Office of the Vice Chancellor for Students
Phone: (808) 956-3290

**Description:**
The Office of the Vice Chancellor for Students is responsible for the direction and coordination of the programs and projects of the Office of Student Affairs (OSA) listed below. The Office of Student Affairs is under the leadership of the Vice Chancellor for Students who reports directly to the Chancellor and is a member of the University’s Mānoa Management Executive and Leadership Team.

**Faculty/Staff:**
- Dr. Francisco J. Hernandez, Vice Chancellor for Students
- Dr. Alan I. Yang, Associate Vice Chancellor for Students and Enrollment Management/Director of Admissions
- Dr. Lori M. Ideta, Assistant Vice Chancellor and Dean of Students
- Jackie Graessle, MSW, Assistant to the Vice Chancellor for Students

[http://studentaffairs.manoa.hawaii.edu](http://studentaffairs.manoa.hawaii.edu)

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Office of Admissions (Undergraduate)
Phone: (808) 956-8975

**Description:**
Processes Mānoa admissions applications for freshmen, transfer students, international students, applications for certificate programs, and applications for second bachelor's degrees.

**Faculty/Staff:**
- Ryan Yamaguchi, Assistant Director of Admissions
- Jan Taniguchi, Assistant Director of Recruitment

[http://manoa.hawaii.edu/admissions/undergrad/](http://manoa.hawaii.edu/admissions/undergrad/)
Office of the Registrar
Phone: (808) 956-8010

**Description:**
Maintains academic records and provides services in registration, enrollment and degree verification, academic transcripts, and veterans' educational benefits. Visit the website for a complete list of services.

**Faculty/Staff:**
Stuart Lau, Registrar
http://manoa.hawaii.edu/records/

Mānoa Career Center
Phone: (808) 956-7007

**Description:**
The Mānoa Career Center assists students in locating campus employment in a variety of settings with flexible hours that support their academic goals. A number of non-University settings within one's major are available (including internships). University alumni are also eligible to receive services. The Center provides career development by offering a variety of workshops on such topics as writing a resume and preparing for interviews, as well as hosting career fairs where employers and students can meet and discuss possibilities. Visit their website for more information.

**Faculty/Staff:**
Myrtle Ching-Rappa, Director
http://manoa.hawaii.edu/careercenter

Counseling and Student Development Center
Phone: (808) 956-7927

**Description:**
The Counseling and Student Development Center (CSDC) offers a variety of services to meet counseling, intervention, and testing needs of students, staff, and faculty on the Mānoa campus. Their multidisciplinary team includes psychiatrists, psychologists, graduate-level therapists, and student interns. Services are free and confidential. Instructors and advisors are often the first people students disclose problems to. Faculty are also in a position to notice a student who is exhibiting behaviors that are of concern. The CSDC can help answer questions and provide valuable information on managing situations. Inquiries are welcome.

**Faculty/Staff:**
Dr. Allyson Tanouye, Director
http://hawaii.edu/csdc
Testing Office
Phone: (808) 956-3454

Description:
The Testing Office administers a number of national examinations such as the GMAT, GRE, LSAT, MAT, MCAT, PRAXIS, and TOEFL.

Faculty/Staff:
Joan Ukishima, Coordinator
http://www2.hawaii.edu/~csdc/Testing%20Office.htm

Financial Aid Services
Phone: (808) 956-7251

Description:
UHM Financial Aid Services is dedicated to making it possible for degree-seeking, admitted students to attend UHM regardless of their economic circumstances. Students and families who lack the necessary resources to pay for educational expenses are encouraged to apply for financial aid by completing a Free Application for Federal Student Aid (FAFSA). This information is used to determine financial aid eligibility. Each year this office provides scholarships, grants, work study, and loan opportunities to students.

Faculty/Staff:
Jodie Kuba, Director
http://hawaii.edu/fas

Office of Judicial Affairs
Phone: (808) 956-4416

Description:
This office provides information and consultation to students, faculty, and administrators relative to academic grievances and/or student conduct violations. Students and faculty are held to standards articulated in the Academic Grievance Policy and the UH Student Conduct Code, both of which are located on the website. This office hears and adjudicates all formal student conduct code violation complaints, and academic grievances. Often, problems can be mitigated before reaching this level if managed early. Staff are available for consultation.

Faculty/Staff:
- Dr. Dee Uwono, Director
- Stephanie Lee, Support Specialist
http://www.studentaffairs.manoa.hawaii.edu/departments/judicial_affairs.php
**Student Housing Services**
Phone: (808) 956-8177

**Description:**
Student Housing Services provides on-campus residential services for approximately 3,800 students in a variety of living arrangements, including singles, doubles, suites, and apartments. All resident halls and apartments are coed. Twenty-four-hour residential staff members work to create an atmosphere conducive to student learning while fostering community among residents. Special learning communities and activities are continually being developed in response to student-identified needs and wishes.

