



Apply Kansas Reporting Requirements

Reporting your Apply Kansas 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.

Required data collection fields:

- Number of seniors who submitted an application
- Total Number of college applications submitted
- Number of KS Public Colleges receiving applications

Select one of these surveys methods for your students to complete after completing their applications

- Virtual Option:** [Electronic Student Checkout Survey](#)
(Copy this google form and make it your own)
- Paper option:** [Student Checkout Form Template #1](#)
[Student Checkout Form Template #2](#)

Submit your site data to Apply Kansas:

Visit the [Apply Kansas Site Coordinators Webpage](#) for survey link

Report event date & student level- data to Apply Kansas annually by late November-Early December

*You can collect this information immediately following your APPLY Kansas event or you can survey all seniors at the end of October or another time toward the end of the application season. If you can gather this data to share it with your principal or other stakeholders and Apply Kansas, please do that!

This data can be a powerful tool to show the impact of your post-secondary work each year.