You are now ACCEPTED for Summer/Fall 2022! Here are your next steps:

We are excited that you made the choice to pursue your academic and career goals with us! The following steps are mandatory for all returning and transfer Honolulu Community College students.

If you need a hard copy of your acceptance letter, contact Admissions at honcc@hawaii.edu.

Mandatory Checklist - Steps 1 to 6

_____ Step 1 – Create or Re-activate your MyUH Services Account
Setup or re-activate your MyUH Services Account online at www.hawaii.edu/username/ and click on “Get a UH username.” Write down and keep your MyUH username and password in a safe place. MyUH Services is the official means by which the college will communicate important messages to you. Please check this account regularly.

My UH Username: _____________________ Password reminder: ____________________

_____ Step 2 – (Transfer (Outside of UH System) ONLY) Intent to Enroll Form
To allow us to better assist you in completing your HonCC enrollment steps, please complete our Intent to Enroll Form to let us know that you are planning to take classes with us for the upcoming term.

_____ Step 3 – Financial Aid (Our Federal college code is 001612)
If you are currently receiving Financial Aid at another UH campus, notify the Financial Aid Office at your current institution that you will be attending HonCC for the next term. Make sure to add HonCC’s school code to your FAFSA, so that we can put together a financial aid package for you. Unfortunately, the financial aid package that you received at your previous institution is not transferrable.

If you did not apply for financial aid yet, we highly encourage you to at studentaid.gov. Detailed application instructions are available at honolulu.hawaii.edu/finaid under Related Pages (on the right-hand column). Priority Deadlines: March 1st for Fall and October 1st for Spring. You may still apply after the priority deadline.

Additional financial aid information, scholarships and forms are available from our Financial Aid Office.

_____ Step 4 – Submit Your Health Clearances (refer to student type chart for step #3)
The State of Hawai‘i Department of Health (DOH), Hawai‘i Administrative Rules, Chapter 11-157 requires all students to meet health requirements before they attend any post-secondary institution in the State of Hawai‘i.

Students must submit their health clearance documents in order to attend on-campus classes, apply for on-campus jobs, participate in activities on any UH campus, or seek to have on-campus appointments or meetings during this semester.

All college students are required to submit the following:

☐ TB clearance (a record from within the last year OR, on or after the age of 16)
Dr MMR (Measles, Mumps, Rubella) immunization shot record (Two shots required. Blood Titer is not acceptable. Anyone born before 1957 is exempt from this immunization requirement.)

Dr Tdap [Tetanus, Diphtheria, and Acellular Pertussis (Whooping Cough)] immunization shot record (administered on or after the age of 10 years old)

Dr Varicella (Chickenpox) immunization shot record (Two shots required or a physician’s verification of history of varicella.) Blood Titer is not acceptable. Anyone born in the U.S.A before 1980 is exempt from this immunization.)

<table>
<thead>
<tr>
<th>Student Type</th>
<th>DOH Health Requirement</th>
</tr>
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<tbody>
<tr>
<td>Transfer within UH System</td>
<td>Do not need to resubmit if requirements met</td>
</tr>
<tr>
<td>Transfer (Outside of UH System)</td>
<td>ALL: TB, MMR, Tdap, &amp; Varicella</td>
</tr>
<tr>
<td>Former HonCC Student</td>
<td>Tdap &amp; Varicella**</td>
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</table>

**The Tdap & Varicella immunization requirements went into effect on July 1, 2020.**

The **Health Clearance Form** (preferred for use) is available on the Health Clearance Information homepage under **Additional Links** (on the right-hand column) on the Admissions Office website.

A Health Waiver hold that allows you to register for online classes only, will be placed upon your student account until you fulfill all necessary DOH immunization requirements. Feel free to contact the Admissions Office at (808) 845-9129 with questions.

**COVID-19 Vaccine Requirements**
Please refer to the [UH COVID-19 Mandatory Vaccination Policy homepage](https://www.hawaii.edu/health) for the most up to date information.

**Step 5 – (Transfers ONLY) Transfer Evaluation & Placement**
Transfer students must submit official transcripts from all schools previously attended to ensure they do not repeat course work already completed and have them sent to the Honolulu CC [Records Office](https://www.hawaii.edu/records).

For placement (for English and math), transfer students can [schedule](https://www.hawaii.edu/academic-counseling/scheduling-an-appointment-via-star-balance) an appointment with an Academic Counselor. Students can also contact the Academic Counseling Office by email at [honces@hawaii.edu](mailto:onces@hawaii.edu) or by telephone at (808) 845-9162. Bring your unofficial college transcripts with you to your appointment.

**Step 6 – Registration**
You will be able to register for classes online through your STAR GPS beginning **April 8, 2022**. For Counselor assistance with registration go to: [https://www.honolulu.hawaii.edu/academic-counseling/scheduling-an-appointment-via-star-balance/](https://www.honolulu.hawaii.edu/academic-counseling/scheduling-an-appointment-via-star-balance/) or contact the Academic Counseling Office at: [honces@hawaii.edu](mailto:onces@hawaii.edu) or by telephone at (808) 845-9162.

**Step 7 – Pay Your Tuition & Fees**
All students are required to pay tuition and fees. Students who have been awarded Financial Aid, at their home campus, should not make payment until their Financial Aid award has been posted to their [MyUH Services](https://myuh.hawaii.edu) account. Once you log in using your UH username and password, you will see two options for tuition payment: ❶ Pay Tuition and Fees (Student Login), ❷ Enroll in Payment plan.

Enroll in Direct Deposit for eRefunds. It will ensure you receive your refund sooner than later.