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Admission

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Toll free (in U.S.): (800) 823-9771
Fax: (808) 956-4148
Email: manoa.admissions@hawaii.edu
Web: www.manoa.hawaii.edu/admissions

Registrar

Office of the Registrar
Queen Lili'uokalani Center for Student Services 10
260 Campus Road
Honolulu, HI 96822
Tel: (808) 956-8010
Fax: (808) 956-7830
Email: uhmanoa.records@hawaii.edu
Web: www.manoa.hawaii.edu/records/

Admission requirements for UH Mānoa are similar to those of comparable state institutions of higher education. Applicants are advised to consult appropriate UH Mānoa colleges/schools for specific information since individual academic programs may have special admission policies and procedures.

The following regulations and procedures are subject to change without prior notice. Prospective students should consult the most current *Catalog* and/or an advisor before applying for admission.

International students should refer to "Admission of International Applicants" within this section of the *Catalog*.

Admission of Classified Students

Classified undergraduates are those admitted to approved programs of study leading to UH Mānoa baccalaureate degrees. Students who have earned 0–29.99 credit hours are freshmen; those with 30–59.99 credit hours are sophomores; those with 60–89.99 credit hours are juniors; and those with 90 or more credit hours are seniors.

Freshmen and sophomores are lower division students, while juniors and seniors are upper division students.

Admission of Freshmen

Students applying for admission as a freshman must complete the Self-Reported Application. The initial admissions decision will be based on self-reported data. Upon request from the Office of Admissions, an official transcript and official College Board (SAT) or American College Test (ACT) scores must be submitted. Applicants taking the General Education Development (GED) high school-equivalency test must submit GED results in addition to the Self-Reported Application. Applicants who have been home schooled must submit GED scores, or SAT subject tests (minimum of the subjects) including math, or ACT subscores in addition to the Self-Reported Application. A high rating in one area will not ensure admission, nor will poor performance in an area exclude applicants if other evidence shows they may be successful in university-level work.

SAT or ACT. Candidates for fall admission should take the SAT or ACT no later than November of their senior year in high school. Candidates for spring admission should take the test before July. Applicants must also take and submit scores of the writing test. Information is available from high school counselors or from the testing agencies. For SAT, contact Col-

lege Board, P.O. Box 025505, Miami, FL 33102. For ACT, contact American College Testing Program, P.O. Box 414, Iowa City, IA 52243.

High School Record. Applicants should have grades high enough to place them in the upper 40 percent of their graduating class.

Minimum Unit Requirements. Applicants should complete 22 units of high school work (grades 9–12) of which at least 7 are college preparatory. The term "unit" means satisfactory completion of a full school year's course of study or the equivalent in laboratory and shop exercises. A listing of courses and grades from the ninth through twelfth grades must be included. College-preparatory subjects must include at least four units in English; three in mathematics including college-preparatory geometry and second-year algebra; three in natural sciences; three in social sciences; and four additional units, which may include higher mathematics, additional science, additional social studies, and foreign language. All other courses for which the high school grants credit may be offered to satisfy the remaining unit requirements, although there should be no less than a half-unit nor more than two units in any one subject.

Students entering curricula in engineering, mathematics, and biological and physical sciences must meet the special mathematics requirements listed in the college sections of this *Catalog*.

Profile of Admitted Students. All applications are evaluated on an individual basis. Generally, successful applicants attain a B (not B-) average for all college-preparatory high school course work, achieve SAT scores of 510 (evidence-based reading and writing), and 510 (math) or ACT score of 22 in each section, and rank in the upper 40 percent of their graduating class.

UH Mānoa accepts all Hawai'i residents who meet UH Mānoa admissions standards.

Nonresident applicants should await notice of acceptance before coming to Hawai'i. By Board of Regents policy, the number of nonresidents admitted is limited.

Admission decisions are made independent of the availability of financial aid and housing. Students must apply separately for financial aid and housing. (See the "Tuition, Fees, and Financial Aid" and "Student Life" sections of this *Catalog*.)

Admission of Requirements of Homeschooled Applicants

Complete homeschooled applicants are expected to meet the minimum admissions requirements indicated for freshman applicants. Please review the detailed requirements below for homeschooled applicants.

Required Documents

Complete the Self-Reported Application if your homeschool transcript reflects a traditional high school curriculum. If you are in a non-traditional program, please include a separate statement that includes titles and descriptions of all course work completed. Other additional information such as textbooks used, methods of teaching, and methods of evaluation and the resulting grades or structured assessments must be entered in the "Comment" box. If the additional information exceeds the amount of space given, attach an additional sheet to the hard copy Self-Reported Supplement or submit an email if you completed the online version.

Also, one of the following: GED scores, SAT subject tests (minimum of three subjects) including math, or ACT subscores.

Admission of Transfer Applicants

Transfer applicants are those currently or previously enrolled at a college or university other than UH Mānoa. Transfer applicants include those who previously attended UH Mānoa and subsequent to their UH Mānoa attendance enrolled at another UH college, university, or UH Mānoa. To obtain an application form, refer to “Application Procedures” within this section of the *Catalog*.

Applicants who have earned at least 24 semester credit hours of work or completed 2 transferable credits and have at least 12 credits in progress in courses comparable to UH Mānoa offerings at a regionally accredited U.S. college or university must submit an application and have each postsecondary institution previously attended send an official transcript (including withdrawals, courses taken, and grades received) directly to the Office of Admissions. Unofficial transcripts, hand-carried transcripts, faxed transcripts, and student copies of transcripts or grade reports will not be accepted.

Applicants who have earned fewer than 24 acceptable credit hours or who have enrolled in an unaccredited institution must submit high school transcripts and official SAT or ACT scores in addition to official transcripts from all postsecondary institutions previously attended. Admission will be based on both college and high school work.

Transfer applicants are expected to present a satisfactory academic record in courses comparable to UH Mānoa offerings. Nonresident candidates must present a better than average record. The number of nonresidents admitted is limited by Board of Regents policy.

Applicants enrolled at another college or university must have a final transcript submitted to the Office of Admissions at the end of the current term. Until this is received, any acceptance is provisional. Failure either to submit the transcript within a reasonable time or to complete the semester's work satisfactorily will result in denial of admission or, in the case of registered students, cancellation of registration.

Credit hours in courses taken at U.S. regionally accredited colleges or universities that are substantially equivalent to UH Mānoa offerings and in which grades of D (not D-) or better have been earned will be transferred. Grades and grade points from other institutions are not transferred. Credit/No Credit and Pass/Fail credits may be accepted if the standard for these credits is equivalent to that at UH Mānoa (see “Grades” within this section of the *Catalog*).

However, not all transfer credits accepted will necessarily satisfy curricular requirements toward a particular degree. UH Mānoa applies no more than 60 credit hours from non-UH junior or community colleges to satisfy degree requirements.

Transfers from unaccredited colleges or universities must also meet UH Mānoa campus admission standards for new freshmen. Students who complete a minimum of 30 credit hours with an average of C (not C-) or better at UH Mānoa may be granted credit for the courses completed at unaccredited institutions that are candidates for accreditation. These courses, which must be substantially equivalent to UH Mānoa courses, will be counted only as lower division credits to a maximum of 60 credit hours.

The department or program in which the student is pursuing a degree may decide that certain courses required for the major that were taken in the past must be retaken. Courses that are declared outdated for the major will still count toward the General Education Core if they meet core requirements. Students

should consult with their respective academic advisor in their major field of study for details.

International applicants should refer to “Admission of International Applicants” within this section of the *Catalog*.

All colleges previously attended must be disclosed. Incomplete, incorrect, or false information is subject to disciplinary measures.

Evaluating Transfer Credits

UH Mānoa reserves the right to accept or reject credits earned at any other institution of higher education. In general, UH Mānoa accepts credits earned at institutions fully accredited by U.S. regional accrediting associations, provided that such credits are substantially equivalent to courses at UH Mānoa, and have been completed with a grade of D (not D-) or better. An evaluation of transfer credits will be undertaken only after a student has been admitted to a program leading to a degree and has confirmed his or her intention to enroll.

Transfer decisions about courses taken at other UH campuses are guided by the UH Articulation Agreement. Only course credits are accepted in transfer. Grades and grade points from other institutions do not transfer to UH Mānoa.

Notable Restrictions on Transfer Credit

Although all qualified courses may be transferred from two-year colleges, UH Mānoa applies no more than 60 credits from non-UH community or junior colleges toward the credits required for a bachelor's degree. Other notable restrictions on transfer credit include:

- Courses taken out of sequence (backtracking): Credit is not awarded for lower level courses if they are taken subsequent to or concurrently with a higher level course for which there are explicit or implicit prerequisites.
- College Level Examination Program (CLEP) and Advanced Placement (AP): Credits awarded for CLEP and AP examinations do not count toward meeting the 24-credit requirement for admission as a transfer student nor do they exempt other applicants from submitting SAT/ACT scores and high school transcripts.
- Correspondence school credit: No more than 30 credits of correspondence course work from regionally accredited U.S. colleges and universities will be accepted in transfer.
- Life experience: UH Mānoa does not award credits for life experience. By individual arrangement, enrolled students may arrange for credit by examination.
- Military service or schooling: Course work taken through military schools may be considered for credit with the consent of the appropriate UH Mānoa department. The student's DD-214 or DD-295 form or American Council of Education (ACE) Registry transcript must be submitted. Credits awarded for military schooling do not count toward meeting the 24-credit requirement for admission as a transfer student nor exempt other applicants from submitting SAT/ACT scores and high school transcripts.
- Courses with nontraditional grades: Courses completed with nontraditional grades such as CR (credit), P (pass), S (satisfactory) may be transferable only if the grade represents a D (not D-) or better. Generally, courses with nontraditional grades will be accepted as elective credit only and will not fulfill UH Mānoa, college, school, or departmental requirements.
- Courses receiving no credit: Courses not accepted for transfer credit include (but are not limited to) the following:

- Courses from unaccredited institutions: Course work taken at any institution not fully accredited by a regional U.S. accrediting association is not transferable. After completing a minimum of 30 credits at UH Mānoa with a GPA of 2.0 or better, a student may be granted credit for course work completed at unaccredited institutions which were candidates for accreditation at the time of the student's attendance there. No more than 60 credits from such institutions may be applied to degree requirements at UH Mānoa.
- Developmental or remedial courses
- Repeated or duplicate courses: Transfer credit is generally not awarded for courses that duplicate material for which academic credit has already been given. Credit will not be awarded for a repeated course in which a passing grade was previously earned, nor for more than one version of a cross-listed course.
- Courses that provide instruction in a particular religious doctrine
- Vocational or technical courses
- Mathematics courses considered below college level: courses include (but are not limited to) basic math and business math.

