



Kamehameha Schools®

PKS Scholarship Program Newsletter

MARCH 2025

In this newsletter:

Page 01

- General Reminders

Page 02

- SY2025-2026 Information

Page 03

- Tips for 'ohana applying to PKS

Page 04

- SY2026-2027 School Participation Requirements
- Contact Us



General Reminders

ACH payment option available

If you haven't done so already, you can elect to receive payments via ACH (direct deposit to your bank account).

Some advantages of receiving ACH payments:

1. Security - Payments don't get lost in the mail
2. Convenience - No need to make a trip to the bank to deposit funds
3. Speed - Quicker access to funds

Please contact FASS@ksbe.edu if you'd like to enroll in our ACH payment program. Otherwise, you will continue to receive payment by check.

School Refunds

Refunds due to government subsidies being received, student withdrawal, etc. are due to KS within 30 days. Mahalo to those schools who have been diligent about this!

Other subsidies

PKS can be combined with other subsidies such as Child Care Connections, Preschool Open Doors, etc. Please keep us informed of the amount and timing of other subsidies being received for students as we may need to adjust their PKS award amount accordingly.

Q4 (May-July) disbursements

The School Collaborator Portal (SCP) is now open for current 2024-2025 PKS awardee's summer enrollment through March 31, 2025. Any updates or new enrollment information available after the deadline can be emailed to FASS@ksbe.edu.

If summer enrollment information has been submitted by the deadline, you can expect to receive payment by early May. Disbursement for June & July will not be processed until summer enrollment information has been received, even if you're a year-round school.

Check your records

Once you've received your Q4 (May-July) payment, we encourage you to check your records to ensure you've received funds for all PKS students. SY2024-2025 funds for any quarter will not be disbursed after September 30, 2025. If there are outstanding funds owed, let us know as soon as possible by emailing FASS@ksbe.edu.



SY2025-2026 Information

Award notifications are scheduled to be sent to families by early April 2025

Families can log into FACTS to view award decisions, accept their keiki’s award, or view revised awards. Award amounts will be displayed as a monthly amount on award letters though funds will be disbursed on a quarterly basis.

Student Enrollment Verifications

You will be notified via email when the School Collaborator Portal (SCP) opens for student enrollment updates in May/June.

Award payments

Award payments begin in August 2025 pending parent/guardian acceptance of the award in FACTS and confirmation of student’s enrollment via the SCP. In some cases, disbursements may be held due to incomplete prior or current year requirements.

NEW! To further streamline our awarding process and increase both accuracy and timeliness of awards for PKS awardees, we will disburse May payments together with Quarter 3 disbursements beginning issuance in January. This change will take place for the 2025-2026 school year and continue onwards.

Quarter	Enrollment Period	Check issued
1	Aug 2025-Oct 2025	Jul or Aug
2	Nov 2025-Jan 2026	Oct
3	Feb 2026-May 2026	Jan
4	Jun 2026-Jul 2026	May

Attendance Requirement

For ‘ohana to maintain their keiki’s participation in PKS, keiki must attend at least 80% of the enrolled period & have no more than 3 consecutive days of unexcused absences.

During COVID, the attendance requirement was waived. However, the requirement was reinstated in SY2024-2025, with the exception of families residing in Maui.

NEW! In SY2025-2026, the attendance requirement will be fully reinstated to include families in Maui.

Attendance is self-reported quarterly via the online FACTS Requirements Manager. It is NOT required for either school or guardian to provide a copy of an official attendance report or similar document.

Ho’oulu Kaiāulu Activity Hours **NEW!**

The community service requirement will be reinstated for the 2025-2026 school year. Families may submit their quarterly service information via the FACTS Requirements Manager. Details for the requirement can be found in the Terms and Conditions available on the [PKS website](#).

Failure to meet either requirement may result in delayed disbursements, award suspension, and/or termination for the current award year.



Tips for 'ohana applying for PKS Scholarship

- **START EARLY!**

The student application window for the 2026-2027 school year is August 15 – December 1, 2025. Families are required to submit their entire 2024 signed federal income tax return along with any applicable tax schedules and non-taxable income, if applicable.

- **KEEP ELIGIBILITY REQUIREMENTS IN MIND**

Keiki applying to Pauahi Keiki Scholars must be born in 2021, 2022 or 2023 and enroll/plan to enroll in a participating preschool

- **AVOID COMMON APPLICATION ERRORS**

Typos can drastically affect the award outcome.

Families should ensure that all financial and contact information is accurate and that both parents are listed on the application if they are living in the same household.

- **BE THOROUGH IN ENTERING INFORMATION**

All PreK-12 students who are/will be attending a tuition charging private school or preschool should be listed on the application, as well as all income, expenses, assets as specified on the application.

In addition, be sure families add all PKS eligible preschools they are considering on the application.

- **ASK FOR HELP IF NEEDED**

Help is available to all families needing assistance with filling out their application via our Kamehameha Schools Resource Centers. Resource Centers are located statewide and are happy to help in-person, by phone, or via e-mail. Fee waivers may be available. Call (808) 534-8080, email ksrc@ksbe.edu, or make an appointment to visit us at: <https://apps.ksbe.edu/resourcecenters/>.

- **LOOK OUT FOR COMMUNICATION FROM KS & FACTS**

Staff will reach out by email and/or phone if additional information is needed to complete the application. Unanswered communication may result in a student's application being incomplete.

SY2026-2027 School Collaborator Participation Requirements

Minimum requirements for all schools to participate in the PKS Scholarship Program

- Currently licensed by the State of Hawai'i Department of Human Services (DHS) or the United States Department of Defense (DOD) and
- Accredited by a KS recognized accreditation system or currently a participant in the PKS expansion program

Returning schools do not need to reapply for PKS participation

Make sure to submit updated accreditation certificates and DHS licenses as they become renewed. Your school may be removed from the PKS Scholarship Program if there is a lapse to your license or accreditation.

Interested Schools

Schools interested in becoming a PKS School Collaborator may check our website or contact KS for application information. The application period will run from April 1-30, 2025.



For more information:



Check out our website for school collaborators



Email PreK-12 Financial Aid & Scholarship Services at FASS@ksbe.edu

Reminders:

- Schools must notify KS of any changes in school contact information within 30 days
- Email copies of DHS licenses and accreditation certificates as they become renewed
- Schools will return any unused funds to KS within 30 days of change (e.g. withdrawals, disenrollment, subsidies received, etc.) regardless of whether we notified you directly or not.
- Schools must submit their published tuition rates by the requested deadline for award calculations to factor updated information during the following school year
- When confirming enrollment, a student's start date is defined as the first day the student is physically or virtually present at school (student must be actively participating)
- KS will not adjust award if tuition rates increase after the deadline.
- Awards can be used for distance learning, so long as the school is providing active instruction
- Awards can not be used to reserve spots at school. Student must be attending school physically or virtually
- New administrators may see [our guide](#) with instructions regarding the use of the [School Collaborator Portal](#) (SCP)
- A full list of expectations can be found on our [website](#).