



Apply Kansas Site Coordinator Training

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Kansas Board of Regents |

kansasregents.gov

Board Roles and Responsibilities

- Appointed by Governor and confirmed by Kansas Senate
- Four-year terms
- Govern six state universities
- Coordinate 32 public institutions
- Administer
 - State Student Financial Aid
 - Adult Education and GED Programs
 - Career Technical Education
 - State University Retirement Plan
- Regulate
 - Private & Out-of-State Institutions



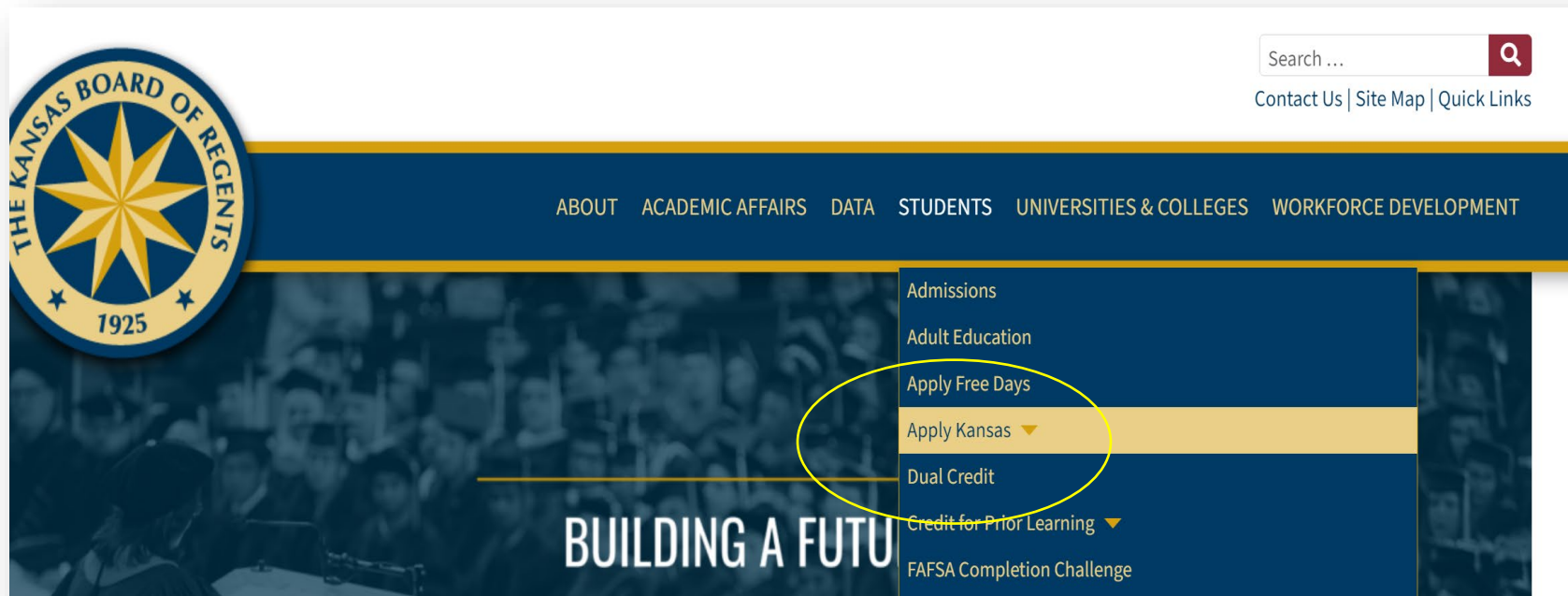
Kansas Public Higher Education System

- Six state universities
- One municipal university
- 19 community colleges
- Six technical colleges



