



Administration

Krauss 101
 2500 Dole Street
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 Tel: (808) 956-8866
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 Web: www.outreach.hawaii.edu

Interim Dean: Peter Tanaka
 Interim Associate Dean: Carolyn Okinaga

General Information

The Board of Regents established Outreach College on June 1, 1998, by the consolidation of two formerly separate units: the College of Continuing Education and Community Service and the Office of Summer Session. Outreach College programs include credit and noncredit courses, concerts, lectures, and educational experiences designed for special groups. Programs and courses are offered both on and off campus. Outreach College is the administrative unit charged with coordinating and administering distance learning programs of the University of Hawai‘i at Mānoa, including programs delivered to university centers situated on neighbor islands.

Mission

Outreach College provides:

1. Opportunities for adult nontraditional and part-time college students to pursue degrees and certificates, and acts as an advocate for nontraditional learners;
2. Programs to help professionals keep abreast of their fields, advance in their careers, or explore new career fields;
3. Programs for lifelong learning, including education for citizenship responsibility, cultural enrichment, personal growth;
4. Consultative services that help solve community, state, national, and international problems;
5. Opportunities for both degree and non-degree students to advance towards degrees by studying on campus during the summer and other extra-session periods. Such periods provide unique opportunities for full devotion in such study areas as archaeological and historic preservation field work; and
6. Cultural and arts programs across the state with an emphasis on underserved communities.
7. Programs for international students, including noncredit intensive ELS programs, short-term ESL courses and international seminars for organized groups, and credit/noncredit program to prepare international students for admissions to graduate school.

Affiliations

Outreach College is affiliated with the University Continuing Education Association, the Association of University Summer Sessions, the North American Association of Summer Sessions, the Western Association of Summer Session Administrators, Western Alliance of Arts Administrators, and Association of Performing Arts Presenters.

Degrees and Certificates

Outreach College is a non-degree granting academic unit, and delivers, in collaboration with the faculties and colleges, credit courses that may apply towards UH Mānoa degrees. Summer Sessions offer courses in the day as well as evening,

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primarily to serve degree students at UH Mānoa, but are open to UH system campus students, qualified visitors from the state and abroad, and select high school students.

Distance Learning

Sakamaki C-403
2530 Dole St.
Honolulu, HI 96822
Tel: (808) 956-8547
Fax: (808) 956-3364
Web: www.aln.hawaii.edu
www.hawaii.edu/dl

The distance delivery of Mānoa non-credit and credit courses is coordinated by Outreach College. Over two dozen certificates and baccalaureate and master's degrees from Mānoa colleges of education, liberal studies, information and computer sciences, business administration, and nursing are offered.

Courses are delivered using cable television, interactive television, web-based asynchronous learning, or faculty traveling to other sites. Outreach College and the Department of Information and Computer Sciences (ICS) inaugurated a completely on-line MS degree in ICS, supported by a Sloan Foundation grant in fall 2000. See the web sites for details.

Advising

Student Services
Krauss Hall 101
2500 Dole Street
Honolulu, HI 96822
Tel: (808) 956-7221; (800) 862-6628
Fax: (808) 956-3752
E-mail: advise@outreach.hawaii.edu
Web: www.outreach.hawaii.edu

Office of Student Services provides support services to non-degree seeking undergraduate and post-baccalaureate students. Services include advisement on University admissions procedures and policies, general University policies, degree programs, course selection, and University of Hawai'i system offerings, as well as enrollment and registration for courses delivered by Outreach College. New students are encouraged to see an adviser for general information about University offerings, policies, and procedures, as well as for assistance in selecting appropriate courses.

Credit Programs

Sakamaki D-410
2530 Dole Street
Honolulu, HI 96822
Tel: (808) 956-6780
Fax: (808) 956-9422
E-mail: cokinaga@outreach.hawaii.edu
Web: www.outreach.hawaii.edu

Outreach College credit courses and programs are offered during the days and evenings throughout the year including the Summer Sessions. Offerings are regularly approved University of Hawai'i at Mānoa courses as well as any new or experimental courses approved by the University. Instructors are regular Mānoa faculty or lecturers approved by the respective academic departments. In addition, the credit programs unit coordinates all distance learning credit activity for the Mānoa campus, thus extending the resources of Mānoa campus to the neighbor islands, Pacific Basin and beyond.

