

## DEPARTMENT OF EDUCATION/SCHOOL POLICIES

- Enrollment is open to all persons 18 years and over, regardless of race, color, sex, national origin, religion, physical and/or mental disability. Be prepared to present photo identification.
- Students ages 16-17 must be officially released from a public high school in the State of Hawaii before admission into academic classes. Call our office for more information.
- Unregistered persons, including children, are not allowed in adult classes.
- The consumption of alcohol, illegal substances and the use of tobacco products and electronic cigarettes are prohibited during school functions and on school grounds.
- The school reserves the right to remove from class and school grounds any student or individual exhibiting inappropriate behavior.

### Continuous Notice of Non-Discrimination

The Hawaii State Department of Education (HIDOE) and its schools do not discriminate on the basis of race, sex, age, color, national origin, religion, or disability in its programs and activities. Please direct inquiries regarding HIDOE nondiscrimination policies as follows:

ADA/Section 504 inquiries  
 Krysti Sukita, ADA/504 Specialist  
 Civil Rights Compliance Office  
 Hawaii State Department of Education  
 P.O. Box 2360  
 Honolulu, Hawaii 96804  
 (808) 586-3322 or relay  
 crco@notes.k12.hi.us

Title VI, Title IX, and other inquiries  
 Anne Marie Puglisi, Director  
 Civil Rights Compliance Office  
 Hawaii State Department of Education  
 P.O. Box 2360  
 Honolulu, Hawaii 96804  
 (808) 586-3322 or relay  
 crco@notes.k12.hi.us

CRCO (3/16/18)

### Annual Notification of Privacy Rights

*Know your privacy rights as they apply to 1) student record information; 2) directory information; 3) surveys and other information collection; and 4) military recruitment information. For more information on your privacy rights, the laws that protect them, and how to exercise your rights, contact your school administrator or visit <http://ferpa.k12.hi.us>.*

### MAIN CAMPUSES DIRECTORY

Campus	Address		Phone
Waipahu	94-1211 Farrington Hwy.	Waipahu, HI 96797	(808) 307-9677
Wahiawa	1515 California Ave	Wahiawa, HI 96786	(808) 305-3200
Windward	730 Iliaina St	Kailua, HI 96734	(808) 254-7955
Hilo	155 West Kawili St, P27	Hilo, HI 96720	(808) 974-4100
Kona	74-5062 Onipa'a St, Rm F-2	Kailua-Kona, HI 96740	(808) 313-3032

\*Schedule subject to changes



If you are an individual with a disability, please contact Waipahu Community School – Kona Campus at 313-3032 (or via relay) to make arrangements for accessibility at least 10 working days prior to the start of classes. Reasonable efforts will be made to accommodate your request.

## Waipahu Community School for Adults

# Kona Campus

Principal: Pat Anbe  
 Vice Principal: Chad Okinaka

# Fall 2018

August 20, 2018 – December 13, 2018



### Registration Information

Campus	Dates	Days	Times
Kona Campus Term I	August 6 – 16, 2018	M – F	9:00 AM – 4:00 PM
Kona Campus Term II	October 8 – 19, 2018	M – F	9:00 AM – 4:00 PM

**Students must register in person with valid government-issued photo ID (State ID, Driver's License, Passport or Military ID) & cash or money order.**

**A Social Security Number is also required for any ASE (GED/HiSET/CB), ABE and ELA courses.**

### Kona Campus Directory

Campus	Address	Phone
<b>Kona Campus</b> <i>(on the campus of Kealahou Intermediate)</i>	74-5062 Onipa'a St., Rm. F-2 Kailua-Kona, HI 96740	(808) 313-3032 (808) 327-4693 (fax)

### School Mission

Waipahu Community School for Adults will provide learning opportunities for students to improve the quality of their lives as they contribute positively to society.

### Our Website

<http://www.wcsahawaii.org>

## REGISTRATION PROCEDURES

- **All fees will be collected at the time of registration. Cash is the only acceptable form of payment.** See specific program sections for applicable fees. The administration reserves the right to cancel any class which lacks sufficient enrollment.
- Books will be purchased by students at registration. Book fees are non-refundable.
- Other fees may include those for supplemental materials (i.e. handouts) used in the class and a Lab Fee collected to maintain the equipment used.
- The refunds vary by the type of fees that are paid.
  - Enrollment fees are NON-REFUNDABLE unless the school cancels the class.
  - Tuition fees vary by course and may be refunded only if a request is made before the start of the second class or the school cancels the class.
  - Testing fees and books are non-refundable.
  - Refunds may take 3-4 weeks.

**Holidays observed:** Statehood (8/18), Labor Day (9/3), General Election (11/6), Veteran's Day (11/12), Thanksgiving (11/22), Christmas (12/25), New Year's (1/1)

## CASAS PLACEMENT ASSESSMENT

All new or returning students (after one year of absence) must take an assessment test for all Adult Basic Education, Adult Secondary Education, and English Language Acquisition classes prior to registration. Students must register in person. Please bring a valid government-issued photo ID (State ID, Driver's License, Passport, or Military ID) to register and to take the assessment test.

