

# STUDENT HOUSING SERVICES



## LIVE WITH US!

### WELCOME

The University of Hawai'i at Mānoa recognizes and emphasizes residential life as an important component of the total higher education experience.

The University's central Pacific location attracts people of various cultures, interests and experiences. The group living experience provides individuals with opportunities to meet a variety of people and to interact with them as members of a harmonious community.

The basic objective of student housing is to provide an environment that is conducive to the academic mission of the University. Residents are offered many opportunities to participate in numerous academic and social programs and activities presented by a variety of organizations.

The University housing program strives to create an atmosphere conducive to the development of responsible citizens in a democratic community. Residents are expected to respect and take care of the facilities and equipment rented to them, conduct themselves within accepted standards of good taste and accept individual responsibility for their actions. Consideration for others is the basic principle that all residents must follow.

Specific rules and regulations intended to protect the rights of individuals have been developed by the University administration, residential staff and student leaders. Each resident is responsible for knowing and observing these rules and regulations. Residents who cannot accept these basic rules for community living or cannot extend consideration for the rights of other residents should evaluate their needs carefully before applying for this type of housing. Contract releases are not granted for reasons of dissatisfaction with the group living environment.

## IMPORTANT DATES

### APPLICATION DEADLINES

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#### Academic Year and Fall/Spring 2010 Only Contract

May 1, 2009, Friday

Application deadline for geographic priority assignment. Applications must be received by the housing office to qualify for geographic priority assignment. Applications received after this date will be processed by date of receipt.

#### Spring 2010 Only Contract

October 15, 2009, Thursday

Application deadline for geographic priority assignment. Applications must be received by the housing office to qualify for geographic priority assignment. Applications received after this date will be processed by date of receipt.

### CONTRACT DATES

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#### RESIDENCE HALLS & APARTMENTS

##### Academic Year Contract

August 18, 2009, Tuesday

Freshmen halls open

August 21, 2009, Friday

Apartment complexes open.

August 22, 2009, Saturday

Residence halls open.

August 25, 2009, Tuesday

Hall check-in deadline. Unless the Student Housing office is notified of a late arrival, housing contracts of those who fail to meet this deadline will be cancelled with penalty.

May 16, 2010, Sunday

Residence halls and Apartment complexes close for the academic year. Residents who complete their final exams prior to this date are expected to move out by noon of the day following their last exam. Meal program ends with dinner.

##### Fall Semester 2009 Only Contract

August 18, 2009, Tuesday

Freshmen halls open

August 21, 2009, Friday

Apartment complexes open.

August 22, 2009, Saturday

Residence halls open.

August 25, 2009, Tuesday

Hall check-in deadline. Unless the Student Housing office is notified of a late arrival, housing contracts of those who fail to meet this deadline will be cancelled with penalty.

December 20, 2009, Sunday

Residence halls and Apartment complexes close. Residents who complete their final exams prior to this date are expected to move out by noon of the day following their last exam. Meal program ends with dinner.

##### Spring Semester 2010 Only Contract

January 8, 2010, Friday

Residence halls and Apartments complexes open. Meal program begins with dinner.

January 12, 2010, Tuesday

Hall check-in deadline. Unless the Student Housing office is notified of a late arrival, housing contracts of those who fail to meet this deadline will be cancelled with penalty.

May 16, 2010, Sunday

Residence halls and Apartment complexes close for the academic year. Residents who complete their final exams prior to this date are expected to move out by noon of the day following their last exam. Meal program ends with dinner.

## GENERAL INFORMATION

Housing contracts are offered for the Academic Year (mid-August through mid-May), the Fall semester (mid-August through mid-December), and the Spring semester (early January through mid-May).

Application and fee payments must be submitted using the on-line application process. If you do not have access to a computer, you are welcome to access the computers at the student housing computer lab.

You will receive electronic notification when your contract is offered. It is very important that you check your university issued e-mail address regularly as that will be the means by which you are notified by your housing status.

When you receive your email contract offer: print, complete, sign, and return it with either your full payment or \$225 minimum deposit. Your signed contract and payment **MUST** be received by the offer expiration date printed on your contract. If the contract and your payment are not received by the expiration date, your housing offer will expire and be offered to those who are waitlisted.

Be sure to read your contract thoroughly. Your signature will signify your acceptance of the housing contract offered to you and your agreement to the stated terms and conditions.