Major Credit Programs

- Summer Sessions (see below)
- Neighbor Island Outreach. Students can earn undergraduate degrees, including a bachelor of arts degree in liberal studies and bachelor of education. Graduate degrees in education, business administration, nursing, information and computer science, and social work are also available to neighbor island students. Courses are delivered through the use of distance learning technology or Mānoa faculty flying to neighbor islands to conduct face to face classes or a combination of both. The Mānoa Outreach on Maui office as well as the University Centers on Kaua'i, Maui and in West Hawai'i provide on-site support to neighbor island students.
- Evening/Weekend Program on Campus. Students can earn bachelors degrees in psychology, anthropology or liberal studies with a major emphasis in "Human Relations in Organizations."
- State Teachers' Program. Public and private school teachers can take courses to upgrade their professional skills and for salary enhancement.
- Overseas Program. On-site education courses are offered in American Samoa and Saipan.
- Credit Specials. These courses are tailored to meet the needs of a target group; they may condense academic work into shorter time periods and adapt it to special locations and more convenient times.

Summer Sessions (Credit)

The summer period of the University campus offers opportunity for variety and flexibility in instructional programming, while creating a culturally enriching and intellectually stimulating campus environment through special lectures, conferences, and artistic performances that are open to both students as well as the larger public.

Students from almost every state in the nation and more than 50 countries attend classes in the summer, joining resident students to enhance the diversity of the campus. The summer campus also provides a stimulating array of public programs and special events. An extensive schedule of lectures, films, performances, and other public events is published in a special publication, *Summer at Mānoa* which is distributed without charge. To request a copy, write to Outreach College, 2440 Campus Road, P.O. Box 447, Honolulu, HI 96822, or visit or call the Outreach College office.

Summer Sessions has received numerous awards from the Western Association of Summer Session Administrators and the North American Association of Administrators for its exemplary and innovative programs.

Summer Scholar Program for High School Students

Sakamaki D-407
2530 Dole Street
Honolulu, HI 96822
Tel: (808) 956-9492 or (808) 956-6583
Fax: (808) 956-3752
E-mail: kwilliamson@outreach.hawaii.edu
Web: www.outreach.hawaii.edu/headstart

High school sophomores and juniors with at least a 3.2 GPA may enroll in any 100-200 level course in summer sessions at UH Mānoa. Summer scholars are mainstreamed with other summer students. Over 700 high school students have successfully participated in this program over the past 13 years. The program enables high school students to earn college credit and learn what college life is like before graduating from high school.

International Programs (non-credit)

Krauss Hall 004
2500 Dole Street
Honolulu, HI 96822
Web: www.nice.hawaii.edu

New Intensive Courses in English (NICE)

Tel: (808) 956-7753
Fax: (808) 956-3421
E-mail: nice_info@outreach.hawaii.edu

The NICE Program is a noncredit English language program open to non-native speakers of English interested in improving their oral communication and cross-cultural understanding. Study options include English courses for academic, business, and general purposes. Classes are offered to suit the study schedules of a variety of individuals: four 10-week sessions per year (full-time or part-time study), 3 and 4-week sessions in winter and summer, and evening classes throughout the year. Admission to NICE is open to foreign students and scholars, and to resident non-native speakers living in Hawai'i. Participants must be 18 years or older and must be high school graduates.

Special English Programs (SEP)

Tel: (808) 956-3416
Fax: (808) 956-3752
E-mail: mseki@outreach.hawaii.edu

SEP provides noncredit English language and American culture programs for groups of students from foreign educational institutions or companies. SEP is uniquely designed to suit the needs, schedules, requirements, and interests of the sponsoring school or organization.

International Seminars

Tel: (808) 956-3416
Fax: (808) 956-3752
E-mail: mseki@outreach.hawaii.edu

The International Seminars Program provides groups of foreign students and professionals exposure to current American perspectives and practices in their area of study or profession. Highly qualified professors and community professionals speak on topics requested by the sponsoring organization, with translation or in the participants' native language.

International Bridge Program

Krauss Hall 101
2500 Dole Street
Honolulu, Hawaii 96822
Tel: (808) 956-9247
Fax: (808) 956-3752
E-mail: kkoteva@outreach.hawaii.edu
Web: www.bridge.hawaii.edu

The Bridge Program has been specifically designed to help students meet formal academic requirements for entry into graduate programs in the U.S.

Bridge participants take a combination of credit and noncredit courses, and in some cases English as a Second Language classes. They simultaneously gain orientation for study in the American university system.

Working in partnership with other units of the University of Hawai'i, Bridge assists students in preparation for examinations such as the Test of English as a Foreign Language (TOEFL), the Graduate Record Examination (GRE), and the Graduate Management Admission Test (GMAT).

