



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.****

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

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.