



KCAI Transfer Credit Guide

If you have specific questions concerning transfer credits, please contact the Director of Student Support, Amanda Hajdu, at 816-802-3379 or ahajdu@kcai.edu.

General Provisions:

- Students who choose to transfer to KCAI are required to complete AT LEAST two (2) full years in a studio department. Therefore, Junior/level 3 is the highest studio level a degree seeking transfer student can be placed.
- KCAI will consider transferring a maximum total of 63 credits in liberal arts and/or studio that meet KCAI's requirements, with a grade of "C" or better and non-graded courses for which the student earned credits: Satisfactory (S), Pass (P) or Credit (C or CR). *(Additional documentation may need to be submitted regarding non-grade courses and their grade equivalents if not noted on transcript).* Institutions must be accredited by any of the regional accrediting associations or by the National Association of Schools of Art and Design.
- Grades for transfer credit will not be calculated into the KCAI cumulative grade point average.
- A student enrolling at KCAI with 12 or more liberal arts transfer credits must complete all remaining liberal arts credits at KCAI. A student enrolling with fewer than 12 liberal arts transfer credits may transfer in up to a total of 12 liberal arts credits to be applied towards liberal arts requirements.
- Studio credits completed prior to enrollment at KCAI are reviewed through the admissions process and applied based on level of acceptance. For additional studio credits, students can petition to their major department chair to review the unused studio to be applied as studio electives. Approved credits will be applied to a student's record after the coursework has been completed (with a grade of "C" or better and non-graded courses for which the student earned credits).
- The final 30 credit hours MUST be completed at KCAI.
- Currently enrolled students must meet with the Director of Student Support (or designee) and complete the "Transfer Credit Pre-Approval" form prior to taking courses at another institution.
- It is the student's responsibility to have an official copy of the transcript sent to KCAI's Registrar's Office upon the completion of the transfer course:

Kansas City Art Institute
Registrar's Office
4415 Warwick Blvd.
Kansas City, Missouri 64111

A transfer FAQ can be found at kcai.edu/admissions/transferring-credit-faqs/, as well as articulation agreements.

KCAI BFA Requirements

Total Hours Required for BFA degree:	Studio	78
	Liberal Arts	42
	Open Electives	_6
		126

Studio hours include:	Foundation	18
	Upper level studio (major)	60
		78

Liberal Arts hours include:	History of Art I	3
	History of Art II	3
	First-Year Seminar	3
	History of Thought I	3
	History of Thought II	3
	Upper Division Art History	9
	History	3
	Literature	3
	Philosophy	3
	The Sciences	3
	(Science or Social Science)	
	Liberal Arts Electives	6
		42

Open Electives (can be filled from a large variety of coursework Including liberal arts and studio classes)		6
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Total	126
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Liberal Arts/ General Education

LOWER-LEVEL LIBERAL ARTS COURSES

During the freshman year, KCAI students take the following liberal art courses. The equivalent courses are outlined in the right column. *These courses are prerequisites for upper-division liberal arts electives. First Year Seminar, History of Art I and II, History of Thought I are generally taken during freshman year. History of Thought II is generally taken the fall semester of sophomore year.

*History of Art I	Introductory Art History which is offered as a two semester course: Art History I which covers Ancient through the Medieval and
*History of Art II	Art History II which covers the Renaissance through the present
*First-Year Seminar	Composition I Composition II Non-Remedial College Writing Course
*History of Thought I	Humanities I Western Civilization I
History of Thought II	Humanities II Western Civilization II

(Liberal Arts/ General Education cont'd)



UPPER-DIVISION LIBERAL ARTS COURSES During the sophomore year, KCAI students normally take two (2) liberal arts classes each semester for a total of four (4) classes or 12 credit hours. Students are required to take one class from each subject area prior to graduation. Students cannot take the same class to fulfill more than one liberal arts requirement.

Art History - 9 credit hours	Recommendation is to take at KCAI; however, if approved for transfer credit, must be 300 level or higher.
History – 3 credit hours	Historical works taught in the History department
Literature – 3 credit hours	Literature (any literature-based course. Composition I or II will not fulfill this requirement) Drama (Literary works taught in the English department only, not theater)
Philosophy – 3 credit hours	Philosophy Religion Ethics Logic Political Thought Aesthetics
The Sciences – 3 credit hours (Science or Social Science)	Natural Science Physical Science Environmental Science Scientific Thought Anthropology Government Political Science Psychology Sociology
Liberal Electives – 6 credit hours	Additional course work done in the above subjects and/or: Composition I or II Foreign Language Math Public Speaking (English or Speech Dept) Speech (English or Speech Dept)

(Liberal Arts/ General Education cont'd)



OPEN ELECTIVES

The two 3 credit hour open electives can be filled from a large variety of coursework including liberal arts and studio classes.

STUDIO CREDIT HOURS

Studio credits completed prior to enrollment at KCAI require student's department chair approval before they will be applied. Approved credits will be applied to student's record after the coursework has been completed (with grade C or better). Current KCAI students need department chair approval prior to taking studio courses at another institution.

Once enrolled, in order to obtain the department chair's permission to apply studio transfer credit hours completed prior to KCAI enrollment, students must request the "Petition for Application of Unused Studio Credits" from the Director of Student Support.

Not transferable:

College Preparatory Classes
Physical Education

KCAI also accepts the following credits:

Advanced Placement program examination (AP), International Baccalaureate program examination (IB),
College-Level Examination Program (CLEP)

Guidelines for these credits are on the following pages.



