Guidelines for Changing Majors

**Step 1:** Carefully review the Change of Major Policy, as listed in the 2017-2019 catalog: http://www.catalog.calpoly.edu/academicstandardsandpolicies/otherinformation/#ChangeofMajor

**Step 2:** Attend a university workshop to learn about the Change of Major process. The workshop will review resources for finding the best major for you and identify the next steps. More information is available: http://advising.calpoly.edu/change-major

**Step 3:** Schedule an appointment with the Experience Industry Management Academic Advisor, Dianne Korth. Email cafesadvising@calpoly.edu, or call (805)756-7574.

**Step 4:** Meet with the Experience Industry Management Department Head, Dr. Bill Hendricks, to initiate the Individualized Change of Major Agreement. Send a statement indicating reasons for major change, future career objectives AND a current resume to Dr. Hendricks at whendric@calpoly.edu. Refer to the Experience Industry Management website for Dr. Hendricks’ office hours: http://www.rpta.calpoly.edu/personnel

Individualized Change of Major Agreement (ICMA)
The ICMA may be approved immediately, completed within one quarter, or completed within a maximum of two quarters. *The following requirements must be met by the ICMA review date:

- A Cal Poly cumulative GPA of 3.0 or higher OR a quarter GPA of 3.0 or higher for the two consecutive quarters of full-time enrollment when the ICMA is in progress (12 or more letter grade units each quarter)
  *A freshman student who requests to change into the RPTA major during their first year of enrollment, may be evaluated based on their eligibility for the major at time of admission, plus a Cal Poly cumulative GPA of 2.5 or higher.

- RPTA 101 or RPTA 257 (B grade or better)
  *Enrollment is limited to RPTA majors only. Non-majors must “crash” the course the first week of the quarter. Only one of these courses may be taken while the ICMA is in progress.

- MATH 118 (or higher level) or ECON 201/222 (C grade or better)

- STAT 217 or 251 (C grade or better)

*Do not start these requirements before initiating an ICMA. It can negatively impact your registration and/or result in administrative academic probation.

Updated January 23, 2018