

QUICK START GUIDE

HOW-TO GUIDE FOR EDUKAN ONLINE

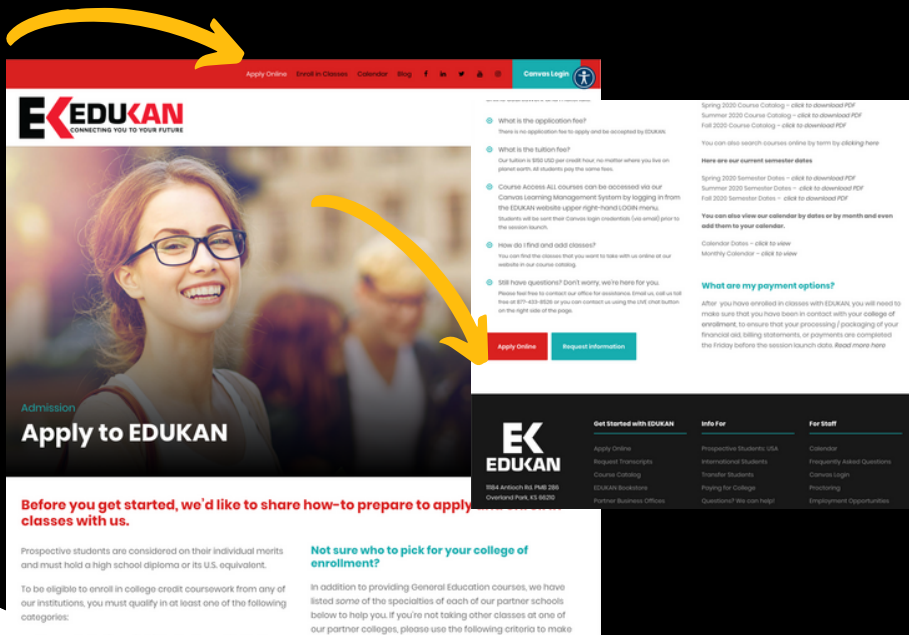
**HOW TO APPLY, ADD OR DROP
CLASSES, MAKE PAYMENTS, GET
BOOKS AS NEEDED, LOG IN AT
SEMESTER START AND MORE!**

**Use this guide to get ahead online
with our services. Questions? Visit
EDUKAN.EDU for further help.**

APPLY ONLINE. NO APP FEE.

START BY VISITING OUR WEBSITE: EDUKAN.EDU

Click on Apply to EDUKAN and you will be taken to our application page with a variety of info on applying, schedules, books and more.



The screenshot shows the EDUKAN website. At the top, a navigation bar includes links for 'Apply Online', 'Enroll in Classes', 'Calendar', 'Blog', and a 'Canvas Login' button. Below the navigation bar is a large banner image of a smiling woman with glasses. To the left of the banner, the text 'Admission Apply to EDUKAN' is displayed. To the right of the banner, there is a list of frequently asked questions (FAQs) about the application process, including topics like application fees, tuition fees, course access, finding classes, and payment options. Below the FAQs, there are two buttons: 'Apply Online' and 'Request Information'. At the bottom of the page, there is a section titled 'Before you get started, we'd like to share how-to prepare to apply classes with us.' which provides information for prospective students and lists partner colleges. A yellow arrow points from the top navigation bar to the 'Apply Online' button, and another yellow arrow points from the 'Apply to EDUKAN' text to the 'Apply Online' button.

Apply Online **Enroll in Classes** **Calendar** **Blog** **Canvas Login**

E EDUKAN
CONNECTING YOU TO YOUR FUTURE

Admission
Apply to EDUKAN

Before you get started, we'd like to share how-to prepare to apply classes with us.

Prospective students are considered on their individual merits and must hold a high school diploma or its U.S. equivalent.

To be eligible to enroll in college credit coursework from any of our institutions, you must qualify in at least one of the following categories:

Not sure who to pick for your college of enrollment?

In addition to providing General Education courses, we have listed some of the specialties of each of our partner schools below to help you. If you're not taking other classes at one of our partner colleges, please use the following criteria to make

Get Started with EDUKAN

- Apply Online
- Request Transcripts
- Course Catalog
- EDUKAN brochures
- Partner Business Offices

Info For

- Prospective Students USA
- International Students
- Transfer Students
- Paying for College
- Questions? We can help!

