

Educational Equivalency Matrix

Kansas State University uses a 1:1 ratio when evaluating minimum education/experience requirements (e.g., a bachelor's degree is equivalent to four years of relevant experience). When applying education toward relevant experience, every 30 hours of undergraduate education and every 18 hours of graduate education is equal to one year of experience.

This equivalency chart illustrates the education/experience equivalencies and does not include any additional required experience that may be needed for a job. A general education diploma (GED) is considered equivalent to a high school diploma. This matrix does not cover every combination of education/experience that a candidate might possess. Work with your HR liaison or talent partner if you have questions about how to apply the educational equivalency for certain situations.

		Minimum Education Qualifications			
		High school diploma	Associate degree	Bachelor's degree	Master's degree
Candidate's Education Level	High school diploma	<input checked="" type="checkbox"/> Meets minimum qualifications	High school diploma + 2 years of relevant experience	High school diploma + 4 years of relevant experience	High school diploma + 6 years of relevant experience
	Associate degree	Meets/exceeds minimum qualifications	<input checked="" type="checkbox"/> Meets minimum qualifications	Associate degree + 2 years of relevant experience	Associate degree + 4 years of relevant experience
	Bachelor's degree	Meets/exceeds minimum qualifications	Meets/exceeds minimum qualifications	<input checked="" type="checkbox"/> Meets minimum qualifications	Bachelor's degree + 2 years of relevant experience
	Master's degree	Meets/exceeds minimum qualifications	Meets/exceeds minimum qualifications	Meets/exceeds minimum qualifications	<input checked="" type="checkbox"/> Meets minimum qualifications

Examples:

If a job requires a bachelor's degree plus three years of relevant experience, an applicant with an associate degree would require a total of five years of relevant experience (associate degree + two years of experience = the bachelor's degree requirement and three additional years of experience fulfills the relevant experience requirement).

If a job requires three years of relevant experience, an applicant with 90 hours of undergraduate education would be qualified (90 hours / 30 hours = 3 years of experience) as would an applicant with an associate degree and one year of relevant experience.