

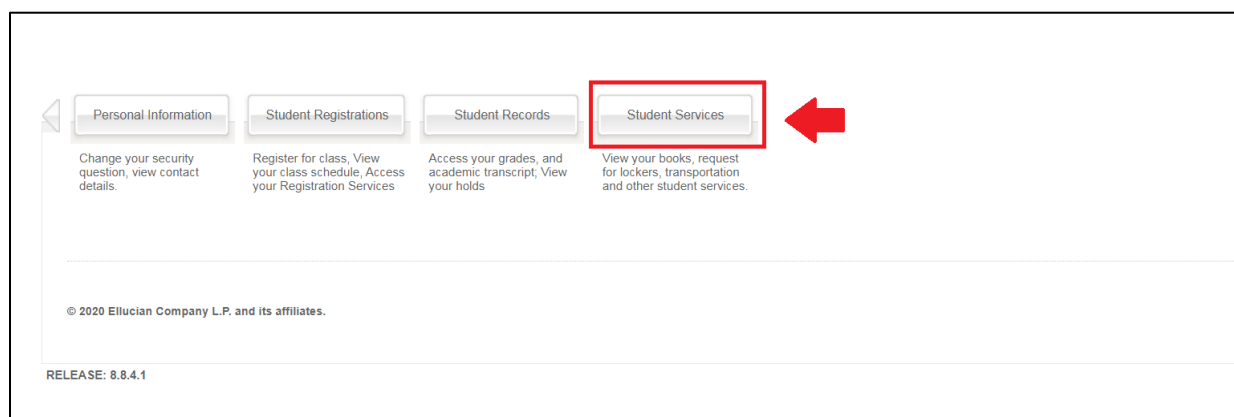
How to change your Major Application:

Before applying for change of major, please read the following notes:

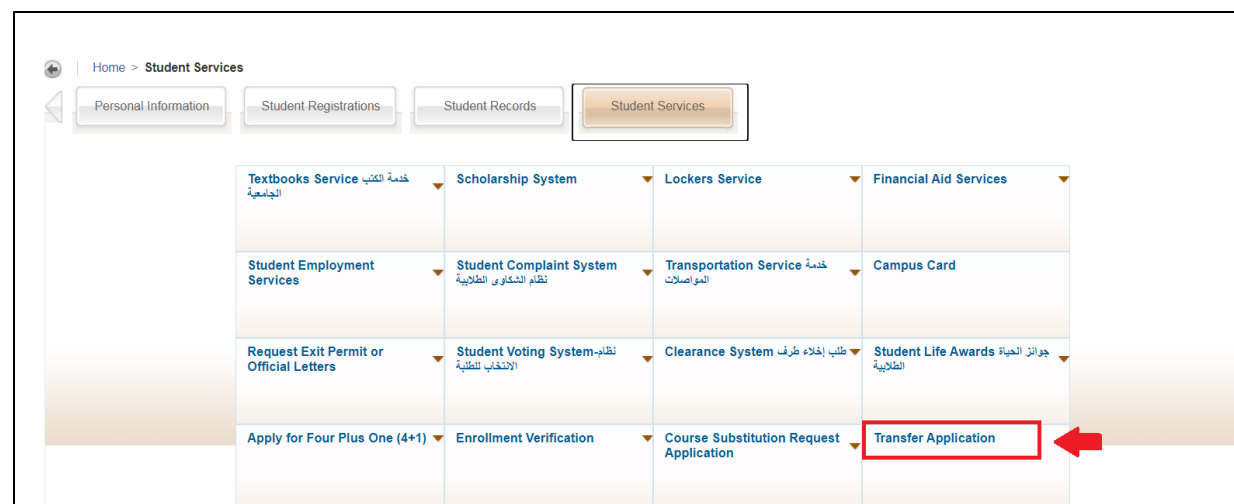
- In the application, some fields may be enabled or disabled depending on the field of study that the student has. (e.g. if the student doesn't have a concentration, the "concentration" field will be disabled).
- When applying for change of major to the College of Education, students should select the required concentration (e.g. early childhood, Islamic Studies...etc.) on the same application.

To apply, please log in to Banner Self Service Portal at mybanner.qu.edu.qa using your QU user name and password. Then follow the steps shown in the following screenshots:

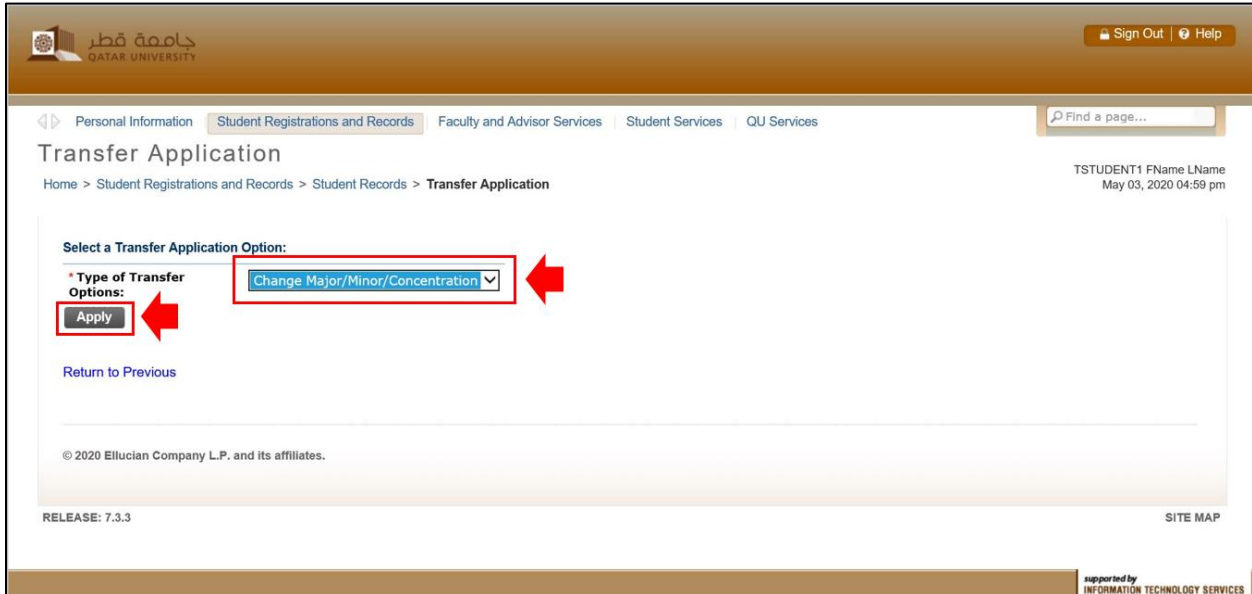
1. Select "Student Services" tab:



