KAMEHAMEHA SCHOOLS

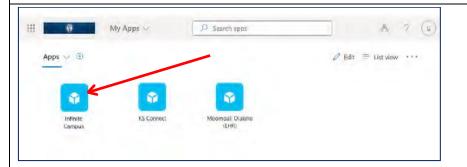


Infinite Campus Enrollment (Parent Guide)

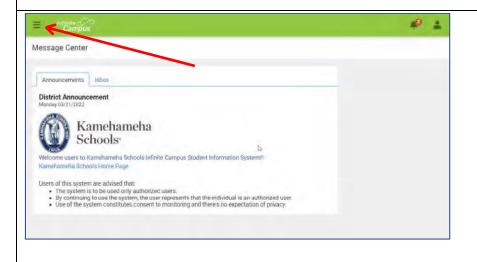


You should have already created your KS Account (KS Account Set Up document). Go to the KS account page and log in.

https://ohana.ksbe.edu

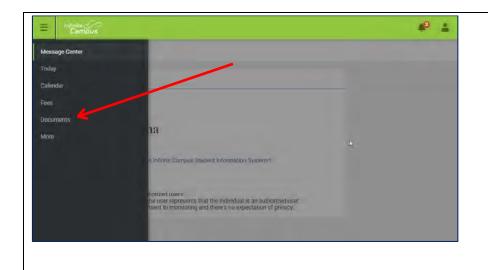


Click on the Infinite Campus icon



Welcome to the Infinite Campus Portal.

Click on the "Menu" icon in the top-left to access the portal options.



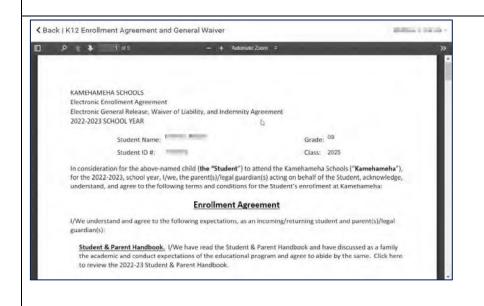
For re-enrollment, you will only need to access the "Documents" section of the portal. Click on the Menu and select "Documents." This section contains forms requiring e-Signatures.



If you have more than one student enrolled at Kamehameha Schools, you can use the drop-down menu at the top-right to view documents for each of your students.

On the left side, select School Year 25-26.

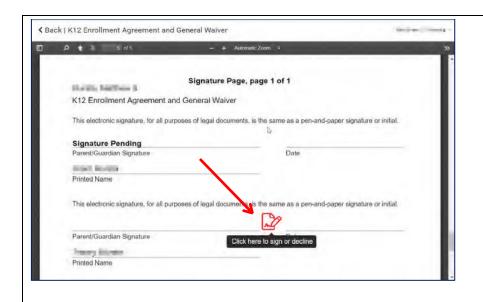
Click on form(s) that "Need your Attention".



Select the Enrollment
Agreement and General
Waiver document.

The document will open.

Read and scroll down to the bottom.

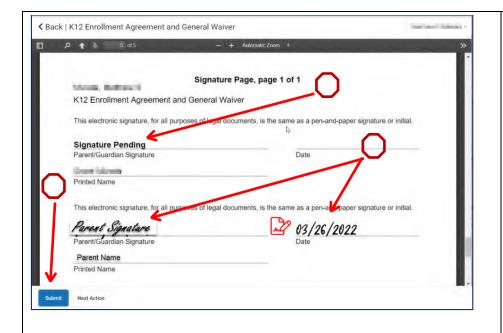


At the bottom of the form is an eSignature Page. Click on the red icon to sign the document.



Click on "Sign" to electronically sign the document.

IF you click on "Decline" it will prevent anyone else from signing the form (some forms have multiple persons including parents, custodians, and student signatures required) and will delay any further processing.



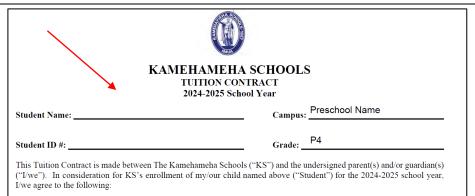
Your electronic signature and date will appear

If another signature is required, and has not been signed, it will show as "Signature Pending."

You must click on the "Submit" button at the bottom of the page to complete the eSignature process.



The status of the document shows that you have signed it and it is pending (other signatures and/or for Kamehameha Schools to finish processing the document).



Select the Tuition Contract.

Payment of All Amounts Due. I/We agree to pay KS tuition for the entire school year by payment to FACTS
Management Company ("FACTS"). I/We understand that FACTS is an independent company separate and distinct
from KS that provides various financial services including low-cost, automated payment plans for families

Print Name of /Legal Guardian Print Name of Legal Guardian I/we acknowledge and agree to the terms of this Electronic Contract and so indicate by each of us inserting our name(s) below as my/our electronic signature(s), executed and adopted by me/us with the intent to sign this document – in other words, inserting my/our name(s) will be an electronic signature indicating I/we acknowledge and agree to the terms of this Electronic Contract just as a handwritten signature would be on a traditional paper Contract. I/WE HAVE READ AND UNDERSTAND THE TERMS OF THIS TUITION CONTRACT, AND AGREE TO BE BOUND BY ITS TERMS.	Print the name of each legal guardian of the student if it does not appear.
This electronic signature, for all purposes of legal documents, is the same as a pen-and-paper signature or initial. Date	At the bottom of the form is an eSignature Page. Click on the red icon to sign the document. Your electronic signature and date will appear If another signature is required, and has not been signed, it will show as "Signature Pending." You must click on the "Submit" button at the bottom of the page to complete the eSignature process.
Pay Your \$100 Tuition Deposit	Select the Tuition Deposit Document. Click on the link to FACTS. You will be taken to the FACTS management site where you will enter your credit card or debit card information to complete your tuition deposit payment.