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.

Spring 2023 Calendar (Jan 9 - May 12)

- **Nov 7**  First Day of Spring Registration
- **Nov 7-11** Spring Early Registration begins for Continuing Students enrolled in Fall 2022 at any UH Campus. Register in STAR (See SPRING EARLY REGISTRATION TIMETABLE)
- **Nov 8** General Election Day (STATE HOLIDAY)
- **Nov 11** VETERANS DAY (HOLIDAY)
- **Nov 11** Spring Registration begins for New, Re-admit and Transfer Students. All New Students must visit www.honolulu.hawaii.edu/welcome to complete Orientation online and sign up for registration session.
- **Jan 2** NEW YEAR’S DAY (HOLIDAY)
- **Jan 6** PAYMENT DEADLINE for Spring 2023 registration is Jan. 6, unless students enroll in a PAYMENT PLAN or are receiving financial aid or scholarships. For Payment Plan go to www.honolulu.hawaii.edu/paymentplan
- **Jan 8** Last Day of Regular Registration without $30 late fee
- **Jan 9** INSTRUCTION BEGINS
  - Late Registration Begins (Fee $30)
  - In-Person Add/Drop Fee Begins ($5 fee)
  - Evening Apprenticeship classes begin
- **Jan 10-17** Participation Verification Policy - See catalog page 55
- **Jan 16** DR. MARTIN LUTHER KING JR. DAY (HOLIDAY)
- **Jan 17** *Last Day for Late Registration*
- **Jan 17** *Last Day for 100% Refund*
- **Jan 17** *Last Day to CHANGE MAJOR for Spring 2023 semester*
- **Feb 1** *Last Day for 50% Refund*
- **Feb 1** *Last Day to Drop/Withdraw WITHOUT a “W” grade*
- **Feb 20** PRESIDENT’S DAY (HOLIDAY)
- **Mar 3** Non-Instructional Day: Excellence in Education Conference
- **Mar 13-17** Spring Recess
- **Mar 24** DROP PERIOD ENDS - Last day to Drop/Withdraw WITH a “W” grade
  - Last day to Change CR/NC and AUDIT Grading options
  - Last day for Instructors to Submit Fall 2022 Incomplete (“I”) Make-up Grades to Records Office
- **Mar 27** Prince Jonah Kūhiō Kalaniana‘ole Day (STATE HOLIDAY)
  - Registration for Summer and Fall 2023 begins
- **Apr 3** Good Friday (STATE HOLIDAY)
- **Apr 7** Good Friday (STATE HOLIDAY)
- **Apr 15** Last Day to Apply for Spring 2023 GRADUATION CEREMONY
- **May 6-12** EVALUATION PERIOD (See FINAL EXAM SCHEDULE)
- **May 12** SPRING SEMESTER ENDS SPRING 2023 GRADUATION
- **May 15** FACULTY DEADLINE to submit grades for Spring 2023 via MyUH Services by 4:00 p.m. HST

* semester-length classes only

Honolulu Community College’s Academic Counselors are here to assist you with defining educational goals and strategies focused on educational success and direct assistance with course registration. Students may also refer to their STAR records for the most current information on their degree programs at www.star.hawaii.edu.

To schedule an appointment with an Academic Counselor:
Go to https://www.honolulu.hawaii.edu/academic-counseling/scheduling-an-appointment-via-star-balance/
Visit www.honolulu.hawaii.edu/counseling for location, office hours, and additional information.

Spring 2023 Parking

All students are required to have a permit to park at Honolulu Community College. Parking permit application is available on-line at https://portal.honolulu.hawaii.edu starting December 19, 2022. When application is approved, the charge will be posted to Banner and payment can be made on-line through MyUH Services at https://myuh.hawaii.edu/. Parking permit will be mailed via USPS two weeks prior to the start of the semester.

Students must:
- Have paid tuition and fees in full or enroll in a Payment Plan
- Present a valid and current Driver’s License
- Have no outstanding HonCC parking citations

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

Spring 2023 Payment Plan

Students who cannot pay in full by Jan. 6, 2023, and have an unpaid balance of $300.00 or more, have the option to enroll in the Payment Plan starting on Dec. 15, 2022. Students who do not wish to enroll in the Payment Plan, should drop all classes BEFORE JAN. 9, 2023 to avoid incurring financial charges.

Payment Plan installments will be due on
1. January 15, 2023
2. February 15, 2023
3. March 15, 2023
4. April 15, 2023

PAYMENTS WILL BE TAKEN OUT AUTOMATICALLY on the due dates from the same account used to sign up. You are allowed to update/edit your account information if necessary.

For additional information go to www.honolulu.hawaii.edu/paymentplan or contact the Cashier’s Office at (808) 845-9102 if you need assistance.

