

MEMORANDUM

CAREER TRACK CONTRACT

To: Evaluations

Date: _____

Via: Career Track Advisor
International Business & Marketing Department
(Original to stay in department folder until student is ready to apply for a grad check)

Type: Original
 Revision

From: _____
Last First

Student ID Number

Subject: Courses to Complete Marketing Career Track Specialization

I am a Marketing Management major with a catalog year _____ and have selected the area of _____ as my desired area of marketing specialization. It is requested that the following courses be approved to complete this specialization:

Courses in the College of Business Administration or related courses (minimum: 24-28 units)

Selected Courses must be upper division IBM courses with the following exceptions:

1. A maximum of 4 units may be upper division non – IBM
 2. A maximum of 4 units Internship (IBM 441-2)
 3. A maximum of 4 units Special Problems (IBM 200, 400)
 4. A maximum of 4 units Special Topics (IBM 499)
 5. No more than two of the above noted exceptions may be applied to the same career track
- All other exceptions must be approved by the student's advisor and the Chairperson on an Exception Request Form.

<u>Course Designation</u>	<u>Course Title</u>	<u>Where Taken</u>	<u>Units</u>
Total:			_____

I understand that if I desire to deviate from this program of courses it will be necessary for me to submit a new program of courses for approval.

(Student Signature)

(Advisor Approval)

DISTRIBUTION: Original to: Evaluations
 Yellow copy to: Student
 Pink copy to: Department