



KANSAS BOARD OF REGENTS

Frequently Asked Questions

I tried to create a new account, but it says I already have an existing account and won't let me proceed.

When you receive this message, it means your SSN is already in use on an account. Use the "Forgot Username" link on the login page to retrieve your existing account username. Please note, you will need to input your last name, SSN, and email address exactly as we have it in our records or else the system will not be able to retrieve your username. If you don't remember which email address you used to create the account, or no longer have access to it, please email scholars@ksbor.org or call (785) 430-4300 for assistance.

I created a new account, but never received the email to complete my account verification.

The email containing your account verification code comes from scholars@ksbor.org and may end up in your spam folder. If the email is not in your spam folder, please email scholars@ksbor.org or call (785) 430-4300 and we will manually send the email again or provide a verification code over the phone so you can finish creating your account.

I need to reset my password, but no longer have access to the email address associated with my account.

Please email scholars@ksbor.org or call (785) 430-4300 to speak with someone who can change the email address on your account. We will need to verify your identity before we can make any changes to the account.

What does priority deadline mean?

The priority deadline listed for each scholarship is the date we will begin reviewing applications and awarding scholarship funds. In many cases, there may be funding available after all applications submitted by the priority deadline have been reviewed. In this case, we will continue to accept applications beyond the priority deadline and award new applicants until the funding is depleted. If the blue "Apply" button is shown for the scholarship you're interested in, we are still accepting applications.

How do I know if I've submitted my application correctly?

You will receive an automated email from scholars@ksbor.org within a few minutes of submitting your online application. The subject line will read "From Kansas Board of Regents – Student Financial Aid Application Received". You will receive a separate email for each scholarship you apply for.

If you have not received an automated email and you think you've applied for a scholarship, please log back into your account at <https://sfa.kansasregents.org/> and verify that it says "Applied" in green next to the scholarship. If it does not, then your application did not go through and you should apply again.

What happens after I've applied for a scholarship?

You will immediately receive an email confirming that your application was submitted successfully. The email comes from scholars@ksbor.org and may end up in your spam folder.

Many scholarships require supporting materials to be submitted before your application is complete. **If your scholarship requires additional steps to be taken, check the "Additional Requirements" section for each application you submitted.** A list of everything required for the scholarship will be displayed. Once we receive each item, you will see the word "Received" displayed. If you have additional questions about what is required, please email scholars@ksbor.org.

Screenshot of the scholarship application interface. The interface shows two tabs: "Scholarship Year 2022 - 2023" (selected) and "Scholarship Year 2021 - 2022". Below the tabs, there are two main sections: "Kansas Career Technical Workforce Grant" and "Kansas Ethnic Minority Scholarship (Applied)". The "Kansas Ethnic Minority Scholarship (Applied)" section is highlighted in green. Underneath, there are two rows of information: "Fall - Applied" and "Spring - Applied", each with an "Edit" button and "Closes on 05/01/2022". Below these rows, there is a section titled "Additional Requirements for 2022 - 2023" which contains a bullet point: "(NEW) - Kansas Ethnic Minority Scholarship Information Form - Received". This section is circled in red.

How do I submit my additional materials?

After you submit your scholarship application, you are automatically routed back to the Scholarships homepage. At the top of this screen is a blue button that says "Upload Documents". Submit all required materials for your scholarship using this upload portal.

If your file is too large to send through the portal, you may email it to scholars@ksbor.org.

If you need to submit more than 8 individual files, you must log out of your application and then log back in to continue uploading more files.

When will I be notified if I've received the scholarship or not?

Please refer to the confirmation email you received after submitting the application for details on when the scholarship is awarded and how recipients are notified. Each scholarship program is

different and not all programs send notifications. For need-based scholarships, the college must review the applicant's FAFSA information and take outside scholarships and grants into consideration to determine scholarship eligibility.

I received a scholarship last year and want to renew it, what do I do?

First, you should plan to file the FAFSA. Many of our scholarships require you to have a FAFSA on file at your college before funding will be disbursed. Next, you'll login to your State of Kansas Student Aid Application (<https://sfa.kansasregents.org/>) and apply for your scholarship as a **renewal** applicant. Renewals are given top priority in awarding each year.

What if I need to make a change on my scholarship application?

For most scholarships, you may login to your account and edit your scholarship application any time prior to the application deadline. When you login, you'll see that you've applied for the scholarship and there is a button next to the scholarship that says "Edit". Clicking Edit will take you back into your completed application and you may make changes as needed. Once you save your edits, the changes will take effect immediately. If the scholarship deadline has passed, you may not edit your application.

If you have applied for the Promise Scholarship, you cannot edit your application once it has been submitted. Please email scholars@ksbor.org to inquire about making changes.

I received a scholarship that has a service obligation. How and when do I inform the Board of Regents that I am working in Kansas?

After you have completed your degree program, or stopped renewing the scholarship you had been receiving, a representative will email you the work verification paperwork you are required to fill out. The paperwork will be sent to the email address we have on file for you, so please make sure we have an updated email address (not a school email that you could lose access to after graduating). The timing for the required paperwork varies by scholarship program, but generally, if you have not received anything after six months past your graduation date, please contact us at scholars@ksbor.org or call (785) 430-4300 to follow up.

Is U.S. citizenship required for Kansas scholarships?

It depends on the scholarship program. You must be a U.S. citizen to receive the Kansas Promise Scholarship. For all other programs, citizenship is not required, but you must be a permanent legal resident of the United States with a valid SSN and be able to file the FAFSA.

May I use my scholarship at any college in Kansas?

Not necessarily. Each scholarship program has certain criteria that dictate where the scholarship may be used. Visit our Scholarships & Grants page to see a complete list of all scholarships we offer and download a list of what colleges/universities are eligible.

https://kansasregents.org/students/student_financial_aid/scholarships_and_grants