

KANSAS CITY ART INSTITUTE

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| Name of Policy: Application for the Creative Writing 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 **Creative Writing 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/Creative Writing and cumulative GPA; please note the double major requires 141 credit hours for graduation.

Students must email their statement of intent to the Registrar (registrar@kcai.edu) and the Registrar will complete the Creative Writing major application and send it and the statement of intent to the Liberal Arts department for review.

The Liberal Arts Department will notify you regarding your admissions decision.

Major/Minor: To declare a major in **Creative Writing 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 the 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 Creative Writing major with a studio minor must complete the Major Declaration form prior to application to the Creative Writing 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**

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