Hope Leadership Academy 2022/23 Enrollment Process

Deadline to Enroll/Re-Enroll

All required documents must be submitted by 3:00p, Tuesday, August 23, 2022 to complete your child’s enrollment and to be prepared for the start of school (August 24 for K; August 25 for all students). If enrollment is not complete by the deadline, your child may be placed on our waitlist.

New Students - Requirements

- Online Application - HLAKC.org
- HLA Enrollment Form - receive from school
  **Note: We require a minimum of three emergency contacts and indicate whether or not those individuals are able to pick up your child.**
- Birth Certificate
- Current Immunization Record
- Proof of Residency (2) - please see table below
  **Note: Students who may be living with someone other than their parent/guardian, the parent/guardian is required to complete a residency affidavit. Please ask about this process if this pertains to you.**
- Parent/Guardian Photo ID
- Proof of guardianship, as applicable

Returning Students - Requirements

**Returning students DO NOT complete the online application**

- Completed Enrollment Form
**Note: We require a minimum of three emergency contacts and please indicate whether or not those individuals are able to pick up your child.**

- Updated Immunization Record
- Proof of Residency (2)

**Note: Students who may be living with someone other than their parent/guardian, the parent/guardian is required to complete a residency affidavit. Please ask about this process if this pertains to you.**

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<tr>
<th>A</th>
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<tbody>
<tr>
<td>Valid property deed</td>
<td>Current utility bill: electricity, water, gas. Bills must be dated from any month in 2022.</td>
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<tr>
<td>Current real estate tax receipt</td>
<td>Prior year personal property tax receipt</td>
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<tr>
<td>Current mortgage statement</td>
<td>Prior year homeowners/rental insurance policy</td>
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<tr>
<td>Signed, current residential lease agreement</td>
<td>Social service letter, Social Security letter, IRS documents, or other legal/court documents</td>
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**When to submit documents**

You may submit the required documents at the front desk, or directly to Mr. Love. You may scan or take a picture of the document/s and email them: blove@hlakc.org. Note that you may submit the scan or picture of the immunization record and the birth certificate to start the process, but you **MUST** submit the hard copy to complete enrollment.

We thank you for choosing Hope Leadership Academy and look forward to working with your student and your family.