* Go to https://www.hawaii.edu/myuhinfo/payment-faqs/ to view Payment Plan FAQs.
Ready to Register?
Check your holds and graduation requirements via STAR at www.star.hawaii.edu
For registration assistance, please make an appointment with an Academic Counselor.

SPRING 2023 EARLY REGISTRATION TIMETABLE

<table>
<thead>
<tr>
<th>Total credits earned at your UH home campus</th>
<th>Registration Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>36+ credits</td>
<td>November 7</td>
</tr>
<tr>
<td>24+ credits</td>
<td>November 8</td>
</tr>
<tr>
<td>18+ credits</td>
<td>November 9</td>
</tr>
<tr>
<td>6+ credits</td>
<td>November 10</td>
</tr>
<tr>
<td>0+ credits</td>
<td>November 11</td>
</tr>
</tbody>
</table>

Payment Deadlines  Spring 2023 Only
Payment deadline for Spring 2023 registration is January 6, 2023, unless students enroll in a payment plan or are receiving financial aid, or scholarships.

Students who do not pay in full or have not enrolled in the payment plan should drop all classes before January 9, 2023 to avoid incurring financial charges.

See ACADEMIC CALENDAR for LATE REGISTRATION and ADD/DROP DATES.

Registration Payment Information & Options
To submit a payment, set up an Authorized User, or sign up for a Payment Plan, login to your MyUH Services account at https://myuh.hawaii.edu.
For additional assistance please contact the HonCC Cashier’s Office at (808) 845-9102.

Tuition and Fees  www.honolulu.hawaii.edu/tuition

<table>
<thead>
<tr>
<th>Tuition Rates</th>
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</thead>
<tbody>
<tr>
<td>Resident</td>
<td>$131.00/credit</td>
</tr>
<tr>
<td>Non-Resident</td>
<td>$345.00/credit</td>
</tr>
<tr>
<td>Pacific Isle Institution</td>
<td>$196.50/credit (SP 2023)</td>
</tr>
<tr>
<td>Non-Resident Exemption</td>
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</table>

<table>
<thead>
<tr>
<th>Fees</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Student Activity Fee</td>
<td>$5.00 Flat</td>
</tr>
<tr>
<td>Student Media Fee</td>
<td>$5.00 Flat</td>
</tr>
<tr>
<td>Student Government Fee</td>
<td>$0.50/credit and up to a maximum of $5.00</td>
</tr>
<tr>
<td>Late Registration</td>
<td>$30 (as of the first day of instruction)</td>
</tr>
<tr>
<td>Change of Registration</td>
<td>$5 (for in-person transactions only, as of the first day of instruction)</td>
</tr>
</tbody>
</table>

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 Tue., Jan. 17
- For semester-length classes, the last day for 50% refund is Wed., Feb. 1
- For all MODULAR classes, go to the class availability link and click on the specific CRN.
- Full refunds will be made if a class is canceled.

Fee Refunds
Full refund of student activity, media, and professional program fees are given for complete withdrawal from all your class(es) in the University of Hawaii 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.

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. Students using VA Education benefits must see an academic counselor each term to validate their program courses and complete the Enrollment Certification Request Form (ECRF). Visit the U.S. Department of Veterans Affairs website http://www.gibill.va.gov/ for more information.

Financial Aid
Students may apply for financial aid at https://studentaid.gov/h/apply-for-aid/ffasa throughout the school year.

For students who have been awarded financial aid, funds may begin disbursing 10 days before the first day of the semester. Please refer to the Financial Aid Award and Policies webpage (https://www.honolulu.hawaii.edu/tuition/disbursements-refunds/).

Financial Aid will pay for student charges in the following order: home campus tuition, student activity fees, publication fees, other UH campus’ tuition, dorm charges, meal plans, and any other mandatory fees. Students are responsible for any unpaid charges on their student account.

After applicable charges are paid, any remaining funds will be refunded to the student. Students are highly encouraged to enroll in the eRefund program to receive refunds. To sign-up for the eRefund program, visit the MyUH Services webpage (https://myuh.hawaii.edu/).

Students who are awarded financial aid and 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 held responsible for any charges incurred and financial aid disbursed.

The University of Hawai‘i is an equal opportunity/affirmative action institution. It is committed to a policy of nondiscrimination on the basis of race, sex, gender identity and expression, age, religion, color, national origin, ancestry, disability, marital status, arrest and court record, sexual orientation, or status as a covered veteran. This policy covers academic considerations such as admission and access to, and participation and treatment in, the University’s programs, activities, and services.

For more information see page 5 of the Honolulu Community College catalog.

Honolulu Community College
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