Slides

www.kansasregents.gov

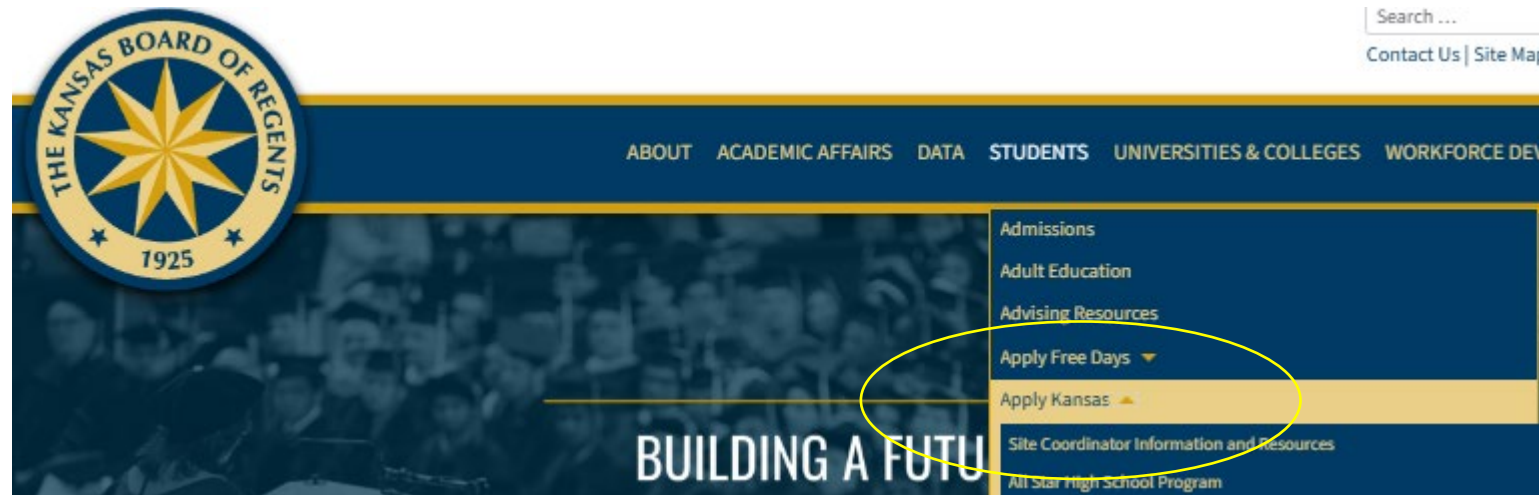


Source: <https://www.kansasregents.gov/students/apply-kansas>



Site Coordinator Resources

www.kansasregents.gov



[Home](#) / [Students](#) / [Apply Kansas](#) / Site Coordinator Information and Resources

SITE COORDINATOR INFORMATION AND RESOURCES



Apply Kansas joined the national campaign in 2015

- ☒ Arizona
- ☒ College
- ☒ Application
- ☒ Campaign



- ☒ Arizona
- ☒ College
- ☒ Application
- ☒ Campaign



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College

- Education beyond high school
- Two year
- Four year
- Certificate
- Apprenticeship



Research Considerations

- From 2020 to 2030 Kansas is projected to add 54,000 new jobs:
 - 67% requiring a bachelor's degree
 - 14% requiring a postsecondary non-degree award
 - 6% requiring a doctoral or professional degree
 - 6% requiring a master's degree
 - 5% requiring an associate degree
 - 2% requiring some college but no degree.
- Research around college access tells us



What is Apply Kansas?

Statewide campaign in which high schools conduct application completion events to help seniors apply to college or other post-secondary destinations.



Apply Kansas



- is for all students.
- focuses on reaching students who have been underserved.
- helps students take steps toward their plans beyond high school.



Source: Wichita East High School Apply Kansas



Kansas Apply Free Days

No application fee from **Monday, October 6-Wednesday, October 8**

Which Kansas Residents are Eligible?

- First time Freshman? **Yes**
- Adult Learners? **Yes**
- Students on F/R Lunch? **Yes**
- Students not on F/R Lunch? **Yes**
- Transfer & Returning Students? **Yes**
- Students applying for certificate programs? **Yes**
- Students applying for nursing programs (mid-degree)? **No**
- Students applying for graduate programs? **No**

Kansas Residents who wish to seek admission to a Kansas public or private* college or university are eligible to submit undergraduate or general admission applications for free on October 6-8, 2025.

