

INTERNATIONAL EXCHANGE APPLICATION CHECKLIST

APPLICATION MATERIAL

The following materials must be submitted in addition to your online exchange application when applying for participation in the International Exchange Program at the Kansas City Art Institute. All materials should be submitted through SlideRoom. To create an account go to <https://review.slideroom.com> and upload each of the following requirements:

PORTFOLIO

Your portfolio should consist of 15-20 images that relate to the major or studio listed on your exchange application for which you would like to be considered. Upload your images or projects with appropriate descriptions. You may also choose to complete the work experience or resume portion of your profile, though this is not a requirement.

PERSONAL STATEMENT

Your personal statement, written in English, should thoughtfully express your reasons for pursuing exchange at KCAI, and, if accepted, describe how the experience will fulfill your academic, professional and artistic goals.

LETTERS OF RECOMMENDATION

Provide two letters of recommendation from faculty members at your home school. They must be in English. You will send the recommendation forms to your references through Slideroom.

TRANSCRIPTS/MARKSHEETS

Upload all college transcripts into Slideroom. We will accept unofficial transcripts.

APPLICATION STATUS AND ACCEPTANCE

Upon receiving your application materials, you should receive an acceptance decision or application update within 2 weeks. Questions about application status or submission guidelines should be directed to registrar@kcai.edu.

If you are accepted as an international exchange student at KCAI, additional documentation and information will be requested in order to issue the appropriate forms required to obtain an F-1 student visa. After issuing an official letter of acceptance, the Registrar's office will contact you directly to request the following information:

COPY OF THE BIOGRAPHICAL PAGE OF PASSPORT

This may be scanned and emailed as a pdf or jpeg to registrar@kcai.edu.

PROOF OF FINANCIAL SUPPORT

Proof of adequate financial support to cover living expenses and accommodations, studio fees, technology fees, and funding for travel is required. The Registrar's office will provide you with the amount of funds needing to be shown as well as Affidavit of Support forms if family members or other acquaintances wish to offer their financial support.

PROOF OF INTERNATIONAL HEALTH INSURANCE

For your benefit, and in order to issue your form I-20, we require that you possess adequate health insurance for the duration of your studies. KCAI allows you to choose your health insurance provider as long as your plan meets KCAI's requirements for minimum coverage.