215** - Business Statistics. Prerequisites MATH 208, MATH 209 Co-requisite BTM 200.
 - BTM 200 can be completed previously or concurrently.
 - Note COMM 215 is a difficult course and can negatively impact your CGPA

Courses that will NOT result in Transfer Credits or Exemptions towards a JMSB Degree.

ACCO 230 (unless completed prior to Fall 2015), ADMI 201, ADMI 202, COMM 299, FINA 230, MANA 201, MANA 202, MANA 211, MANA 213, MANA 266, MANA 298, MANA 300.

Transferable Courses

- Completed university courses will have the credits transferred to a new program provided a grade of 1.7 (C-) or better has been achieved.

Students in Failed Standing

- Students in failed standing must apply for readmission to their current program.
- Once readmitted students must upgrade their academic standing by completing 24 to 30 credits.
- Students who have been in failed standing must achieve a minimum CGPA of 2.7 for the courses completed after readmission to their program, and meet the requirements 3 and 4 above.
- Courses completed prior to readmission with a minimum grade of C- (1.7 GPA) will be considered for transfer credits.

INTERNAL DEGREE TRANSFER TO JMSB FREQUENTLY ASKED QUESTIONS

- **Am I required to take courses that are part of my current program?**
 - No, if your goal is to transfer to JMSB you are not required to take courses that are part of your current program.
- **Am I required to re-take courses that I have received an exemption for?**
 - No, you are not required to retake courses for which you have received an exemption (EX). See your student record to verify what exemptions you have.
- **What is the minimum grade required for the JMSB prerequisites to be eligible to transfer to JMSB?**
 - A minimum grade of 1.7 (C-) must be achieved for courses to be transferred to JMSB.
 - An average grade of 2.70 (B-) or better is required between MATH 208 and MATH 209. (Students who have received an exemption for MATH 208 must achieve a minimum grade of 2.70 (B-) in MATH 209, and vice versa).
- **Why am I not able to register for MATH 208 or MATH 209?**
 - If you have not completed upper level math course in high school or college, you will have to complete MATH 206 prior to taking MATH 208 and MATH 209.
- **I have completed the JMSB prerequisites, what other courses should I take?**
 - You may take non-JMSB electives, courses that you are interested in and that you believe you will do well in, so that you maintain a CGPA of 2.7 or above.
 - Consider taking MARK 201- see Core Courses Available to non-JMSB students section on page one.
- **When must I have completed all the Internal Degree Transfer requirements?**
 - All Internal Degree Transfer requirements must be satisfied one semester prior to transfer.
 - To transfer for a Fall semester the latest JMSB prerequisites can be completed is the previous Winter semester.
 - To transfer for a Winter semester the latest JMSB prerequisites can be completed is the previous Summer 2 semester.
- **Am I required to be a full-time student prior to transferring to JMSB?**
 - No, you may be a part-time student or not taking any courses at all in the semester prior to transferring.
- **Am I required to upload any documents to my Internal Degree Transfer application?**
 - No, all required documents are already in your file
 - You are **NOT** required to submit any letters of intent or letters of reference.
- **Will courses taken in the semester prior to transfer (Summer semesters for Fall transfer / Fall Semester for Winter transfer) affect my cumulative grade point average?**
 - Yes, if your CGPA diminishes in the semester immediately prior to transferring your conditional offer of admission will be rescinded.
 - You may take courses in the semester immediately prior to transferring, but you risk decreasing your CGPA
- **Why am I unable to register for Commerce (COMM) courses?**
 - Commerce (COMM) courses are reserved for JMSB students, you will not be able to register for COMM courses until officially accepted into a JMSB program.

For more information or to register for an Internal Degree Transfer to JMSB webinar please see: <https://www.concordia.ca/jmsb/programs/undergraduate/bachelor/students/students.html>