

ADMISSION REQUIREMENTS & PROCEDURES

ADMISSION REQUIREMENTS

New Students:

- All applicants must be at least 16 years of age or older and have proof of age with a current valid state issued identification card or certified copy of their birth certificate.
- Applicants must have a Social Security card for the school to copy.
- Applicants must have a high school diploma or its equivalency. Makana Academy will accept as a recognized equivalent of secondary education a GED, passing results of the Hawaii High School Proficiency Exam, a DD214 that indicates high school equivalency, or a degree issued to the student that indicates the high school graduation.

Re-entry Students:

Students who have withdrawn from a program may request re-entry into the program and will be required to meet with the Director of Education of the Academy. The student must provide a written statement detailing the reasons for withdrawal. A re-entry request will be considered when evidence is shown that the reasons which caused the withdrawal have been rectified.

International Students: This school is authorized under Federal law to enroll nonimmigrant alien students. Makana Academy does not offer English as a Second Language instruction. All instruction occurs in English and proficiency in English is required. Proficiency is documented by:

- The admissions and orientation interview
- Receipt of prior education documentation
- Reviewing the course syllabus with prospective student

ADMISSION PROCEDURES

- Prospective students shall complete and submit an Enrollment Application, which can be found at www.MakanaAcademy.com. Applications may also be completed on site at the following address:

Makana Esthetics Wellness Academy
560 N. Nimitz Hwy, STE 125D
Honolulu, HI 96817

- Upon receipt of the enrollment application, the admissions department will contact the prospective student to arrange for a tour of the facility and meet with the student to review the students career goals, the programs offered and graduation requirements.
- Students that decide to enroll will be scheduled for an orientation where they will receive a complimentary facial, their curriculum and supplies, and will review the school policies (Course Catalog). During the orientation, students must provide all required documentation to finalize their application.
 - Failure to provide the required documentation or failure to show up for a scheduled tour, meeting or orientation during the admission process may be grounds for declining admission to the Academy.
 - The full tuition or the 1st installment payment (if applicable) must be received prior to or during the orientation.