



**THE KAPOLEI ELEMENTARY SCHOOL PRE-PLUS FACILITY  
PROCEDURES FOR ENROLLMENT**

**AGE GROUPS:** Three Years to Five Years, Monday through Friday

**HOURS OF OPERATION:** 7:00 AM – 5:00 PM, Monday through Friday

**REQUIRED FORMS:** \*Application form Enclosed.

*The following forms will be completed upon enrollment:*

- Student’s Health Record [Form 14] (obtain from your pediatrician)
- Student’s Physical exam and TB clearance must be completed within one year of enrollment date
- Additional forms will be distributed upon acceptance of a start date
- Proof of residence in the Kapolei Elementary School District

**ENROLLMENT:** Children will be enrolled on a first come basis.

- The wait list is based on application date.
- *We will notify you by phone when an opening becomes available.*
- Please update contact phone numbers.
- Enrollment between October and May is limited.
- Best/easiest time to enter is summer thru September.

**FEES** \$25.00 NON-REFUNDABLE Application Fee is to be sent with the completed application.

- \$144.00 Comprehensive Fee will be assessed annually in September to cover the administrative and general supply cost of starting the new school year. Enrollment after September will be assessed on a prorated basis.
- \$10.00 for a school tee shirt is required on field trips for all students.
- Tuition is payable on the start date. A two-week written notice of withdrawal is required.
- A Deposit equal to the half of a month’s tuition is payable one week prior to

**School Locations**

Kailua – 261-8534  
Kapolei, Food Service & Adult Day Care – 674-1444  
The Early Education Center, Honolulu – 533-0004  
Mauna Lani, The Big Island of Hawaii – 885-3557  
Administrative Office – 261-8534



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your child's start date. The deposit will be applied to your last month's tuition.

***SATURDAY CARE:*** Those interested in this service must secure reservations with a payment at least 48 hours in advance of the Saturday they plan to attend. If 48 hour notice of cancellation is not received at the Kapolei office, no reimbursement will be issued. Additional fees will be charged for excursions. **Saturday Care is available only at our Kapolei Site.** For more information please call the Kapolei office at 674-1444.

Monthly Tuition as of July 1, 2008 – June 30, 2009 for children aged....

3 - 5 years                      \$630

We accept VISA and/or MasterCard.

**\*Please return completed application form and check for application fee to:**

Seagull Schools of Kapolei  
531 Farrington Hwy.  
Kapolei, Hawaii 96707