Admission of International Applicants

International students wishing to apply should request an application and a form called "Supplementary Information for International Students." The deadline is **January 5** for fall admission and **September 1** for spring admission. If admitted, international students must receive two clearances in order to register: (1) University Health Services clearance documenting adherence with health regulations, and (2) International Student Services (ISS) clearance documenting adherence to international student regulations and proof of adequate health insurance. **Note:** International applicants with a non-immigrant visa status other than student status should contact the ISS. Federal restrictions on full-time study may apply.

Additional Requirements

Transcripts. In addition to the application, applicants must present evidence of having completed or received the equivalent of a U.S. high school diploma. Official transcripts of all secondary and postsecondary work must be sent directly to the Office of Admissions by each institution attended. Certified photocopies of the certificates and results of any qualifying examinations (e.g., General Certificate of Education) must also be submitted. Certified English translations must be attached to documents and transcripts written in a foreign language.

Applicants enrolled in a secondary school or another college or university must have a final transcript submitted to the Office of Admissions at the end of the current term. Until this is received, any acceptance is provisional. Failure to submit the transcript or to complete the semester's/year's work satisfactorily will result in denial of admission and/or cancellation of registration.

Examinations. Applicants also must submit official results of the SAT or American College Test (ACT) (see "SAT or ACT") and the Test of English as a Foreign Language (TOEFL). These examinations are normally required of all foreign applicants, including students who either have been admitted to or have matriculated at other universities. SAT applications may be obtained by writing to the College Board, P.O. Box 025505, Miami, FL 33102. ACT applications may be

obtained by writing to the American College Testing Program, P.O. Box 414, Iowa City, IA 52243. TOEFL applications may be obtained by writing to Educational Testing Service, P.O. Box 6151, Princeton, NJ 08541.

CT or SAT Exemptions. Students who have earned at least 24 semester hours of acceptable credits—excluding English Language Institute and/or English as a Second Language courses—are exempt from submitting the ACT or SAT results. The credits must have been completed at a regionally accredited U.S. college or university and must be equivalent to UH Mānoa offerings.

TOEFL Requirements and Exemptions. Applicants are required to score a minimum of 61 (internet-based), 73 (computer-based), or 500 (paper-based) on the TOEFL. The following applicants are exempt from the TOEFL examination: (a) those whose native language is English; (b) those who hold a bachelor's or master's degree from a regionally accredited university in the U.S. or a recognized university in Australia, Britain, Canada (excluding Quebec), Ireland, or New Zealand; (c) those who score 510 or better on the verbal and 510 or better on the writing sections of the SAT; (d) those who score 22 in English and 22 in reading sections of the ACT; (e) those who have completed six years of continuous schooling through the high school or college level in American Samoa and/or Guam and in one of the countries listed above under (b); (f) those who have completed English composition at a regionally accredited U.S. institution with a D or better grade; or (g) those who completed at least three years of high school in Hawai'i with a cumulative GPA of 3.2 and SAT critical reading of 460 and SAT writing of 460. Admission to summer ELI classes does not imply a waiver of the TOEFL exam for fall or spring semester admission.

English Language Institute. International and immigrant students who are admitted to UH Mānoa and whose native language is not English are referred to the English Language Institute to determine if they must take the ELI placement tests and the Mānoa Writing Placement examination. If a student does not fulfill this obligation, ELI will place a hold on the student's registration. Please contact the Department of Second Language Studies for additional information. (See the "ELI" section of this *Catalog*)

Admission of International Exchange Students

Students matriculating at a university outside the U.S. may apply for admission as an international exchange student in the third or fourth year of study, through the Mānoa International Exchange (MIX). Admission may be granted for a maximum of two semesters as a "Visiting Student." Priority is given to students from institutions with a formal exchange agreement with UH; however, other qualified students from any foreign institution may also be considered.

Those sponsored by their home government or an external scholarship program such as Fulbright or Rotary International may also be admitted as exchange students, either as a classified, degree seeking student, or as a non-degree visiting student. Exchange students may enter the U.S. under either the F- or J- visa, depending on the funding source and preferences of the sponsoring agency.

Exchange students must submit standard admission materials, official TOEFL scores of 68 (internet-based), 190 (computer-based), or 520 (paper-based) unless exempt (see "Admission of International Applicants" for exemption criteria), and for

those engaged in non-degree study, a special MIX application. For further information, contact International Student Services, Queen Lili'uokalani Center for Student Services, 2600 Campus Road, Honolulu, HI 96822, or visit www.hawaii.edu/issmanoa.

Admission of Returning Students

A student who experiences a break in enrollment at UH Mānoa without having taken an approved leave of absence or who has been suspended or dismissed must apply for readmission. A student who has attended another college or university, or UH campus subsequent to attendance at UH Mānoa must apply as a transfer student (see "Admission of Transfer Applicants"). Readmission is not automatic because of enrollment limitations and changes in academic regulations. Students who are readmitted will be subject to the General Education Core, major, and graduation requirements in effect at the time of readmission. Questions concerning readmission should be directed to the student academic services office in the college/school to which the student is applying.

Admission of Unclassified Students

Persons who wish to take UH Mānoa courses but do not wish to enroll in degree programs may apply for admission as unclassified students through the Office of Admissions. Undergraduate applicants must meet the admission standards for a regular classified, degree seeking undergraduate. Post-baccalaureate applicants should contact the Graduate Division.

Classified applicants receive admission priority; thus, unclassified applicants may be denied admission because of enrollment restrictions.

Persons interested only in taking courses offered by Outreach College should refer to the "Outreach College" section of the *Catalog*, (808) 956-7221, www.outreach.hawaii.edu.

High School/Dual Enrollment Program

High school students who have demonstrated exceptional academic achievement, have completed most of their high school graduation requirements, and can no longer benefit from high school offerings may enroll concurrently in UH Mānoa courses while enrolled in high school. Eligibility is restricted to high school juniors and seniors.

Students wishing to take advantage of this program should follow the procedures for "Admission of Freshmen." Eligible students must present outstanding high school grades and SAT or ACT scores, be recommended by school authorities, and have the permission of their parent(s) or legal guardian to participate in the High School/Dual Enrollment Program.

Regular UH Mānoa admission deadlines, normal tuition and fee schedules, course prerequisites, and admission requirements other than high school graduation also apply to the High School/Dual Enrollment Program.

Application Procedures

To obtain admissions related information, prospective students should consult their high school counselors (in Hawai'i) or write to the Office of Admissions, 2600 Campus Road Room 001, Honolulu, HI 96822. The application is available online (apply.hawaii.edu). The application is valid only for the semester specified. For deadline information, refer to the "Calendar."

For information regarding application procedures for non-U.S. citizens and/or nonnative speakers of English, refer to "International Admission Process."

Deadlines

The admission application initial deadline for the fall semester is **January 5**; the final deadline is **March 1**. The initial deadline for the spring semester is **September 1**; the final deadline is **October 1**. Some professional schools and individual programs may have earlier deadlines. Consult the appropriate student academic services dean for specific deadlines.

In addition to the application form, applicants must submit official test scores and arrange to have official transcripts of all schools, colleges, universities, business, and postsecondary schools attended sent directly from each institution involved by the appropriate deadline. Unofficial transcripts, hand-carried transcripts, faxed transcripts, and student copies of transcripts or grade reports will not be accepted. All other required credentials, as noted in the application, should also be sent with the application form. No applications, even those received before the closing date, will be acted upon after enrollment is filled for a program. Applications and documents submitted to UH Mānoa are deemed the property of UH Mānoa and therefore will not be returned to the applicant nor be available for copying.

Application Fee

Applications must be accompanied by a nonrefundable, non-transferable application fee. The application and fee are valid only for the semester specified on the application.

Special Instructions

Student Identification Numbers

UH Mānoa will issue student identification numbers at the point of acceptance and intent to enroll to all students for use as his or her permanent identification.

Student Ethnicity Data

Students are urged to supply racial/ethnic information on applications and other forms when requested, since UH Mānoa must provide a number of federal, state, and educational agencies with this data each year. Whenever such information is lacking, UH Mānoa personnel must make an educated guess. Self-identification is preferable.

Email Correspondance

Electronic mail is a Board of Regents approved communications method. Email communications to students will be sent to email addresses submitted on the students' admissions application. Email communications will be sent to the student's University of Hawaii email address after the student's user account has been established.

Change of Address

Students are responsible for keeping UH Mānoa's Office of the Registrar (Queen Lili'uokalani Center for Student Services 010) informed of their correct address (i.e., mailing, permanent, email, etc.). Change of address may also be completed through the *MyUH Services* at myuh.hawaii.edu.