*some for-profit Kansas private colleges may choose not to participate

Students are encouraged to apply only to schools they are considering attending



Application Fees

Public 4-year institutions	Application Fee
Emporia State University	\$0
Fort Hays State University	\$30
Kansas State University	\$40
Pittsburg State University	\$0
University of Kansas	\$40
Wichita State University	\$40
Municipal University	Application Fee
Washburn University	\$0

Technical Colleges	Application Fee
Flint Hills Technical College	\$0
Manhattan Area Technical College	\$40
Fort Hays Tech - North Central	\$50
Fort Hays Tech - Northwest	\$0
Salina Area Technical College	\$0
Washburn Tech	\$0
WSU Tech	\$0

Source: <https://www.kansasregents.gov/students/apply-free-days>

Apply Free Days Resources

www.kansasregents.gov/students/apply-free-days



The screenshot shows the Kansas Board of Regents website. The header includes the logo and navigation links: ABOUT, ACADEMIC AFFAIRS, DATA, STUDENTS, UNIVERSITIES & COLLEGES, and WORKFORCE DEVELOPMENT. A search bar is in the top right. The left sidebar lists resources under 'IN THIS SECTION:', with 'Apply Free Days' highlighted. The main content area features a large banner for 'Kansas Apply Free Days October 6-8, 2025'. Below the banner, text states that students aged 18 or older can apply for free at 7 public universities and 21 private member institutions. It also mentions that applications for certificate programs, associate degree programs, and baccalaureate programs will not qualify. A link to the '2024 Apply Free Days Application Instructions' is provided, noting they will be updated for 2025. A 'START YOUR APPLICATIONS EARLY!' button is at the bottom of the main content. The right sidebar contains a list of links: Admissions, Adult Education, Advising Resources, Apply Free Days (selected), Transfer Students, Apply Kansas, Dual Credit, Credit for Prior Learning, FAFA Completion Challenge, FAFA Resources, Free Expression Statement, High School Counselor, Information for Students and Prospective Students, Kansas High School Diploma, Military & Veteran Resources, Residency FAQ, Reverse Transfer, Student Financial Aid, and Student Health Insurance.



Hosting an Apply Kansas Event



Steps

1. Plan your Event

- Register your event for the fall, attend training, select an event date, and start planning!

2. Promote your Event

- “Why Apply Day” is Sept 19, 2025

3. Prepare Seniors

- Ideas: Make a list of colleges they’re interested in, attend college fairs, talk about applications during classroom lessons, update IPS, etc
- Provide students with their ACT score, transcript/ GPA and class rank.

4. Host your Event & Celebrate!

- Share on Social Media, Celebrate!

5. Collect Student Application Data

- Collect your application data
- Submit your Apply Kansas Site Completion survey

6. Prepare Students/Families for the FAFSA

Required Components

- Create an event with at-risk students in mind
- Collect Application Completion Summary Data from seniors
 - Submission deadline: December 1st
- Celebrate all completed applications

Apply Kansas and Site Coordinator Pages



Links, Resources, Registration, Reporting, Training, Ideas & More!

IN THIS SECTION:

- Admissions
- Adult Education
- Advising Resources
- Apply Free Days
- Apply Kansas**
 - Site Coordinator Information and Resources
 - All Star High School Program
- Dual Credit
- Credit for Prior Learning
- FAFSA Completion Challenge
- FAFSA Resources
- Free Expression Statement
- High School Counselor
- Information for Students and Prospective Students
- Kansas High School Diploma
- Military & Veteran Resources
- Residency FAQ
- Reverse Transfer
- Student Financial Aid
- Student Health Insurance
- Transfer & Articulation
- University Student Complaints

[Home](#) / [Students](#) / [Apply Kansas](#)

APPLY KANSAS

The first step in going to college is to apply! For many students, applying to college can be a daunting task, but it can be particularly overwhelming for students who may be the first in their family to pursue postsecondary educational dreams or have yet to consider their plans after high school.