## ASSIGNMENT TERMS AND CONDITIONS

- For assignment priority consideration, housing applications must be submitted by:
  - May 1, 2009 for academic year and fall only term
  - October 15, 2009 for spring only term
- All campus-housing applicants must be accepted into classified programs of study and have paid the university's tuition deposit at the University of Hawai'i at Mānoa before being eligible for housing placement.
- Residents must be enrolled for a minimum of 12 credit hours (undergraduate) or 8 credit hours (graduate) for the duration of their housing contract.
- The housing contract is not transferable; residents may not sublease their assigned space.
- Hall requests are accommodated according to geographic priority. Applicant preferences cannot be guaranteed. Applicants may elect to remove themselves from the assignment process if none of their choices are available.
- Requests for specific roommates or rooms are given consideration but are not guaranteed. Roommate requests must be mutual and must have matching hall preferences.
- Participation in the meal program is required for those living in the residence halls. Meal plans for apartment residents (Hale Wainani and Hale Noelani) are optional.
- Student Housing Services reserves the right to reassign students as necessary.
- All students reapplying for UHM Student Housing must be in good standing with the Student Housing Office and the University of Hawai'i.
- Modified facilities for students with documented disabilities and/or special needs that require an on-campus accommodation are available for those who apply by the geographic priority deadlines. Students with special needs and/or disabilities requiring modification or accommodation, e.g., accessible shower, single room, service animal, to create equal access to the living facility and/or program will be asked to provide written verification of their special need after placement. Residents who are unable to properly attend to their personal care needs will be required to arrange for Personal Care Attendants (PCAs) at their own cost.

- Applicants who need air-conditioned accommodations due to a verifiable health-related condition will be assigned to Hale Anuenue or Frear Hall. Students who notify the housing office of their need after receiving their assignment or at any time during their residency will be transferred to either hall. Applicants or residents who cannot reside in either hall must provide a written request for a waiver with supporting documents, must rent an air conditioner provided by Student Housing and pay a monthly fee.

## ASSIGNMENT PRIORITIES

### **First Priority:**

Students in special categories established by prior commitments such as Regent and Presidential Scholars, student athletes, National Student Exchange Program, special needs, and College Opportunities Program.

### **Second Priority:**

Traditional freshmen-resident and non-resident students confirmed to attend UHM who graduated from high school in the spring prior to enrolling at the university.

### **Third Priority:**

Resident and non-resident students who lived in the residence hall and completed their housing contracts as freshmen during the previous spring semester.

### **Fourth Priority:**

First-year undergraduate transfer students confirmed to attend UHM.

### **Fifth Priority:**

Students whose permanent residences are on the neighboring-islands.

### **Sixth Priority:**

Students whose permanent residences are in the following towns: Kahuku, Waialua, Nanakuli to Makaha, Lā'ie, Hale'iwa, and Hau'ula.

### **Seventh Priority:**

Students whose permanent residences are in the following towns: Wahiawā, Kapolei, and Ka'a'awa.

### **Eighth Priority:**

Students from the mainland and foreign countries.

### **Ninth Priority:**

Students whose permanent residences are in the following towns: Mililani, Kunia, and Ewa Beach.

### **Tenth Priority:**

Students whose permanent residences are in the following towns: Waipahu and Waimānalo.

### **Eleventh Priority:**

Students whose permanent residences are in the following towns: Pearl City, Kāne'ohe, and Kailua.

### **Twelfth Priority:**

Students whose permanent residence is in 'Aiea.

### **Thirteenth Priority:**

Students whose permanent residences are located in the City of Honolulu (all zip codes beginning with 968\_\_)

### **Fourteenth Priority:**

Late: Applications received at the Student Housing Services office beginning May 1, 2009 for the Fall Only and Academic Year terms; and beginning October 15, 2009 for the Spring Only term will be considered late. Late applications will be assigned on a first come, first served basis.

## CONSTRUCTION, RENOVATION AND REPAIRS

Construction, renovations, and/or repairs of existing and new residence halls and adjacent areas on the UH Manoa campus are scheduled for the upcoming years.

Renovations and/or repairs of the existing residence halls occur throughout the year. Every effort is made to expedite this work. Occasionally, we are unable to complete the work and must wait for the following working day. Temporary measures will be taken until the permanent repair can be completed that may result in disturbances, disruptions, and inconveniences, including, but not limited to noise, dust, use of alternate facilities, etc.

## FEES AND MEAL PLANS 2009 - 2010

### ROOM RATES

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Students who have been assigned will receive an assignment packet, which includes an invoice and information about their hall and room type assignment. Room payments should not be sent until an assignment packet has been received. Payment details will be provided in the assignment packet.

