



## UNIVERSITY LABORATORY SCHOOL

A Hawai'i Public Charter School  
1776 University Avenue UHS #3-121, Honolulu, Hawai'i 96822  
Telephone (808) 956-7833 Fax Number (808) 956-7260

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### Admissions Frequently Asked Questions

- ***How do I obtain an application for the University Laboratory School for school year 2019–2020?***

There are three ways to obtain an application beginning November 1, 2018. You may either:

- Download the application from the website: at [www.universitylaboratoryschool.org/Admissions](http://www.universitylaboratoryschool.org/Admissions) page
- Send a #10 legal-sized, self-addressed and stamped (\$.50) envelope to: University Laboratory School, Attn: Admissions, PMB #399, 2440 Campus Road, Honolulu, HI, 96822.
- Visit the school office in University High School Building 3, room 115, M–F 7:15 a.m. – 3:45 p.m.

- ***How do I submit an application for the University Laboratory School for school year 2019–2020?***

You may apply and submit an online application form. Visit the Website at

<http://universitylaboratoryschool.org/admissions/> and click the “Apply Online” link. **ONLINE APPLICATIONS STILL REQUIRE THE LAST PAGE TO BE PRINTED, SIGNED, AND MAILED OR DELIVERED TO THE SCHOOL OFFICE WITH THE REQUIRED SUPPORTING DOCUMENTS (if applicable).**

Before you submit your application, ensure that you have completely filled out all information on the application and that you have attached all of the appropriate supporting documents.

You may mail your application packet to:

**University Laboratory School  
Attn: Admissions  
PMB #399  
2440 Campus Road  
Honolulu, HI 96822**

Do NOT fax, email, or send via certified mail. The University Campus Mailroom does not accept certified mail. You may also hand deliver the application to the school office in the University High School Building number 3, room 115.

- ***What other documents must I submit with the application?***

- Copy of the most recent test scores/results for reading and mathematics taken by the applicant. Test scores refer to standardized test scores taken by your child. Examples of tests are the Smarter Balanced Assessment (SBA), Hawai'i State Assessment (HSA), Stanford 9, and Terra Nova tests.
- Copy of all report cards and/or transcripts for applicant from last 2 years.
- Copy of applicant's first quarter grade report from the current school year.

- ***What is the deadline for applications?***

COMPLETED applications for K–12 must be postmarked by January 31, 2019.

- ***What is an Entry Level Opening?***

Entry Level Openings are the grade levels in which ULS has a guaranteed number of openings each year. These are at the Kindergarten and 6th grade levels. NON–Entry Level Openings are other openings that may occur at other grade levels for differing reasons. These types of openings are rare and may change each year.

- ***What is the Kindergarten Entrance Age?***

A child must be 5 years old on or before July 31 to be eligible for kindergarten.

- ***How many openings are there for grades K and 6?***  
There are 10 openings for Kindergarten and 46 openings for grade 6.
- ***When do K and 6 applicants receive notice of selection?***  
All K and 6 applicants will receive notice by mid-March.
- ***Does ULS accept applications for grade levels other than K and 6?***  
Yes. However, there are no guaranteed openings for other grade levels. Openings in grades 1–5, and 7–12, are dependent on an opening being vacated and subsequently opened to the applicant pool by the school. These spaces are very rare and are impossible to predict.
- ***If we apply for a Non-entry grade level, and a space opens up, when would we receive notice that our child was selected?***  
If a space opens up for a non-entry grade level, all eligible applicants for that grade level will be considered. If an applicant is selected, the family may be notified during late spring or summer of 2019. Applicants for non-entry grade levels will NOT be notified if they are not selected.
- ***If my child is selected and attends ULS, do we have to reapply every year?***  
No. Provided that your child satisfies and fulfills all the requirements for promotion to the next grade level, ULS will assume that the child is returning. In addition, towards the end of every school year, an inventory of returning students is taken. At that point, it will be up to you as the parent to notify the administration of any changes to your child's enrollment.
- ***If my child is not selected, do we have to reapply every year?***  
Yes. Supplemental information will change every year.
- ***How much is tuition?***  
There is no tuition to the school. University Laboratory School is a public charter school, meaning that funding is based on enrollment and comes from the state. However, ULS does accept contributions from the community and has the ULS Foundation and an active booster club and alumni association dedicated to the betterment of the school. Parent contributions are not mandatory.
- ***Is priority given to those who mail in the application early?***  
No. All applications will be considered equally as long as the application is complete and postmarked by the deadline of January 31, 2019.
- ***What time does school begin? End?***  
Currently students in K–5 are in class from 7:45 a.m.–2:30 p.m. and grades 6–12 from 7:45 a.m.–3:15 p.m. On Wednesdays, K–5 ends at 2:00 p.m. and grades 6-12 at 2:35 p.m.
- ***Does ULS follow the DOE modified school year calendar?***  
No. Currently, ULS begins in early August and ends in late May.
- ***Is there early morning care? Afternoon care?***  
School supervision begins at 7:15am and ends at 3:15pm. Morning supervision begins at 7:15am and there is no afterschool program.
- ***How can I get more information about the University Laboratory School?***  
The website [www.universitylaboratoryschool.org](http://www.universitylaboratoryschool.org) has many resources available to learn about the school, the curriculum, and the overall academic program of the school.