2. Select "Transfer Application":

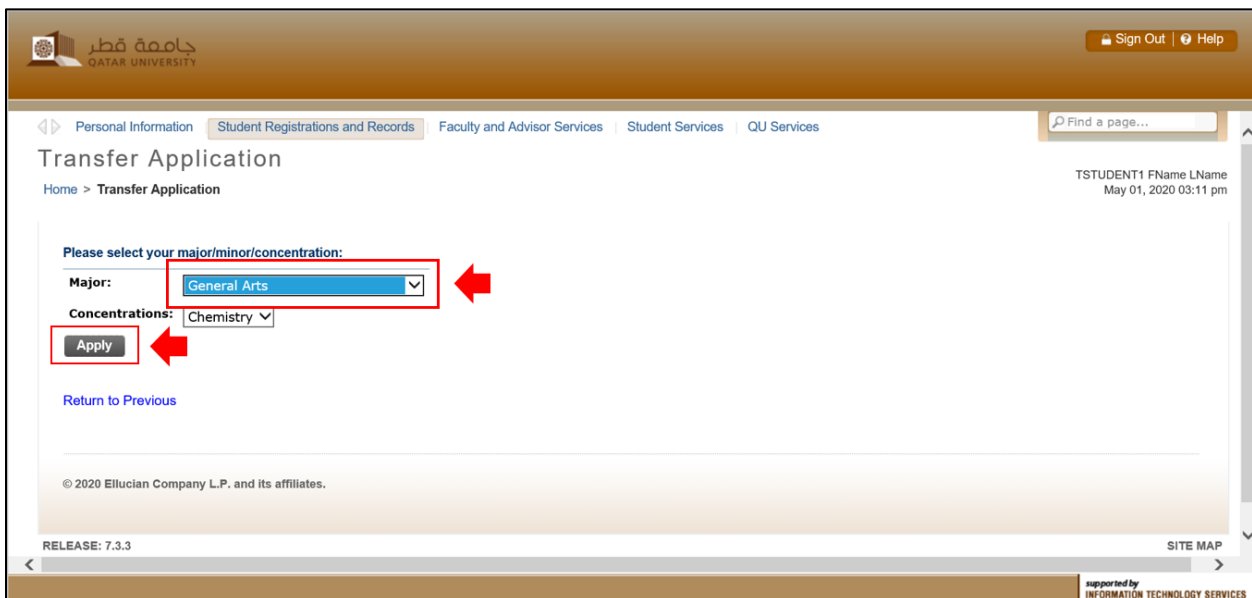


3. Select “Change Major/Minor/Concentration” from the drop-down menu and then click “Apply”:



The screenshot shows the 'Transfer Application' page on the Qatar University website. The breadcrumb trail is 'Home > Student Registrations and Records > Student Records > Transfer Application'. The user is logged in as 'TSTUDENT1 FName LName' on 'May 03, 2020 04:59 pm'. The main heading is 'Transfer Application'. Below it, there is a section titled 'Select a Transfer Application Option:'. Under this section, there is a label '* Type of Transfer Options:' followed by a dropdown menu currently showing 'Change Major/Minor/Concentration'. A red box highlights the dropdown menu, and a red arrow points to it from the right. Below the dropdown menu is an 'Apply' button, which is also highlighted with a red box and a red arrow points to it from the left. There is also a 'Return to Previous' link. At the bottom of the page, there is a copyright notice '© 2020 Ellucian Company L.P. and its affiliates.', a release version 'RELEASE: 7.3.3', and a 'SITE MAP' link. The footer indicates 'supported by INFORMATION TECHNOLOGY SERVICES'.

4. Select your new major and then click “Apply”:



The screenshot shows the 'Transfer Application' page on the Qatar University website. The breadcrumb trail is 'Home > Transfer Application'. The user is logged in as 'TSTUDENT1 FName LName' on 'May 01, 2020 03:11 pm'. The main heading is 'Transfer Application'. Below it, there is a section titled 'Please select your major/minor/concentration:'. Under this section, there are two dropdown menus. The first is labeled 'Major:' and is currently showing 'General Arts'. A red box highlights the 'Major:' dropdown menu, and a red arrow points to it from the right. Below the 'Major:' dropdown menu is another dropdown menu labeled 'Concentrations:' which is currently showing 'Chemistry'. Below the 'Concentrations:' dropdown menu is an 'Apply' button, which is highlighted with a red box and a red arrow points to it from the left. There is also a 'Return to Previous' link. At the bottom of the page, there is a copyright notice '© 2020 Ellucian Company L.P. and its affiliates.', a release version 'RELEASE: 7.3.3', and a 'SITE MAP' link. The footer indicates 'supported by INFORMATION TECHNOLOGY SERVICES'.

5. You will received an automated email confirming the successful submission of application and the details of it.