For Staff

- Calendar
- Frequently Asked Questions
- Canvas Login
- Proctoring
- Employment Opportunities

VISIT EDUKAN.EDU
TO CHAT WITH US LIVE, FOR
FURTHER HELP WITH QUESTIONS
OR GIVE US A CALL AT 877-433-8526
(TOLL FREE) FURTHER ASSISTANCE
FROM 8 AM- 4:30 PM CENTRAL TIME.

FREQUENTLY ASKED QUESTION...

PICKING A PARTNER COLLEGE FOR YOUR APPLICATION

EDUKAN IS A CONSORTIUM MADE UP OF FOUR COLLEGES - YOU WILL NEED TO SELECT ONE TO BE YOUR 'HOME' SCHOOL WHICH YOU WILL BE IN CONTACT WITH FOR PAYMENT RELATED ISSUES, TO GET YOUR TRANSCRIPTS AND FOR ADVISORY ISSUES RELATED TO YOUR GOALS.

LOG IN INFO FOR PICKING YOUR CLASSES WILL BE AVAILABLE WHEN YOU COMPLETE THE APPLICATION



Online Application

First Name *

First

Middle Name

Last Name *

Last

Maiden Name or Other Name

E-mail *

first.last@gmail.com

Confirm Email

first.last@gmail.com

Social Security Number (International stu

123-45-6789

Date of Birth *

01/02/2000

Gender

<Select>

Current Legal Address

Country *

United States

Street 1 *

567 Main St

Street 2

City *

Wichita

State *

Kansas



Online Application

College of Enrollment *

<Select>

Barlow Community College

Dodge City Community College

Pratt Community College

Seward Community College

FAPSA

Have you previously enrolled at this college?

<Select>

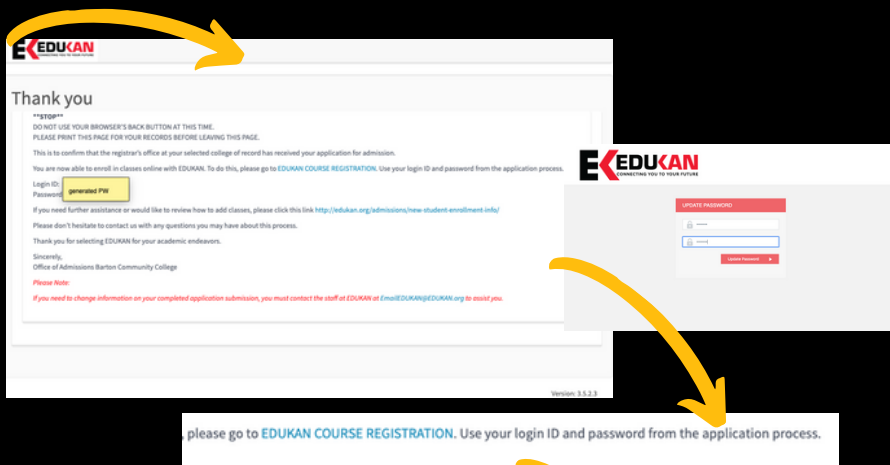
Referred by



PICKING CLASSES. BY SEMESTER. BY TERM.

AFTER YOU COMPLETE YOUR ONLINE APPLICATION, YOU WILL BE PROVIDED YOUR LOGIN ID AND TEMPORARY PASSWORD.

Click on the **BLUE** EDUKAN course registration link to proceed to create your personal password. Then LOGIN to pick your classes.



The image shows a 'Thank you' page from EDUKAN with the following text:

Thank you

ppp

DO NOT USE YOUR BROWSER'S BACK BUTTON AT THIS TIME.
PLEASE PRINT THIS PAGE FOR YOUR RECORDS BEFORE LEAVING THIS PAGE.

This is to confirm that the registrar's office at your selected college of record has received your application for admission.

You are now able to enroll in classes online with EDUKAN. To do this, please go to [EDUKAN COURSE REGISTRATION](#). Use your login ID and password from the application process.

Login ID: [generated ID]
Password: [generated PW]

If you need further assistance or would like to review how to add classes, please click this link <http://edukan.org/admissions/new-student-enrollment-info/>

Please don't hesitate to contact us with any questions you may have about this process.

Thank you for selecting EDUKAN for your academic endeavors.

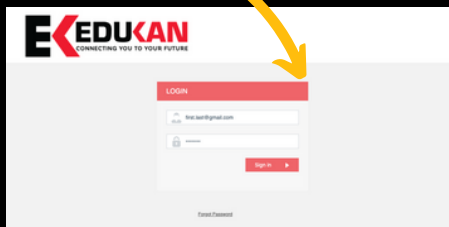
Sincerely,
Office of Admissions Barton Community College

Please Note:
If you need to change information on your completed application submission, you must contact the staff at EDUKAN at EmailEDUKAN@EDUKAN.org to assist you.

