

## CAMPUS RESOURCES

Office & Website	Contact, Email, Phone	Location & Hours
<p style="text-align: center;"><b>Academic Success Center</b></p> <ul style="list-style-type: none"> <li>• Academic success strategies</li> <li>• Coursework planning to speed graduation</li> <li>• Connect to campus resources</li> <li>• Student retention support services</li> </ul>	<p>Academic Success Coordinators            Ina Miller-Cabasug, 844-2353  <a href="mailto:inamc@hawaii.edu">inamc@hawaii.edu</a>            Donald Frost, 636-0270 (cell)  <a href="mailto:dfrost@hawaii.edu">dfrost@hawaii.edu</a>, 845-9284            Retention Specialist            Derek Pang, 845-9279  <a href="mailto:derickp@hawaii.edu">derickp@hawaii.edu</a></p>	<p>Bldg. 71D-3            M-F            8:00 am – 4:30 pm</p>
<p style="text-align: center;"><b>Admissions Office</b></p> <p><a href="http://www.honolulu.hawaii.edu/admission">www.honolulu.hawaii.edu/admission</a></p> <ul style="list-style-type: none"> <li>• General campus information</li> <li>• New student admissions</li> <li>• Change of Home Institution</li> <li>• Medical Clearances</li> <li>• Counseling check-in</li> </ul>	<p><a href="mailto:honcc@hawaii.edu">honcc@hawaii.edu</a>            845-9219</p>	<p>Bldg. 6, 1<sup>st</sup> Floor            M-F            8:00 am – 4:30 pm</p>
<p style="text-align: center;"><b>Advising/Academic Counseling</b></p> <p><a href="http://www.honolulu.hawaii.edu/counseling">www.honolulu.hawaii.edu/counseling</a></p> <ul style="list-style-type: none"> <li>• Academic planning and program information</li> <li>• Placement scores</li> <li>• Transfer credits, course waivers and substitutions</li> <li>• Change of Major</li> <li>• Graduation check-ups</li> <li>• Strategies and skills for academic persistence</li> </ul>	<p><a href="mailto:honcouns@hawaii.edu">honcouns@hawaii.edu</a>            845-9219</p>	<p>Bldg. 6, 1<sup>st</sup> Floor            Walk-in Counseling            (see website for hours)</p>
<p style="text-align: center;"><b>Banking</b></p> <ul style="list-style-type: none"> <li>• ATM (Bldg. 6, 1<sup>st</sup> Floor)</li> <li>• University of Hawaii FCU (Bldg. 6-101)</li> </ul>	<p>845-9211</p>	<p>ATM: M-F            8:00 am – 4:30 pm            UH FCU: Th            12:30 – 2:30 pm</p>
<p style="text-align: center;"><b>Bookstore</b></p> <p><a href="http://www.bookstore.hawaii.edu/hcc">www.bookstore.hawaii.edu/hcc</a></p> <ul style="list-style-type: none"> <li>• Online: Order books online and pick-up in-store the first week of school. Got to website and click “Textbooks.”</li> <li>• In-Store: Purchase textbooks, office/art supplies, snacks, computers and software at educational discount prices, UH and HonCC logo merchandise</li> <li>• Textbook Return Policy: Please refer to website.</li> </ul>	<p><a href="mailto:hccbooks@hawaii.edu">hccbooks@hawaii.edu</a>            845-9105</p>	<p>Bldg. 2, Rm. 107            M-F            8:99 am – 3:30 pm</p> <p>Extended hours at the start of the fall and spring semesters</p>
<p style="text-align: center;"><b>Business and Cashier’s Office</b></p> <ul style="list-style-type: none"> <li>• Tuition/Fees payments and refunds (Cash or Debit Card)</li> <li>• Parking permits and citations  <a href="http://www.honolulu.hawaii.edu/parking">www.honolulu.hawaii.edu/parking</a></li> <li>• University Bus Pass (discounted U-Pass) purchases  <a href="http://www.honolulu.hawaii.edu/upass">www.honolulu.hawaii.edu/upass</a></li> </ul>	<p>Business Office Staff:            845-9102            Parking:            844-2382</p>	<p>Bldg. 6, 1<sup>st</sup> Floor</p>

