



KAMEHAMEHA SCHOOLS

March 30, 2012

Aloha mai kākou!

As we near the end of the 2011-2012 school year, we are already looking forward to next August when your child will return. In order to prepare for the new school year, we are sharing with you information we will need from each family before your child's 2012-2013 schedule can be released this summer. Your packet contains the following forms to be completed and returned to us by **Friday, June 1st**. The earlier you send us the completed forms the sooner your student will be cleared to receive their schedule.

Student Directory Information Forms

The SDI form provides information regarding your 'ohana and student. Please complete each line and return to us in the envelope enclosed. See checklist for other necessary forms. The Uniform chart is included; the Mills Uniform Store Brochure will be mailed to you at a later date. You may view & print them from our HS website: <http://blogs.ksbe.edu/mauiforms/high-school/> as necessary. Your update is due by **JUNE 1st**.

Medical Clearance

Medical Clearance forms were mailed under separate cover. These forms must also be completed and returned to their respective campuses before your child's class schedule can be released. Should you have any questions or concerns regarding the medical packet please call your respective campus nurse. Sue Hardesty (HS) 573-7073.

Tuition Contract & Financial Clearance

Please complete the Tuition Contract **by** June 1, 2012 in order for your child to continue at Kamehameha next school year. Refer to the attached instructions – KS Electronic Enrollment Process section and the Frequently Asked Questions (FAQ's). Students without a signed Tuition Contract will not receive their class schedules, nor will they be allowed to attend class.

Parent Acknowledgement Form

During the summer, you will receive your copy of the 2012-2013 *Student Parent Handbook*. When you receive it, please read it, sign and return the "Parent Acknowledgement Form" in the return envelope which will be provided for your convenience.

In addition, your account at Kamehameha Schools **must be current by May 25, 2012**, unless other arrangements have been made with your Campus Fiscal Officer. If your account consists of past due amounts that remain unpaid after May 25, 2012 and you have not sought assistance through your Campus Fiscal Officer, KS reserves the right to give your child's seat to the next child on the waiting list. Please contact Verna Takakura at 573-7452 for assistance with completing your Tuition Contract or information regarding your balance.

Should you have any further questions, please contact High School campus office. High School 573-7000.

We would like to thank you for your support and we look forward to working with you next year.

Sincerely,

Ms. Jay-R Kaawa
Academies – Principal, KS Maui

KSM - High School
 Returning Student "Forms" Checklist
 SY 2012-2013

	Forms for Grades 11 & 12	Due Date	✓ Pau
	<i>Checklist</i>	*****	
	<i>Po'o Kumu (Principal) Ka'awa Letter</i>	*****	
# 1	Student Directory Information Form (SDI)	6/1/2012	
	<i>Welcome Letter from Headmaster</i>	*****	
#2	Tuition Contract	6/1/2012	
	<i>KS Connect Electronic Instructions</i>	*****	
	<i>KS Connect Electronic FAQs</i>	*****	
#3	Medical Packet	5/17/2012	
	<i>**Please see the Health Services</i>	<i>(The forms were mailed</i>	
	<i>checklist located in the Medical Packet**</i>	<i>out in February)</i>	
4	KSM Ohana Directory Form	6/1/2012	
	<i>2012-2013 School Calendar</i>	<i>Informational</i>	
	<i>School Supply List</i>	<i>Informational</i>	
	<i>School Dress & Appearance Code</i>	<i>Informational</i>	
	<i>Mills Uniform Brochure</i>	<i>to be mailed later</i>	
5	Student Parking Letter & App (Gr 11/12)	7/6/2012	
	<i>Return Envelope</i>	*****	
	High School Office Number: 573-7000		
	Health Room: 573-7073		
<i>All required forms (#) can be mailed back to school in the envelope provided or returned to any of the school offices. Please note: FAXED copies will NOT be accepted, original signatures are required.</i>			
<i>All forms must be received by due dates listed in order for your student to receive their 2012-2013 Student Schedule at least two weeks prior to the start of the new school year.</i>			