<b>Semester Rental Rates (Per Person)</b> (Subject to final approval)	<b>ACADEMIC YEAR</b> <b>2009 – 2010</b>	<b>FALL ONLY</b> <b>2009</b>	<b>SPRING ONLY</b> <b>2010</b>
Johnson Hall			
Double occupancy	\$ 3,672.00	\$ 1,941.00	\$1,829.00
Single occupancy	\$ 5,259.00	\$ 2,780.00	\$2,620.00
Hale Aloha-Ilima and Mokihana, Gateway House, Hale Anuenue, Hale Kahawai, Hale Laulima			
Double occupancy	\$ 4,444.00	\$ 2,348.00	\$ 2,213.00
Single occupancy	\$ 6,417.00	\$ 3,392.00	\$ 3,195.00
Gateway House with bath			
Double occupancy	\$ 5,314.00	\$ 2,809.00	\$ 2,647.00
Hale Noelani, Hale Wainani			
Two-bedroom Apartment; quadruple occupancy	\$ 4,863.00	\$ 2,570.00	\$ 2,422.00
One-bedroom Apartment; double occupancy	\$ 6,174.00	\$ 3,263.00	\$ 3,075.00
Frear			
Two Bedroom; Four occupants	\$ 5,445.00	\$ 2,878.00	\$ 2,712.00
Four Bedroom; Four occupants	\$ 6,544.00	\$ 3,458.00	\$ 3,259.00
Two Bedroom; Two occupants	\$ 8,006.00	\$ 4,230.00	\$ 3,986.00
One Bedroom; One occupant	\$ 9,153.00	\$ 4,838.00	\$ 4,558.00

Rates do not include a \$75 security deposit.

### GENERAL PAYMENT TERMS AND CONDITIONS

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- All housing applicants must submit a \$25 nonrefundable application fee. Applications received without this fee will not be processed.
- Acceptance of the student housing offer signifies consent to, and acceptance of all policies and procedures governing residence, including financial liability.
- Payments submitted will be applied to all rent, contract termination penalties, disciplinary fines, damage charges incurred during residency and any other outstanding University obligations.
- Detailed payment information will be made available upon assignment. General information is listed below.
- Checks, cash and credit card (MasterCard and Visa are accepted forms of payment for the application fee and partial tuition payment. Checks, cash and debit cards are ONLY acceptable for your full housing payment.
- Rent charges and payments will be posted to the resident's university account ([myuhportal.hawaii.edu](http://myuhportal.hawaii.edu)). All financial transactions will be split into fall semester and spring semester charges and must be paid by semester.

### REFUNDS AND CONTRACT CANCELLATIONS

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- All refund requests must be made in writing and include detailed explanation of why the housing contract is being terminated.

- Room fees will not be refunded after December 1, 2009 (fall only term contracts) or May 1, 2010 (academic year and spring only term contracts).

**Prior to Hall Opening or Start of Contract:**

1. A minimum \$150 cancellation penalty will be assessed for all contract terminations received after acceptance of the assignment (see section on “Payment and Financial Terms and Conditions”).
2. Rent payments will be subject to a refund only for emergency situations. Written verification from appropriate sources will be required.

**After Hall Opening:**

1. Room fees, less pro-rata charges, will be refunded only for emergency situations. Written verification from appropriate sources will be required.
2. In cases where the housing contract has commenced and the resident continues to attend UH-Mānoa or any Oahu UH Community College, the prorated room cost, plus a fee of \$3.00 per nights remaining in the contract, will be assessed.
3. Residents who terminate their housing contract and voluntarily withdraw from UH-Mānoa or any UH Community College will be assessed the prorated room cost and a \$150 cancellation penalty.
4. Residents who are evicted from the residence halls will be assessed the pro-rata room cost, \$150.00 cancellation penalty, and a fee of \$3.00 per nights remaining in the housing contract.

**MEALS**

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- Participation in one of the meal programs listed below is mandatory for students living in the residence halls and optional for apartment residents.
- Applicants with special dietary needs or other concerns that would limit or affect living in the residence halls and participating in the mandatory meal program should consider off-campus housing or share these concerns with the Student Housing Services office before accepting an assignment.

Additional meal program information will be provided at a later time.

# ACCOMMODATIONS

## RESIDENCE HALLS

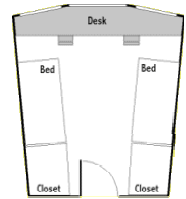
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The residence halls comprise roughly two-thirds of all on-campus accommodations. The majority of rooms are double occupancy and are furnished with beds, desks, chairs, desk lights and closets. Rooms are equipped with data ports and cable TV outlets. Telephones, bed linen, pillows and other personal articles are not provided. Residents should bring their own telephone related attachments (e.g. answering machine, TTY, flashing ringer, flashing alarm clock, etc.). The only rooms with air conditioners are in Hale Anuenue and Frear Hall. Residents assigned to the residence halls are required to participate in the board program. **ALL residence halls are smoke-free living environments.**



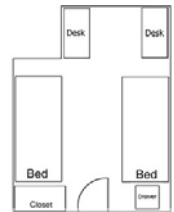
### Hale Aloha

Each of Hale Aloha's four 13-story towers (Lehua, 'Ilima, Lokelani and Mokihana) accommodate 266 residents each. All freshmen are assigned to this complex. All towers are co-ed. Each fully carpeted floor accommodates 26-28 students in double rooms. There are 10 single rooms in each building.