Apply Kansas, is our annual statewide campaign in which high schools conduct events to help seniors apply to college with their peers and with help, guidance, and a cheering squad from school staff, local community supporters, and postsecondary volunteers. In partnership with the [American College Application Campaign](#), **Apply Kansas** is a state-wide initiative to increase the number of students applying, enrolling, and succeeding in college or other postsecondary goals.

We encourage your high school to register. We'll help you with resources, tips, and tools to help you host a successful event!

Step 1: [Register your school or community organization](#) as a host site for a 2025 Apply Kansas event!
Step 2: Attend a training or view the virtual training. See below.
Step 3: Plan your event
Step 4: Host your event and collect student data
Step 5: [Submit your Apply Kansas Site Completion data](#) - Due December 1st
Next, check out the [All Star High School page](#).

Additional Apply Kansas details are located below.

RESOURCES AND REPORTS

[2024 Apply Free Days Page](#)
[2024 Apply Free Days Application Instructions](#)
[Site Coordinator Information & Resources](#)
[Promoting the Event](#)
[Apply Kansas Site Completion Survey Questions](#)
[2024 Kansas Admission Guide](#) (links to applications for admission, financial aid departments, and scholarship deadlines)
[FAFSA & Financial Aid Resources](#)
[Apply Kansas Steering Committee Members](#)

Annual Reports:
[2024 Apply Kansas Annual Report Graphic](#)
[2024 Apply Kansas Annual Report Slides](#)

[Home](#) / [Students](#) / [Apply Kansas](#) / [Site Coordinator Information and Resources](#)

SITE COORDINATOR INFORMATION AND RESOURCES

You can host APPLY Kansas application events starting in September through early November! Listed below are some steps and resources you are welcome to use to plan a successful event for your senior class.

[2024 Apply Kansas Virtual Training Recording \(April 2024\)](#)
[Presentation with live links](#)

[2024 APPLY Kansas Site Coordinator Manual](#)

Plan your Event

(sample steps & resources below)

- Register with Apply Kansas
- Order your Apply Kansas Giveaways (Ordering will open again in late summer 2024)
- Register/Attend Apply Kansas Coordinator Training (Annually in August)
- Review the Site Coordinator Manual
- Set the date of your event
- Develop a plan, timeline & recruit a planning team if needed
- Engage volunteers & the community if desired

Promote your event



Collecting and Reporting Data

Collecting Data

- The Apply Kansas Site Completion Survey is required to be eligible for All Star High School Recognition!
 1. Survey all your seniors after the event or before December 1st
 2. Submit your Apply Kansas Site Completion Summary Data to Apply Kansas by December 1st
 3. Share your summary data with stakeholders to show the impact!

PLAN YOUR APPLY KANSAS EVENT

1. Reserve computer labs, library, or classrooms/facilities for your event.
2. Post Banners to remind students that event will occur.
3. Recruit Volunteers - Could be teachers or college admission staff.
4. Prepare Students for the Event.
 - #1: Encourage your seniors to identify 2-3 colleges or postsecondary programs they would like to apply to. You could require students to complete some or all of these options.
 - Attend a College Fair (either virtual or in-person)
 - Use a college search tool: Xello, Big Future, Naviance, KS degreestats, Encourage, etc.
 - Complete College Fit Worksheet
 - Visit a college campus
 - #2: Once they've identified some colleges, have seniors complete the College Application Checklist, to prepare personal information they may need to complete their college application on the day of the event
5. Apply Kansas Event Day!
 - Complete College Applications
 - Request Transcripts
 - Submit fee waivers (when applicable)
 - Students complete a sign out survey. (Examples: [Online](#), [Paper #1](#), [Paper #2](#))
 - Reporting your Apply Kansas event data is the only requirement of participating in this program. At a minimum you'll need to submit the following information to us at the conclusion of your event:
 - Number of seniors who submitted an application
 - Total Number of college applications submitted
 - Number of KS Public Colleges receiving applications
 - Social Media Blitz! Post pictures with an Apply Kansas banner listing the colleges they applied when finished
6. Submit your Apply Kansas site data to Apply Kansas by December 1st.
 - This submission qualifies you to receive All Star High School recognition.
7. Follow up with FAFSA completion instructions/events & Financial Aid resources
 - To see your high school's individual student FAFSA submission list, please fill out the attachment and send your request to Linda Oldham Burns LOldhamBurns@ksbor.org.
8. Incentivize seniors completing all 4 tasks. Certificate? Prizes? Apply Kansas Swag?

