K-State Student Union
Student Design Services FAQs

What is Student Design Services?
Student Design Services is provided through funding from Student Governing Association and supervised by the Union Marketing department. Design work is provided by students majoring in graphic design, art, advertising, interior design, and architecture.

Who can use the service?
All registered Kansas State University student organizations in good standing.

How much does it cost?
Free design work is provided for registered student organizations. The organization is responsible for any necessary production after receiving final assets.

What kind of design work is done?
Student designers create posters, logos, flyers, brochures, invitations, certificates, t-shirts and more!

How long does it take to have a project completed?
SDS requires at least three (3) weeks of lead time for projects. We will not accept projects that must be finished in a shorter amount of time. Please talk directly to Union Marketing staff for deadline estimates on logos, booklets or projects that contain more than eight pages.

How do I request a project?
Visit union.k-state.edu/design to complete the online graphic request form. Be sure to have all files and information prepared prior to beginning the submission form.

Who do I talk to about my project?
Projects are assigned to a student designer. Only one person from the organization will be the contact for the project.

What type of information or files do I need to provide?
All text, photographs, illustrations or other materials pertaining to the project need to be uploaded with the graphic request. All logos must be submitted as vector art.

What is vector art?
Vector formats are PDF (portable document format); EPS (Postscripts); or AI (Adobe Illustrator). Vector art allows the logo to be made bigger or smaller without losing image quality.

Contact Information:
Student Design Services
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