Version: 3.5.3.3

An inset shows the 'UPDATE PASSWORD' form with fields for 'New Password' and 'Confirm Password', and a 'Update Password' button.

Below the screenshots, a text box states: please go to [EDUKAN COURSE REGISTRATION](#). Use your login ID and password from the application process.



The image shows the EDUKAN LOGIN page with the following text:

EDUKAN
CONNECTING YOU TO YOUR FUTURE

LOGIN

Email: [email field]
Password: [password field]

[Log in](#)

Forgot Password

VISIT EDUKAN.EDU
TO CHAT WITH US LIVE, FOR
FURTHER HELP WITH QUESTIONS
OR GIVE US A CALL AT 877-433-8526
(TOLL FREE) FURTHER ASSISTANCE
FROM 8 AM- 4:30 PM CENTRAL TIME.

FREQUENTLY ASKED QUESTION...

WHERE DO YOU ADD OR DROP COURSES DURING YOUR ENROLLMENT WITH US - ONLINE IN OUR CRM

EDUKAN USES A CRM SYSTEM WHERE STUDENTS MANAGE THEIR COURSES, YOU CAN ADD AND DROP THEM BY TERM FOR EACH SEMESTER. THIS IS SEPARATE FROM THE CANVAS LEARNING MANAGEMENT SYSTEM - WHICH IS WHERE YOU LOG IN ON THE START OF THE TERM TO ACCESS YOUR COURSES.

SELECT TERM. SELECT ADD OR DROP COURSE. PICK YOUR CLASS TO ADD. CLICK FINISH WHEN DONE.

EDUKAN - Course Registration - Select Term

Name *

First Last

College of Enrollment

Barton Community College

Per our records, you are registered in the following course(s) with the above listed College. If you need to drop a course, please contact the Registrar at 877-433-8526.

Session	[CourseName]	[Instructor]	[Status]
---------	--------------	--------------	----------

Select an Option

Add New Course

Drop Course

BACK NEXT

EDUKAN - Course Registration - Select Term

Name *

First Last

College of Enrollment

Barton Community College

Per our records, you are registered in the following course(s) with the above listed College. If you need to drop a course, please contact the Registrar at 877-433-8526.

Session	[CourseName]	[Instructor]	[Status]
---------	--------------	--------------	----------

Select an Option

Add New Course

Please select session *

Select-

- 2020 Summer Session 2 (8 Wks 6/1 - 7/24)
- 2020 Summer Session 3 (6 Wks 6/1 - 7/10)
- 2020 Summer Session 4 (6 Wks 6/22 - 7/31)
- 2020 Fall Session 1 (16 Wks 8/17 - 12/4)
- 2020 Fall Session 2 (8 Wks 8/17 - 10/9)
- 2020 Fall Session 3 (12 Wks 9/14 - 12/4)
- 2020 Fall Session 4 (8 Wks 10/12 - 12/4)

EDUKAN - Course Registration - Select Course

Select the course you wish to enroll for term *

- EN177 English Composition II - Hart (B) (Nicholas J. Hart)
- GR130 Digital Photography - Cepas (A) (Susan K. Cepas)
- HI177 American History 1865 to Present - Olsen (B) (Jeffrey Olsen)
- MU176 Introduction to Music - Fryberger (Nem M. Fryberger)
- POL176 American Government - Lahague (B) (Elther M. Lahague)**
- SO123 Criminology - Morgan (B) (Linda M. Morgan)
- SO182 Sociology of Families - Gomm (Jeffrey H. Gomm)

EDUKAN - Course Registration

The operation completed successfully.

If you have completed your course registration selection, please click the "finish" button.

If you would like to continue to either add or drop a course, please click the "add/drop" button.

FINISH YES, ADD/DROP COURSE

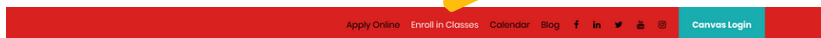
FREQUENTLY ASKED QUESTION...

