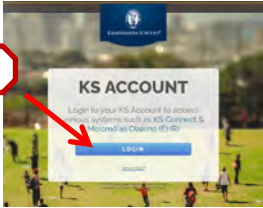
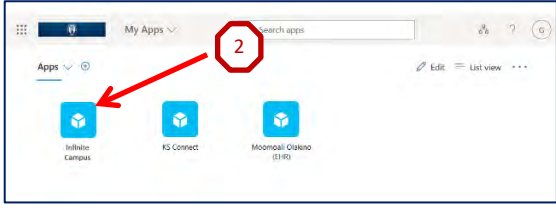
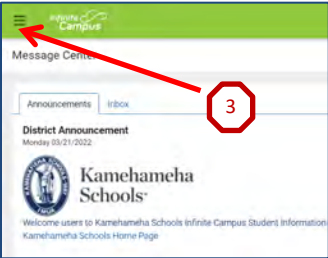
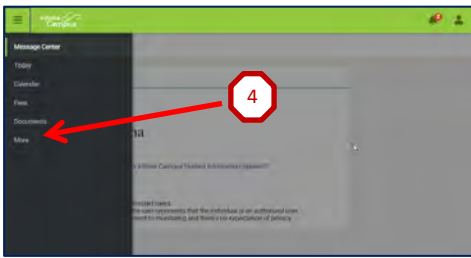
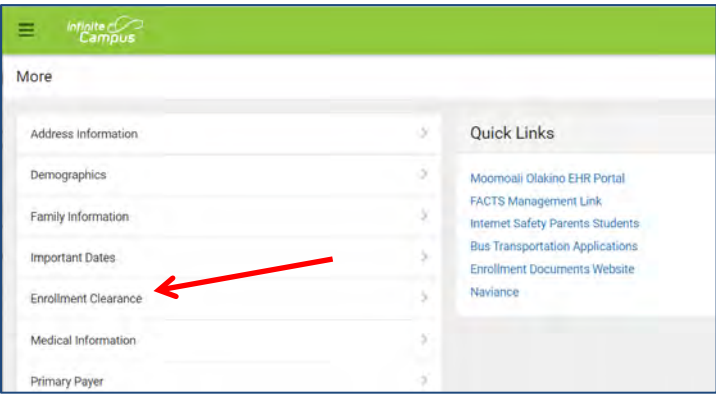


# KAMEHAMEHA SCHOOLS



## Parent Guide for Enrollment Clearance

 	<ol style="list-style-type: none"><li>1. Log into your Parent Portal <a href="https://ohana.ksbe.edu">https://ohana.ksbe.edu</a></li><li>2. Click on the Infinite Campus app</li></ol>
 	<ol style="list-style-type: none"><li>3. Click on the "Main Menu" icon</li><li>4. From the drop-down list, click on "More"</li></ol>
	<ol style="list-style-type: none"><li>5. Click on "Enrollment Clearance" to view the status of all enrollment items.</li></ol>

**Enrollment Clearance**

06/29/2022 4:52 AM

Calendar Name: 22-23 Kapalama HS

Cleared Y: Yes

Cleared Date: 07/12/2022

OLR Approved Y: Yes

OLR Approved Date: 05/20/2022

6

7

8

6. The “school your child is enrolled at” is listed at the top of the list.
7. **Overall Enrollment Clearance.** This is either “Yes” or “No”. It also shows the date of clearance.
8. Your OLR submission was processed and approved if this is “Yes.” Contact your school if you have questions about OLR. More information can also be found [here](#), item #5.

**Enrollment Clearance**

Enterprise Forms  
These forms are required for enrollment

9 Enrollment Agreement Gen Release  
Y: Yes

EA GR Completed  
04/19/2022

Tuition Contract  
Y: Yes

10 Tuition Completed  
04/19/2022

Malama Ola Medical Clearance  
Y: Yes

11 Malama Ola Completed  
07/11/2022

Student Handbook  
Y: Yes

12 Student Handbook Completed  
04/19/2022

9. Enrollment Agreement/General Release form.
10. Tuition Contract
11. Malama Ola (medical clearance). Visit the Mo’omō’ali Olakino site for more information. Visit <https://ohana.ksbe.edu>
12. Students (middle & high school) must eSign to acknowledge the Student Handbook guidelines.

**Infinite Campus**

Message Center

Announcements | Inbox

District Announcement  
Monday 03/21/2022

Kamehameha Schools

Welcome users to Kamehameha Schools Infinite Campus

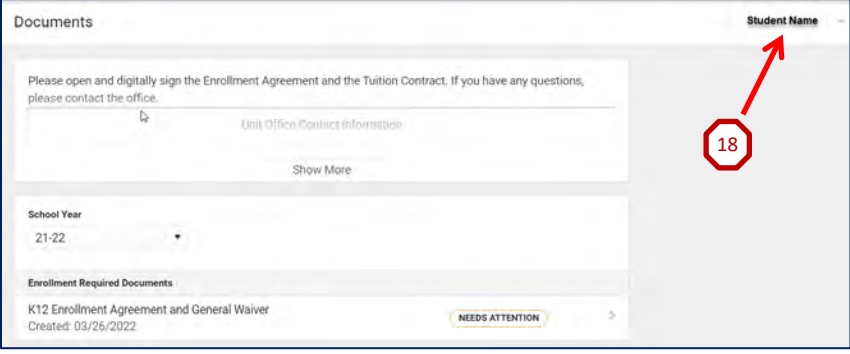
Documents

NEEDS ATTENTION

For *Parents & Students*, after you log into Infinite Campus, expand the Main Menu, then click on “Documents” to view and eSign forms.

Click on forms that “Need Attention.” Completed forms show “Complete” or “Locked and Signed”. [Click here](#) for step-by-step instructions.



	<p>18. If you have more than one student enrolled at Kamehameha Schools, you can use the drop-down menu at the top-right to view enrollment clearance for each of your students.</p>
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Frequently Asked Questions:

**Q1: What if I accidentally log off?**

A1: Our Infinite Campus system utilizes Kamehameha Schools Single-Sign On (SSO) technology. If you accidentally sign off, just click on the “SSO” button near the top left of the screen to sign back in.

**Q2: What if I accidentally decline e-signing the form(s)?**

A2: Please contact the unit office as this will prevent any further progress and will delay processing.

**Q3: What if I “Save” the form and don’t “Submit” it?**

A3: You can return to the e-sign forms and submit it at a later time. However, the form cannot be “complete” until it is submitted and processed. If you access a form and do not eSign or Save your progress, no one else will be able to access the form.

**Q4: What if I completed all my requirements and it still says I am not “Cleared”?**

A4: Once every hour the Parent Portal reviews requirements and updates the Overall Cleared Status and Date. If your status is still not updated, please contact your school for assistance.