

APPENDIX A

UNIVERSITY OF HAWAI'I LOCATION OF EDUCATION RECORDS

Each of the following offices maintains education records. A student who desires to inspect a particular type of education record is advised to contact the Vice Chancellor, Dean, or Director responsible for that type of education record at the address listed for each campus.

<u>Campus</u>	<u>Type of Education Record</u>	<u>Vice Chancellor, Dean, or Director to Contact at:</u>
University of Hawai'i at Mānoa 2500 Campus Road Honolulu, HI 96822	Academic Records:	Office of the Registrar Office of the Dean of each School/College Office of Student Academic Services for each School/College Office of Department Chairpersons for each academic department Offices of all instructional faculty Office of Graduate Education
	Student Services Records:	Student Life & Development Counseling & Student Development Center Financial Aid Services Mānoa Career Center International Student Services Student Housing Services Mānoa International Exchange National Student Exchange Study Abroad Center College Opportunities Program Kōkua Program (Disability Access Services)
	Parking Records:	Commuter Services
	Security Records:	Campus Security & Emergency Management
	Financial Records:	University Cashier's Office
	Other Services:	Sinclair Library Hamilton Library University Health Services Mānoa
	Disciplinary and Conduct Records:	Office of Judicial Affairs

Eligible students are invited to inquire at the Office of Student Affairs for a detailed listing of office numbers by building and room.

<u>Campus</u>	<u>Type of Education Record</u>	<u>Vice Chancellor or Director to Contact at:</u>
University of Hawai'i at Hilo 200 W. Kawili Street Hilo, HI 96720	Academic Records:	Registrar's Office Office of the Vice Chancellor for Academic Affairs/Graduate Education Division Office of the Dean of each academic college Office of the department chair/division head for each academic department/academic division Individual faculty/instructor offices
	Student Services Records:	Admissions Office Advising Center Campus Center Career Development Services Center for Global Education & Exchange Disability Services Financial Aid Office Intercollegiate Athletics International Student Services Kipuka Native Hawaiian Student Center Minority Access & Achievement Program National Student Exchange Pacific Islander Student Center Student Health & Wellness Programs University Housing Women's Center
	Financial Records:	Business Office
	Other Services:	Office of the Director of Mookini Library Office of the Dean of the College for Continuing Education and Community Service
	Discipline and Conduct Records:	Office of the Associate VC for Student Affairs & Dean of Students University Housing/Office of Residence Life

<u>Campus</u>	<u>Type of Education Record</u>	<u>Vice Chancellor or Director to Contact at:</u>
University of Hawai'i–West O'ahu 91-1001 Farrington Highway Kapolei, HI 96707	Academic Records:	Office of the Registrar Office of the Vice Chancellor for Academic Affairs Offices of all instructional faculty
	Student Services Records:	Office of the Vice Chancellor for Student Affairs
	Financial Records:	Office of the Vice Chancellor for Administration Cashier's Office
	Parking and Security Records	Parking and Security Office
	Other Services:	University Library
	Discipline and Conduct Records:	Office of the Vice Chancellor for Student Affairs
Hawai'i Community College 200 W. Kawili Street Hilo, HI 96720	Academic Records:	Records and Internal Data Management
	Student Services Records:	Office of the Vice Chancellor for Student Affairs Records and Internal Data Management Admissions and Registration Office Counseling Kau Wa'a Center Career and Job Development Services Hā'awi Kōkua Financial Aid Office Hālaulani I Ola Hāloa Kulukuluua
	Financial Records:	Office of the Vice Chancellor for Administrative Affairs
	Other Services:	Office of the Director of Mookini Library Director of UH West Hawai'i
	Discipline and Conduct Records:	Office of the Vice Chancellor for Student Affairs Admissions and Registration Office

Campus

Type of Education Record

Vice Chancellor or Director to Contact at:

Honolulu Community College
874 Dillingham Blvd.
Honolulu, HI 96817

Academic Records:

Registrar's Office

Student Services Records:

Office of the Dean for Student Services

Financial Records:

Office of the Director of Administrative Services

Other Services:

Office of the College Librarian

Discipline and Conduct Records:

Office of the Dean for Student Services

Kapi'olani Community College
4304 Diamond Head Road
Honolulu, HI 96816

Academic Records:

Registrar's Office

Student Services Records:

Office of the Vice Chancellor for Student Affairs

Financial Records:

Office of the Vice Chancellor for Administrative Services

Other Services:

Office of the College Librarian

Discipline and Conduct Records:

Office of the Vice Chancellor for Student Affairs

Kaua'i Community College
3-1901 Kaumuali'i Highway
Līhu'e, HI 96766

Academic Records:

Registrar's Office

Student Services Records:

Office of the Vice Chancellor for Student Affairs

Financial Records:

Office of the Director of Administrative Services

Other Services:

Office of the College Librarian

Discipline and Conduct Records:

Office of the Vice Chancellor for Student Affairs

Campus

Type of Education Record

Vice Chancellor or Director to Contact at:

Leeward Community College
96-045 Ala Ike
Pearl City, HI 96782

Academic Records:

Registrar's Office

Student Services Records:

Office of the Dean for Student Services

Financial Records:

Office of the Director of Administrative Services

Other Services:

Office of the College Librarian

Discipline and Conduct Records:

Office of the Dean for Student Services

UH Maui College
310 Ka'ahumanu Ave.
Kahului, HI 96732

Academic Records:

Registrar's Office

Student Services Records:

Office of the Vice Chancellor for Student Affairs

Financial Records:

Office of the Vice Chancellor for Administrative Affairs

Other Services:

Office of the College Librarian

Discipline and Conduct Records:

Office of the Vice Chancellor for Student Affairs

Windward Community College
45-720 Kea'ahala Road
Kāne'ohe, HI 96744

Academic Records:

Registrar's Office

Student Services Records:

Office of the Vice Chancellor for Student Affairs

Financial Records:

Office of the Vice Chancellor for Administrative Services

Other Services:

Office of the College Librarian

Discipline and Conduct Records:

Office of the Vice Chancellor for Student Affairs