



Name of Policy: Admissions Policy
Source: Office of Admissions
Date Revised: August 2022
Form to Complete: N/A

**Policy:**

All applicants must have completed a recognized secondary school program or its equivalency, including a high school diploma or GED, a college-preparatory high school curriculum and/or accredited college coursework. Consideration is placed upon an academic record and a portfolio that demonstrates technical skills and voice. The most important criterion for admission is an applicant’s potential for success.

A complete application for incoming freshmen includes a KCAI admissions application, an official high school transcript, portfolio, personal statement and an official college transcript if applicable. ACT/SAT scores and letters of recommendation are optional.

A complete transfer student application includes a KCAI application, an official high school transcript (if the applicant has less than 24 earned college credits), official college transcripts, portfolio and personal statement. SAT/ACT scores and letters of recommendation are optional.