Assessment	Registration Date	Registration Time	Testing Date	Testing Time
Diploma	9/4/18 – 9/14/18	9:00 AM – 4:00 PM	9/18/18	6:00 PM – 8:15 PM
Diploma	12/3/18 – 12/14/18	9:00 AM – 4:00 PM	12/18/18	6:00 PM – 8:15 PM
ELA	9/17/18 – 9/28/18	9:00 AM – 4:00 PM	10/2/18	6:00 PM – 8:15 PM
ELA	12/24/18 – 1/4/19	9:00 AM – 4:00 PM	1/8/19	6:00 PM – 8:15 PM

## ENGLISH LANGUAGE ACQUISITION (ELA)

Classes focus on the development of communication skills in speaking, listening, reading, writing and basic mathematics for foreign-born students.

COURSE	SITE	DAYS	DATES	TIME	FEES
ELA Levels 1-3	Kealakehe	T/Th	8/21 – 10/2	5:30 PM – 8:30 PM	\$20*
ELA Levels 1-3	Kealakehe	T/Th	10/23 – 12/11	5:30 PM – 8:30 PM	\$20*
ELA Levels 4-6	Kealakehe	T/Th	8/21 – 10/2	5:30 PM – 8:30 PM	\$20*
ELA Levels 4-6	Kealakehe	T/Th	10/23- 12/11	5:30 PM – 8:30 PM	\$20*

\*Book fee may apply

## ADULT BASIC EDUCATION (ABE)

Classes help students review/develop their skills in basic reading, writing and mathematics.

COURSE	SITE	DAYS	DATES	TIME	FEES
ABE-Math	Kealakehe	T/Th	8/21 – 10/2	5:30 PM – 8:30 PM	\$20/\$25
ABE-Math	Kealakehe	T/Th	10/23 – 12/11	5:30 PM – 8:30 PM	\$20/\$25
Pre HSE Math	Kealakehe	T/Th	8/21 – 10/2	5:30 PM – 8:30 PM	\$20/\$20
Pre HSE Math	Kealakehe	T/Th	10/23 – 12/11	5:30 PM – 8:30 PM	\$20/\$20

## ADULT SECONDARY EDUCATION (ASE)

These programs provide opportunities for adults to earn a community school diploma through:  
 (1) the Competency-Based Community School Diploma Program (CB) or  
 (2) High School Equivalency Prep Program

COURSE	SITE	DAYS	DATES	TIME	FEES
CB – HE	Kealakehe	T/Th	8/21 – 10/2	5:30 PM – 8:30 PM	\$20/\$15
CB – CR	Kealakehe	T/Th	10/23 – 12/11	5:30 PM – 8:30 PM	\$20/\$15
HSE Prep	Kealakehe	T/Th	8/21 – 10/2	5:30 PM – 8:30 PM	\$20/\$30
HSE Prep	Kealakehe	T/Th	10/23 – 12/11	5:30 PM – 8:30 PM	\$20/\$30

CE = Consumer Economics CR = Community Resources HE = Health GL = Government & Law OK = Occupational Knowledge

### GED® Test

The GED® test is a computer based test. Registration and payment is made on-line. Please contact Waipahu Community School for Adults – Kona Campus for more information.

Program	Test Fee (paid on-line with credit card)
GED®	\$150 GED® (4 subtests @ \$37.50 each)

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### HiSET® Test

The HiSET® test is another high school equivalency option available to students. Please contact Waipahu Community School for Adults – Kona Campus for more information.

Program	Test Fee
HiSET®	\$100 HiSET® (5 subtests @ \$20.00 each)

*HiSET® is a registered trademark of Educational Testing Service (ETS). They may not be used or reproduced without the express written permission of ETS.*

## JOB TRAINING AND TEST PREP

COURSE	SITE	DAYS	DATES	TIME	FEES
<b>Computer Assisted Learning</b>					
PLATO Prep	On-line		8/21 – 10/2		\$20/\$20 per module
Praxis Prep	On-line		8/21 – 10/2		\$20/\$20
<b>Individualized Career Achievement Network (iCAN)</b>					
iCAN	Palamanui	T/Th	8/21 – 10/4	5:30 PM – 8:30 PM	\$20*
iCAN	Palamanui	T/Th	10/23 – 12/13	5:30 PM – 8:30 PM	\$20*
<b>ParaPro Assessment</b>					
ParaPro	Kealakehe	T	10/8/18**	9:00 AM – 12:00 PM	\$20/\$55
**Registration: 9/24/18 – 10/5/18					

## SPECIAL INTEREST CLASSES

All classes need a minimum of 12 students to run.

Substitute Teacher Certification course needs a minimum of 20 students to run.

COURSE	SITE	DAYS	DATES	TIME	FEES
Hawaiian Olelo	Kealakehe	T/Th	8/21 – 10/2	5:30 PM – 8:30 PM	\$20/\$60
Ukulele Making	Kealakehe Hi	M	8/20 – 12/10	6:00 PM – 9:00 PM	\$20/\$100
<b>Substitute Teacher Training</b>					
Sub Cert	TBA	TBA	TBA	TBA	\$20/\$50
Sub Recert	TBA	TBA	TBA	TBA	\$20/\$20