

## Application Checklist

This checklist is provided to assist you in the application process. As you complete each item, check it off and move on to the next item. If you have any questions concerning the process, please call the KCU Admissions Office at 606-474-3266, or 800-522-3181.

### Entering Freshmen

- 📁 **Application for Admission.** Complete and return to the Admissions Office with a nonrefundable application fee of \$30. (No app fee if you apply online!)
- 📁 **Minister Reference Form.** This recommendation provides a reference from someone at your church who can speak of your church involvement. Have the form completed and return to the Admissions Office.
- 📁 **Counselor Reference Form.** This recommendation provides a reference from your High School Guidance Counselor. Have the form completed and return to the Admissions Office.
- 📁 **Employer, Coach or Peer Reference Form.** This recommendation provides a reference from an employer, coach, teacher, or other individual who can speak of your academic or social development. Have form completed and return to the Admissions Office.
- 📁 **Official High School Transcript.** An official transcript of your grades (through your Junior year) must be submitted to KCU to be considered for acceptance. Upon graduation from High School, an official, Final transcript must be submitted to the Admissions Office, showing graduation date.
- 📁 **ACT/SAT Scores.** All Freshmen must submit an official copy of either the ACT or SAT scores. Minimum score of 17 on the ACT or 1210 on the SAT is required for acceptance.
- 📁 **Essay.** A one-page essay must be submitted to the Admissions Office along with your application. The topic of the essay must be "Describe your Christian and/or Community Service and how that service has impacted your life."

### Transfer Students

- 📁 **Apply for Admission.** Complete and return the Application for Admissions to the Office of Admissions with a nonrefundable application fee of \$30 (No application fee if you apply online!)
- 📁 **Minister Reference Form.** This recommendation provides a reference from someone at your church who can speak of your church involvement. Have the form completed and return to the Admissions Office.
- 📁 **Counselor Reference Form.** This recommendation provides a reference from your High School Guidance Counselor. Have the form completed and return to the Admissions Office.
- 📁 **Employer, Coach or Peer Reference Form.** This recommendation provides a reference from an employer, coach, teacher, or other individual who can speak of your academic or social development. Have form completed and return to the Admissions Office.
- 📁 **Official High School Transcript.** An official High School transcript must be submitted to KCU to be considered for acceptance.
- 📁 **Official College Transcript.** Transfer applicants must submit official transcripts from all post secondary institutions attended.

### University Housing

Complete and send Housing Form with a \$100 room deposit to the Director of Residence Services. If living at home with immediate family (parents, grandparents) or over the age of 23, contact the Dean of Students for an exemption.