



Kua o Ka La Public Charter School

Education Enhancement Reimbursement

If your child is participating in any activity on an ongoing basis that could be used to fulfill an elective credit (music, art, sports, languages) outside school you can be reimbursed for up to \$200 of your cost.

In order to qualify for the reimbursement you must fill in the form below and have it approved by Puanani Wilhelm, Education Director. Upon approval you may submit a receipt or a cancelled check for the approved activity. You will be reimbursed by check. Please allow 2-3 weeks for processing.

Reimbursement will be provided only with documentation of the number of hours your child participates in this activity by noting date, time, duration of lesson, practice, training, and have the instructor initial. Your child can earn ½ credit by accumulating 80 hours in the activity and 1 credit with 160 hours.

Turn in your forms and attachments to Puanani Wilhelm. You may be reimbursed for these activities through June 4, 2015 which is the last day of school. Total reimbursement will not exceed \$200 per child, per school year.

Mahalo

Child's Name _____ Birthdate _____

Activity description (ie. Piano lessons) _____

Teacher/Coach Name and Phone Number _____

Approximate frequency and duration of activity (ie. Weekly, 1 hour) _____

Parent Signature: _____ Date: _____

Approved By: _____ Date: _____

Puanani Wilhelm

