

Kamaile Academy PCS Admission and Enrollment Policies

Kamaile Academy PCS is a conversion public charter school and serves PK-12 students. Our PK-6 elementary school is the home school which serves the districted geographic area. Our secondary school, grades 7th-12th is a choice school. Please see our Student Handbook regarding registration requirements.

Families who have PK-6 students who live outside the districted geographic area and want their children to attend Kamaile Academy must apply for a geographical exception (GE). If there is space available in the grade level requested, the student will be accepted. Once the student is accepted, there is no need to reapply as a GE each year while the student is in the elementary grades. Once Kamaile accepts a GE, the student is ours and does not belong to their “home school.” Kamaile is following DOE practice with geographical exceptions; therefore, there is no form parents need to submit letting Kamaile know their children will return the following year.

There are no preferential enrollment procedures for staff or governing board members’ children.

MS/HS New Kamaile Applicant Grades 7-12 Process, Requirements & Procedures

- Student applications to Kamaile Academy PCS will be accepted year round in the registration office.
- For students entering 7th grade, a lottery will take place if there are more than 50 students applying. This takes place in early spring each year. All parents that indicate in writing that they are interested in grade 7 placement at Kamaile will be entered into a lottery. Names will be pulled by administration and parent/guardian will be notified of the results. Remaining students will be on a wait list.
- For 8 -12th grade students, Enrollment Applications will be on-going throughout the school year. Students will be placed on a wait list if the grade level the student is applying for is at capacity.
- The Associate Principal/Secondary Counselor will schedule a student / parent informational meeting.
- All registration paperwork will need to be completed prior to starting school . Once all paperwork is completed and submitted to the registration office, student will be able to start classes.
- The GLC and secondary counselor are responsible for placing the student into appropriate classes/ PODS. If testing is required for any subject-level placements, these

will take place prior to the student being given a formal schedule.

Should you have any questions please contact the registration office @808-697-7114
~ **Mahalo for considering Kamaile Academy PCS as a Choice School for MS/HS** ~