Source: <https://www.kansasregents.gov/students/apply-kansas>



Collecting Data

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Templates


- The online template gives ready-to-use data
- Ideas:
 - Require completion before leaving event
 - Email link to students
 - Create a QR code



SAMPLE-Apply Kansas Student Checkout Survey

Site Coordinators: These questions will give you the information needed to submit your summary data, but feel free to add any questions that would benefit your school reporting.

Thank you for participating in Apply Kansas activities this Fall. This information will help us better assist students and parents with their efforts to plan for post-secondary educational opportunities.

mistie.knox@gmail.com [Switch account](#)  Saving disabled

* Indicates required question

Email *

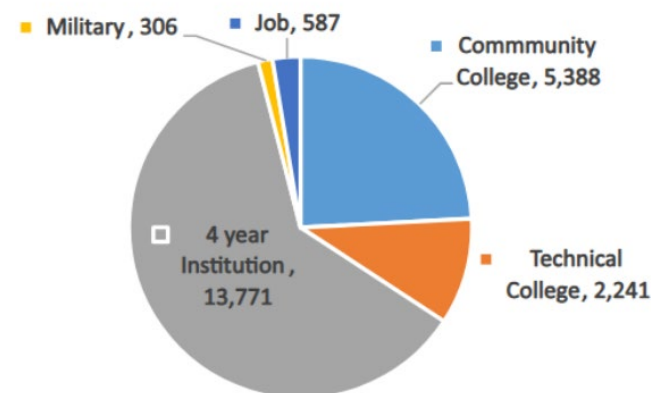
Your email

Source: <https://www.kansasregents.gov/students/apply-kansas>



Apply Kansas Impact

Apply Kansas Applications



301
Schools
Registered

261
Schools
reporting data



151 Apply Kansas
schools
have 40% or more
economically
disadvantaged
students



253 out of 286 Kansas school districts participate in Apply Kansas

↑ **33%** Schools Reporting Data ↑ **17%** Student Participation
 ↑ **38%** Apply Kansas Schools Registered ↑ **42%** Application Submission

	2020	2021	2022	2023	2024
Schools Reporting Data	108	126	160	195	261
Senior Students	4,897	7,818	10,123	11,890	13,854
Applications	5,910	11,506	14,489	16,025	22,818

Source: <https://www.kansasregents.gov/students/apply-kansas>



Kansas Board of Regents

kansasregents.gov



Why Apply Day

Nationally recognized day to promote going to college



Why Apply Day: Friday, September 19, 2025

- Ideas:
 - Share why they chose their career/pathway
 - Involve faculty and staff
 - Take pictures, post on social media
 - Create a slideshow or display
- Get students excited about your Kansas event
- Hashtag: #WhyApply

“Apply Kansas” 

“ApplyKS” 



All Star High Schools

State-wide Recognition Opportunity



All Star High School Requirements



APPLY



FAFSA



CELEBRATE



Apply Kansas Event

FAFSA Completion Event

Senior Signing Day

Pictures courtesy of Clifton-Clyde HS, Ark City HS, Eisenhower HS, Garden City HS, Great Bend HS, Ness City HS, Royal Valley HS, Washburn Rural HS, Sedgwick HS, and Wichita Public Schools



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All Star High School Recognition