<p align="center"><b>Career and Employment Center</b></p> <p>www.honolulu.hawaii.edu/career</p> <ul style="list-style-type: none"> <li>• Career Counseling: Career/major exploration, assessment</li> <li>• Job Preparation: Resume/cover letter, mock interview</li> <li>• Employment: On and Off-campus job referrals, employment guidance for federal, apprenticeship and state jobs, annual Spring Career Fair</li> </ul>	<p>General inquiries: 845-9204  honcec@hawaii.edu  Silvan Chung, Career Counselor  Carol Kagimoto, Job Placement Counselor</p>	<p>Bldg. 6, Rm. 104  M-F  8:00 am – 4:40 pm</p>
<p align="center"><b>Children’s Center (Keiki Hau`oli Children’s Center)</b></p> <p>www.honolulu.hawaii.edu/keiki</p> <ul style="list-style-type: none"> <li>• Childcare for infants, toddlers and preschoolers of Honolulu CC students, faculty and staff (fees apply)</li> <li>• Accredited by NAEYC</li> <li>• Staffed by Early Childhood Education Teachers and supervised student teacher trainees</li> <li>• Financial Aid my apply for childcare expenses (Contact the Financial Aid Office at 845-9116)</li> </ul>	<p>Beverly Chang  Office Assistant  changbev@hawaii.edu  845-9466</p>	<p>Center: Bldg 11A, 11B  Office: Bldg. 2, Rm 212  Childcare hours:  M-Th 7:30 am – 4:00 pm  F 7:30 am – 2:00 pm  Summer Program may be offered if enrollment numbers support costs</p>
<p align="center"><b>College Skills Center (CSC)</b></p> <p>www.honolulu.hawaii.edu/skillscenter</p> <ul style="list-style-type: none"> <li>• Drop-in Tutoring by CSC staff and peer tutors</li> <li>• Online tutoring (Brainfuse)</li> <li>• Testing (Compass Placement, DE and make-up)</li> <li>• College Study Skills classes (LSK 30 and LSK 30A)</li> <li>• Math &amp; English Compass brush-up classes (non-credit)</li> </ul>	<p>Lianne Nagano, Director/Professor  liannen@hawaii.edu  845-9400</p>	<p>Bldg. 7, Rm. 313  (See website for hours of various services)</p>
<p align="center"><b>Financial Aid</b></p> <p>www.honolulu.hawaii.edu/finaid</p> <ul style="list-style-type: none"> <li>• All students are encouraged to apply for financial aid</li> <li>• All students may apply for scholarships</li> <li>• Financial Aid awards may assist with tuition, fees, books, supplies and living expenses depending on eligibility</li> <li>• Fill applications in January for the next academic year</li> </ul>	<p>Jannine Oyama  Financial Aid Officer  honccfao@hawaii.edu  845-9116</p>	<p>Bldg. 6, 1<sup>st</sup> Floor  (See website for hours)</p>
<p align="center"><b>Hawaiian Center</b></p> <p>www.honolulu.hawaii.edu/hawaiian</p> <ul style="list-style-type: none"> <li>• Career, academic and Financial Aid advising</li> <li>• Peer mentoring and tutoring</li> <li>• Computer Lab</li> <li>• Workshops and cultural events</li> <li>• Po`i Na Nalu: The Native Hawaiian Career and Technical Education Program (NHCTEP) supports Native Hawaiian students in career and technical education programs  (www.honolulu.hawaii.edu/nalu)</li> </ul>	<p>Computer Lab: 844-2345  hccnhcl@hawaii.edu  Fax: 844-2367  Ka`iulani Akamine, Po`i Na Nalu Coordinator, 845-9176  gakamine@hawaii.edu  Faith Kahale Saito, Counselor, 845-9112  fsaito@hawaii.edu</p>	<p>Bldg, 20, Rms. 1-4  M-F  8:00 am – 4:30 pm</p>