Advanced Placement program examination (AP)

Students who earn AP credit during high school may apply the credits to KCAI degree requirements within the guidelines indicated below. KCAI must have the official AP transcript before transfer credit can be granted.

Art History

1. Students must obtain a minimum score of a 4 to receive credit for this examination.
2. Students will receive 3 semester credits, which will be applied to a liberal arts elective requirement or the open elective requirement.
3. The credit hours cannot be applied to the art history pre-requisite courses, History of Art I and History of Art II.

Liberal Arts

1. Students must obtain a minimum score of a 4 to receive credit for this examination.
2. Students will receive 3 semester credits, which will be applied to a liberal arts elective requirement or the open elective requirement.
3. The credit hours cannot be applied to the liberal arts prerequisite courses, First-Year Seminar, History of Thought I, or History of Thought II.

Studio Art Courses

1. Students must receive a minimum score of a 4 to receive credit for this examination.
2. Students will receive 3 semester credits, which will be applied to the open elective requirement. The credit hours can be applied to a studio elective requirement only with permission from the student's departmental chair.

Approved AP Courses for Credit:

Art History - Liberal Arts
Art-Drawing - Open Elective
Art-General - Open Elective
Biology (non-lab) - Liberal Arts
Computer Science - Open Elective
English Language/Composition - Liberal Arts
English Literature/Composition - Liberal Arts
Environmental Science - Liberal Arts
European History - Liberal Arts
French, German, Spanish, or Latin (Language course) - Liberal Arts
History - Liberal Arts
U.S. Government and Political Science - Liberal Arts
Math - Liberal Arts
Music Theory - Liberal Arts
Psychology - Liberal Arts
Statistics - Liberal Arts



International Baccalaureate program examinations (IB)

Students who earn IB credit during high school may apply the credits to KCAI degree requirements within the guidelines indicated below. KCAI must have the official IB transcript before transfer credit can be granted. The first three IB credit hours will always be applied to the open elective requirement.

Liberal Arts

1. Students must obtain a minimum score of a 4 to receive credit for this examination.
2. Students will receive 3 semester credits, which will be applied to a liberal arts elective requirement or the open elective requirement.

Studio Art Courses

1. Students must receive a minimum score of a 4 to receive credit for this examination.
2. Students will receive 3 semester credits, which will be applied to the open elective requirement. The credit hours can be applied to a studio elective requirement only with permission from the student's departmental chair.

Approved IB Courses for Credit (other courses may be considered on a case-by-case basis):

Economics – Liberal Arts
Geography – Liberal Arts
History – Liberal Arts
Islamic History – Liberal Arts
Philosophy – Liberal Arts
Psychology – Liberal Arts
Social and Cultural Anthropology – Liberal Arts
Business and Management – Open Elective
Information Technology in a Global Society – Open Elective
Biology – Liberal Arts
Chemistry – Liberal Arts
Design Technology – Open Elective
Environmental Systems – Liberal Arts
Physics – Liberal Arts
Mathematics – Liberal Arts
Computer Science – Open Elective
Foreign Language – Liberal Arts
Greek – Liberal Arts
Latin – Liberal Arts
Music (Performance based) – Open Elective
Theatre Arts – Open Elective
Visual Arts – Studio



College-Level Examination Program (CLEP)

Students who earn CLEP credit prior to attending KCAI may apply the credits to KCAI degree requirements following the guidelines indicated below. KCAI must have the official CLEP transcript before transfer credit can be granted.

1. A maximum of 15 CLEP credit hours can be applied to KCAI degree requirements.
2. Application of credit is based upon a minimum score of 50 on each subject exam with the exception of the following exams, French-2 (minimum score-62), German-2 (minimum score-63), and Spanish-2 (minimum score-66). Students will earn 3 semester credit hours for each exam they received an acceptable score.
3. KCAI accepts credit by examination awarded by other colleges to transfer students provided they meet the above standards.

Approved CLEP Subject Examinations and KCAI Equivalents:

American Literature	Literature
Analyzing and Interpreting Literature	Literature
Freshman College Composition	First-Year Writing Seminar
English Composition	First-Year Writing Seminar
English Composition w/Essay	First-Year Writing Seminar
English Literature	Literature
Humanities	Liberal Arts Elective
College Algebra	Liberal Arts Elective
College Algebra – Trigonometry	Liberal Arts Elective
Biology	Science
Chemistry	Science

Pre-Calculus	Liberal Arts Elective
Calculus	Liberal Arts Elective
College Mathematics	Liberal Arts Elective
Natural Sciences	Science
Trigonometry	Liberal Arts Elective
French – Level 1	Liberal Arts Elective
French – Level 2	Liberal Arts Elective
German – Level 1	Liberal Arts Elective
German – Level 2	Liberal Arts Elective
Spanish – Level 1	Liberal Arts Elective
Spanish – Level 2	Liberal Arts Elective
American Government	Social Science
Intro to Ed. Psychology	Social Science
History of the U.S. I	History
History of the U.S. II	History

Human Growth and Dev.	Social Science
Principles of Macroeconomics	Liberal Arts Elective
Principles of Microeconomics	Liberal Arts Elective
Intro to Psychology	Social Science
Social Science and History	Social Science or History
Intro to Sociology	Social Science
History of the U.S. I	History

Intro to Sociology	Social Science
Principles of Accounting	Open Elective
Intro to Business Law	Open Elective
Info Systems and Comp. App	Open Elective
Principles of Management	Open Elective
Principles of Marketing	Open Elective
Intro to Sociology	Social Science
W. Civilization I	History of Thought I
W. Civilization II	History of Thought II
Financial Accounting	Open Elective
CLEP Financial Accounting	Open Elective