- Board of Regents Award Presentation

- Banner/Sticker

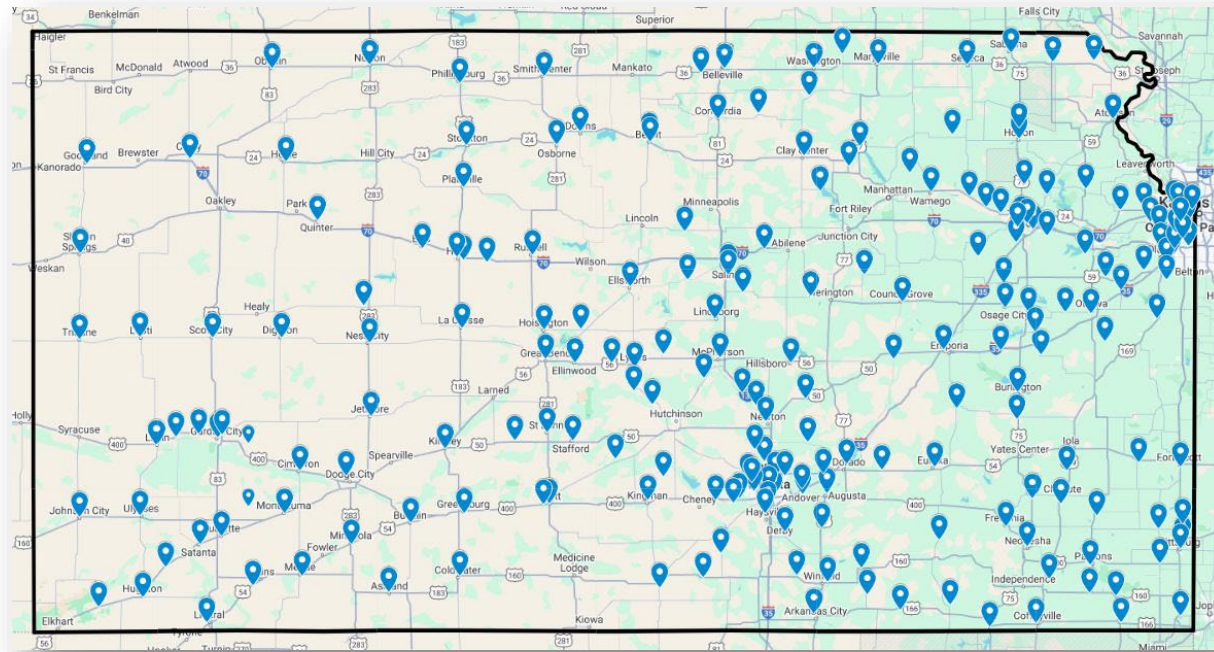


- Social Media



All Star High School Data

	2021-2022	2022-2023	2023-2024	2024-2025
All Star High Schools	54	97	148	217



Important Due Dates

- **August 21st** - Apply Kansas Fall 2025 Registration/Swag Form
- **December 1st** - 2025 Apply Kansas Site Completion Survey Form
- **April 1st** - 2025-2026 KBOR All Star Qualifying High Schools Form



Additional Resources

Resources beyond Apply Kansas





- Professional Organization for College Admissions
- Membership \$25/individual or \$50/institution
- Conference in Kansas City, MO- April 2024
- Lunch & Learn, Newsletter, College Tours, Events, Network with colleagues across three states



- [High School Counselor Resources](#)
- [Apply Kansas Resources](#)
- [FAFSA Challenge and Event Resources](#)
- [Financial Aid/Scholarships](#)
- Guidance Lesson Resources



- [Financial Aid Resources and updates](#)
- Presentations and handouts to support counselors
- Scholarship Resources and tips
- [Financial Aid FAQs](#)



FAFSA Updates

- The US Department of Education plans to release the 2026-27 Free Application for Federal Student Aid (FAFSA) on October 1
- School districts can access their student FAFSA submission updates:
 - Fill out the attachment and send your request to Linda Oldham Burns lOldhamBurns@ksbor.org.
- Additional information and resources can be found here:
 - <https://www.kansasregents.gov/students/fafsa-challenge>
 - <https://www.kansasregents.gov/students/fafsa-resources>



Questions?

- Next Steps:
 - Register as an Apply Kansas school (due August 21)
 - Plan your apply Kansas event
- Follow Apply Kansas on Social Media



[@ApplyKansas](https://www.instagram.com/ApplyKansas)



[@applyks](https://www.facebook.com/applyks)

[Apply Kansas: College Application Campaign](#)