**Faculty/Staff:**
Mike Kaptik, Director
http://housing.hawaii.edu

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**The Office of Student Life and Development**
Phone: (808) 956-8178

**Description:**
This office works with students, faculty, alumni, and community members to develop innovative activities for students that promote leadership, life skills, and personal development while enhancing campus life. The SLD works with chartered student governance organizations and over 200 independent student clubs (RIOs). It hosts intramural sports tournaments, rents recreational equipment, and more. Along with the Campus Center Board, the SLD also oversees the operations of the Campus Center, including Hemenway Hall, which serves as a community center for UH Mānoa.

**Faculty/Staff:**
Dr. Jan Javinar, Director
http://hawaii.edu/studentlife

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**University Health Services-Mānoa**
Phone: (808) 956-8965

**Description:**
UHSM is the on-campus health facility for students, faculty, and staff. It provides general medical services on a walk-in basis from 8:30 a.m. to 4:00 p.m., Monday through Friday. Other health services, available by appointment, include physical exams, sports medicine, a women’s health clinic, dermatology, mental health services, and nutritional counseling. There is also a clinical lab and on-site pharmacy. Fees are reasonable, and most insurance plans are accepted.

**Faculty/Staff:**
Andrew Nichols, M.D., Director
http://www.hawaii.edu/shs/ourservices_tab.htm
**Veterans Information and Assistance:**
Phone: (808) 956-7737

**Description:**
Veterans Affairs (VA) services are located in the **Office of the Registrar** to assist military veterans and their dependents who are eligible for VA educational benefits. The Veterans Affairs Certifying Official is responsible for certifying and monitoring veterans’ enrollment, academic progress, and other academic information. The U.S. Department of Veteran Affairs approves applications and makes decisions about payments, issuance of checks, and eligibility. If you have questions about payments, entitlement, or eligibility, contact the U.S Department of Veterans Affairs toll free at 888-GI BILL-1 (888-442-4551).

[http://manoa.hawaii.edu/records/veterans/](http://manoa.hawaii.edu/records/veterans/)

**Student Equity, Excellence and Diversity (SEED)**
Phone: (808) 956-4642

**Description:**
Student Equity, Excellence and Diversity (SEED) administers, coordinates, and develops programs that support diversity, especially as it relates to students with disabilities; Native Hawaiians and other underrepresented ethnic groups; women; underprepared or otherwise disadvantaged students; senior citizens; and lesbian, gay, bisexual, transgender, and intersex students at UH Mānoa. (Diversity and Equity Initiative grants of up $5K are also offered SEED. Visit [http://www.hawaii.edu/diversity/dei/](http://www.hawaii.edu/diversity/dei/).

**Faculty/ Staff:**
Dr. Amy Agbayani, Director

**Note:** Most SEED Programs are located in the Queen Lili‘uokalani Center for Student Services building. A number of SEED programs are listed below. For a more comprehensive listing, go to: [http://www.hawaii.edu/diversity/](http://www.hawaii.edu/diversity/)

**Bridge to Hope**
Phone: (808) 956-8059

**Description:**
A 2006 recipient of the national Innovative Program Award by NASPA (awarded to programs that support the growth of staff, students, and/or faculty, thereby enriching campus life), BTH provides support services to (primarily) low-income students with children. BTH developed a nationally recognized, model partnership with the State of Hawai‘i that supports college education as means by which welfare recipients can achieve economic self-sufficiency.

**Faculty/ Staff:**
Teresa Bill, Director
[http://hawaii.edu/bridgetohope](http://hawaii.edu/bridgetohope)

**UHM Children’s Center**
Phone: (808) 956-7963
**Description:**
Accredited by the National Academy of Early Childhood Programs, the UHMCC offers students with children high quality early childhood programs and excellent care. The Center offers a play-based program that features home-like classroom environments, individualized, developmentally appropriate curriculum, a strong parent involvement component, and a deep respect for, and responsiveness to, the wide variety of cultures reflected within the Center’s families. The Center is also an educational site for students, faculty, and community members to observe best practices in early childhood education and to conduct research, with the express permission of parents.

**Faculty/Staff:**
Wayne Watkins, Director
http://www.hawaii.edu/childrenscenter/Childrens_Center/Welcome.html

**College Opportunities Program (COP)**
Phone: (808) 956-6186

**Description:**
The mission of COP, a statewide initiative, is to recruit and support Hawai‘i residents who have the desire to pursue a four-year degree at UHM, but may not meet the requirements for regular admission. They may be academically under-prepared or disadvantaged in other ways. The COP provides an intensive, residential summer program. Students who succeed at that level are admitted to UHM in the Fall semester. During their first year, students reside on campus and are provided with academic, financial, and personal counseling, as well as workshops and other services designed to increase their likelihood for successful matriculation.

**Faculty/Staff:**
Mike Maglaya, Director
http://hawaii.edu/cop

**GEAR UP Mānoa**
Phone: (808) 956-9112

**Description:**
Gaining Early Awareness and Readiness for Undergraduate Programs (GEARUP) is a federally funded program whose mission is to increase more of Hawai‘i’s middle and high school students’ awareness of, and preparation for, enrollment and success in postsecondary education. The program offers a vast array of support services.

