

Declaring a Scholarly/Creative WTE: Declaration/Activity Plan in GivePulse

Students interested in pursuing a Washburn Transformational Experience will need to declare their WTE on the GivePulse platform. Be sure to secure the agreement of a faculty mentor before you declare a WTE.

To complete the declaration through the new process, follow the following steps:

1. Go to washburn.givepulse.com, which will take you to the public homepage for Washburn's GivePulse pages
2. If you have not already registered a GivePulse account, you will want to do it at this time by clicking "Sign Up" in the upper right-hand corner of the page. Then, click the "Sign up via Washburn" button at the top of the pop-up to log in using your Washburn username and password. If you have an existing account, be sure to log in.
3. From the Washburn GivePulse home page, scroll to the "Campus Groups" section and find the type of WTE you are interested in pursuing: "Scholarly/Creative," "Leadership," "Community and Civic Engagement," or "International Education." Alternatively, choose "Washburn Transformational Experience" from the home page, and then choose "Subgroups" to find each type of WTE.
4. Click on the appropriate WTE and select the declaration form link under the "About" section of the page.
For Scholarly/Creative: "Scholarly/Creative WTE" page, identified by the orange WTE medallion with the scroll and pen image on it. Hover over the image to ensure you have selected the correct WTE category. When you get to the Schoarly/Creative WTE page, select the declaration form link under the About section of the page.
5. Complete all required fields, paying special attention to the box asking for a detailed description of your WTE project. This should include the goals/objectives you are hoping to accomplish through your project, a detailed description, and a tentative timeline for completing the project.
6. Make sure you also put the name of your faculty mentor.
7. Submit your form.
8. Follow the directions carefully. Some students thought they submitted their form correctly but did not and their declaration was in the "drafts" section until they went back in and edited it and submitted it correctly!

(last updated 1/26/22)