REGISTRATION FOR NONCREDIT COURSES

REGISTRATION DEADLINES

• PRIOR TO COURSE

Must classes have limited enrollment. Registration for noncredit courses is on-going and is processed on a First-come, First-served basis. The waiting list is compiled in the order of applications received. To be placed on a waiting list, you must register and pay the course fee.

CONFIRMATION

If you do not receive a confirmation receipt within 2-3 days of registering, please call (808) 956-8246 for registration form and more details. Business purchase orders and personal checks are accepted if written instructions on the checks, there is no cost to us.

WITHDRAWALS/REFUNDS

Unless otherwise specified, a full refund is available if you notify Outreach College by 5:00 pm two working days before the first class meeting. Requests are made in person, by mail (postmarked by the refund deadline), or by calling the Outreach Student Services Office at (808) 956-8246. Failure to attend class or notifying your instructor of intent to withdraw does not constitute an official withdrawal from the class. Agencies submitting purchase orders for student registrations will be billed regardless of attendance, unless notification of withdrawal is made by the specified refund deadline. Refunds for check or cash payments are mailed out; refunds for charge payments are credited to the account originally charged. Refunds may take 6 to 8 weeks to process.

HOLIDAYS

Noncredit classes are not held on State holidays unless otherwise noted. For Fall 2010, the holidays are:

• 9/6, Labor Day; 11/2, Election Day; 11/11, Veteran’s Day.

Note: Personal Finance and Personal Development classes are offered on a first-come, first-served basis. The waiting list is compiled in the order of applications received. To be placed on a waiting list, you must register and pay the course fee.

PARKING

Campus parking is permitted after 4:00pm Monday–Friday and all day Saturday for $10. Free parking for the (playable-clinic-open-everything) campus. Be sure to leave there is a $5.00 sign change limit at the entrance to a campus lot. If you attend more than one class in a week, it may be more economical to purchase an evening and weekend parking permit. The current monthly fee is $5. Noncredit students and instructors must purchase a permit during UHM Parking Office hours (Mon-Fri, 7:45am–4:30pm, except holidays). Bring driver’s license, vehicle registration, insurance card, and course payment receipt. Parking is also available off-campus locations, though fees vary. For visitor parking information before 4:00pm, Monday–Friday and evening go to www.outreach.hawaii.edu/campus/parking.asp.

INVESTMENT ACT

If you are unemployed, you may be eligible for employment services, education, and training administered through the State Workforce Investment Board. For more information, including eligibility requirements and the Ohio Worklink office nearest you, contact the agency’s downtown office at 956-6780 or by calling the Outreach Student Services Office at (808) 956-8246. Failure to attend class or notifying your instructor of intent to withdraw does not constitute an official withdrawal from the class. Agencies submitting purchase orders for student registrations will be billed regardless of attendance, unless notification of withdrawal is made by the specified refund deadline. Refunds for check or cash payments are mailed out; refunds for charge payments are credited to the account originally charged. Refunds may take 6 to 8 weeks to process.

MORE TIPS

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“Professional Development” and for AIA CES credit, look under (UH Student with ID) • If attending Oct 14-Nov 11 • Thu • 7:00-9:30pm • 5 mtgs

Service (P11039)

Nov 5 • Fri • 8:00am-12:00pm • NBC Kaua'i Room

Oct 22 • Fri • 12:30-4:00pm • NBC Maui Room

Sep 24 • Fri • 8:00-11:30am • NBC Kaua'i Room

Participants who register for 8 or more classes)

Classes are $95 (General) or $75 each (Certificate

FINE WINE SERIES

No class Oct 2, 9 • UHM George 214 • $120, plus

Sep 11-Nov 20 • Sat • 9:00-11:45am • 9 mtgs •

Sep 10-Nov 5 • Fri • 7:15-8:30pm • 9 mtgs • UHM

to instructor at first meeting (no textbook) • with Beatriz Aguirre

approximately $10 materials fee payable to instructor

Oct 12-Nov 16 • Tue/Thu • 7:00-8:30pm • 9 mtgs •

to instructor at first meeting (no textbook) • with

Dannaway

Member), $105 (UH Student with ID) • Approved

$155 (UH School of Architecture Alumni Association

class Oct 7, 21 • UHM Arch 101A • $210 (General),

junior level • with Jeff Minder

Requirements), $795 (Certificate completion, with

Certificate. Participants must also have attended

taken with “Planning Projects” as well as “Executing,

Closing Projects” • Deadline to register or withdraw: Oct 1

(General), $25 (UH School of Architecture Alumni

Bookstore or other vendor by first class • provide email address with

TBA • $700 (General), $650 (Special, for

UH Project Management Certificate. Fees for each

course are $350 (General) and $325 (with the UH

Understanding Hawaii’s Concepts, Applicability, Structural Design and

Hawaiian Hawaiian Language (P10948)

Sep 11 • Sat • 9:00am-12:00pm • NBC Kaua'i Room

Heather for Hawaii’s Concepts, Applicability, Structural Design and

Lyle Carden

Recommended • with Leyla Cagugos, Steve Meder,

Dannaway

and Dance Form (P10932)

$65 • with Marie Takazawa

Beginning Hip-Hop Dance (P11071)

• UHM Kuykendall 304 • No class Nov 13 • $150

Beginning Hawaiian Language (P10934)

Sep 11 • Sat • 9:00am-12:00pm • NBC Kaua'i Room

Healing Hawaiian Language (P10948)

Oct 20–Dec 8 • Mon/Wed • 2:30–4:30pm • 8

Institutional TOEFL Preparation

• $150 • NICE instructor

American Idioms and Slang (H11111)

• beginning–advanced  levels • $500 per class,

Advanced English Grammar (H11120)

Gentry

• no class on Nov 2

Academic Writing (H11119)

24 mtgs • intermediate-advanced levels •

24 mtgs • intermediate-advanced levels •

NICE instructors

• beginning-advanced  levels • $260 per class •

(Professor)

$89 • with Carmen Linhares

and Dance Form (P11071)

• UHM Kuykendall 304 • No class Nov 13 • $150

Ballet by Michael Morelli

• $240 • Shirley Foster

$260 • with Daniel Chan

Morelli

Minerbi, Adela Chu, Thomas

Painting by Shiela Mari
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Watercolor by Michael Morelli

• $90 • bring basic paints, whatever you like to

Drawing by Michael Morelli

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