<p align="center"><b>Health Office</b></p> <p>www.honolulu.hawaii.edu/health</p> <ul style="list-style-type: none"> <li>• First aid assistance</li> <li>• CPR and first aid training</li> <li>• Health Screening (BP, height, weight)</li> <li>• Health/safety information</li> <li>• UH Medical Insurance Plan information</li> </ul>	<p>Lorri Taniguchi, Health Nurse  hcchlth@hawaii.edu  Emergencies: 911; then 284-1270  (Security)  Non-Emergencies: 845-9282  Campus Security: 284-1270  271-4836</p>	<p>Bldg. 2, Rm. 108A  M-F  8:00 am – 4:30 pm</p>
<p align="center"><b>Housing (O`ahu)</b></p> <p>www.housing.hawaii.edu/och</p> <ul style="list-style-type: none"> <li>• Off-Campus housing resources</li> <li>• Temporary summer housing</li> </ul>	<p>University of Hawaii at Manoa  Central Residential Line Office  956-7356</p>	<p>255 Dole Street  Honolulu, HI 96822</p>
<p align="center"><b>Library</b></p> <p>www.honolulu.hawaii.edu/library</p> <ul style="list-style-type: none"> <li>• Access library materials and research databases</li> <li>• A valid UH ID Card is required for library services (See Student Life)</li> <li>• Study rooms available for 2-6 students</li> </ul>	<p>Irene Mesina, Professor, Head Librarian  Reference Desk: 845-9199</p>	<p>Bldg. 7 1<sup>st</sup> and 2<sup>nd</sup> Floors  <u>Fall and Spring Hours:</u>  M-Th 8 am – 7 pm  F 8 am – 3 pm  Sat 9 am – 12 pm  <u>Summer Hours:</u>  M-F 8 am – 3 pm</p>
<p align="center"><b>Math Tutoring</b></p> <ul style="list-style-type: none"> <li>• Tutoring for Math 09 and Math 205</li> </ul>	<p>Glen Tengan, Math Dept  gtengan@hawaii.edu  845-9403</p>	<p>Bldg. 7, Rm. 420  M-Th 8:30 am 0 6:30 pm</p>
<p align="center"><b>Mental Health Wellness</b></p> <p>www.honolulu.hawaii.edu/mentalhealth</p> <p>Confidential Services:</p> <ul style="list-style-type: none"> <li>• Crisis Counseling</li> <li>• Short Term Counseling</li> <li>• Referrals to Community Agencies</li> <li>• Enrichment Groups</li> <li>• Educational Workshops/Activities</li> <li>• Consultation Services (faculty/staff)</li> </ul>	<p>Kimberley Gallant  LCSW Counselor  gallant@hawaii.edu  845-9180</p>	<p>Bldg. 6, 1<sup>st</sup> Floor</p>
<p align="center"><b>Records Office</b></p> <p>www.honolulu.hawaii.edu/records</p> <ul style="list-style-type: none"> <li>• Student records updates</li> <li>• Registration, Add/Drop Courses</li> <li>• Transcript requests</li> <li>• Transfer credit evaluation</li> <li>• Graduation application processing</li> <li>• Veterans Affairs services</li> <li>• Requests forms available on website</li> </ul>	<p>Kayla Fox, Registrar  Records Office, 845-9120</p>	<p>Bldg. 6, 1<sup>st</sup> Floor  Counter Hours:  M-F  7:45 am – 4:30 pm</p>
<p align="center"><b>Security, Campus</b></p> <p>www.honolulu.hawaii.edu/security</p> <ul style="list-style-type: none"> <li>• Campus safety</li> <li>• Campus emergencies</li> <li>• First responder (fire, police, ambulance) liaison</li> <li>• Evening escort to any facility or vehicle parked on campus</li> </ul>	<p><u>UH Security Officers:</u>  Jon Santos, Supervisor  John Asi  David Perdriel  284-1270 or 271-4836</p>	<p>Bldg. 4, Ewa end  <u>Emergencies/Escort Services:</u>  M-Th 24 hours a day  F 6:00 am – 10:00 pm  Sat (and all weekend holidays)  6:00 am – 2:30 pm</p>