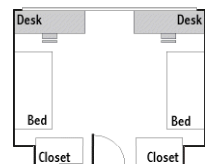
### Hale Anuenue

A coed dorm, Anuenue houses 88 residents in double rooms on three floors accessible by stairs. Residents share community bathroom and lounge facilities. This fully air-conditioned residence hall is less than two blocks from major eating places near Pucks Alley and just minutes away from the Duke Kahanamoku Aquatic Complex and Stan Sheriff Center



### Hale Lualima

Hale Lualima accommodates 160 men and women in 73 double and 14 single rooms. The hall consists of four floors accessible by stairs. Residents share community bathroom and lounges



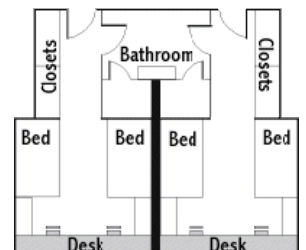
### Hale Kahawai

A co-ed hall, Hale Kahawai accommodates 156 residents in double rooms. Residents share community bathroom and lounge facilities. The hall consists of four floors accessible by stairs.



### International Gateway House

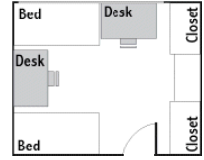
A co-ed residence facility, Gateway House accommodates 208 men and women in four-person suites with shared bathroom facilities. An additional 24 residents share traditional double rooms with bathroom facilities. The building's two 10-story towers are accessible by elevators.





### John A. Johnson Hall

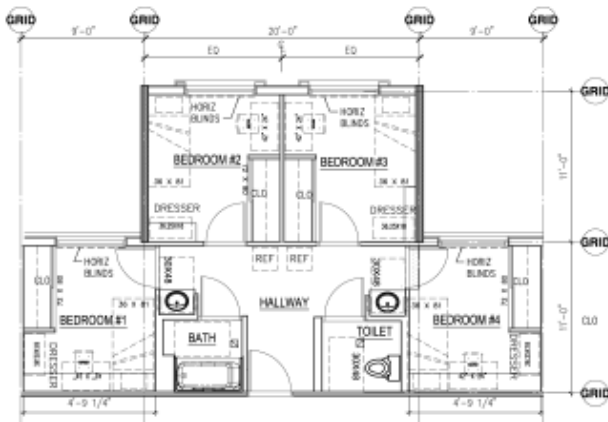
Two adjoining buildings, Johnson Hall A and B, accommodates 195 residents in double rooms with shared community bathrooms and lounge facilities on three floors. One single room is available in building B. Floors are accessible by stairs.



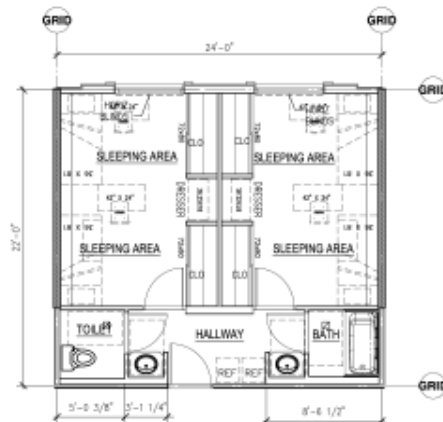
### Frear Hall

Frear Hall provides students with a housing option that combines community and independent living. Frear Hall is also home to several residential learning communities.

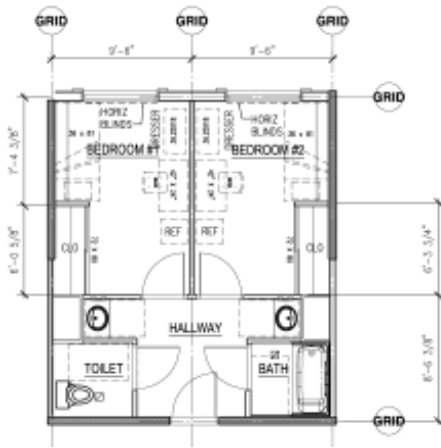
Unit Styles: Residents will be able to choose from 4 different room styles.