**Faculty/Staff:**
- Coordinator (Waipahu High School) Gale Mejia-Aregana
- Coordinator (Farrington High School) Adrialina Guerrero
http://gearup.hawaii.edu/

**Graduate Professional Access**
Phone: (808) 956-9663
**Description:**
Promotes the success of first generation, low-income, and underserved students primarily in the Science, Technology, Engineering, and Math (STEM) disciplines. Services are targeted to juniors, seniors, and students in post-baccalaureate processes.

**Faculty/Staff:**
Maile Goo, Coordinator
http://hawaii.edu/diversity/gpa

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**Health Careers Opportunity Program (HCOP)**
Phone: (808) 944-7633

**Description:**
HCOP was created to build diversity in the health work force by providing students from socially, educationally, and/or economically disadvantaged backgrounds an opportunity to develop the skills needed to be successful in one of the health professions (nursing, social work, public health, medicine, etc.).

**Faculty/Staff:**
Agnes Malate, Director
http://hawaii.edu/diversity/HCOP

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**The KŌKUA Program**
Phone: (808) 956-7511

**Description:**
The KŌKUA Program serves students with learning, physical, psychiatric, and other documented disabilities. In the spirit of aloha and respect, KŌKUA works with faculty, staff, and students to facilitate equal access for students with disabilities. Services are provided on a case-by-case basis and are free of charge. A person’s disability status is considered confidential and is only disclosed to faculty with the student’s permission. This program has served thousands of students since its inception in 1966. Staff are committed to helping create an atmosphere that welcomes students with disabilities as part of the diversity of our campus. Inquiries are welcome.

**Faculty/Staff:**
Ann Ito, Director
http://hawaii.edu/kōkua

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**Kua'ana Native Hawaiian Student Development Services**
Phone: (808) 956-2644
**Description:**
In October of 1988, upon the recommendation of the Hawaiian Studies Task Force in the Ka’u Report of 1986, this program was developed to address the need to recruitment and retain more students of Native Hawaiian ancestry at UHM. KNHSDS provides annual assistance to roughly 300 students of Native Hawaiian ancestry by promoting scholarships, internships, and job opportunities, as well as providing supportive services designed to help students successfully matriculate. One example is linking with the Kahuewai Ola STEM Scholarship Project through a U.S. Department of Education grant. As a group, these students are involved in two community-based projects each semester and use the knowledge they have gained to participate in water quality, environmental preservation, and restoration projects in the community.

**Faculty/Staff:**
Ku’umealoha Gomes, Director
http://www.hawaii.edu/kuaana/index.html

**Lesbian, Gay, Bisexual, Transgender, and Intersex (LGBTI) Student Services**
Phone: (808) 956-9250

**Description:**
Lesbian, Gay, Bisexual, Transgender, and Intersex (LGBTI) Student Services strives to maintain a safe and inclusive campus environment for all students of the University of Hawai‘i at Mānoa regardless of their gender identity or sexual orientation. LGBTI Student Services facilitates student learning and development through a range of educational, informational, and advocacy programs. Trainings for faculty and staff are provided upon request.

**Faculty/Staff:**
Cameron Miyamoto, Coordinator
http://hawaii.edu/lgbt

**Ronald E. McNair Post-Baccalaureate Achievement Program**
Phone: (808) 956-4642

**Description:**
The Ronald E. McNair Post-Baccalaureate Achievement Program provides personalized faculty mentoring to underrepresented, low-income and first generation UHM undergraduate students who are interested in pursuing a doctoral degree in science, technology, engineering and math (STEM).

**Faculty/Staff:**
Maile Goo, Coordinator
http://www.hawaii.edu/diversity/McNair/about-the-program.html

**Osher Reentry Scholarship**
Description:
The Osher Reentry Scholarships provide tuition assistance to "reentry" adult students who are completing their first undergraduate degree. (Administered by Bridge to Hope).

Faculty/Staff:
Teresa Bill, Coordinator
www.manoa.hawaii.edu/osherscholarship/

Senior Citizen Visitor Program
Phone: (808) 956-9317

Description:
This program allows Hawai`i's older adults to “visit” courses that are offered at UH Mānoa free of charge. Visitors are exempt from payment, though no credit is awarded and no permanent records are retained in the Office of Admissions and Records. (Those who wish to enroll in courses to receive credit are required to register and pay the same tuition and fees as other students.)

About 300 senior citizens visit classes at UHM each semester. They add to the diversity of our campus and through sharing their life experiences, contribute value to the classroom.

Faculty/Staff:
Dr. Pat Masters, Director
www.hawaii.edu/diversity/about/programs/scvp.htm

Women's Center
Phone: (808) 956-8059

Description:
A 2011 recipient of NASPA’s Innovative Program Award, the Women’s Center provides support for women and LGBTI students in the spirit of fostering a Mānoa campus free of racism, sexism, and homophobia. Services to students include information, referral, linkage with on and off-campus resources related to crisis intervention, intimate partner violence, sexual assault, legal aid, and many more. The Women’s Center has strong ties to community agencies dedicated to helping our students. The center also organizes annual events during Women’s History Month, Sexual Assault Awareness Month, Women’s Health Month, and Domestic Violence Awareness Month.

Faculty/Staff:
Christine Quemuel, Director
http://www.hawaii.edu/womenscenter/