Misrepresentation

By UH Mānoa policy, all applicants for admission are **required** to list all current and previous enrollment in any postsecondary institution on the application form. Applicants for admission who fail to inform UH Mānoa of such enrollment at the time of application or who submit, or have submitted on their behalf, any required information or document that

is inaccurate, incorrect, or fraudulent or that has been altered without proper authorization may be denied admission to UH Mānoa. If the omissions and/or alterations are discovered after the student is enrolled, the student's admission may be rescinded and his or her enrollment canceled. Credits earned at any unreported college or school are not accepted in transfer. The student or prospective student may also be referred to the Student Conduct Committee for possible disciplinary action.

Academic Advising

Academic advising at UH Mānoa is an expression of our educational mission and ideals. Advising helps students to integrate and discern meaning from the many facets of their academic journey and to locate their unique journey within the context of their hopes, dreams, abilities, goals, interests, and in fact, within the full trajectory of their lives. Advising conveys higher education's modes of thinking, learning, and decision making, teaches students to think critically about their roles and responsibilities, and encourages students to become active members in our higher education community as well as leaders in our global community.

Overseen by the Assistant Vice Chancellor for Undergraduate Education and coordinated through the Council of Academic Advisors, academic advising is college- and school-based: the students' primary connection remains with their academic unit.

UH Mānoa provides academic advising for undergraduate students through the student academic services office in their college/school. In addition, students can log onto the STAR system via *MyUH Services* (myuh.hawaii.edu) to see how courses taken might fulfill degree requirements. STAR is an advising tool that allows students to manage their academic course work, but should not be considered a substitute for meeting with advisors to verify degree requirements. Academic advisors bring to their responsibilities as educators not only knowledge of academic disciplines, but also understanding of the rationale that underlies the curricula of the colleges/schools and UH Mānoa. Students are strongly encouraged to seek advising assistance early in their academic journeys.

Academic advising involves:

- Assisting students in clarifying, articulating, and attaining academic and life goals;
- Facilitating students' adjustment to the campus;
- Educating students on how to develop educational plans and assess their academic progress;
- Explaining and clarifying requirements, policies, and procedures;
- Encouraging students to think critically about their roles and responsibilities as students and as members of a democratic and global community;
- Helping students locate and access available resources and to engage in the UH Mānoa community;
- Counseling students on personal issues as they relate to academic progress; and
- Serving as advocates and mediators for students.

College/school advisors complement departmental advisors, who are specialists in their subjects. Departmental advisors advise on major requirements, available opportunities, career options, and graduate or professional degrees in their discipline. Students can locate their academic advisors at manoa.hawaii.edu/academics/advising.

Mandatory Advising and Declaration of Majors

All students will benefit from two major academic policies related to advising. First, they will receive mandatory advising every semester for their first two years. Second, students are strongly encouraged to declare their major prior to the start of their junior year to develop an efficient academic plan and graduate in a timely manner. These policies were introduced to encourage early identification of potential majors, support efficient graduation, and promote each student's engagement in his or her academic journey.

Registration and Enrollment

Registration Procedures

Registration is open to those students officially admitted to UH Mānoa by the appropriate admissions office and to students in good standing who are continuing in an approved program of study. Students who have graduated, withdrawn, or have not been continuously enrolled must complete the admission process before being permitted to register. New, transfer, and returning classified students who are admitted to UH Mānoa are required to pay a nonrefundable, nontransferable tuition deposit to confirm their admitted status. Admitted students may be barred from registration until they have complied with all UH requirements, including but not limited to, medical clearances, the purchase of health insurance by nonimmigrant foreign students, and required English language placement testing. Students may also be barred from registering until they have cleared all academic or financial obligations.

Students are assigned specific appointment times in which to register. All registration activity is conducted by personal computer through the World Wide Web. The *MyUH Services* website at myuh.hawaii.edu provides the UH community with secure, personalized access to enrollment services such as registration. Each student's registration time will be available through *MyUH Services* approximately two weeks before registration.

Information on registration procedures is contained in the online *Guide to Registration* at manoa.hawaii.edu/records/register/guide.html, which includes registration dates and instructions. The *Guide to Registration* is updated shortly before registration begins each fall and spring semester. The listing of course offerings with up-to-date class location and meeting times is found at the Check Class Availability website: www.sis.hawaii.edu/uhdad/avail.classes?i=MAN.

Unclassified students and auditors register after classified students.

Auditors

Auditors are regularly admitted students who enroll for informational instruction only, and attend classes with the consent of the instructor. Auditors receive no credit, and they do not take course examinations. The extent of their classroom participation is at the instructor's discretion. Auditors are not generally allowed in art studios, laboratory science, mathematics, elementary and intermediate Hawaiian and foreign languages, creative writing, English composition, physical education, communicology and other performance courses, or in classes where they might displace credit students. Audit courses are entered on student transcripts with a grade of L and are subject to regular tuition and fee charges. Audit courses are not counted in determining a student's enrollment status.

Late Registration

Students who register on the first day of instruction or later shall be assessed a late registration fee.

Maximum Registration

Undergraduate students who request enrollment in 20 or more credit hours of work in any semester must obtain special approval from their college student academic services office and process their changes during the Change of Registration period after instruction begins. Students may not register for courses in Outreach College, for credit or audit, in excess of the maximum registration allowed by the college/school in which they are enrolled unless given permission for an overload by the college/school.

Enrollment Status

For academic purposes, students may be classified as either part-time or full-time students. A full-time undergraduate carries a minimum of 2 credit hours. Undergraduate students carrying fewer than 2 credits are classified as part-time. Audited courses are not counted in determining the enrollment status of a student.

Change of College or Major

Classified students may apply for transfer from one college to another during the fall or the spring semester. Application for transfer must be made on a form supplied by the student academic services office of the college/school that the student wishes to enter. The application must be approved by the dean of that college/school. Deadlines for transfers within UH Mānoa are determined by individual student academic services offices. Contact the college/school directly for deadlines. Students planning to transfer into professional schools should consult the dean's office for deadlines. Students wishing to enter the College of Education should follow the procedures specific to that college.

Changes of college, school, curriculum, or major are not permitted during registration periods.

Unclassified students who wish to become degree candidates must complete the regular application process.

Changes in Registration

All deadlines for adding courses, partial withdrawal, or complete withdrawal are subject to change. Refer to the *Guide to Registration* for procedures. See "Calendar" for applicable dates.

To Add a Course

Courses may be added until the last day to register/add courses/change grading options.

To Drop a Course (Partial Withdrawal)

A course may be dropped without notation on the student's record until the last day to drop courses. Thereafter, grades of W will be posted. The colleges/schools differ in their policies, but, in general, a course may be dropped until the last day for restricted withdrawals with the consent of the instructor and the approval of the student's college/school dean.

After the last day for restricted withdrawals, no withdrawals are permitted except for unusual or extenuating circumstances beyond the control of the student. These withdrawals require the consent of the student's college/school dean, and consent may be given only after the dean consults the instructor.



If students do not officially complete the withdrawal procedure, an F or NC, as appropriate, may be awarded by the instructor in place of a passing grade.

Complete Withdrawal

Students occasionally find, for a wide variety of reasons, that they are unable to complete the semester and need to withdraw completely from the university. Students should note that once school starts, they have incurred a financial obligation to the university. Withdrawing completely from UH Mānoa does not release the student from his or her financial obligations.

Prior to the first day of instruction, no course registration will appear on their records, and the students will incur no financial obligation for tuition and fees.

From the first day of instruction through the last day to drop courses, students withdrawing completely from UH Mānoa will have a withdrawal action noted on their records. No courses will be listed for that semester.

After the last day to drop courses, students withdrawing completely from UH Mānoa will receive a W grade for each course on their record.

After the last day for restricted withdrawals, students are not allowed to withdraw except in unusual or extenuating circumstances beyond their control. Withdrawing after the deadline to withdraw requires petitioning for approval from the student's college/school dean. Students who receive approval will receive a W grade for each course on their record.

To apply for a complete withdrawal, students should see the student academic services office of their college/school. Once the student receives approval to withdraw, the student must obtain all signatures as indicated on the forms and submit the completed forms to the UH Mānoa Cashier's Office.

Complete withdrawal does not release the student from his or her financial obligations to the university. The refund schedule for withdrawal is noted in both the "Tuition, Fees, and Financial Aid" section of this *Catalog* and in the *Guide to Registration*.

When withdrawing, a classified undergraduate student may choose to apply for a leave of absence. Leave of absence forms are available through the student academic services office of the student's college/school and require approval by the college/school dean. Students who do not obtain a leave of absence must apply for readmission by submitting the UH System Application Form to the Office of Admissions before the specified deadline and must be readmitted before they are able to register.

Automatic Withdrawal

Faculty will verify attendance of students registered in their courses by the end of the first week of each semester. Students who fail to attend class (“no show”) will be dropped from that class and will have their financial aid recalculated accordingly.

Retroactive Withdrawals

Retroactive withdrawals are partial or complete course withdrawals processed after the semester has ended. UH Mānoa is obligated to insure the integrity of the transcript as an historical document, which must reflect the actual history of a student’s experience at UH Mānoa. Because of this, the student who is requesting a retroactive withdrawal will need to present a convincing case and provide relevant documentation that supports the existence of circumstances beyond their control that prevented them from initiating the withdrawal request in a timely manner. Any request submitted two or more years after the course ended will not be reviewed. Should a retroactive withdrawal be approved, the action will result in the grade being changed to a W. Tuition refunds will not be considered and any academic action applied for that semester will remain on the student’s record.

