KCAI Transfer Credit Guide

This guide applies to students entering KCAI for the 2024-2025 academic year. For students entering KCAI prior to fall 2024, please reference [this transfer 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 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. Students admitted at the junior studio level will have a minimum of 36 credits applied (or a studio deficit if applicable). If major studio, foundation and sophomore studio requirements in a major total less than 36 credits, studio elective credits can be applied to meet the 36 credit total.

● 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 equivalent to a "C" or better: 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. KCAI will also consider transferring credits from the Art Institutes International, as well as credits taken toward a bachelor's and/or master's degree within non-U.S. institutions. Guidelines regarding submitting official transcripts from non-U.S. institutions are located at https://kcai.edu/admissions-aid/international-student/.

● Grades for transfer credit will not be calculated into the KCAI cumulative grade point average.

● Studio arts credits completed prior to enrollment at KCAI are reviewed through the admissions process and applied based on level of acceptance. Additional studio arts credits may be applied as studio or open electives.

● The last 24 of 30 credit hours of degree requirements must be completed at the Kansas City Art Institute.

● 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	75
	Liberal Arts	39
	Open Electives	6
		120

Studio hours include:	Foundation	18
	Upper level studio (major)	57
		75

Liberal Arts hours include:		
	History of Art I	3
	History of Art II	3
	First-Year Seminar/Writing Seminar	3
	Critical Studies	3
	Upper Division Art History	9
	History	3
	Literature	3
	Philosophy	3
	The Sciences	3
	(Science or Social Science)	
	Liberal Arts Electives	6
		39

Open Electives (can be filled from a large variety of coursework
Including liberal arts and studio classes)   **6**

| | **Total** | **120** |

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. Writing Seminar, Art Historical Studies I and II and Critical Studies are generally taken during freshman year.

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

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 200 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)

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

Current KCAI students need department chair approval prior to taking studio courses at another institution.

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 may be applied to Art Historical Studies I or II, a liberal arts elective requirement or an 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 may be applied to liberal arts prerequisite courses, a liberal arts requirement, liberal arts elective requirement or 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 a studio elective or open elective requirement.

Approved AP Courses for Credit:

Art History - Art Historical Studies I or II, or Liberal Arts Elective or Open Elective
Art-Drawing - Studio Elective* or Open Elective
Art-General - Studio Elective* or Open Elective
  *(studio elective approval must come from major department chair)
Biology (non-lab) - Liberal Arts
Computer Science - Open Elective
English Language/Composition - Writing Seminar or Liberal Arts
English Literature/Composition -Writing Seminar or Liberal Arts
Environmental Science - Liberal Arts
European History - Liberal Arts
French, German, Spanish, or Latin (Language course) - Liberal Arts Elective
History - Liberal Arts
U.S. Government and Political Science - Liberal Arts
Math - Liberal Arts Elective
Music Theory - Liberal Arts Elective
Psychology - Liberal Arts
Statistics - Liberal Arts Elective

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.

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 may be applied to liberal arts prerequisite courses, a liberal arts requirement, liberal arts elective or 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 a studio elective or the open elective requirement

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 Elective
Computer Science – Open Elective
Foreign Language – Liberal Arts Elective
Greek – Liberal Arts Elective
Latin – Liberal Arts Elective
Music (Performance based) – Open Elective
Theatre Arts – Open Elective
Visual Arts – Studio Elective* or Open Elective
 *(studio elective approval must come from major department chair)

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	Writing Seminar
English Composition	Writing Seminar
English Composition w/Essay	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/Critical Studies I
W. Civilization II	History of Thought II/ Critical Studies II
Financial Accounting	Open Elective
CLEP Financial Accounting	Open Elective