

How to process a change of major if you are already in the Business Core program and the process for others who might be thinking about declaring a Business major:

TO DECLARE A DISTINCT MAJOR IN THE COLLEGE OF BUSINESS:

Students who already are declared in the BSBA Business Core program who wish to declare a specific major should report to the Department of Business Administration office in DF 233 to complete the necessary paperwork.

*Students must have all core courses completed with a 2.0 GPA before declaring a distinct major in Business

TO CHANGE CURRICULUM INTO THE BSBA BUSINESS CORE PROGRAM:

All students in good academic standing who have obtained at least a 2.0 grade point average, overall, are eligible to change their major.

Report to Dr. Roger Hibbs, Chair, Department of Business Administration, for advisement and to process the form.

His secretary, Donna DeLong, is located in room 233 deFrancesco. Their phone number is (610) 683-4580.

Students are given a change of major form and a COB advisement guideline and program checksheet; Dr. Hibbs will review the academic record and provide advisement and options for course selection; the change of curriculum form is processed electronically by the secretary; a new College of Business advisor will be assigned.