FALL 2017 PAYMENT PLAN

Students who cannot pay in full by July 21, 2017, 4:00 p.m. HST, and have an unpaid balance of $300.00 or more, have the option to enroll in the Payment Plan. Students who do not wish to enroll in the Payment Plan, should drop all classes before August 21, 2017 to avoid incurring financial charges.

For additional information: www.honolulu.hawaii.edu/paymentplan

<table>
<thead>
<tr>
<th>Plan</th>
<th>Enrollment Dates</th>
<th>Required Down Payment</th>
<th>Remaining Payments</th>
<th>Installment Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2017 4-month plan</td>
<td>July 1, 2017 – July 21, 2017 (4:00 p.m. HST)</td>
<td>25%</td>
<td>3</td>
<td>Aug. 30, Sept. 22, Oct. 20</td>
</tr>
<tr>
<td>Fall 2017 3-month plan</td>
<td>July 24, 2017 – Aug. 30, 2017 (4:00 p.m. HST)</td>
<td>33.33%</td>
<td>2</td>
<td>Sept. 22, Oct. 20</td>
</tr>
<tr>
<td>Fall 2017 2-month plan</td>
<td>Aug. 31, 2017 – Sept. 22, 2017 (4:00 p.m. HST)</td>
<td>50%</td>
<td>1</td>
<td>Oct. 20</td>
</tr>
</tbody>
</table>

*Go to www.myuhinfo.hawaii.edu/object/paymentfaq to view payment Plan FAQs.

This Registration Guide was prepared to provide information and does not constitute a contract. Honolulu CC reserves the right to change or delete, supplement, or otherwise amend, at any time and without prior notice, the information, requirements, and policies contained in this Registration Guide or other documents.
**PAYMENT DEADLINES**  
**FALL 2017 ONLY**

Tuition and fees payment deadlines: If you register:

- Between Monday, April 10, 2017 – Friday, July 21, 2017, 4 pm HST
- Payment must be RECEIVED or students must enroll in the Payment Plan by this deadline, otherwise registration may be cancelled. For re-registration procedures, check with the Records Office.

- After Friday, July 21, 2017 at 4 pm HST – Full payment is required.
- Students who do not pay in full and have not enrolled in the Payment Plan must disenroll by the deadline. (see LATE REGISTRATION AND ADD/DROP CALENDAR.)

**REGISTRATION PAYMENT INFORMATION & OPTIONS**

When you are ready to submit a payment, set up an Authorized User or sign up for a Payment Plan via your MyUH Portal. Login and select “Review My charges/Make an Online Payment”.

**TUITION AND FEES**  
[www.honolulu.hawaii.edu/tuition](http://www.honolulu.hawaii.edu/tuition)

**Tuition Rates**
- Resident: $126/credit
- Non-Resident: $340/credit
- Pacific Island Institution Non-Resident Exemptions: $189/credit (Fall 2017)

**Fees**
- Activity Fee: $0.50/credit and up to a maximum of $5.00
- Publication Fee: $5.00 Flat
- Student Life Fee: $5.00 Flat
- Late Registration: $30 (as of the first day of instruction)
- Change of Registration: $5 (for in-person transactions only, as of the first day of instruction)

**REFUND DATES**
- Full Refunds and Withdrawal Dates are based on the start date of the class.
- For semester-length classes, the last day for 100% refund is Fri., Aug 25
- For semester-length classes, the last day for 50% Refund Mon., Sept 12
- For all modular classes, go to the class availability link and click on the specific CRN. 100% refund, if withdrawing before classes begin, 50% refund, if withdrawing on or after the first day of class.
- Full refunds will be made if a class is cancelled.

**FEE REFUNDS**

Full refund of student activity, publication, and professional program fees are given for complete withdrawals from all your class(es) in the University of Hawai‘i System before instruction starts or within the first week of instruction. Refunds of less than a dollar will not be made. Liability insurance fees will not be refunded.

**FINANCIAL AID**

**FALL** payment instructions for students receiving financial aid from the University of Hawai‘i ([www.honolulu.hawaii.edu/finaid](http://www.honolulu.hawaii.edu/finaid))

Students awarded financial aid before the tuition payment deadline will have their classes held. If awarded financial aid, the student’s aid will be credited to their student account no sooner than 10 days before the first day of each semester. Please refer to the “What You Should Know About Your Financial Aid Award Offer” document for details.

Per Federal regulations, Federal Financial Aid Awards can only pay for the student’s home campus’ tuition, student activity fees, and publications fees. Honolulu Community College students must pay on their own, any tuition and fees incurred for courses registered at another campus.

Once aid is credited to a student account, the funds will be applied to all applicable tuition and fees. If there is a balance after applying the aid to all applicable tuition and fees, the remaining fund will be refunded to the student by check. Checks are mailed via U.S. Postal Service.

As an option, students can have their refunds electronically deposited into a designated account by signing up for an eRefund. To sign up for an eRefund, go to the MyUH Portal website and click on “sign up for eRefund.”

**Mailing Address for Refund Checks:**

To ensure that refund checks are mailed to the correct address, students need to update their current mailing address online through MyUH Portal as all refund checks will be mailed to the address in the following priority:

1. Mailing Address
2. Permanent Address (if Mailing Address is null or expired)

Note: Permanent address corrections must be submitted in writing to the Honolulu Community College Records Office.

Students who do not plan to attend Honolulu CC must notify the Financial Aid Office in writing AND drop all courses before the first day of the semester. Students who fail to do so will be liable for any charges incurred and will be responsible for any financial aid disbursed including funds refunded to the student.

- Students withdrawing completely before the first day of the semester will need to return all aid disbursed by the University.
- Students withdrawing completely on or after the first day of the semester should refer to the “What You Should Know About Your Financial Aid Award Offer” for additional information.
- Students should check their financial aid status for any missing documents that may delay financial aid by logging on to MyUH Portal, then selecting Financial Aid.

**VETERANS BENEFITS**

The U.S. Department of Veterans Affairs approves applications and makes decisions about eligibility, payments and issuance of checks. Each campus Veterans Affairs Certifying Official is responsible for certifying and monitoring veterans’ enrollment, academic progress, and other academic information, and can be reached at the Records Office (808) 847-9833. Visit the U.S. Department of Veterans Affairs website ([www.gibill.va.gov](http://www.gibill.va.gov)) for more information.

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**FALL 2017 EARLY REGISTRATION TIMETABLE**

<table>
<thead>
<tr>
<th>Total credits at your UH home campus</th>
<th>Registration Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>36+ credits</td>
<td>Monday, April 10</td>
</tr>
<tr>
<td>24+ credits</td>
<td>Tuesday, April 11</td>
</tr>
<tr>
<td>18+ credits</td>
<td>Wednesday, April 12</td>
</tr>
<tr>
<td>6+ credits</td>
<td>Thursday, April 13</td>
</tr>
<tr>
<td>0+ credits</td>
<td>Friday, April 14</td>
</tr>
</tbody>
</table>

**Note:** If there is a problem that prevents you from registering for the class (e.g. class is closed or you do not meet the prerequisites), you will receive a “Registration Errors” message. View the Registration Errors Glossary [http://myuhinfo.hawaii.edu/object/regerrors.html](http://myuhinfo.hawaii.edu/object/regerrors.html) for a listing of potential registration errors you may receive.