

Change of Major & Double Major Guidelines

Architecture Department
College of Architecture and Environmental Design

Revised: 10/8/04

The Architecture Department does not encourage changing majors as a means of gaining admission to the Architecture program; however, it does recognize that students may legitimately alter their educational goals after entering a chosen major. The Architecture Department will consider requests for change and double major to Architecture on a ranking basis.

Because Architecture is a highly impacted major, petitioning to change or double major does not automatically lead to acceptance into the major. ***A student may have completed all requirements specified in these guidelines and not be accepted into the program.***

Before acceptance into the Architecture program, admission into any architecture course will be on a space availability basis with the consent of the Department Head and teacher. In addition, students are not allowed to take Architecture courses beyond Arch 251/241 at Cal Poly until admitted into the Architecture program.

The Architecture Department will accept requests and supplementary materials for change or double majors Fall and Spring quarters. Requests and supplementary materials must be submitted to the CAED Advising Center (05-221) by the end of the 5th week of Fall or Spring quarter. Students will be notified of departmental decisions regarding their petition before the end of the quarter in which they apply.

Students are reminded that they are required to make progress toward completion of their current degree objective while pursuing their change of major. Failure to do so could subject the student to Administrative-Academic Probation or Disqualification.

Questions regarding change of major should be directed to the CAED Advising Center, 05-221 or to the Architecture Department in 05-212A.

Required Application Materials

1. Completed Major Change Request form available from the Office of Academic Records.
2. A Statement of Intent explaining your career/educational goals and reasons for selecting Architecture.
3. An official or unofficial transcript or proof of enrollment indicating that you have completed or are currently enrolled in the following **Required Courses** or their equivalent.
Math 141 & 142 or 182
Physics 121 & 122; or 131/141 & 132
Edes 101
Arch 105, 121/131, 122/132 & 123/133
Arch 160
Arch 251 & 241 or 106 (these two courses are only required for Fall applications)
4. Official Cal Poly evaluation of transfer and AP exam credit statement, if appropriate.
5. A letter size (8.5" x 11") portfolio containing a minimum of three of your design projects and three examples of your freehand drawing work.
6. Letter of recommendation from a design faculty member.

Ranking Criteria

Acceptance into the architecture program as a change of major or double major is based on the following criteria in addition to rules established by the University (see Cal Poly Catalog, Change of Major).

1. Cal Poly GPA. A minimum Cal Poly GPA of 2.75 is required for consideration.
2. Grades earned in Required Courses. All Required Courses must be successfully completed or currently in progress for consideration.
3. Design and drawing capabilities illustrated by the design of the portfolio and its contents.
4. Thoughtfulness, clarity and writing quality exhibited in the Statement of Intent.
5. Letter of recommendation.