RECRUITING 150 STUDENTS FOR 2010 SUMMER PROGRAM

High School seniors who may not meet the minimum entrance requirements for the University of Hawai‘i at Mānoa (UHM), can get a second chance to prove themselves worthy of admittance through the College Opportunities Program (COP). Deadline for applications and supporting materials is December 15, 2009.

Participants in this free six-week summer program are housed at the Mānoa campus and enrolled in classes designed to upgrade academic and social skills. Room, board, textbooks, and instructional expenses are covered by COP. Participants who successfully complete the summer program requirements are admitted to UHM and advance to COP’s First-Year Academic Program in the fall semester.

Applications are available at: www.hawaii.edu/cop
NEED HELP WITH REGISTRATION FOR SPRING 2010 CLASSES?

Get help and give help at COP Alaka‘ina Peer Mentoring Program’s Registration Workshop.

Network with fellow COP Alumni to find out which classes to take or NOT take for Spring 2010 semester. Ask about professors’ teaching style and curriculum... hard or easy?

Come by to pick up your very own Schedule of Classes (SOC). There will be light refreshments too!

**WHEN:** Wednesday, November 25, 2009
**TIME:** Anytime between 11:30 am – 1:30 pm
**WHERE:** QLCSS 412

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SPRING 2010 PRE-REGISTRATION CHECKLIST

- Review the Schedule of Classes online
  - [http://www.catalog.hawaii.edu](http://www.catalog.hawaii.edu)
- Ensure you meet all course pre-requisites/co-requisites listed in the UHM Catalog [http://www.catalog.hawaii.edu](http://www.catalog.hawaii.edu)
- Schedule an appointment with your advisor.
- Clear all holds. Holds will prevent you from registering. To check if you have holds, login to MyUH Portal click “Check Registration Status” for the Spring 2010.
- The Schedule of Classes (SOC) will be available at QLCSS 010 on Wednesday, November 25th. Registration is from December 2 -18 for only continuing classified UH Manoa students.
- Registration begins on January 6-7 for all unclassified incoming (newly admitted, re-admitted, and transferring) UH Manoa students.
- On January 8, 2010 continuing, incoming, and all unclassified UH Manoa student can register.
**CALENDAR**

- **November 25**
  Alaka‘ina Registration Workshop
  Pick up Schedule of Classes

- **November 26**
  Holiday: Thanksgiving Day

- **November 27**
  Instructional Holiday- No School

- **December 2-9**
  Spring 2010 Registration for Continuing Classified UHM Students

- **December 10**
  Last Day of Instruction

- **December 15**
  COP 2010 Application Due

- **December 14 – 18**
  Final Exam Week- GOOD LUCK!

- **December 18**
  Tuition Payment Due!

- **December 19**
  Fall 2009 Commencement Ceremony

- **January 11**
  First day of Spring 2010 Semester

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**PARKING PERMITS**

After registering for your class on December 2, you will be able to click on a link in MyUH Portal to reserve a parking permit. **Reservations will be accepted without tuition payment.**

It is not uncommon for permits to sell out on the first day of registration. Be sure to register early and reserve a permit online. Reservations will be taken for day and evening permits, and motorcycle/moped permits.

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**FALL 2009 GRADUATES**

If you wish to participate in commencement exercise on Saturday, December 19th, you must have a cap and gown. If you prefer to make purchase in person, caps and gowns will be on sale at the UHM Bookstore now through Friday, December 4th, 2009.

You may make online purchases at the UHM Bookstore website [www.bookstore.hawaii.edu/manoa](http://www.bookstore.hawaii.edu/manoa). Purchase your attire early, as the Bookstore cannot guarantee the availability of all sizes, cap, and tassel colors after December 4th, 2009. The Bookstore Hours are: Monday-Friday, 8:00am – 4:30pm. Saturday, 8:00am – 11:30am. To sign up for commencement please visit: [http://manoa.hawaii.edu/commencement/](http://manoa.hawaii.edu/commencement/)

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**SPRING 2010 PAYMENT RECEIPT DEADLINE**

Your registration will not be complete until payment for your courses has been received. **Payment receipt deadlines (by 4 pm HST): December 18, 2009 for transactions from December 2 – 18, 2009. For transactions from January 6 – 20, 2010, deadline is January 20, 2010.** A tuition bill will not be mailed. To review your amount due, login to MyUH Portal and select “View My Charges/Make a Payment” under “Academic Services.”

To avoid having your registration cancelled, you must make payment in full, or enroll in the MyUH installment payment plan: [https://myuhportal.hawaii.edu/myuh/IPP_FINAL.pdf](https://myuhportal.hawaii.edu/myuh/IPP_FINAL.pdf) by the payment receipt deadline.

Credit/debit cards are accepted for online payments. Cash, personal check, money order, or cashier’s check (no credit card payments) are accepted at the Cashier’s Office in QLCCS 105 from 8:30am to 3:30pm, Monday through Fridays. **IMPORTANT: Financial Aid Recipients- Your payment deadline is January 20, 2010 (by 4:00pm).**