



## **Application for Admission**

### **ADMISSION POLICY**

*It is the intention and policy of Malamalama Waldorf School (MWS) to welcome students from the broadest possible range of social, economic and cultural backgrounds. MWS accepts children of sound capacities, bearing good physical, emotional and mental health. While MWS is open to students with all types of learning styles, there are no formal special education services and therefore the school may not be able to meet the learning needs of all students. Students are admitted upon an interview with a faculty member, receipt of previous school records, and compliance with contractual arrangements required by the school. MWS reserves the right to admit students for a probationary period.*

*Notice of non-discrimination: Malamalama Waldorf School is a non-profit 501(c)(3) and admits students of any race, color, national and ethnic origin, gender, religion, physical ability, or family status to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national and ethnic origin, gender, religion, physical ability, or family status in administration of its educational policies, admission policies, scholarship and tuition aid programs, athletic, and other school-administered programs.*

#### ***Please note our age requirements:***

- ❖ Applicants for Kinderhale must be 3 years of age and able to use the bathroom independently by August 1st of the school year for which they are applying. Exceptions may be made for students who are 3 years of age after August 1st at the class teacher's discretion.
- ❖ Applicants for Grade 1 must be 6 years of age by June 1st of the school year for which they are applying. Meeting this age requirement does not guarantee placement in Grade 1. A First Grade Readiness Assessment and interview will be conducted with potential first graders to determine appropriate placement.
- ❖ Applicants for Grades 2 through 8 must be age appropriate for the grades for which they are applying.

### **ADMISSION PROCEDURE**

After visiting our campus, or reviewing school information, families may apply to MWS by following the steps below:

#### **Step 1: Completing the Application for Admission**

Complete the Application for Admission and include all supporting documents and application fee. Applications are accepted throughout the year. Applications are processed in the order in which they are received. There is no final deadline. However, we strongly encourage applications to be submitted prior to March 8th for the preceding school year in order to be included in the first review of applications. Applications received after March 8th will be reviewed as space is available.

*NOTE: If the class for which you are applying is full, your application will be held in our applicant pool until space becomes available, and at that time, you will be contacted for an interview. If no space opens within the school year for which you are applying, the application can be considered for the following year at no additional application fee.*

#### **Step 2: Interview with Faculty Member(s)**

Following review of the completed application, the class teacher or Enrollment Coordinator will arrange an interview with the applicant and parent/guardian. At this time, a developmental assessment for Kinderhale applicants, first grade readiness assessment for Grade 1 applicants, and an academic assessment will take place for Grade 2-8 applicants.

#### **Step 3: Class Visit**

For grades applicants, following the initial interview the applicant *may* be invited for a three-day visit. During this visit, the applicant will be expected to participate fully in the class for which they are applying, and will be respectful to others and property.

#### **Step 4: Notification of Admission**

The Enrollment Coordinator will notify your family of your child's admission status. If accepted, your family will be presented with an enrollment packet from the enrollment and business offices containing all the necessary paperwork and information required to enroll your child. Prior to the student's first day of school, all items in the enrollment packet and required payments must be submitted. If we determine that your child cannot attend our school at this time we will send you a letter by mail. Also, if all available spots in the class have been filled we will hold the application in our applicant pool and contact you when a spot becomes available.

***\*\*Please do not hesitate to contact the MWS office with any admissions or enrollment questions.\*\****

# Application for Admission

## APPLICATION FOR ADMISSION CHECKLIST

When applying, please submit all applicable items listed below:

- Application for Admission with all applicable questions completed.
- Copy of applicant's birth certificate.
- Copies of applicant's academic record including transcripts, narratives or report cards for all previous years of school attended (this is optional for Early Childhood applicants). Please fill out a *Consent for Release of Information Form* to request this from your child's current school.
- Copy of court documents proving custodial obligations (if applicable)
- \$50 non-refundable application fee made payable to Mālamalama Waldorf School. The application fee may be made via check, cash, money order or credit card.

All of the above must be received to complete the Application for Admission. Incomplete applications will not be considered.

## APPLICANT INFORMATION

Applicant's Name \_\_\_\_\_

Last

First

Middle

Birthdate \_\_\_\_\_ Age \_\_\_\_\_  Male  Female  
Month/Day/Year

Birthplace \_\_\_\_\_ U.S. Citizen?  Yes  No If not a U.S. Citizen, please indicate status: \_\_\_\_\_  
City State/Country

Applying for: Academic Year \_\_\_\_\_ Desired date of entry \_\_\_\_\_

Early childhood (select preferred schedule):  Regular 5-day  Extended 5-day  3-day  2-day

-OR- Grade:  1  2  3  4  5  6  7  8

## FAMILY INFORMATION

Please indicate  below which Parent/Guardian to use for all correspondence regarding this application.

