

# KANSAS CITY ART INSTITUTE

Name of Policy: Free Non-Credit Courses for BFA Students through KCAP's Continuing Education
Source: Continuing Education
Form to Complete: N/A

## **Policy:**

Full-time BFA students are eligible to take non-credit courses through the Kansas City Art Institute's department of Continuing Education at no cost, with the exception of applicable model, studio and material fees.

BFA students should contact the Continuing Education office at [816-802-3333](tel:816-802-3333) to enroll in a class. The schedule of courses can be found online at [www.kcai.edu/artforeveryone](http://www.kcai.edu/artforeveryone).

Enrollment at no cost (other than fees) is dependent on the following:

1. The student must be enrolled full-time in the BFA program as a degree-seeking student, with enrollment confirmed by the Registrar and tuition payment confirmed by the Business Office.
2. Enrollment must be a non-credit Continuing Education course with seats available. BFA students who have registered and communicated their interest following the procedure above will be contacted 5 business days prior to the first course start date by Continuing Education staff to confirm their enrollment. Payment of fees, if applicable, is due at this time.
3. Payment is made by calling [816-802-3333](tel:816-802-3333) or in person at Continuing Education's office, located on the 2nd floor of the Jannes Library, 4538 Warwick Blvd, KCMO 64111.