**4 bedroom, 4 person unit**



**2 bedroom, 4 person unit**



**2 bedroom, 2 person unit**



**1 bedroom, 1 person unit**

### Features:

- Game Room w/ pool table, foosball table, and televisions for the big game!
- 2 Lounges
- 5 Study Lounges
- 3 Laundry Rooms
- Individually controlled room air-conditioning
- Swipe card access system for building, room and bedroom
- Private bathrooms in rooms
- ADA rooms
- Residential Learning Programs
- Secure bike storage

## APARTMENT COMPLEXES

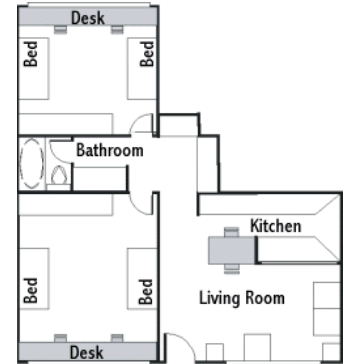
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These facilities were designed for upperclassmen who seek independent living; first-year undergraduates are not assigned here. The one-bedroom apartments (two students) and two-bedroom apartments (four students) are fully furnished with complete kitchen, living room, bathroom and bedroom(s). Utilities are included in the rent (long-distance telephone service is available but not included). Rooms are equipped with data ports and cable TV outlets. Residents must furnish their own kitchen and dining utensils, linen, pillows, telephone and other personal supplies. Residents should bring their own telephone related attachments (e.g. answering machine, TTY, flashing ringer, flashing alarm clock, etc.) None of the buildings are air conditioned.



### Hale Noelani

Hale Noelani accommodates 526 residents in five 3-story buildings accessible by stairs and elevators. Alcoholic beverages are prohibited in this hall. Second-year undergraduates are eligible to reside in Hale Noelani.



(Floor plans are not to scale and represent a "typical" room)



### Hale Wainani

Hale Wainani accommodates 646 students in two high-rise towers (13 and 14 stories) and two low-rise buildings. Units are accessible by stairs and elevators.



(Floor plans are not to scale and represent a "typical" room)

## SPECIAL LIVING ARRANGEMENTS

### Graduate and Family Housing

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Student Housing Services offers a limited number of apartments in the Hale Wainani complex for Graduate and Family Housing. Graduate and Family Housing will be available in one and two bedroom units located in the low-rise apartment buildings.

#### Graduate Housing

To qualify for Graduate Housing, student must be a registered, full-time UH-Manoa graduate student. Applicants to the Graduate Housing must indicate that they are graduate students on their application and indicate that they want to live in graduate housing. Apartments designated for Graduate Students will be assigned to 2 students (one bedroom units) or 4 students (two bedroom units). (Graduate students are eligible to live in other housing accommodations if they choose.)

#### Family Housing

To qualify for Family Housing, there must be a registered, full-time UH-Manoa student as part of the family unit. Family units include: married couples, married couples with child(ren), parents with dependent children, domestic partners, domestic partners with child(ren). Consideration may also be given for other types of family arrangements.

Siblings that are both UH-Manoa students may apply to live with each other. In these cases, housing will assign the students to a building environment that they are eligible to live in.

#### Requirements and Restrictions for Family Housing:

- At least one apartment occupant must be a student and must be enrolled full-time as a UH-Manoa student.
- Students with children must provide a copy of the Birth Certificate for each child residing in the apartment.
- Students with partners must provide a certified copy of legal documentation that demonstrates that the student and partner have entered into a marriage, domestic partnership or civil union.

or

Students with partners must show joint responsibility for each other's common welfare. Shared financial obligations may be demonstrated by submitting copies of two of the following documents:

- Joint mortgage or lease
- Reciprocal beneficiary documentation
- Designation of domestic partner as beneficiary of life insurance
- Designation of domestic partner as beneficiary of retirement death benefit
- Joint checking account

#### Qualifications:

- The student and domestic partner intend to remain in a domestic partnership with each other indefinitely.
  - The student and domestic partner are both at least 18 years of age.
  - The student and domestic partner have a common residence and intend to reside together indefinitely.
  - Neither the student nor domestic partner is a member of another domestic partnership or marriage.
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- Student Housing Services will be informed of any changes in status as partners immediately.
  - Neither partner will be eligible to have or be a partner-in-residence for a six-month period following a change in status.
  - Only family members noted on lease are permitted to live in apartment.

- Family Housing is intended for legally recognized relationships. It is not intended for boyfriends or girlfriends to reside with each other.

Eligibility documents must be provided at the time the signed contract is returned to Student Housing Services in order to be eligible for Family Housing.

### **Additional Information:**

Student Housing Services will offer a set number of spaces for Graduate and Family housing. The priority process for Graduate and Family housing spaces will run independently of the standard process but will be based on a student's assignment priority.

Student families with children will have priority for 2 bedroom units and student families without children are eligible for the one to two bedroom units. The maximum capacity of the apartment may not be exceeded.

Due to the high demand for space, Student Housing Services needs to provide as much on-campus housing to UH-Manoa students as possible. When needed, Student Housing Services may fill the apartments in Graduate and Family housing area block with single students after all qualified Graduate and Family housing applicants have been offered housing.

### **LESBIAN, GAY, BISEXUAL AND TRANSGENDER (LGBT) HOUSING.**

Student Housing Services is supportive of all students including those who identify as transgender and those with a gender identity that is not traditionally associated with their birth sex. Student Housing Services will work to meet the needs of students with various gender expressions in regards to appropriate housing accommodations. Housing assignments will be made on the basis of the gender with which the student currently identifies. For specific requests or additional information please contact: the LGBT Student Services Office at 956-9250.

