

## KCAI Transfer Credit Guide

*This guide applies to students entering KCAI for the 2026-2027 academic year. If you entered prior to fall 2026, or 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](mailto: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.
- Twenty-four of the last 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/](https://kcai.edu/admissions/transferring-credit-faqs/), as well as articulation agreements.

## KCAI BFA Requirements

|                                             |                |            |
|---------------------------------------------|----------------|------------|
| <b>Total Hours Required for BFA degree:</b> | Studio         | 75         |
|                                             | Liberal Arts   | 39         |
|                                             | Open Electives | <u>6</u>   |
|                                             |                | <b>120</b> |

|                              |                            |           |
|------------------------------|----------------------------|-----------|
| <b>Studio hours include:</b> | Foundation                 | 18        |
|                              | Upper level studio (major) | <u>57</u> |
|                              |                            | <b>75</b> |

|                                    |                             |           |
|------------------------------------|-----------------------------|-----------|
| <b>Liberal Arts hours include:</b> | History of Art I            | 3         |
|                                    | History of Art II           | 3         |
|                                    | 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      | <u>6</u>  |
|                                    |                             | <b>39</b> |

|                                                                                                                       |  |          |
|-----------------------------------------------------------------------------------------------------------------------|--|----------|
| <b>Open Electives</b> (can be filled from a large variety of coursework<br>Including liberal arts and studio classes) |  | <b>6</b> |
|-----------------------------------------------------------------------------------------------------------------------|--|----------|

**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.

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

|                                     |                                                                                                           |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <b>Art History - 9 credit hours</b> | Recommendation is to take at KCAI; however, if approved for transfer credit, must be 200 level or higher. |
|-------------------------------------|-----------------------------------------------------------------------------------------------------------|

|                                                                      |                                                                                                                                                                                             |
|----------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>History – 3 credit hours</b>                                      | Historical works taught in the History department                                                                                                                                           |
| <b>Literature – 3 credit hours</b>                                   | Literature (any literature-based course. Composition I or II will not fulfill this requirement)<br>Drama (Literary works taught in the English department only, not theater)                |
| <b>Philosophy – 3 credit hours</b>                                   | Philosophy<br>Religion<br>Ethics<br>Logic<br>Political Thought<br>Aesthetics                                                                                                                |
| <b>The Sciences – 3 credit hours<br/>(Science or Social Science)</b> | Natural Science<br>Physical Science<br>Environmental Science<br>Scientific Thought<br>Anthropology<br>Government<br>Political Science<br>Psychology<br>Sociology                            |
| <b>Liberal Electives – 6 credit hours</b>                            | Additional course work done in the above subjects and/or:<br>Composition I or II<br>Foreign Language<br>Math<br>Public Speaking (English or Speech Dept)<br>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 take studio courses at another institution. Applicability of First Year Experience (FYE 100) and Professional Practice courses (PPC XXX) will be reviewed on a case-by-case basis.

### Not transferable:

College Preparatory Classes

Physical Education - A three credit course may be reviewed on a case-by-case basis.

## 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                             |