If you were a financial aid recipient during the semester in which you are seeking a withdrawal, be sure to check with Financial Aid Services to determine whether this will result in a financial obligation or future ineligibility for financial aid.

Credits and Grades

Work accomplished by students is usually recognized in terms of credit hours, grades, grade points, and grade point averages.

Students must complete a minimum of 20 (45 upper division (300+ level)) credits and have a minimum of a C (not C-) average (minimum GPA of 2.0) to earn a baccalaureate degree. Colleges, schools, and degree programs have specific requirements. Students should check with their college/school advisor.

Credit Hours

Credit hours (or credits) for course work are determined on a semester or semester-equivalent basis for work satisfactorily accomplished. Credit hours granted for specific courses are listed in this *Catalog* and the *Check Class Availability* website each semester.

Grades

Student achievement is designated by the following grades: A+, A, A- (excellent), B+, B, B- (above average), C+, C, (average), C-, D+, D, D- (minimal passing), F (failure), CR (credit), NC (no credit), I (incomplete), and L (audit). A grade of I is given to a student who has not completed a small but important part of a semester’s work if the instructor believes that the incomplete was caused by conditions beyond the student’s control. Each student receiving a grade of I should consult his or her instructor promptly to determine the steps to be taken and the deadline to complete the course work for changing the grade of I to a final grade. The designated November and April deadlines (see the “Calendar”) refer to the dates instructors must report adjusted grades. Student deadlines for completing their course work must be adjusted accordingly.

An instructor recording a grade of I on the final grade sheet will also record the grade that will replace the I if the work is not made up by the deadline; that grade is computed on the

basis of what grades or other evidence the instructor does have, averaged together with Fs or zeros for all incomplete work (including the final examination, if it has not been taken). If the work is completed prior to the deadline, the instructor will report a change of grade, taking the completed work into consideration. If the instructor does not submit a grade to replace the incomplete, the grade of I will be replaced by an F or an NC (as appropriate) as of the April or November deadline. All grades of I must be cleared by a student’s college prior to graduation.

Credit/No Credit Option

The credit/no credit option encourages students to broaden their education by venturing into subjects outside their fields of specialization without risking a relatively low grade. The CR designation denotes C (not C-) caliber work or better. However, students should be aware that some colleges and many graduate and professional schools evaluate CR as C and NC as F. The same is true of some employers and scholarship awarding agencies.

Certain courses may be designated as mandatory CR/NC. In addition to any such mandatory CR/NC courses, no more than 40 credit hours of CR may be counted toward the degree. Neither CR nor NC is computed in the grade point average. The CR/NC option must be exercised during the registration period. The CR/NC option is limited to elective courses; this option is not allowed for any course taken to fulfill a UH Mānoa undergraduate general education, college/school, or department nonelective requirement, with the exception of those courses offered for mandatory CR/NC.

Grade Points

Grade points for each credit hour received in a course will be computed as follows:

A+ = 4.0	B+ = 3.3	C+ = 2.3	D+ = 1.3	F = 0.0
A = 4.0	B = 3.0	C = 2.0	D = 1.0	
A- = 3.7	B- = 2.7	C- = 1.7	D- = 0.7	

Students entering as undergraduates are not given grade points for work done outside UH Mānoa.

Grade Point Averages

Grade point averages (GPA) are determined by dividing the total number of grade points by the total number of credit hours for which a student has received letter grades (excluding I, NC, CR, W, or L).

The semester GPA is calculated on any one semester’s credits and grade points. The cumulative GPA is calculated on all such work taken at UH Mānoa.

“Repeatable” Courses

Some courses are designated “repeatable” in the *Catalog* and can be taken for credit a limited number of times, as indicated by the course description.

Students may take “repeatable” courses as many times as allowed by the *Catalog* description. For these courses, all grades are permanently recorded on the transcript and impact the GPA. Students can count up to the designated limit of credits toward degree requirements.

When students take “repeatable” courses beyond the designated limit, grades continue to be recorded on the transcript,

but those grades do not impact the GPA and the credits are not counted toward degree requirements.

All courses that are not designated “repeatable” can only be taken for credit once. This means that only one set of credits (i.e., credit for a 1-credit course; 3 credits for a 3-credit course, etc.) can count toward degree requirements, even if you repeat the course.

UH Mānoa will not provide financial aid for a course that is not listed as repeatable in the course description or if a student repeated the course more than the number of times listed in the course description. Financial aid recipients who are repeating courses should see the Financial Aid Services Office with any questions.

Repeating Failed Courses

Students who receive an F or NC earn no credits. Students may repeat any course in which they received an F or NC for that semester. For courses taken as a repeat, the last grade received for the course shall be included in the student’s cumulative GPA. The grade from the previous attempt shall be excluded from the GPA. Grades for each attempt are permanently recorded on the transcript.

Repeating Courses with Grades of C-, D+, D, or D-

Students who receive grades of C-, D+, D, or D- earn the credits for that course. Students may repeat any course in which they received a grade of C-, D+, D, or D-. For courses taken as a repeat, the last grade received for the course shall be included in the student’s cumulative GPA for that semester. The grade from the previous attempt shall be excluded from the GPA. Grades for each attempt are permanently recorded on the transcript. Only one set of credits (i.e., credit for a 1-credit course; 3 credits for a 3-credit course, etc.) can count toward degree requirements. Students should check with their academic advisor on repeating courses that they have already received a minimal passing grade.

For students who receive financial aid repeating courses in which they received a grade of C-, D+, D, or D-, their enrollment status may not include the repeat course and may affect the amount of aid received. Students should check with the Financial Aid Services Office on repeating courses that they have already received a minimal passing grade in regards to their eligibility for financial aid.

Repeating Courses with Grades of C or Higher

Students who have already received a grade of C or higher for a course that is not designated as “repeatable” may repeat it only with the permission of the instructor or of the department offering the course. Grades for each attempt are permanently recorded in the transcript, but only the first grade (not the repeat) is included in the GPA. Only one set of credits (i.e., credit for a 1-credit course; 3 credits for a 3-credit course, etc.) can count toward degree requirements.

For students on financial aid, repeating courses in which they received a passing grade, their enrollment status will not include the repeat course and may affect the amount of aid received.

Duplicate Credits

Students can earn only one set of credits (i.e., credit for a 1-credit course, 3 credits for a 3-credit course, etc.) for courses that are equivalent or comparable in content. Examples include:

- Cross-listed courses (e.g., BIOL 402 and MBBE 402)

- Transfer equivalencies (e.g., ZOOL 41 and PHYL 41, ENG 255 and ENG 271)
- Different levels of the same material (e.g., CHEM 51 and CHEM 61)
- Equivalent credits earned through exams, such as AP, IB, CLEP, etc.

Backtracking

“Backtracking” refers to taking either a prerequisite course or the lower level course in a tracked sequence concurrently with or after a more advanced course. Examples include:

- Completing Korean 21 and then taking Korean 02, its prerequisite
- Completing Japanese 202 and then taking Japanese 01, a lower level
- Taking Math 432 and then taking Math 431, a two-semester sequence that must be taken in order

If students choose to backtrack, credit is not awarded for the lower-level/prerequisite course, and although the grade is recorded in the transcript, it does not impact the GPA. In some cases, students may backtrack with the express permission of the student’s college/school academic services office.

Excess Credit Policy

A student who by the end of any semester has earned 24 credit hours beyond those required for graduation and has fulfilled all specific program and UH requirements may be graduated by action of the student’s college/school.

Grades

Grades are available through the *MyUH Services* one week after the final examination period each semester. Grades for courses taken through Outreach College do not follow this schedule.

Examinations

Course Examinations

Final examinations are required in all undergraduate courses (except writing courses, directed reading, creative arts, research, seminars, internships, and field experiences) and must be taken during the scheduled examination period. No examinations (other than laboratory tests and short quizzes) are allowed during the two calendar weeks before the last day of instruction. Take-home final exams may be distributed at any time but may not be required to be turned in before finals. The schedule of final examinations is available at manoa.hawaii.edu/undergrad/schedule/.

Language Courses

Students who plan to continue the study of a language begun elsewhere must take a placement test to determine the course in which they should enroll.

For specific regulations governing courses that native or bilingual speakers may take for credit, students should consult the department chairs of European languages, East Asian languages, Hawaiian language, or Indo-Pacific languages.

Advanced Placement Examination

The Advanced Placement examinations are administered in high schools by the Educational Testing Service for the College Entrance Examination Board for students who have completed specific college-level courses in high school. Students should

consult the Office of Admissions for the most current UH Mānoa credit granting policy.

Credit by Examination

Classified students who wish to earn credit by examination for basic courses should check with the department offering the course. They must present evidence that they have a mastery of the content of the courses (but have not received college credit); must apply, with department approval, to the dean's office by the specified deadline; and must pay the current fee. Applications are available in the college/school student academic services office. A comprehensive examination designed to serve as the scholastic equivalent of the course is given to the student. Courses passed by examination do not carry grades or grade points.

Recognition of International Baccalaureate

UH Mānoa recognizes the international baccalaureate for course credit. Students should submit higher-level examination scores to the Office of Admissions. Course credit is granted for acceptable scores. Contact the Office of Admissions for more information.

Academic Programs

Undergraduate Certificate Programs

UH Mānoa offers a number of undergraduate certificate programs, some of which are interdisciplinary. Certificates require a minimum of 5 credit hours of specified courses and a 2.5 GPA in those courses.

Undergraduate certificate programs are listed in the "Degrees, Minors, and Certificates" section.

