



Admission Policy

'Ohana that are interested in having their child(ren) attend Ke Ana La'ahana Public Charter School (KALPCS) should contact the office and the staff can guide them through the process.

Upon request of a school application, the parent(s)/guardian(s) may access a *Request for Application Form* and *KALPCS Application* from the office of KALPCS or download it directly from the website: www.kalpcs.com or an office staff can mail or email them. It would be best if the parent(s)/guardian(s) would visit the KALPCS office to collect the admission forms.

Office staff will provide the Parent(s)/Guardian(s) with the necessary forms. They will need to fill out the *Request for Application Form* and submit it immediately, it would be preferable if they would finish the *KALPCS Application* too, but if not, then they can take it home and return it on another day.

When the office receives the completed application, the application will be looked over for missing information, and then the parents/guardians will need to complete any missing information before they are given a date for their expectations meeting.

The Expectations meeting is a gathering of the Parents/Guardians, Student(s), KALPCS Staff to discuss the expectations of Parents, Student and School.

Following the meeting, a formal admissions letter will be mailed to the parents/guardians.