Applicant's Parent/Guardian 1

Applicant's Parent/Guardian 2

Parent/Guardian Name \_\_\_\_\_ Parent/Guardian Name \_\_\_\_\_

Relation to applicant \_\_\_\_\_ Relation to applicant \_\_\_\_\_

Prefix:  Mr.  Ms.  Mrs.  Dr. Other \_\_\_\_\_ Prefix:  Mr.  Ms.  Mrs.  Dr. Other \_\_\_\_\_

Mailing Address \_\_\_\_\_ Mailing Address \_\_\_\_\_

City/State/Zip code \_\_\_\_\_ City/State/Zip code \_\_\_\_\_

Email Address \_\_\_\_\_ Email Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Home Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Work Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Occupation \_\_\_\_\_ Occupation \_\_\_\_\_

Employer \_\_\_\_\_ Employer \_\_\_\_\_

Spouse/Partner Name \_\_\_\_\_ Spouse/Partner Name \_\_\_\_\_

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**Custodial Information**

Applicant resides with (i.e. both parents, mother, father, grandparent, dual custody) \_\_\_\_\_

If parents are divorced or separated, who has legal custody of applicant? \_\_\_\_\_

To complete the application process, please provide documentation of current custody agreement & contact information for all parent(s)/guardian(s).

**Other Individuals Living with Applicant**

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relation: \_\_\_\_\_ School/Occupation: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relation: \_\_\_\_\_ School/Occupation: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relation: \_\_\_\_\_ School/Occupation: \_\_\_\_\_

Name: \_\_\_\_\_ Age: \_\_\_\_\_ Relation: \_\_\_\_\_ School/Occupation: \_\_\_\_\_

**SCHOOL HISTORY**

Any school(s) applicant has attended.

School: \_\_\_\_\_ Address: \_\_\_\_\_ Attendance Dates: \_\_\_\_\_ Grades: \_\_\_\_\_

School: \_\_\_\_\_ Address: \_\_\_\_\_ Attendance Dates: \_\_\_\_\_ Grades: \_\_\_\_\_

May we contact applicant's current school/teacher if necessary?  Yes  No If no, please explain \_\_\_\_\_

Has the applicant ever been subject to serious discipline, placed on academic or social probation, been expelled, suspended, required to withdraw, or asked not to re-enroll at a previous school?  No  Yes

If yes, please explain \_\_\_\_\_

**SPECIAL CONSIDERATIONS**

*Mālamalama Waldorf School does not discriminate on the basis of disability. All information requested is to enable MWS to determine whether it can appropriately serve your child's needs with or without reasonable accommodations.*

Please note any physical, academic and/or emotional challenges or conditions for which applicant has been diagnosed or received treatment. \_\_\_\_\_

Do we have your permission to consult with the appropriate resource(s) for evaluations concerning the above stated challenges or conditions?  Yes  No

Name, address and phone number(s) of resources for evaluations (Copies of evaluations for any testing should be included with application) \_\_\_\_\_

**STUDENT'S PERSONAL PROFILE**

Student is:  right-handed  left-handed  dominance not yet established

At what age did your child lose his/her first tooth? \_\_\_\_\_

Does your child watch T.V., movies, videos or play computer or video games?  No  Yes

If yes, how many hours per day? \_\_\_\_\_ Per week? \_\_\_\_\_

What is your child's usual bedtime on weekdays? \_\_\_\_\_ On weekends and holidays? \_\_\_\_\_

What time does s/he wake up on weekdays? \_\_\_\_\_ On weekends and holidays? \_\_\_\_\_

**Application for Admission**

Please note anything unusual in your child's development: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please give a brief description of your child (temperament, likes, dislikes, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Talents, special interests, hobbies, sports, music lessons, etc. \_\_\_\_\_

What traits you would especially like to see strengthened in your child? \_\_\_\_\_

The following is used for statistical and reporting purposes only, and will not be considered for admissions. If nothing is checked, "Other" will be checked for you. Information may be used for grant and accreditation purposes. Please check all that apply to your child:

- African  Asian  Caucasian  Hawaiian
- Aleutian/Native American  Latino/Hispanic  Pacific Islander  Middle Eastern
- Multiethnic/multiracial (specify): \_\_\_\_\_
- Other (specify): \_\_\_\_\_

**OTHER INFORMATION**

How did you hear of Mālamalama Waldorf School? \_\_\_\_\_

Name of relative(s) and/or friend(s) who attend(ed) Mālamalama Waldorf School or any other Waldorf School. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please describe your interest in Waldorf education and your reasons for applying to Mālamalama Waldorf School. \_\_\_\_\_

**PARENT/GUARDIAN SIGNATURE(S):**

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*Please include a non-refundable application fee of \$50 and requested documents with this application. Make checks payable to Mālamalama Waldorf School.\*\***

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<b>OFFICE USE ONLY</b>			
\$50 application fee received date _____	Copy of Birth Certificate _____	Academic records (if applicable) _____	
Copy of Application submitted to teacher (teacher name) _____	Date _____	Initial _____	