WHERE DO YOU MANAGE THE COURSES YOU HAVE ENROLLED IN - ADD OR DROP THEM ONLINE IN OUR CRM

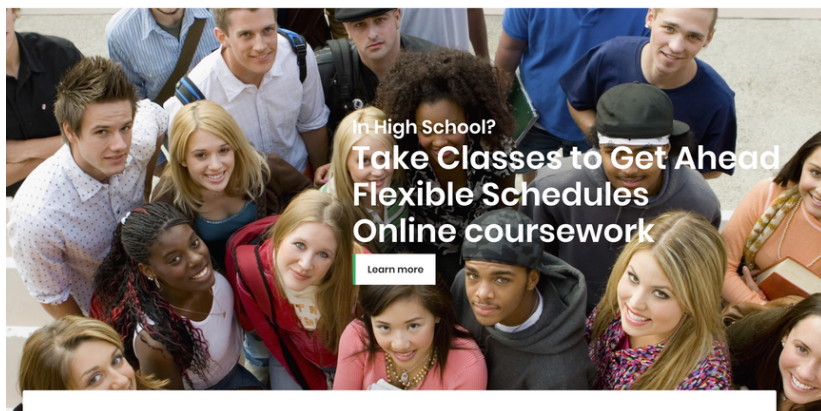
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IF YOU NEED TO GO BACK TO **ADD OR DROP CLASSES** - VISIT **EDUKAN.EDU** AND CLICK ON **ENROLL IN CLASSES** MENU ITEM TO LOG IN.

SELECT TERM. SELECT ADD OR DROP COURSE. PICK YOUR CLASS TO ADD. CLICK FINISH WHEN DONE.



[About EDUKAN](#) [Admissions](#) [Academics](#) [International Students](#) [Support](#) [?](#)



HOW TO DROP OR ADD A CLASS AFTER LOGGED IN.

AFTER YOU LOG INTO THE CRM, THROUGH THE ENROLL IN CLASS MENU ON OUR WEBSITE, YOU CAN MAKE CHANGES TO YOUR COURSES FROM ADDING TO DROPPING THEM.

Once logged in, you will see the courses you are enrolled in to select DROP a Course or you can select ADD Course to add a course.

EDUKAN - Course Registration - Select Term

Name

First Last

College of Enrollment
Barton Community College

Per our records, you are registered in the following course(s) with the above listed College. If you need to drop a course that was enrolled through a different College, please contact EDUKAN at 877-433-8526.

Session	[CourseName]	[Instructor]	[Status]
2020 Summer Session 3 (6 Wks 6/1 - 7/13)	[P0176 American Government - Lahargoute (b)]	[Father M. Lahargoute]	[Pending]
2020 Fall Session 1 (16 Wks 8/17 - 12/4)	[AG149 Animal Science - Clymer (a)]	[David R. Clymer]	[Pending]

Select an Option

-
-

BACK NEXT

BE SURE TO PICK THE CORRECT COURSE / TERM TO MAKE CHANGES TO

IF DROPPING A CLASS - PLEASE COMPLETE THE FORM INCLUDING REASON

THEN COMPLETE YOUR REQUEST.

EDUKAN - Course Registration - Select Term

Name

First Last

College of Enrollment
Barton Community College

Per our records, you are registered in the following course(s) with the above listed College. If you need to drop a course that was enrolled through a different College, please contact EDUKAN at 877-433-8526.

Session	[CourseName]	[Instructor]	[Status]
2020 Summer Session 3 (6 Wks 6/1 - 7/13)	[P0176 American Government - Lahargoute (b)]	[Father M. Lahargoute]	[Pending]
2020 Fall Session 1 (16 Wks 8/17 - 12/4)	[AG149 Animal Science - Clymer (a)]	[David R. Clymer]	[Pending]

Select an Option

-

Please select session

2020 Fall Session 1 (16 Wks 8/17 - 12/4)

BACK NEXT

EDUKAN - Course Registration - Select Course

Select a course to drop

AG149 Animal Science - Clymer (a)

First Time EDUKAN enrollment?

No

Would you like further assistance?

No

Please explain why you have decided not to continue with your course enrollment?

Changed mind

BACK NEXT

VISIT EDUKAN.EDU TO CHAT WITH US LIVE, FOR FURTHER HELP WITH QUESTIONS OR GIVE US A CALL AT 877-433-8526 (TOLL FREE) FURTHER ASSISTANCE FROM 8 AM- 4:30 PM CENTRAL TIME.

MAKING PAYMENT. OPTIONS AVAILABLE.

AFTER YOU COMPLETE YOUR APPLICATION AND SELECT YOUR CLASSES, YOU WILL NEED TO TAKE STEPS TO PAY FOR YOUR COURSES, RESOURCE FEES, AND BOOKS AS NECESSARY.

Tuition for all EDUKAN courses, regardless of Kansas residency status, is a set rate of \$150 per credit hour.

