



KCAI Transfer Credit Guide

If you have specific questions concerning transfer credits you should contact the Director of Academic Advising and Career Services, Tori Sinclair, at 816-802-3379 or via email at tsinclair@kcai.edu.

General Provisions:

- A student enrolling at KCAI with 12 or more liberal art transfer credits must complete all remaining liberal art credits at KCAI. A student enrolling with fewer than 12 liberal art transfer credits may transfer in up to a total of 12 liberal art credits to be applied towards liberal art requirements.
- 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.
- 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.
- Degree seeking students must meet with the Director of Academic Advising and Career Services and complete the "Transfer Credit Pre-Approval" form prior to taking courses at another institution.
- The final 30 credit hours **MUST** be completed at KCAI.
- Grades for transferred credit will not be calculated into the KCAI cumulative grade point average.
- The student's department chair must approve all studio transfer credit hours before they will be applied. Consideration will be given after the coursework has been completed.
- It's the student's responsibility to have an official copy of the transcript sent to the Director of Academic Advising and Career Services upon the completion of the transfer course. **Kansas City Art Institute, Tori Sinclair, Director of Academic Advising and Career Services, Office of Academic Advising and Career Services, 4415 Warwick Blvd., Kansas City, Missouri 64111.**

KCAI also accepts the following credits:

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	First-Year Writing

w/Essay	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
W. Civilization I	W. Thought I
W. Civilization II	W. Thought II
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	W. Thought I
W. Civilization II	W. Thought II
Financial Accounting	Open Elective
CLEP Financial Accounting	Open Elective

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

International Baccalaureate Diploma Program (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

Total Hours Required for BFA degree:

Studio	78
Liberal Arts	42
Open Elective	<u>6</u>
	126

Studio hours include:

Foundation	18
Upper level studio	<u>60</u>
	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	<u>6</u>
	42

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

6

Total	126
-------	-----



Liberal Arts/ General Education

Freshman year equivalents

During the freshman year, KCAI students take the following liberal art courses. The equivalent courses are outlined in the right column.

History of Art I	Introductory Art History which is offered as a two semester course, i.e., Art History I which covers Ancient through the Medieval
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

Upper-Division Liberal Arts

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

Art History	Should be taken at KCAI. These are all upper division hours and 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)
---	---

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

- The student's department chair must approve all studio transfer credit hours before they will be applied. Consideration will be given after the coursework has been completed.
- To obtain the department chair's permission to apply the studio transfer credit hours, students must request The "Petition for Application of Unused Studio Credits" from the Assistant Director of Advising and Registration after the coursework has been completed and KCAI has received the official transcript.

Not transferable:

- College Preparatory Classes
- Physical Education