Bachelor's Degree

Objectives

Institutional learning objectives include both academic and co-curricular learning and are listed on page 25. The baccalaureate academic program provides the student with a coherent undergraduate education that includes a comprehensive set of integrated learning opportunities. There are five basic components (listed below). Students can see the five components and requirements on bachelor degree program sheets at manoa.hawaii.edu/ovcaa/programsheets/.

Requirements

There are five basic components to baccalaureate degree programs: (a) the General Education Core requirements (i.e., Foundations and Diversification); (b) the General Education graduation requirements (i.e., Hawaiian/Second Language, Focus, and credit requirements); (c) degree requirements; (d) individual college/school requirements; and (e) an academic specialization comprising a major; as well as electives that complement the other requirements.

General Education Requirements. The General Education requirements are based on the conviction that an educated person has access to a shared body of knowledge; a comprehension of the major divisions of learning; and an understanding of the commonality in our ways of thinking, of experiencing self, and of acquiring new knowledge and skills. The common body of knowledge focuses broadly on heritage; values; political, economic, and social life; and a relationship with nature. Its study requires critical reading and listening, careful judgment, and clear exposition. The common thread in general educa-

tion is the interconnectedness of human knowledge. See the "Undergraduate General Education Requirements" section for more information.

Graduation Requirements. See the "Focus" and "Hawaiian or Second Language" parts of the "Undergraduate General Education Requirements" section.

Degree Requirements. Some programs have degree-specific requirements, such as course requirements that distinguish a Bachelor of Arts from a Bachelor of Science.

College or School Requirements. Colleges/schools may specify which General Education courses should be taken to meet their requirements. They may also have additional requirements. Students should refer to specific college/school sections for more information.

Major or Academic Specialization Requirements. The major consists of a specific number of credit hours and required courses in a particular field or discipline and related courses in other subjects that are associated with and contribute to that discipline. Students must satisfy the requirements for the selected major and, if applicable, the minor or concentration selected. Detailed information can be found in the appropriate major or academic specialization sections. Students may also consult the bachelor degree program sheets at manoa.hawaii.edu/ovcaa/programsheets/.

Minor Requirements. Some departments offer a minor, which is a set of courses that relate to an approved baccalaureate degree. A minor course of study consists of a minimum of 5 credit hours of non-introductory work (i.e., upper division courses and 200-level courses that have a college-level prerequisite) that is completed with a grade of C (not C-) or better. Minors are listed in the "Degrees, Minors, and Certificates" section.

Multiple Undergraduate Majors/Degrees

Students may pursue simultaneous multiple undergraduate majors or degrees in one or more colleges/schools at UH Mānoa. Approval must be granted by all of the colleges/schools involved. Students requesting approval should submit an academic plan and/or written justification.

Multiple undergraduate major and degree requirements are subject to the following:

1. Students pursuing multiple majors or degrees must complete all five components listed above for each school or college involved.
2. Shared General Education Core requirements, General Education graduation requirements, degree requirements, and college requirements may count towards multiple majors/degrees.
3. The same course(s) may not be used to satisfy major requirements of multiple programs unless the same specific course is a shared requirement.
4. Students must complete at least 5 credits of each of the multiple majors and degrees at UH Mānoa.
5. The decision to admit students into multiple undergraduate major or degree programs is at the discretion of the colleges/schools involved.

For additional information and to request approval to pursue multiple majors or degrees, students should consult their academic advisor.

Second Bachelor's Degree

Applicants for a second bachelor's degree must meet admission and graduation requirements of UH Mānoa, the college/

school and the academic specialization. Students seeking their first bachelor's degree have priority for admission and registration. Admitted students should confer with their academic advisors about graduation requirements.

Graduation Requirements and Policies

Progress Toward the Bachelor's Degree

Students are expected to complete their academic work and apply for a degree in a timely manner (see "Excess Credit Policy"). The department or program in which the student is pursuing a degree may decide that certain courses required for the major that were taken in the past must be retaken. Courses that are declared outdated for the major will still count toward the General Education Core if they meet core requirements. Students should consult with their academic advisor in their major field of study for details.

Residency Requirements

Students must earn a minimum of 30 credit hours in residence (i.e., taking credit courses or their equivalent by examination) at UH Mānoa. However, meeting the residency requirements does not necessarily mean that degree requirements have been met; the latter are determined by individual colleges/schools.

A degree candidate must be registered and in attendance during the semester (or summer session) he or she completes the requirements for his or her degree, unless permission has been given for graduation in absentia by the appropriate college/school dean.

Application for Degree

An application for graduation must be obtained at the student academic services office of the appropriate college/school. This must be done by the deadlines specified in the "Calendar."

Academic Honors

Dean's List

Undergraduate students are awarded the Dean's List distinction if they: (1) earn a semester grade point average of 3.5 or higher based on 2 credits or more taken for a grade, and (2) do not receive grades of W, I, F, or NC for that semester. The grades used for calculation of grade point average will be those earned by a date determined by the Office of the Registrar. Colleges/schools may establish independent criteria for the award of Dean's List distinction with the approval of the Vice Chancellor for Academic Affairs.

Graduating with Honors

Honors degrees are granted only to participants in the UH Mānoa Honors Program (see page 21).

Graduating with Distinction

Graduating seniors who have completed 30 or more credit hours of work at UH Mānoa with the following cumulative GPA are eligible for graduation with distinction as noted:

3.5 to 3.74	<i>cum laude</i>
3.75 to 3.9	<i>magna cum laude</i>
over 3.9	<i>summa cum laude</i>

Graduation with distinction is subject to the following stipulations:

1. The 30 or more credit hours from UH Mānoa must come from courses carrying grade points (this excludes CR/NC);

2. The cumulative GPA for graduating with distinction is calculated on the total college work (which encompasses academic work at UH Mānoa and all other colleges and universities, if any). This academic work includes both transferable and nontransferable credits carrying grade points but excludes CR/NC or other non-letter grade options such as pass/fail; and
3. Candidates for second degrees are not eligible.

The appropriate designations will be recorded on the diploma and transcripts.

Honor Societies

Alpha Kappa Delta, *International Sociology Honor Society*
 Alpha Omega Alpha, *National Honor Society in Medicine*
 Beta Alpha Psi, *National Accounting Honor Society*
 Beta Gamma Sigma, *National Business Honor Society*
 Beta Phi Mu, *International Library Science Honor Society*
 Chi Epsilon, *National Civil Engineering Honor Society*
 Delta Omega, *National Honor Society for Public Health*
 Delta Phi Alpha, *National German Honor Society*
 Eta Kappa Nu, *National Electrical Engineering Honor Society*
 Eta Sigma Delta, *International Hospitality Management Honor Society*
 Gamma Kappa Alpha, *National Honor Society for Italian*
 Gamma Sigma Delta, *National Agriculture and Human Resources Honor Society*
 Gold Humanism Honor Society, *Medical Honor Society*
 Golden Key International Honour Society, *International Undergraduate Honor Society*
 Japanese National Honor Society
 Kappa Tau Alpha, *National Journalism Honor Society*
 Lambda Delta, *Freshmen Honor Society*
 Lambda Pi Eta, *National Honor Society for Communication*
 Mortar Board, *Senior Honor Society*
 National Society of Collegiate Scholars, *Sophomore Honor Society*
 Omicron Delta Epsilon, *International Honor Society in Economics*
 Phi Alpha Theta, *National Honor Society in History*
 Phi Beta Kappa, *National Liberal Arts and Sciences Honor Society*
 Phi Upsilon Omicron, *National Home Economics Honor Society*
 Pi Delta Phi, *National French Honor Society*
 Pi Kappa Lambda, *National Music Honor Society*
 Pi Lambda Theta, *National Education Honor Society*
 Pi Sigma Alpha, *National Political Science Honor Society*
 Pi Tau Sigma, *National Mechanical Engineering Honor Society*
 Psi Chi, *International Honor Society in Psychology*
 Regents and Presidential Scholars
 Sigma Delta Pi, *National Spanish Honor Society*
 Sigma Phi Alpha, *National Dental Hygiene Honor Society*
 Sigma Pi Sigma, *National Physics Honor Society*
 Sigma Theta Tau, *National Honor Society in Nursing*
 Tau Sigma, *National Honor Society for Transfer Students*
 Tau Sigma Delta, *National Honor Society in Architecture and Allied Arts*

For further information on these honor societies, contact the appropriate academic unit.

Satisfactory Academic Progress Toward a Degree, Minimum UH Mānoa Academic Standard, and Good Academic Standing

Once a student has attempted at least 24 college credits at UH Mānoa, he or she shall make satisfactory academic progress toward a degree and remain in good academic standing by maintaining a cumulative grade point average of 2.0.

Academic Probation, Suspension, and Dismissal

No academic action shall be taken until a student has attempted 24 credit hours.

- Suspension and dismissal actions for all students will only be taken after spring semester.
- All students who have or would have had an academic action taken will be directed to see their academic advisor immediately and a “hold” will be placed on their registration until that meeting has occurred. The college advising office will work proactively with the student over the course of the semester to help improve academic performance.
- All retention and continuation data will be collected from colleges and units at the end of spring semester to assess the effectiveness of their intervention strategies.

Undergraduate and unclassified students seeking exemption for cause from regulations and requirements contained in this *Catalog* should consult the dean of student academic services of their college/school. UH Mānoa reserves the right to withhold the degree or to request the withdrawal of a student for cause.

Probation

Students may be placed on academic probation at the end of any semester when their cumulative GPA falls below 2.0 or when they fail to maintain the minimum academic requirements of their college, school, or program. Probationary students may register for classes at UH Mānoa, but must achieve a current GPA of at least 2.0 in each probationary semester to be allowed further registration. Failure to meet these conditions may result in suspension or dismissal.

