



Ilima Intermediate School Registration Packet

REGISTRATION HOURS: 8:30 am-2:30 pm
School Phone (808) 687-9300 – Fax: (808) 689-1258

Welcome to Ilima Intermediate!

For your convenience, below is a checklist of the required documents for registration.

Please check off each item to make sure your registration packet is complete.

Office staff will make copies of original documents if needed.

- Ilima Forms(attached): SIS 10W, Online Elective selection, Home Language Survey (only students new to Hawaii DOE schools), Supplemental Information Sheet, Verification of Residency Statement, MV1 Questionnaire, Technology Responsible Use Form and Student Publication/Audio/Video Release Form
- Original Birth Certificate or Passport (Hospital Certificate Not Accepted)
- If new to Hawaii DOE, you must have F14 (Student Health Record) which must include the following:
 - TB test **reading and results** (in mm format) done within (1) year of start of school. Two dates are required.
 - Shot records to be current.
 - Physical exam-done within (1) year of start of school. Appointment slip will be accepted if the Physical exam is scheduled at a later date.
- Special Education Individual Education Plan (IEP), if applicable.
- Release Packet from previous school which includes Progress Report, Birth certificate & F14, if applicable.
- 2 PROOFS OF RESIDENCY REQUIRED WITH VALID PHOTO ID**
 - Current mortgage statement in parent/guardian's name **OR**
 - Real Property Tax assessment in parent/guardian's name **OR**
 - Current Rental/Lease Agreement in parent/guardian's name **AND**
 - Current Utility bill (water, electric, gas, or landline telephone bill) in parent/guardian's name. (HECO # 808-548-7311)-Letter of occupancy

Note: If the parent/legal guardian is unable to provide documentation of legal residence because the parent/guardian is living with a relative/friend, the following is needed.

- The relative/friend needs to submit their mortgage or lease PLUS a utility (listed above)
- The relative/friend needs to submit a notarized letter stating the parent(s) and child/children are residing with him/her
- The name on the Proofs of Residency and the notarized letter need to be the same.

**Please note that your child will start two days after completed registration packet is submitted*