The Bridge Program addresses other challenges for international students as well. Students with a three-year bachelor degree (3YB) common in their home countries are assisted in meeting four-year requirements that are generally considered standard for admission into U.S. graduate programs. Beginning in fall 2003, standardized 3YB Bridge programs will be offered not only for candidates pursuing a graduate business degree (master's in business administration, master's in accounting) but for other majors as well.

Enrollment in the Bridge Program prepares students for acceptances into graduate programs, but does not guarantee automatic admission. The graduate admissions requirements are different for each U.S. university. At the University of Hawai'i at Mānoa, the final decision for admission rests with the dean of the Graduate Division, who takes into full consideration the recommendation of the chair of the selected field of study.

Professional and Special Programs (noncredit)

Sakamaki D-400
2530 Dole Street
Honolulu, HI 96822
Tel: (808) 956-8244
Fax: (808) 956-9422
E-mail: pamelaf@hawaii.edu
Web: www.outreach.hawaii.edu

The Professional and Special Programs Office establishes and administers noncredit courses to provide individuals and groups with the opportunity to maintain professional skills, advance in or change careers, or pursue personal development and enrichment. Although noncredit courses do not apply toward the requirements for a college degree, many do qualify for professional continuing education units. Students who complete attendance requirements may receive certificates upon completion of their courses of study.

Courses are held at both on- and off-campus locations, as well as online. They are often relatively short and complete in themselves and are presented in a variety of formats, such as workshops, short courses, studios, and lectures. In general, noncredit courses are open to anyone who is at least 18 years of age or a high school graduate.

Although most courses are offered during three regularly scheduled terms per year, specialized programs for particular groups (e.g., librarians, teachers, engineers, etc.) or contract training for both public and private organizations, can be arranged. Class length, number of meeting times, and locations vary, depending on program objectives and specific needs of students.

Institute for Business and Professional Development

Tel: (808) 956-2040
E-mail: profprog@outreach.hawaii.edu
Web: www.outreach.hawaii.edu/ibpd

The Institute for Business and Professional Development offers continuing education programs for business people, entrepreneurs, professionals, and those seeking to meet professional certification requirements, or to improve career opportunities.

Pacific New Media

Tel: (808) 956-3422
E-mail: pnm@outreach.hawaii.edu
Web: www.outreach.hawaii.edu/pnm

Pacific New Media offers short intensive workshops in film, video, and digital media presented by outstanding professionals from Hawai'i and the continental United States. A certificate in Web Design is also offered through the program.

Elderhostel Programs (noncredit)

Sakamaki D-407
2530 Dole Street
Honolulu, HI 96822
Tel: (808) 956-9492 or 956-6583
Fax: (808) 956-3752
E-mail: kwilliamson@outreach.hawaii.edu
Web: www.outreach.hawaii.edu/elderhostel

Elderhostel offers a short-term, low-cost residential academic program for persons age 55 and over through a network of 1,900 educational and cultural sites. Program topics draw on the natural, sociological, and cultural setting in Hawai'i as well as the USS Missouri and Honolulu Zoo service projects. Classes are taught by campus faculty and lecturers from the community.

Community Services Division

Sakamaki D-406
2530 Dole Street
Honolulu, HI 96822
Tel: (808) 956-8246
Fax: (808) 956-9422
E-mail: tslaught@outreach.hawaii.edu
Web: www.outreach.hawaii.edu

The Community Services Division coordinates the arts and culture outreach efforts of the University. Major projects include the Statewide Cultural Extension Program (SCEP) and University of Hawai'i Presents. Through SCEP, Outreach College presents over 170 performances each year in schools, libraries, nursing homes, prisons, senior centers, and other venues throughout the state. The University of Hawai'i Presents produces 15 performances of national and international touring companies for the Mānoa campus and the general public. The Community Services Division also co-publishes a yearly directory, *Artists in Hawai'i Guide*, listing over 200 Hawai'i artists who are available to present arts in education programs.

UH Conference Center,

Outreach College

Sakamaki C-404

2530 Dole Street

Honolulu, HI 96822

Tel: (808) 956-8204

Fax: (808) 956-3364

E-mail: yamashita@outreach.hawaii.edu

Web: www.outreach.hawaii.edu

The Conference Center offers support in meeting planning and management. Serving University units, state and federal government agencies, and nonprofit and professional organizations within the state of Hawai'i that sponsor conferences, symposia, institutes, and workshops, the staff assists in program development and budgeting, marketing, pre- and on-site registration, fiscal management, and on-site logistics. Meeting coordination is offered to adult groups at venues determined by the sponsoring organization.