Unless an extension has been granted by the college/school's student academic services dean, students may be put on probation if they have taken 24 credit hours beyond those required for graduation but still have not completed their specific program requirements.

Regulations governing academic probation will be applied at the end of each semester.

Suspension

Students may be suspended when they fail to achieve a cumulative GPA of at least .7 after attempting 24 credit hours or when they fail to meet the terms of probation.

Once suspended, a student is not eligible for readmission to UH Mānoa or Outreach College for one full semester (fall or spring). A suspended student who is currently registered in an Outreach College summer course may complete the course. However, completion of the course will not change the suspension.

Regulations governing academic suspension are applied at the end of each spring semester.

Applications for Return from Suspension

Students who wish to return after suspension should apply to the Office of Admissions—for the fall semester by the initial deadline of **January 5** or final deadline of **March 1**, and for the spring semester by the initial deadline of **September 1** or final deadline of **October 1**.

Suspended students who attend another institution will be considered “transfer students” when reapplying to UH Mānoa, and must meet all transfer requirements. They will have their work evaluated by the college/school in order to determine eligibility for readmission.

Students who take no courses after being suspended for the required one semester are eligible to be readmitted into the college/school from which they have been suspended provided they submit an application form by the official deadline. However, readmission is not automatic if the student stays out beyond the required period.

Students readmitted after suspension are placed on probation and must meet the terms and conditions of probation as specified above. Failure to do so will result in dismissal.

Dismissal

Students who have been suspended and who subsequently fail to maintain the minimum academic requirements of UH Mānoa or their college, school, or program or fail to meet the terms of probation may be dismissed. Such students will be readmitted only in unusual circumstances. Students admitted on probation may be dismissed if they fail to maintain the minimum academic requirements or to meet the terms of probation.

Once dismissed, a student is not eligible for readmission to UH Mānoa or Outreach College for a minimum of one academic year (fall and spring semester). A dismissed student who is currently registered in an Outreach College Summer Session course may complete the course. However, completion of the course will not change the dismissal.

Regulations governing academic dismissal are applied at the end of each semester (fall or spring).

The following conditions apply to students who have been dismissed one or more years:

1. To apply for readmission as a classified or unclassified student at UH Mānoa, the student should do so on the admissions application form, following established procedures and deadlines. The student must meet the standard admission criteria applicable to all students. The Colleges of Arts and Sciences require a written statement from the student explaining the circumstances of the dismissal and a rationale for reinstatement. If readmitted, the student is placed on academic probation and must meet established terms of probation;
2. To enroll in Outreach College, the student is eligible if he or she has attended any UH System campus or other regionally accredited college or university subsequent to the dismissal and earned a cumulative post-dismissal GPA of 2.0 or better for a minimum of 2 earned credits. Transcripts will be required to establish eligibility; or
3. To enroll in Outreach College, the student who has not earned a cumulative post-dismissal GPA of 2.0 or better for a minimum of 2 earned credits at another UH System campus or other regionally accredited college or university subsequent to dismissal may petition the dean of Outreach College for special enrollment consideration.

Other Provisions

Upon finding that a student is suffering from a physical or mental condition detrimental to the student or to UH Mānoa, the vice chancellor for students will, on medical advice, recommend proper action to the appropriate college/school's student academic services dean. The dean may request that the student be withdrawn officially, without prejudice or academic penalty. Readmission is contingent upon review and recommendation by the college/school's student academic services dean and the vice chancellor for students.

Leave of Absence

A leave of absence allows students to resume studies without applying for readmission and indicates a continuing relationship with UH Mānoa.

Classified undergraduate students may apply at any time, including after the add/drop deadline, for a leave of absence for a specified duration of not more than two semesters. Additional semesters of leave may be granted under extenuating circumstances.

Applications for a leave of absence are available in the student academic services office at the student's college/school. The date of return from leave must be specified at the time of application. Students should be aware that taking a leave of absence may affect their residency or visa status and eligibility for programs such as financial aid, intercollegiate athletics, etc.

Students who take a leave of absence will continue to be subject to the same core, major, and graduation requirements as were in effect before taking leave. Students returning from a leave return to the same academic standing and with the same academic actions as were in effect the semester before taking leave.

While on leave, students may not be enrolled in another institution at any time; enrollment in another institution automatically invalidates the leave.

Students who do not re-enroll to UH Mānoa at the end of their leave of absence will be considered to have withdrawn without notice. They will be required to apply for readmission to UH Mānoa and will be readmitted to the same academic standing and with the same academic actions as were in effect the semester before taking leave. Note, however, that they will be subject to the newer core, major, and graduation requirements in effect at the time of readmission.

Programs

Office of Civic and Community Engagement

Queen Lili'uokalani Center for Student Services 209
260 Campus Road
Honolulu, HI 96822
Tel: (808) 956-4641
Fax: (808) 956-3394
Email: slp@hawaii.edu
Web: manoa.hawaii.edu/undergrad/servicelearn/
Director: A. Pascua

The Office of Civic and Community Engagement offers UH Mānoa students and community agencies the opportunity to participate in a partnership of volunteer service.

The Office of Civic and Community Engagement functions as a clearinghouse. It links UH Mānoa students interested in donating their valuable time and experience with volunteer agencies within the community.

Students receive information on the volunteer experience, and agencies have access to enthusiastic, energetic, and skilled student volunteers.

The Office of Civic and Community Engagement serves as the headquarters for Hawai'i/Pacific Islands Campus Compact, a membership organization comprised of presidents and chancellors to promote civic engagement in higher education. Hawai'i/Pacific Islands Campus Compact also provides op-

portunities for students to become members of Americorps, a federal service program.

Financial Literacy Program

Queen Lili'uokalani Center for Student Services 209
260 Campus Road Honolulu, HI 96822
Tel: (808) 956-6572
Email: finlit@hawaii.edu
Web: manoa.hawaii.edu/undergrad/finlit/

Coordinator: S. Miyashiro

The Financial Literacy Program (FLP) provides tools and solutions to our UH Mānoa students, equipping them to become responsible and financially independent by better managing their personal finances, improving their economic opportunity, and to obtaining a desirable quality of life. FLP offers free workshops, presentations, seminars, resources, and interactive activities on a variety of financial topics, such as goal setting, personal budgeting, savings, obtaining and managing credit, student loans, investing, retirement, insurance, and much more. Our workshops and seminars include practical tips and strategies that students can apply to their personal financial situations. All of our services are available to our UH Mānoa community.

First-Year Programs

Student Success Center
Gregg M. Sinclair Library
2425 Campus Road
Honolulu, HI 96822
Tel: (808) 956-8626
Email: freshman@hawaii.edu
Web: www.manoa.hawaii.edu/undergrad/freshman/
Coordinator: K. Van Duser

First-Year Programs ease the transition of new students into the academic and social communities at UH Mānoa. First-Year Programs provide the opportunity to develop personal relationships with faculty and other students, enhance active involvement in the educational process, and build connections to UH Mānoa. In addition, First-Year Programs familiarize students with the array of resources and programs available at UH Mānoa.

Access to College Excellence

Tel: (808) 956-8626
Web: <http://manoa.hawaii.edu/undergrad/freshman/access-to-collegeexcellence/>

Coordinator: K. Van Duser

Access to College Excellence (ACE) learning communities offer a combination of three general education courses and a small group, -credit integrating seminar (CAS 00: Integrating Seminar I). Courses are grouped to provide freshmen with an introduction to various academic perspectives while fulfilling graduation requirements. CAS 00 is led by an upperclassman peer mentor who supports freshmen cohorts in their new learning environment. Successful college students themselves, peer mentors assist with the development of successful academic strategies, creation of social and interpersonal networks, and involvement in a variety of campus events. ACE espouses a well-rounded, multifaceted approach to college education. Freshmen who are eager to learn, enthusiastic about making friends while

increasing independence, and excited about getting involved will benefit from what ACE has to offer.

Freshman Seminars

Tel: (808) 956-8626

Web: manoa.hawaii.edu/undergrad/freshman/

Coordinator: K. Van Duser

Freshman Seminars offers freshmen a variety of courses, which enable them to learn in small class environments (classes are limited to 30 students). The purpose of this program is threefold:

1. To create an intimate learning community for faculty and students who place a high value on the human dimension of education;
2. To provide students with small classes in which they take an active and responsible part and receive constant peer stimulation, support, and feedback;
3. To offer advanced students an opportunity to gain experience in leadership and mastery over their major by teaching.

The three credit seminars are mainly, but not limited to, General Education Core classes led by qualified advanced students under the direction of department faculty. These seminars provide valuable learning experiences for both the students taking the class and the students leading the class. Courses vary each semester, but may include: communicology, ethnic studies, library and information systems, political science, religion, and sociology. They are listed in the *Guide to Registration* under each department.

General Education Office

Bilger Hall 104

2545 McCarthy Mall

Honolulu, HI 96822

Tel: (808) 956-6660

Fax: (808) 956-9170

Email: gened@hawaii.edu

Web: www.hawaii.edu/gened

Director: C. Beale

Working closely with the General Education Committee (GEC) and its subsidiary boards, the General Education Office (GEO) coordinates efforts at the campus and system levels to implement General Education policies. The office organizes, supports, and/or facilitates meetings to ensure the timely review of General Education course proposals. GEO staff members stay abreast of educational issues and trends and lend expertise in areas such as program assessment, curriculum and instructional development, records management, and general administrative work. The office serves as the primary contact regarding General Education issues at UH Mānoa.

