



# Hickam Elementary School

825 Manzelman Circle  
Honolulu, Hawaii 96818  
Phone: (808) 421-4148 Fax: (808) 421-4157



## REGISTRATION

**Registration hours: 8:30 a.m. to 1:30 p.m.**

### **E Komo Mai! Welcome!**

Congratulations on your move to Hawaii! Hawaii's unique location serves as the military hub of the Pacific and home to Air Force, Army, Coast Guard, Marine and Navy bases. About 15,000 military dependents attend Hawaii public schools, representing about 8% of total student enrollment. Relocation is a challenging time for families and children but there are many people and institutions dedicated to making your transition as smooth and easy as possible.

### **Requirements at the Time of Registration**

- Verification of physical residence in the Hickam Elementary School Geographical Area (Original Signed Lease)
- If you are in temporary lodging at Royal Alaka'i on Hickam Air Force Base, you are eligible to register your child for a 30 day temporary registration. You will need to provide proof of lodging status upon check-in.  
\*\*\*Please note there are three elementary schools that service Hickam Air Force Base: Nimitz, Mokulele and Hickam Elementary School. Your temporary lodging will determine your temporary school.
- Your child's birth certificate  
**Note:** All children entering kindergarten, must be 5 years of age by July 31<sup>st</sup>, of the current year.
- Transfer/Release form from previous school and a current report card.
- State law requires that a child must have a TB Clearance (IPPD or MANTOUX), within one (1) year of school entry.  
**TB clearance must include:**
  - \* Date skin test was given and date skin test was read
  - \* Measurement of induration measured in millimeters (mm)
  - \* Signature or stamp of the practitioner, facility, or the health department OR negative chest x-ray w/date given and read
- Completion of immunization appropriate for age, including Varicella, MMR, Hepatitis B, DTaP, Polio, Hib.
- A current physical examination given to your child within a year upon entry, transcribed onto a Department of Education, Student's Health Record (Form 14) (which may be obtained from the child's Primary Care Manager or Hawaii Department Website at [www.hawaiipublicschools.org](http://www.hawaiipublicschools.org).
  - All required health information must be performed, documented, and signed by a U.S. licensed practitioner (MD, DO, APRN or PA).

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**TB test must be administered, and read and Form 14 must be submitted with the completed registration package.**