### **SMOKE-FREE FACILITIES.**

All residence halls and apartment complexes are designated smoke-free. Residents and their guests may not smoke anywhere within the building or in building courtyards, breezeways, and terraces, on exterior stairways and access ramps, and outdoor dining patios, terraces and lanais.

### **SMOKING AND DRINKING PREFERENCES.**

Applicants may indicate their preference of a roommate's smoking and drinking habits on the application. Every attempt will be made to adhere to such requests; however, there is no guarantee that a request will be honored. NOTE: Hawai'i's legal drinking age is 21 years old.



## RESIDENTIAL LEARNING PROGRAMS

One of the ways to enhance your on-campus living experience is by being a resident in a Residential Learning Program. Student Housing Services is partnering with academic departments to establish Residential Learning Programs that foster a greater connection between the in-class learning experience and the out of class experience. Research has shown that residential learning experiences provide positive impacts on student satisfaction, connection to the university and academic performance. Ultimately, we believe these communities can help you develop long lasting connections while also focusing on your academic aspirations.

Students with similar majors or interests will live together on selected residential floors. Residents will be able to study together, work together and learn from each other. In addition, the Resident Advisor selected for the community will be majoring in the same field as the community members or a related field. Hall staff will focus programming elements to connect classroom learning with your out of class experience. Specific activities may include:

- Social programming focused on bringing students and communities together
- Inviting faculty or outside practitioners to the halls for events, lectures or community programs
- Study, tutor or advising sessions presented by department staff or students to aid students in their academic pursuits.
- Programming focused on experiential learning such as film series, cultural experiences and off-campus excursions

**The following Residential Learning Programs are being offered for 2009-2010:**

Residential Learning Programs- Academic Programs	Environment Offered		
	Frear	Freshman Hall	Other
Japanese Culture and Language	X		
Future in Teaching (Get FIT)	X		
Honors	X	X	
Spanish	X		
French	X		
Hawaiian Culture		X	
First Year Experience		X	
Explore Program		X	
Outdoor Recreation		X	
Substance Free	X	X	X
Sustainability		X	

\*\* All Residential Learning Programs in Frear will be opened to a limited number of interested 1<sup>st</sup> year students. Units available for 1<sup>st</sup> year students in Frear will be the 2 bedroom, 4 person option.

### ***Who can be a part of the Residential Learning Programs?***

The Residential Learning Programs (except for Honors Housing) are open to all students that apply for housing and meet all assignment criteria. Programs located in Frear Hall are open to all students including freshman. Programs in freshman halls are only open to freshman.

### ***How to apply for Residential Learning Programs***

Applying to be part of a Residential Learning Program is easy! For every program except the Honor RLP, simply select the program on your housing application. For information specific to applying to the Honors Residential Learning Program, please see the section on the Honors program in the Residential Learning Program Descriptions.

## **2009 Residential Learning Program Descriptions**

### **Japanese Culture and Language (“J-Floor”)**

J-Floor residents will have opportunities to participate in activities that complement their interest and study of Japanese Culture and Language through participating in language exchanges, practicing simple everyday greetings and conversations, learning about opportunities for studying in Japan, and other events such as film showings and special lectures/demonstrations. Students will be able to explore and expand their academic interest in a friendly and supportive environment. Although the only requirement is enthusiasm for learning about Japan, students should expect to devote at least two hours/week to activities in order to maximize the benefits of living in the J-Floor Residential Learning Program.

### **Get FIT (Future in Teaching)**

This program will encourage the exploration of the field of teaching by offering special courses, service learning opportunities within the K-12 environment, lectures, faculty mentors, and other activities which focus on teaching as a profession. In addition, students will be taught information literacy skills and will be encouraged to use those skills to further investigate education topics. Students also will have opportunities to collaborate with faculty on research and inquiry based learning projects. The Future in Teaching Program will be located in Frear Hall.

### **Program Components**

- Monthly programming focused on education will be provided. These programs may include field trips to schools, guest speakers, student-faculty discussions, media presentations, etc.
- Students will be given service learning and tutoring opportunities in either the lab school or nearby K-12 schools. Relevant research and experiential opportunities will be offered to students as appropriate.
- Faculty advisors will be assigned to the program and other faculty will facilitate workshops, lectures, and field trips.
- Advising to help students prepare applications to a College of Education program.

The Future in Teaching Residential Learning Program is open to any student interested in considering teaching as a career. In addition, students must sign a contract agreeing to:

- participate in at least three activities per semester
- participate in a tutoring or service learning activity annually

### **Honors**

The Honors Program offers select students the opportunity to experience a living and learning environment with a group of new friends as ready as you are to meet the challenges of a stimulating and rewarding academic program.