Honors Program

Gregg M. Sinclair Library 128

2425 Campus Road

Honolulu, HI 96822

Tel: (808) 956-8391

Web: manoa.hawaii.edu/undergrad/honors/

Director: V. Gonzalez

The Honors Program provides opportunities for talented and motivated undergraduates to excel in their academic studies. Students complete a challenging inquiry-based curriculum that

encourages learning through independent research and creative expression. They enjoy intimate and personalized educational experiences within the setting of a large research university through small classes, dedicated advising, peer mentorship, and faculty guided projects. The Honors Program encourages critical thinking and excellence in oral and written communication; instills respect for diversity and commitment to social justice; and develops the capacity for civic engagement and leadership. It fosters among its students and faculty a sense of identity and a joy of learning, which it promotes within the university and beyond.

The Honors Program is a four year program, with the first two years dedicated to an Honors curriculum built around inquiry as well as specially designated “A Sections,” which are small, discussion-based versions of regular departmental offerings. These courses are designed to meet General Education and/or distribution requirements for students in the Honors Program. A full list of Honors (HON) and A Section courses is available in the “Courses” section.

In the junior and senior years, Honors students undertake course work and independent work that culminates in an independent research thesis or creative work in their chosen major under the supervision of a faculty mentor. This Senior Honors Project is supported through a curriculum in the Honors Program, but may also be undertaken through the course work offered in the student’s major that fulfill similar milestones (a project proposal, independent work supervised by a mentor). The Senior Honors Project is presented at the spring or fall Undergraduate Showcase, or in other venues, such as a recital or performance.

To graduate with Honors, students must complete the requirements for a bachelor’s degree and maintain a minimum cumulative and major GPA of 3.2. Their Senior Honors Project must be positively reviewed and assessed by their committee to receive the four year “Honors” designation. Students may also be nominated for the Honors Project Prize. Upon graduation, students will receive a diploma, their achievement is acknowledged at Commencement, and a notation is made on their transcript.

Admission to the Honors Program is by invitation to high school students with outstanding academic records and aptitude test scores. Others may be nominated or may apply with the recommendation of a high school teacher or counselor. UH Mānoa students may also apply in their first year with the recommendation of a university instructor.

*Students admitted to the Selected Studies program (originally the lower division component of the Honors Program) prior to Fall 2016 are eligible to complete the Sophomore Honors Award once they complete 2 Honors courses and 2 A-Sections courses and maintain a 3.2 GPA in those courses and overall. A special notation is made on the student’s transcript. These students are encouraged to proceed to the Upper Division Program to complete the four year program. New students will no longer be able to participate in the Selected Studies program.

Upper Division Program

The Honors Program allows for the admission of strong transfer students and UH Mānoa students at the junior year. Students in Upper Division Honors must complete course work through the Honors Program sequence or through their own majors that result in a Senior Honors Project proposal and

thesis or creative work that is supervised by a faculty mentor. The Senior Honors Project is presented at the spring or fall Undergraduate Showcase, or in other venues, such as a recital or performance.

To graduate with Honors, students must complete the requirements for a bachelor's degree and maintain a minimum cumulative, junior/senior and major GPA of 3.2. Their Senior Honors Project must be reviewed and assessed by their committee to receive the two year "Honors" designation. Students may also be nominated for the Honors Project Prize. Upon graduation, students will receive a diploma, their achievement is acknowledged at Commencement, and a notation is made on their transcript.

Admission to the Upper Division Honors Program is by application. Eligible students should have outstanding academic records and a declared major. Students need at least three semesters to complete the requirements and should apply by the second semester of their sophomore year or early in the junior year.

Interdisciplinary studies

Hawai'i Hall 110
250 Campus Road
Honolulu, HI 96822
Tel: (808) 956-7296
Web: manoa.hawaii.edu/undergrad/is/
Director: J. Odin

The objective of the Interdisciplinary Studies (IS) Program is to provide students with an opportunity to pursue an integrated course of study that is not restricted to conventional departmental or unit boundaries. A crucial feature is the advising process, which aims to develop the student's ability to formulate a major equivalent comprised of upper division courses with thematic integrity and continuity. This option ensures flexibility in the curriculum while precluding loss of academic substance and rigor. Thus students create their own degree proposals that must draw upon upper-division courses from no less than three disciplines in the *Catalog* in the study of a particular problem or theme.

While the IS program encourages creation of individually-conceived curricula, it also serves to accommodate students in a variety of fields that lack an undergraduate major and are interdisciplinary in nature. These include:

1. Pre-professional majors (e.g., pre-law, pre-med, pre-optometry, pre-physical therapy);
2. Undergraduate majors that are established at UH Mānoa only as graduate programs (e.g., educational psychology, linguistics, urban planning); and
3. Interdisciplinary majors for which there is no currently existing department or program (e.g., criminology, gerontology, disability studies, health studies, globalization studies, international studies).

Students interested in these programs should first see the program in Interdisciplinary Studies for an orientation at Hawai'i Hall 110.

Degree proposals must focus upon the identified academic theme, be made in writing, and be accepted by the interdisciplinary studies faculty before the student enrolls for 21 of the 36 credits required in the major equivalent i.e., before beginning the senior year.

In all cases, IS students must satisfy the UH Mānoa degree graduation requirements and General Education Core in order to be eligible for a bachelor's degree. Students must also maintain a minimum 2.5 GPA for the major equivalent courses. These courses may not be taken CR/NC, unless mandatory. Successful candidates earn a bachelor of arts in Interdisciplinary Studies from the university.

Details about admission to the IS program and about preparing an individually designed major are available at the program office.

For information on a Bachelor Degree Program Sheet, go to www.manoa.hawaii.edu/ovcaa/programsheets/.

Learning Assistance Center

Student Success Center, Gregg M. Sinclair Library
2425 Campus Road
Honolulu, HI 96822
Tel: (808) 956-6114
Email: learning@hawaii.edu
Web: www.manoa.hawaii.edu/undergrad/learning/
Director: R. Woodruff

The Learning Assistance Center (LAC) provides tutoring, workshops, Supplemental Instruction (SI), and one-on-one appointments in which students learn appropriate study strategies and problem solving skills to achieve their academic goals. SI leaders work with faculty to help students learn to solve problems, organize classroom materials, and develop effective study strategies. LAC assists students in becoming autonomous, confident, and effective learners in order to successfully develop academic and affective skills that contribute to their positive adjustment and performance in the learning environment.

In collaboration with Student Housing Services, LAC's satellite tutoring is located in the residence hall dining area, Hale Aloha Cafeteria. The Housing Success Center (HSC) tutoring is available Sunday-Thursday from 6:00-9:00 p.m.

Mānoa Advising Center

Queen Lili'uokalani Center for Student Services 101
260 Campus Road
Honolulu, HI 96822
Email: macadv@hawaii.edu
Web: manoa.hawaii.edu/undergrad/mac/
Director: M. Makino-Kanehiro

The Mānoa Advising Center (MAC) is an advising office for exploratory students who have not yet declared a major. MAC assists exploratory students with their major selection process by presenting options and providing general education advising.

Students with declared majors are referred to appropriate major, school, and college advisors.

MAC is staffed by academic advisors and peer advisors (specially selected and trained undergraduate/graduate students).

MAC Student Learning Outcomes include: (1) students can identify major options; (2) students can learn, identify, and understand general education, graduation, and program requirements using advising combined with supplemental services; and (3) students can identify and use campus resources available to them.

Mānoa Transfer Coordination Center

Student Success Center, Gregg M. Sinclair Library
Mezzanine 2, 2425 Campus Road
Honolulu, HI 96822
Email: jb26@hawaii.edu
Web: manoa.hawaii.edu/undergrad/Transfer/
Coordinator: J. Brown

The Mānoa Transfer Coordination Center (MTCC) is to help students transfer smoothly from a UH community college to UH Mānoa and provide advising support throughout the transfer process, including the Ka'ie'ie Degree Pathway Program.

Transfer advisors can:

- Explain the various transfer options for UH Mānoa
- Identify and provide contact information of specific college and major advisors at UH Mānoa
- Identify UH Mānoa campus resources
- Address transfer issues
- Provide guidance to students in the Ka'ie'ie Degree Pathway Program.

Mānoa Writing Program

Bilger Hall 104
2545 McCarthy Mall
Honolulu, HI 96822
Tel: (808) 956-6660
Fax: (808) 956-9170
Email: gened@hawaii.edu
Web: manoa.hawaii.edu/mwp/
Interim Director: C. Beaulé

The Mānoa Writing Program was created by the UH Board of Regents in 1987 to administer General Education writing requirements and prepare all UH Mānoa students for the different writing tasks that society and their professions will present to them upon graduation. The General Education Office assumed these responsibilities when it was established in 2001. For more information on the General Education writing requirements, please contact the General Education Office (gened@hawaii.edu).

Pre-Health/Pre-Law Advising Center

Gregg M. Sinclair Library 108
2425 Campus Road
Honolulu, HI 96822
Tel: (808) 956-8646
Email: uhpac@hawaii.edu
Web: manoa.hawaii.edu/undergrad/PAC/
Director: K. Shiroma

The Pre-Health/Pre-Law Advising Center (PAC) is a walk-in resource for students interested in law, medicine, and other health fields (dentistry, occupational therapy, optometry, pharmacy, physician assistant, physical therapy, etc.). PAC advisors help students explore and clarify their career goals, plan appropriate course work, find opportunities to gain experience, apply to professional programs, review personal statements and résumés, provide mock interviews, and hold workshops throughout the year.

