



**67-1229 Mamalahoa Highway
Kamuela, Hawaii 96743
Ph: (808) 887-6090
Fax: (808) 887-6087**

Admissions and Enrollment Policy

Student Selection Process

Waimea Middle School is a Conversion Charter School, the only public middle school serving the district geographic area for children in grades 6-8 who reside in the Waimea, Kawaihae and Puako communities.

Admission Policy and Application

- Waimea Middle’s admission policy does not provide for any enrollment preferences.
- The policy states that enrollment will not be limited to children who live in the geographic area served and that a geographic exception process is utilized. For children who live outside of the area, admission is provided on a space available basis. All students enrolling in Waimea Middle School must provide proof of residency. Proof may include, Rental agreement, utility bill, etc.
- Once a geographic exception has been approved for a student, it will remain in effect until the student leaves the school voluntarily or due to disciplinary actions. Siblings of students on a geographic exception will also have enrollment rights. A geographic exception will need to be filled out for each sibling.
- Waimea Middle School’s employees and board members children will have enrollment rights. A geographic exception form will need to be filled out upon enrollment.
- Waimea Middle School does not use any type of lottery process.
- The admission application is based on the DOE’s admission form (SIS-10W) and includes the questionnaire to determine eligibility under the Mc-Kinney-Vento Homeless Improvements Act. The application does not contain any questions regarding special education. A geographic exception form (“GE”) form and information on the GE process is provided upon request.