In order to qualify to live in this residential program, you must already be admitted to the Honors Program, fill out the Honors dorm request form, and submit the Student Housing Application form.

Honors Program applications and recommendation forms for entering the Honors Program, plus additional information, are available at [www.honors.hawaii.edu](http://www.honors.hawaii.edu).

### **Spanish**

The Spanish Residential Learning Program is for students studying Spanish or students just interested in Spanish. The program will focus on language and cultural appreciation through programming, language exchanges, lectures and cultural events. Students will be able to explore and expand their academic interest while connecting with other students with similar interests.

## **French**

The French Residential Learning Program is for students studying French or students just interested in French language and culture. The program will focus on language and cultural appreciation through programming, language exchanges, lectures and cultural events. Students will be able to explore and expand their academic interest while connecting with other students with similar interests.

## **Hawaiian Culture**

Would you like to learn more about Hawaiian Culture and Language? The Hawaiian Culture Residential Learning Community will provide students with an opportunity to learn more about the culture and rich history of Hawaii.

Program Components:

- Learn about the music, histories, language and culture of Hawaii
- Explore your own cultural identity and how it relates to others in the world
- Special conversation sessions with faculty, students, and staff
- Presentations and social programming
- Opportunities for participation in field trips

## **First Year Experience**

Leaving home, making new friends and learning how to study for college classes are just a few of the challenges that face first-year students. The First Year Residential Learning Program is designed to assist students in their transition to university life. Programs and activities are developed to enhance the residents' first-year college experience.

### **Program Components**

- Residence Halls with the highest staff to student ratios
- Focus on the social and academic needs of 1st year students
- Opportunities to interact with faculty
- Social events

Students that participate in the First Year Experience can also participate in other Residential Learning Programs that are located in the First Year Environments.

## **Explore Program**

The Explore program is designed for 1<sup>st</sup> year students that are still unsure of what path or major they wish to select while in college. The program will focus on study skills, academic success and connecting students to various programs on campus to further the understanding of majors and careers available.

## **Outdoor Recreation**

The Outdoor Recreation program connects 1st year students of various majors who share an interest in outdoor activities (hiking, backpacking, climbing, camping, surfing, etc.). The Outdoor Recreation Learning Program will be located in a Freshman Environment.

## **Substance Free**

Although Student Housing Services expects that all resident rooms and public spaces comply with federal and state regulations related to the use of alcohol and other drugs, the Substance-Free environments offer an additional measure of support for individuals who choose not to drink or use other drugs. Substance-Free

communities will be located in First Year Environments, Frear Hall and other residential environments depending on student interest.

### **Program Components**

Programming initiatives will involve residents and focus on wellness, healthy living and alternatives. In addition, students participating in Substance-Free communities agree to the following conditions:

- Students will not consume alcoholic beverages, tobacco products, illegal drugs, prescription drugs that are not prescribed for me, or other related unhealthy substances at any time, on or off campus.
- Students agree to participate in the development of a Floor Agreement during the fall semester, outlining acceptable community standards as they relate to substance use.
- Students using or consuming alcohol or other drugs understand that they will be asked to leave the community.

### **Sustainability**

Looking to save the world or just be a better steward of our resources? The Sustainability Residential Learning Program will allow students with a passion for all things green to take an active role in running their community and help educate themselves and other students about our impact on the environment.

## MISCELLANEOUS INFORMATION

### **COMMUNICATION**

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Email messages to a resident's @ *hawaii.edu* mailbox (issued upon confirmed acceptance to the university) and hall mailboxes will be used to communicate important housing information such as, but not limited to, payment deadlines. It will be the responsibility of all residents to check their mailboxes regularly.

### **CONFERENCES AND WORKSHOPS**

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Accommodations for conferences and workshops are available to University-sponsored faculty and student groups. Information may be obtained by writing to the Conference Housing Officer at the Student Housing Services office.

### **NONDISCRIMINATION POLICY**

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The University of Hawai'i at Mānoa is an Equal Opportunity/Affirmative Action Institution. It adheres to all applicable local, state and federal anti-discrimination laws, including the Discrimination in Real Property Transaction Law (Hawai'i Revised Statutes, section 515-1 et. seq.), in providing student housing.

### **QUESTIONS?**

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Please contact the Student Housing Services office, Frear Hall, 2569 Dole Street, Honolulu, HI 96822-2328; telephone (808) 956-8177; fax (808) 956-5995; e-mail [uhmsh@hawaii.edu](mailto:uhmsh@hawaii.edu); or [www.housing.hawaii.edu](http://www.housing.hawaii.edu).