1. **Payment Plans.** EDUKAN students can request a payment plan from the Business Office at your college of enrollment.
2. **Credit Card via Phone.** All major credit cards are accepted and can be processed by calling the business office at your selected college of enrollment.
3. **Money Order. Personal Check. Cash.**
4. **Third Party & Financial Aid.** If your employer, military or other third party is paying for your bill, contact your college of enrollment business office for help.

BUSINESS OFFICE PHONE NUMBERS FOR YOUR COLLEGE OF ENROLLMENT

- BARTON COMMUNITY COLLEGE BUSINESS OFFICE: 800-748-7594 OR 620-786-7463
- DODGE CITY COMMUNITY COLLEGE BUSINESS OFFICE: 800-367-3222 EXT. 302 OR 620-227-9302
- PRATT COMMUNITY COLLEGE BUSINESS OFFICE: 620-450-2143
- SEWARD COUNTY COMMUNITY COLLEGE BUSINESS OFFICE: 620-417-1080

TIP: DON'T WAIT TO SET UP YOUR PAYMENT WITH YOUR COLLEGE OF ENROLLMENT - THAT WAY YOU CAN START ON TIME & NOT STRESS OUT!

VISIT EDUKAN.EDU

TO CHAT WITH US LIVE, FOR FURTHER HELP WITH QUESTIONS OR GIVE US A CALL AT 877-433-8526 (TOLL FREE) FURTHER ASSISTANCE FROM 8 AM- 4:30 PM CENTRAL TIME.

DO YOU NEED A BOOK?
CHECK THE COURSE LIST.

AFTER YOU COMPLETE YOUR APPLICATION AND SELECT YOUR CLASSES, YOU WILL NEED TO KNOW IF YOUR COURSE REQUIRES A BOOK, A RESOURCE FEE OR HAS ALL THE MATERIALS EMBEDDED IN THE COURSE ONLINE.

You can easily find this information at EDUKAN.EDU.

Apply Online Enroll in Classes Calendar Blog Facebook Instagram Canvas Login

About EDUKAN Admissions Academics International Students Support

Online Programs
Course Catalog
Calendar: Semester Dates
[EDUKAN Book Info](#)
FERPA Policy
BioSig-ID Profile
Grading System
Student Ethics Policy



EDUKAN Bookstore Overview • Policies
Student Book Lists
Partner School Bookstores
Book Store Privacy Policy

