

Mauna Loa School Application Checklist

Applicant's Name _____ School Year _____ - _____

Initial/Date Completed

- _____ Complete and submit a student application form
- _____ Submit financial assistance applications (if applicable)
- _____ Submit copy of birth certificate (incoming students)
- _____ Submit three letters of reference (incoming students in grades 2 - 12)
- _____ Submit copy of latest report card (incoming students in grades 2 - 12)
- _____ Review and sign receipt of Student Handbook (Statement of Acknowledgement)
- _____ Complete an entrance interview (incoming students)
- _____ Placement test (incoming students)

Meet with school treasurer to:

- _____ Submit a membership verification letter from your constituent church clerk (if applicable)
- _____ Submit registration fee (waived during Priority Registration)
- _____ Sign a financial agreement and submit payment per Financial Agreement

Before entering school:

- _____ Submit Media Consent Form
- _____ Submit Student Information Form
- _____ Submit Consent to Treat Form
- _____ Submit Health Records (including compliance with the State health requirement concerning TB testing) as well as a release card from the applicant's former school. Health record must include an immunization report. Students without proper health records may not enter school.