Student Athlete Academic Services

Nagatani Academic Center
1337 Lower Campus Road, PE/A
Honolulu, HI 96822
Tel: (808) 956-3388
Fax: (808) 956-5042
Web: manoa.hawaii.edu/undergrad/SAAS/
Chair: C. Tsumoto

Student Athlete Academic Services (SAAS), is the academic support program for student-athletes at UH Mānoa. Working closely with instructional faculty, coaches, and campus resources, academic advisors assist students in formulating and meeting their academic goals while participating in intercollegiate athletics. SAAS is conveniently located in the Nagatani Academic Center (NAC), adjacent to the Stan Sheriff Arena in the Athletic Department complex.

SAAS provides orientation programs, academic and athletic advising, and registration assistance. Learning services include peer mentoring, subject tutoring, and small group study sessions.

Student Success Center

Gregg M. Sinclair Library
2425 Campus Road
Honolulu, HI 96822
Tel: (808) 956-5425
Email: duser@hawaii.edu
Web: manoa.hawaii.edu/undergrad/ssc/
Interim Director: K. Shiroma

The Student Success Center in Sinclair Library offers students a welcoming and convivial place to study and to learn, and provides them the information and skills they need to be successful in their academic career and beyond. The center provides seating that facilitates collaborative learning, is open long hours, and permits students to bring their own snacks, all in a space that has natural light and air.

The Student Success Center provides a place for students to address individual needs with librarians, mentors, tutors, advisors, counselors, and/or teachers. At the entrance to the center, the Information Concierge Desk has staff available to assist students in finding the help they need, including referral to other departments on campus, that supports success in their academic work. In addition, the center hosts a number of partners including the First Year Programs, Honors Program, Learning Assistance Center, Pre-Health, Pre-Law Advising Center, Mānoa Transfer Coordination Center, and the Wong Computer Lab and Digital Media Center where students can find equipment for word processing and production of digital media products. Generous study spaces with electrical power for personal devices are spread throughout the first floor. Group study rooms with media equipment are available for student use via online reservation. More details about the center are available at manoa.hawaii.edu/undergrad/ssc/.

Student support services

Krauss 114
250 Dole Street
Honolulu, HI 96822
Tel: (808) 956-8402
Fax: (808) 956-9763
Email: sss@hawaii.edu
Website: manoa.hawaii.edu/undergrad/sssf/
Director: B. Watanabe

Student Support Services (SSS) is a federally funded TRIO program that provides academic advising and planning, special courses, financial aid advice, graduate and professional school advising, tutoring, mentoring, and academic enrichment activities to program students enrolled at UH Mānoa.

Students are selected to participate based on a combination of income and financial aid eligibility, parents' level of education, and potential to benefit from program services. The goal of SSS is to increase college retention, academic success and graduation rates of program participants. For application and other information, please contact SSS Advisors Gary Tachiyama, Lynn Koyamatsu, and Barbara Watanabe at (808) 956-8402.

Study Abroad Center

Moore 115
1890 East-West Road
Honolulu, HI 96822
Tel: (808) 956-5143
Fax: (808) 956-9319
Email: uhmsac@hawaii.edu
Web: www.studyabroad.org
Director: S. Rai

The Study Abroad Center (SAC) collaborates with various UH Mānoa academic departments to provide opportunities for students to study, and faculty members to teach and conduct research, in another country. SAC develops, implements, and evaluates UH Mānoa study abroad programs. The center provides informational, advisory, and support services to students and faculty concerning international educational opportunities.

SAC programs are offered for a summer term, a semester, or an academic year. The essence of SAC programs is to acquire knowledge through academic work and to develop a cross-cultural understanding through cultural immersion. Students earn UH Mānoa credits for course work completed abroad. The courses offered in these study abroad programs may be used to fulfill a student's major, language, general education, graduation, or elective course requirements. Any Study Abroad course may be used as an exemption to fulfill a focus requirement. Students on Study Abroad may use the focus exemption to satisfy an appropriate 3-credit diversification and/or focus requirement. Courses taken overseas will appear on UH Mānoa transcripts as UH Mānoa courses.

SAC provides faculty members with opportunities to develop courses and publications based upon research and teaching experiences within the global arena. In addition, faculty members who lead study abroad programs have a wide range of responsibilities in their capacity as "in-country" resident directors.

SAC programs and course offerings may vary each academic term.

Semester and Year Programs

SAC offers semester programs in Australia, Denmark, England, France, Italy, Japan, and Spain. The Year-in-Japan program is offered only for a full academic year. Students enrolled in these programs must register for a minimum of 2 credit hours each term. All programs offer several content courses that are taught in English.

Summer Programs

SAC summer programs require enrollment in a minimum of 6 credit hours. Course offerings include, but are not limited to, archaeology field schools (Tuscania and Cyprus), architecture and design, environmental sustainability, social sciences, international business, health policy (Copenhagen), Arabic (Seville), business, humanities/social sciences (Paris), engineering (Lille), European art and architecture (various locations in Western and Eastern Europe), French (Annecy and Angers), German, business humanities and political science (Berlin), Italian humanities (Florence), Japanese (Kobe), Mandarin (Hainan), Russian (Vladivostok), and Spanish and Latin American film and literature (Mendoza).

Self-Designed Study broad Programs

Students can design a study abroad program different from those offered by SAC and receive UH Mānoa credits. Such a program may fall under the category of the Self-Designed Study Abroad Program. A Self-Designed Study Abroad Program can be created for countries and/or cities where UH Mānoa does not have an existing study abroad program. Students have conducted Self-Designed Study Abroad Programs in Austria, Brazil, Cambodia, China, Costa Rica, Egypt, Greece, Ghana, India, Israel, Japan, Mexico, Morocco, Nepal, New Zealand, South Africa, Spain, Switzerland, Taiwan, Vietnam, and United Arab Emirates.

Study broad Internships

Study Abroad internships are available in Florence, London, Paris, and Seville. Internships are carefully planned and each student is placed in a working environment that has been requested and carefully selected according to specific criteria. Internships are generally unpaid. Internship credits will be based on the field of the internship. Internship credits range from 2, 3, 4, or 6 credits in the areas of Academy of Creative Media, Apparel and Product Design and Merchandising, Business, Finance, Human Resources, Management and Information Systems, Marketing, Real Estate, Social Work, and Travel Industry Management.

Admission Requirements

SAC programs are designed primarily for undergraduate students who have completed a minimum of 24 credits with a cumulative GPA of 3.0. UH Mānoa Financial Aid is applicable and available to eligible students. Several program specific scholarships are also available. Admission to some intensive language programs require a minimum of one year of language study at the college level. For program brochures, detailed information, and an application, contact SAC or visit the website at www.studyabroad.org.

Initiatives

Exploratory Program

Queen Lili'uokalani Center for Student Services 101
260 Campus Road
Honolulu, HI 96822-2217
Email: expl@hawaii.edu
Web: manoa.hawaii.edu/undergrad/exploratory/
Coordinator: M. Eng

The Exploratory Program will require all exploratory students to select one of six broad Exploratory Paths upon entering UH Mānoa. The broad Exploratory Paths are as follows: Arts & Humanities; Business & Industry; Health Sciences; Social Sciences; Science, Technology, Engineering, & Mathematics (STEM); and Exploratory. Students will use resources available on the Exploratory Program website as a guide to select an Exploratory Path. The Exploratory Program will provide advising, a series of major/occupational workshops, co-curricular opportunities, and courses designed to support exploratory students in their declaration of a major and encourage active student engagement within the UH Mānoa community.

Mānoa Peer Advisor Program

Queen Lili'uokalani Center for Student Services 101
260 Campus Road
Honolulu, HI 96822-2217
Email: uhmpa@hawaii.edu
Web: manoa.hawaii.edu/undergrad/mac/mpa/
Supervisor: E. Millett

The Mānoa Peer Advisors (MPA) program provides peer advisors for advising offices throughout campus. The purpose of MPA is to increase students' access to academic advising, provide role model representatives for UH Mānoa, and develop valuable leadership and advising skills for the MPAs. MPAs are selected each spring in a competitive application process and are trained intensively during Summer Session I on UH Mānoa General Education requirements, advising practices, the philosophy and techniques of advising, and the resources available to students. Upon successful completion of training, MPAs are matched with advising offices, where they provide advising to fellow students during the academic year.

Mānoa Sophomore Experience Program (MSE)

Email: secondyr@hawaii.edu
Web: manoa.hawaii.edu/undergrad/sophomore/

The Mānoa Sophomore Experience (MSE) is a program dedicated to helping freshmen and sophomores navigate academic requirements and campus life so they become engaged with the campus community and invested in their college experience. Programming includes a semesterly panel series, college success/transition seminar, scholarships, and other resources.

Mānoa Institutional Learning Objectives for Undergraduate Students

Institutional Learning Objectives (ILOs) encompass the UH Mānoa undergraduate experience as a whole—academic and co-curricular. It is through the combined efforts of faculty, students, staff, and administrators that students achieve the ILOs.

1. Know—Breadth and Depth of Knowledge

Students develop their understanding of the world with emphasis on Hawai'i, Asia, and the Pacific by integrating

- a. General education knowledge (arts and humanities, biological sciences, languages, physical sciences, social sciences, technology);
- b. Specialized study in an academic field; and
- c. Understanding of Hawaiian culture and history.

2. Do—Intellectual and Practical Skills

Students improve their abilities to

- d. Think critically and creatively;
- e. Conduct research; and
- f. Communicate and report.

3. Value—Personal and Social Responsibility

Students demonstrate excellence, integrity, and engagement through

- g. Continuous learning and personal growth;
- h. Respect for people and cultures, in particular Hawaiian culture;
- i. Stewardship of the natural environment; and
- j. Civic participation in their communities.