**Change of Program Process –**

**School of Film and Animation (SOFA)**

We recommend applicants for change of program be in their first year of study at RIT, and have a minimum GPA of 3.0. All applications and associated materials should be submitted to the SOFA Office, 2115 GAN.

Those accepted into Film Production or Animation BFA programs, will need four years to complete their BFA degree, regardless of prior coursework, based on the sequence nature of the SOFA requirements.

**Film Production - BFA:**

Fill out a Change of Program Application, available on the Registrar’s website at http://www.rit.edu/academicaffairs/registrar/forms, by the end of the 3rd Week of the Spring Semester, and submit to the SOFA office, 2115 GAN.

After you submit your application, you will be asked to submit the following materials:

• Written Essay

• (Optional) portfolio materials you would like reviewed (a flash drive of JPG’s of photos and/or up to 3 minutes of video)

• (Optional) A letter of recommendation from a faculty member

**Animation -BFA:**

Fill out a Change of Program Application, available on the Registrar’s website at http://www.rit.edu/academicaffairs/registrar/forms, by the end of the 3rd Week of the Spring Semester, and submit to the SOFA office, 2115 GAN.

After you submit your application, you will be asked to submit the following materials:

• Written Essay

• Your desired area of focus (2D, 3D, Stop Motion)

• Digital portfolio materials (required for animation applicants):

Digital copies of 3 pieces of *original* artwork. This can include, but is not limited to; drawings, paintings, photography, 3D modeling or short animations

• (Optional) A letter of recommendation from a faculty member

**Motion Picture Science - BS:**

Fill out a Change of Program Application, available on the Registrar’s website at <http://www.rit.edu/academicaffairs/registrar/forms>, and submit to the SOFA office, 2115 GAN.

There is no deadline; applications are considered throughout the year.

After you submit your application:

• Contact David Long, MPS Program Chair, to set up an appointment ([dllppr@rit.edu](mailto:dllppr@rit.edu))

• (Optional) A letter of recommendation may be submitted from a faculty member

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