



CARDEN ACADEMY
OF MAUI

Enrollment Procedures Checklist
2010-2011

Enrollment

- _____ Submit Enrollment Application
- _____ Schedule Admissions Test and pay \$60.00 test fee
- _____ Schedule Admissions Interview
- _____ Schedule school visitation
(for middle school students only)
- _____ Submit copies of school reports from all prior years of schooling
- _____ Submit two Reference Forms

Once Accepted

- _____ Receipt of Notification Letter mailed
- _____ Pay non-refundable Enrollment Fee
- _____ Sign and return Reservation Agreement/Enrollment Contract
- _____ Submit Notice of Enrollment for transfer
- _____ Submit FACTS Tuition Management form
- _____ Submit Super Start Registration form with appropriate fee
(Grades 1 - 4)
- _____ Submit Kindergarten health records