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University of Hawai'i at Mānoa  
Student Housing Services  
Frear Hall  
2569 Dole Street  
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[www.housing.hawaii.edu](http://www.housing.hawaii.edu)



Most pictures by University Relations and Bob Chinn

Revised 01/08/2009



## University of Hawai'i at Mānoa Student Housing Services

### Residence Hall Application/Contract Instructions for online application

Please complete ALL sections of the application. Your failure to provide complete responses will delay processing of your application.

#### 1. Start application

Enter your 8 digit UH number provided by the University of Hawaii along with your first and last name.

#### 2. Enter Personal information

All items are mandatory unless they are in parenthesis. Please provide your email address. We will use this to email confirmation about your application and application fee payment. Indicate your gender.

\*Student Housing Services is supportive of all students including those who identify as transgender. Housing assignments will be made on the basis of the gender with which students identify. For additional information or support please contact the LGBT Student Services Office at 956-9250.

#### 3. Enter address for assignment information to be mailed

We will use this address to mail assignment information to you. Also enter the phone number that you can be reached like a cell/mobile phone number. This address will be used to mail important assignment information that will require a response from you. Should you move from this location, it will be your responsibility to update your mailing address. The Student Housing Services office will not be responsible for mail that is lost or not forwarded to you. Please provide your valid @hawaii.edu email address, Student Housing will use this to relay important assignment notifications.

#### 4. Enter your permanent home address

Provide your permanent home address here. DO NOT provide PO Box information or your current campus address in this section. The information you provide will determine your housing eligibility (for applications received by May 1, 2009).

#### 5. Contract Term

Select the desired length of your housing contract.

#### 6. Residency Information

Select and enter your residency information.

#### 7. Family Housing

Check this box ONLY if you are applying as a family. The primary applicant will be responsible for all housing charges. A marriage certificate or other proof of familial status may be required.

Please note that the number of family members assigned to a room or apartment may not exceed its maximum occupancy. You must enter your family member information on the next step.

#### 8. Graduate Housing

Indicate if you are applying for graduate housing.

#### 9. UH Student Athlete

Indicate if you are applying as a UH Student Athlete.

## 10. Emergency Contact Information

Provide the name, telephone number and relationship to you, of an individual to be notified should you become involved in an emergency.

## 11. Classification and Campus

Indicate your classification level at the start of the term for which you are applying. Mark the campus where you are registered. If you will be attending more than one UH campus, indicate the campus at which you are registered for the majority of your classes.

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## 12. Residential Learning Program Preferences:

If interested, please select your first and second Residential Learning Program preference. We will try to accommodate your preference(s), but it is based on availability. To read more about the descriptions of the programs, please refer to the brochure.

## 13. Lifestyle Preferences

Mark all the lifestyle preferences that apply to you. Your selections will be used for roommate matches. Please note that while every effort will be made to match the preferences of all individuals assigned together, there is no guarantee that your selections will be accommodated.

LGBT friendly individuals are students who support and affirm that Lesbian, Gay, Bisexual and Transgender (LGBT) students are a vital part of our residential community. We uphold the rights of LGBT members of our community in accordance with A9.920 University of Hawaii statement of non-discrimination.

Each hall has a Residence Hall Council whose function is to manage the council budget, represent the concerns of hall residents to the housing administration and to plan activities. Active participation on the council offers opportunities to meet many people, gain leadership skills and contribute to the development of a positive hall community. Indicate your interest in participating in the hall councils here.

## 14. Room Type and Hall Preferences:

You may indicate four room type and hall preferences. Your room type preference(s) will be used - in the order selected - to find a hall for you. For example, if you select "*Double (Residence halls only)*" as your first room type preference, the assignment program will look for a double room in each of your hall choices. If unsuccessful, the program will then look for your second room type preference in each of your hall choices. This process will continue until your room type preferences are exhausted. If none of your preferences are available, we will find the best assignment available for you.

Indicate if you will only accept an assignment to your preferred room/hall.

## 15. Contact information to assigned roommate(s)

Indicate whether or not you want to release your name and contact information to your assigned roommates.

## 16. Requested Roommates

If you have a roommate request, please indicate the UH id number of each requested roommate in the space(s) and boxes provided. Before your request(s) can be considered, both you and your requested roommate(s) must also mutually request each other and list your hall and room preferences in the same order. Roommate requests are not guaranteed.

### **17. Comments**

You may use this area to comment on your hall, room type, roommate or lifestyle preferences.

### **18. Submit**

You must check the box that certifies that the information you provided was accurate. You will be presented with a summary and make corrections as necessary before finalizing your application by paying the application fee. All terms and conditions will be applied. If you are in agreement make the \$25 application fee online or at our office using your Visa or MasterCard. If you have questions about any part of the process, you are advised to contact our office before submitting your application.

Walk-in payments are also accepted at our office:

**Student Housing Services  
Frear Hall  
2569 Dole Street  
Honolulu, HI 96822-2328**