



October 17, 2022

MEMORANDUM

TO: Council of Senior Student Affairs Officers
Council of Chief Academic Officers

CC: UH Admissions Officers
UH Registrars

FROM: Farrah-Marie Gomes *Farrah-Marie Gomes*
Associate Vice President for Student Affairs

SUBJECT: Change in viewing health clearance requirements and impact to registration

The [memo](#) from VP Halbert dated September 27, 2022 and with the subject line *UPDATE to Health Clearance Process* outlined changes on how the University of Hawai'i will be receiving and recording health clearance information from students. This follow-up memo provides information for employees about viewing health requirement information and how that information will impact future student registration processes. Since the Meningococcal Vaccination (MCV) is not related to registration, the MCV is not included as one of the required health clearances for the purpose of this memo.

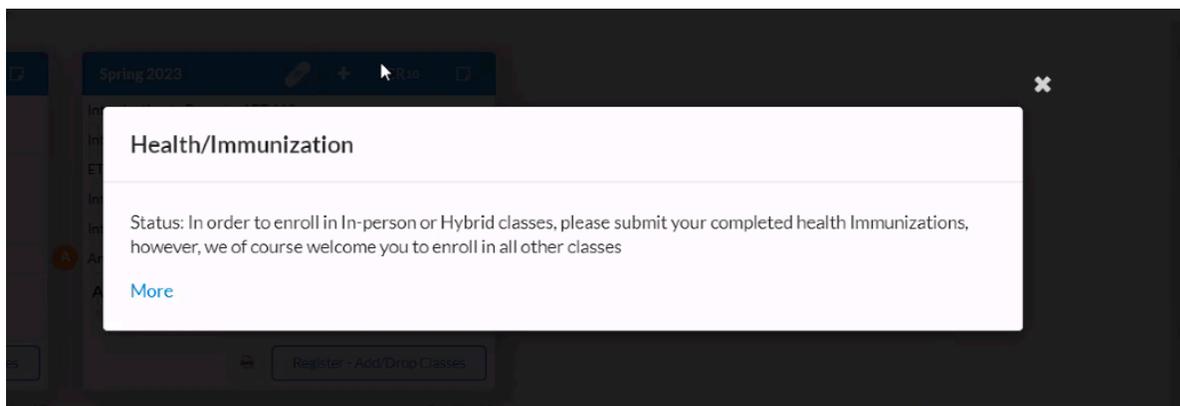
Effective for Spring 2023 registration, health records from GOAMED I, the page in Banner where general medical information is entered, will be used to determine what modality of courses a student will be able to register in.

- Students who submit and clear all health requirements will be allowed to register in online, in-person, and hybrid courses.
- Students who do not submit and clear all health requirements will only be allowed to register in online courses. In STAR, these students will be able to see all courses, but in-person and hybrid courses will not be selectable. These courses will also include a note [**Health Restriction**] to let students know the reason why the class is not selectable.

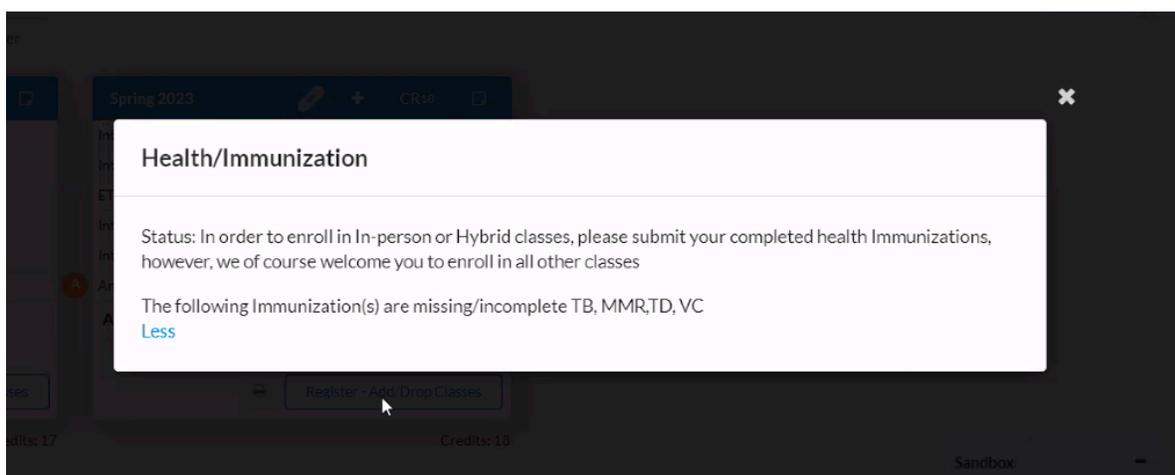
Since health records from GOAMED I in Banner will be the source of data determining what modality of courses students will be able to register in, there will no longer be a need to look at SOAHOLD, the page in Banner where hold information is entered, to see what requirements a student may still have outstanding. This means that employees will not need to toggle between Banner and STAR anymore as they assist students with this part of the registration process.

- Employees who have access to SOAHOLD may still see health holds listed. However, these holds will no longer prevent registration nor will they display a hold message in STAR.
- The long-term goal is to remove all health holds from SOAHOLD. The System Banner team is generating reports to assist campus staff in cleaning up existing health records. Upon completion, the System Banner team will assist with batch removal of holds. We have a projected completion date of December 31, 2022 for this part of the process.

To assist faculty and staff working with students on their registration process, the STAR team has developed a way to view a student's health requirement status. To view this, enter a student's ID number and once their STAR GPS Registration tab is visible, look for the health icon within the Spring 2023 registration block. When you click on the icon, a version of the following message will be displayed:



If the employee has GOAMEDI access and they click on More, a version of the following message will be displayed, depending on the specific requirements for that student:



If an employee wishes to obtain GOAMEDI access to be able to fulfill the responsibilities of their role, please submit a request using the [UH Banner Request for Access Privileges](#) KualiBuild form.

As was mentioned in the [September 27, 2022 memo](#), because international students are not able to complete some of the health clearance requirements until arriving in the United States, these students will not have any registration restrictions based on their health clearance status. Previously, we had indicated that students coded as 'IN' in the Banner Admissions screen (SAAADMS) will be allowed to register for all class modalities. We are also allowing students coded as 'OI' in the Banner Admissions screen (SAAADMS) to register for all class modalities. A process for monitoring clearance and enrollment of these students prior to the start of each semester is in progress and will be shared as a separate document.

Similar to the messages that employees see when they click on the health icon in STAR GPS, students will also see messages that communicate their status when they click on that icon. An email to students about this change in registration process is scheduled to go out later this week.

If you have questions about the information above, please contact your campus Registrar. For questions on how students can submit their health clearance documents, please visit <https://www.hawaii.edu/health-clearance/>.