UNIVERSITY of HAWAI'I SYSTEM

Cory Ando <cando@hawaii.edu>

[Test] Registration Information (Official KCC Message)

Kapiolani Community College Transfer Year Experience Program <kaptye@hawaii.edu> Wed, Mar 1, 2017 at 2:22 PM
Reply-To: us5-673dab7127-b027dafdc9@inbound.mailchimp.com
To: "<< Test First Name >>" <cando@hawaii.edu>



Aloha!

Congratulations on completing the first set of steps towards becoming a student at Kapi'olani Community College! The steps below will walk you through the process of registering and paying for your courses.

HAVE YOUR OFFICIAL TRANSCRIPTS SENT TO KAPI'OLANI CC

- Transcripts are considered official only if they are sent directly from your former college or university to Kapi'olani CC. Hand-delivered (**including transcripts in a sealed envelope**) or faxed transcripts are considered unofficial.
- Transcripts should be sent to Kapi'olani Community College, 4303 Diamond Head Road, Ilima 102, Honolulu, HI 96816
- More information about submitting official transcripts to Kapi'olani CC can be found at http://tye.kapiolani.hawaii.edu/transcripts.html.

CLICK HERE TO COMPLETE THE TRANSCRIPT EVALUATION REQUEST FORM

SUBMIT YOUR HEALTH CLEARANCES FOR TUBERCULOSIS (TB) AND MEASLES, MUMPS, RUBELLA (MMR) TO THE KEKAULIKE INFORMATION AND SERVICE CENTER

- Health clearances should be submitted to the Kekaulike Information & Service Center in-person or by mail to 4303 Diamond Head Rd, ʻIlima 102, Honolulu, HI 96816, by fax to 808.734.9896, or by email to kapinfo@hawaii.edu.
- More information on the health clearance requirements can be found on the Health Clearance Form.

TAKE THE PLACEMENT TEST

- The COMPASS Placement Test will determine what English and math course you should start at.
- The COMPASS Placement Test can be taken in the Library on Campus in the Lama Building during the following hours:
  - Monday - Thursday, 8:00 a.m. - 3:00 p.m.
  - Friday, 8:00 a.m. - 1:00 p.m.
- More information on the COMPASS Placement Test can be found at http://www2.hawaii.edu/~kcctest/accuplacer.html.

THE STEPS ABOVE MUST BE COMPLETED BEFORE YOUR ORIENTATION

ATTEND AN ORIENTATION SESSION

- Orientation is required for all students who have not earned 20 credits or more at another college or university.
- At this session, we will review the courses that transferred to KCC and how those courses apply to your degree. We will also assist you in creating an academic plan and registering for courses in STAR.
- To sign up for an orientation session, please log on to .
- If you are not able to make an orientation session, please sign up for individual session at http://kaptye.youcanbook.me.
- **If you are not on Oahu, please email me at kaptye@hawaii.edu.**

Exemption to Orientation

- If you earned 20 credits or more at another college or university, you may qualify for an exemption to orientation.
- To apply for an exemption, send copies of your transcripts to kaptye@hawaii.edu from your UH @hawaii.edu.

PAY YOUR TUITION AND FEES BY JULY 22, 2016

- Payments can be submitted online through your MyUH account if you are paying by credit or debit card.
- Cash, check, or money order payments can be made at the Cashier's Office in Ilima 106.
- Payment plans are also available if you are unable to pay in full. To see available plans, click on "view payment plan information" in your MyUH account.

If you have any questions, concerns, or if you're feeling lost at anytime, please contact me at kaptye@hawaii.edu or (808) 734-9676. You can also schedule an appointment with me by logging on to http://kaptye.youcanbook.me.

Your UH email is the official communication method between you and the faculty and staff at Kapi'olani Community College. Please check your email regularly, since important emails are only to your UH email. To access your UH Email, log on to http://gmail.hawaii.edu or click "Gmail" icon in your MyUH (http://myuh.hawaii.edu).

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