

## Change of Concentration Form – Undergraduate

1. Email the completed form to [Murielle.salari@concordia.ca](mailto: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) or COMM 221 (Financial Markets) to transfer to the Finance Major or Minor.

NOTE: Students who have not completed COMM 217, in the case of ACCO or COMM 220/221 in the case of FINA can still transfer to Accountancy or Finance respectively up until the DNE date of the term they take the class in question.

### 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 with a grade of C- or better. *Starting Fall 2024, students admitted with exemptions to MATH 208 and MATH 209 will need COMM 213 with a C- or better and COMM 214 with a B- or better.*

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Office Use Only Date: \_\_\_\_\_

Change Granted: Yes No

Comments/Conditions/Notes to Student:

Advisor's Signature: \_\_\_\_\_