

KANSAS CITY ART INSTITUTE

Name of Policy: Application for Art History Program (Double Major and Minor)
Source: Academic Affairs
Date Revised: June 2018
Form to Complete: N/A

Policy:

Double Major: To declare a double major in **Art History and Studio**, students must submit a written statement of intent where they declare and give reasons for the pursuit of the major (approximately a page in length). Students must also currently have and maintain a minimum 2.0 Liberal Arts/Art History and cumulative GPA; please note the double major requires 141 credit hours for graduation.

Students email their statement of intent to the Registrar (registrar@kcai.edu) and the Registrar will complete the Art History program application and send it and the statement of intent to the Liberal Arts department for review.

The Liberal Arts Department will notify the student regarding the admissions decision.

Major/Minor: To declare a major in **Art History with a minor in Studio**, students will need to follow the same steps as outlined above for the double major. In addition, they will need to complete a Change of Major Application form and obtain the signature of their studio Department Chair.

Note: Students must declare a studio major during the spring semester of the Foundation year. Foundation students who want to apply for the Art History major with a studio minor must complete the Major Declaration form prior to application to the Art History program. If approved, the selected studio major from the student's Major Declaration form will be changed to a studio minor (prior to the start of Sophomore year.)

Students need to include the following information when submitting their statement of intent:

- Student ID Number
- KCAI Email Address
- Local Address
- Local Phone Number
- Studio Major

PLEASE NOTE: For applications to be considered for an Art History and Studio double major or a major in Art History with a minor in Studio, students must apply for the program by the end of their sophomore year. After the completion of the sophomore year, students may petition to get into the program and will be considered on a case-by-case basis.

Any questions or changes to the student's degree program should be directed to the Registrar.