helps students...

• Increase reading skills and proficiency

• Practice writing skills in both sentences and paragraphs

• Learn to follow and understand language found in short academic mini-lectures
Introduction to College English (ICE)

An ESL Program
If English is not your first language and you want to prepare for college or work, then Introduction to College English (I.C.E.) is the perfect program for you. All language skills are taught including listening, speaking, reading, vocabulary, writing and grammar.

Note: This program is for people for whom English is not their native language.

SPRING SESSION: MAR. 5 TO APR. 26 2018

Daily (MTWRF) 8:30 am - 11:30 am
34 meetings (No classes: Mar. 26-30, Spring Break)
Bldg. 14, Rm. 203
Instructor: Sharyn Klafehn
Cost: $625

For more information about I.C.E.
Call Professor Jenny Lundahl: 856-9248 or
Email: Jlundahl@hawaii.edu
Office: Library Building (Bldg. 7, Room 417)

For Course Registration
See professor Lundahl to determine your placement level.
Then, complete your registration at Bldg. 2, Rm. 507
(Bookstore Building).

Bookstore/Text Information
Class texts and materials can be purchased at the Hon CC
Bookstore during regular business hours
Monday-Thursday, 8:00 am-5:00 pm; Friday 8 - 12noon
A listing will be posted in the Bookstore

Registration payment receipts required on first day of class!
For information about our smoking policy, please go to this
website: www.hawaii.edu/smokingpolicy/policysumm.html

Honolulu Community College is an
Equal Opportunity/Affirmative Action Institution

Registration Information

1. Mail-In
You may submit your registration by mail if paying by check.
(For cash or credit card transactions, please see Option 2,
below). Complete one registration form per student. For
additional names, attach a separate sheet - please include all
required information for each registrant. Make check payable
to the University of Hawai‘i and mail to:
Honolulu Community College
Attn: Non-Credit Registration
874 Dillingham Blvd.
Honolulu, Hi 96817-4598

A $25.00 service charge (plus interest) will be assessed for
dishonored checks.

2. Walk-In Bldg. 2, Rm 507

Registration Deadline
Registration forms for all courses must be received (5)
working days prior to the first class meeting. If a registration
request is submitted after this deadline, it is the student's
responsibility to call the Continuing Education Office (808)
845-9296 to verify enrollment/course status. Please help
us avoid course cancellations by registering at least one
week before the course begins.

Transfer and Refund Policy
To transfer to another course or to completely withdraw
from a course, call the Continuing Education Office (808)
845-99296 by the fifth working day after the first class
meeting. Thereafter, REFUNDS WILL NOT BE PERMITTED. Re
funds require 4 - 6 weeks processing time. Charge card
refunds will be credited to your account.

Note: Students registering by purchase order will be
billed regardless of non-attendance, unless notification of
withdrawal is made by the specified refund deadline.

Parking: See Cashier in the business Office located in bldg. 6.

Cancellations
The college reserves the right to cancel a class due to
insufficient enrollment. Registrants will receive a full refund or
may transfer to another section.

ICE Registration Form

Mr. □ Ms. □

LAST NAME          FIRST NAME

Address

STREET   CITY   ZIP CODE

Res. Phone Bus. Phone Firm Name

CRS CODE COURSE START DATE TITLE FEE

Introduction to College English __________________________

Method of Payment

☐ Check (Please make checks payable to: University of Hawai‘i
☐ Credit Card (Visa, Master Card, Discover accepted)
For your credit card security, please pay in person:
Continuing Ed Registration Office
Honolulu Community College, Building 2, Room 507
8am - 4:00pm, M-F Except holidays

Updated 02/2018