EDUKAN has over
200 online courses with Semester Term Options from 4 to 16 weeks

Apply Online

**YOU CAN SELECT THE
BOOK LIST FOR THE
SEMESTER YOU ARE
ENROLLED IN TO SEE THE
REQUIREMENTS BY CLASS**

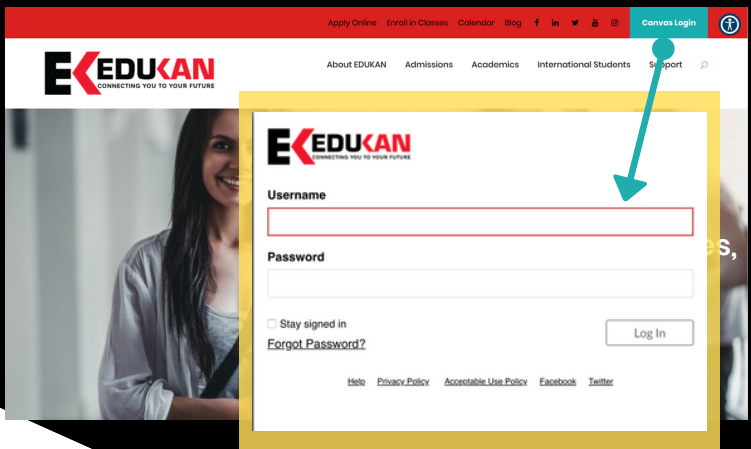
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  EKUKAN 11194 Antioch Road, PMB 286, Overland Park, KS 66210 877-433-8526 (toll free) 620-793-5821 (FAX) www.EKUKAN.edu					
4/23/2020				Summer 2020 Book List	
Summer Class	Course Code	Course Name	ISBN	<p>Title-Text availability code STREETBOOK, Optional Purchase Designation</p> <p>Optional Text, NO TEXT source will be listed and other source content is embedded in the current, Live Streaming, Canvas shell and, if licensed, Payment and Fee list will be included from Amazon.com that the EKUKAN bookstore is offering to purchase these will be discontinued if the course when the session begins.</p>	<p>Publisher</p> <p>Student Seat Price per Student's Price per Student's Final Price (change when bookstore opens on 06/28/20)</p>
SU2020	AC217	ACCOUNTING I - DOWELL	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	AC218	ACCOUNTING I - DOWELL	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	AC237	MANAGERIAL ACCOUNTING-LARD	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	AG106	AGRICULTURE ECONOMICS-LARDY	9781319841430	PRINCIPLES OF AGRICULTURAL ECONOMICS (ENHANCED FOURTH) 2ND EDITION	FAITCH & FAITCH
SU2020	AG106	AGRICULTURE ECONOMICS-LARDY	9781319841430	PRINCIPLES OF AGRICULTURAL ECONOMICS (STREETBOOK, 2ND EDITION) 2ND EDITION	FRANCIS & TAYLOR
SU2020	AG202	AGRICULTURE ECONOMICS-REED	9781319841430	PRINCIPLES OF AGRICULTURAL ECONOMICS (STREETBOOK, 2ND EDITION) 2ND EDITION	FRANCIS & TAYLOR
SU2020	AG249	ANIMAL SCIENCE-CLYMER	9780131337078	SCIENTIFIC FARM ANIMAL PRODUCTION(2ND EDITION), 11th edition	PEARSON
SU2020	AL101	BASIC NUTRITION-KERN	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	AL281	PATHOPHYSIOLOGY-SAMUELS	9780133442465	SAMUELS'S PATHOPHYSIOLOGY FOR THE HEALTH PROFESSIONS, 9th edition	ELSEVIER
SU2020	AL281	PATHOPHYSIOLOGY-SAMUELS	9780133442465	SAMUELS'S PATHOPHYSIOLOGY FOR THE HEALTH PROFESSIONS (STREETBOOK), 9th edition	ELSEVIER
SU2020	AN177	CULTURAL, ANTHROPOLOGY-STREHNS	9781319780482	CULTURAL ANTHROPOLOGY: AN APPLIED PERSPECTIVE, 11th edition	CENGAGE
SU2020	AR175	ART APPRECIATION-FARMER	NO TEXT	NO TEXT REQUIRED	\$0.00
SU2020	AR175	ART APPRECIATION-NEWELL	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	AR176	SURVEY OF ART HISTORY I - COPAS	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	AR177	SURVEY OF ART HISTORY I - COPAS	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	PR1002	PRINCIPLES OF BOLDLY- HAYES/KAUFMAN/FORNIKLER	NO TEXT	NO REQUIRED TEXT PURCHASE, DUE TO UNDESIGNED COURSE CONTENT A \$10.00 FEE WILL BE APPLIED	\$0.00
SU2020	PR1002	PRINCIPLES OF BOLDLY- HAYES/KAUFMAN/FORNIKLER	Lab Requirement	<p>Students are not required to purchase a special driving license. Warning: Students should read and be purchase this book prior to the start of the course as there is a special section of the book for the EKUKAN. At this time the provided online will be used for the course. The student will be required to read the part prior to make the purchase in a correct order.</p>	\$55.00

LOGGING IN TO CANVAS. TO ACCESS YOUR COURSE.

FROM THE EDUKAN.EDU HOME PAGE

- Navigate to EDUKAN.EDU & click on the **Canvas Login** button on the top right of the page
- Once you click the button, a **Pop Up window** will show where you enter your login credentials (**available the first day of your term start date**)
- Enter your credentials and you will have access to start your coursework if you have **all** of your paperwork & financing in order prior to session start.
- *If you are not showing "student" status when logged in, you are still pending, please contact your school of enrollment or EDUKAN for further assistance.*
- If this is the first time logging into an EDUKAN course, be sure to take the orientation class as required.
- Bookmark the login for Canvas for future reference - <https://edukan.instructure.com/login/canvas>



The screenshot shows the EDUKAN website interface. At the top, there is a navigation bar with links: Apply Online, Enroll in Classes, Calendar, Blog, and social media icons. On the right of this bar is a 'Canvas Login' button. Below the navigation bar is a secondary menu with links: About EDUKAN, Admissions, Academics, International Students, and Support. The main content area features the EDUKAN logo on the left and a large login form on the right. The login form includes fields for 'Username' and 'Password', a 'Log In' button, and links for 'Forgot Password?' and 'Stay signed in'. A yellow box highlights the login form, and a blue arrow points from the 'Canvas Login' button to the form. The background of the website shows a smiling woman.

VISIT EDUKAN.EDU
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