New Students' Handbook
Fall 2026 - Spring 2027

By The Linguistic Society of Mānoa

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Department of Linguistics
University of Hawai‘i at Mānoa

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A. Introduction

E komo mai! Welcome to the University of Hawai‘i at Mānoa Linguistics Department. This handbook is the Linguistics Society of Mānoa’s effort to provide incoming students with helpful information about life in the department, on campus, and in Honolulu. It is largely a compilation of what established students “wish they had known” when they first arrived at UH, and it is updated every year. Please inform us of any problems that you encounter, and we will do our best to address them here in future editions. Mahalo!

B. Getting started at the University of Hawai‘i (UH)

1. Background of Hawai‘i

If you’re new to Hawai‘i, it’s important that you learn about the language, culture, and history of the state in order to better understand the context you’re stepping into. While you can only gain a cursory understanding from a distance, online resources can help prepare you. A website summarizing the ‘ōlelo Hawai‘i (Hawaiian language) resources that are available online can be found here: https://kanaeokana.net/olelo. The Wikipedia page on the History of Hawai‘i gives a decent overview of the topic and includes many links to more detailed information on different eras in Hawai‘i’s history: https://en.wikipedia.org/wiki/History_of_Hawaii.

It is particularly important to be cognizant of the fact that the U.S. annexed Hawai‘i in 1898 and caused devastation to Hawaiian peoples through targeted campaigns against their linguistic and cultural practices. In the 1960s and 70s, there were two waves of what is termed a “Hawaiian Renaissance,” which refers to the initiation of large-scale efforts by Hawaiians to reclaim and reinvigorate these practices. You are likely aware of ongoing language reclamation efforts, for example. Most importantly, make sure to be respectful and listen well when it comes to these topics, and remember that there’s always more to learn.

2. Username and Email

One of the first things you will need to do when you start at UH is set up a UH username and email account. To obtain a username, visit this website https://www.hawaii.edu/username/ and click ‘Get a UH Username!’. Be sure to have your student ID number (which should be in your official acceptance letter) at the ready. Once you have your username, you can set up your new email account here: https://www.hawaii.edu/myuhinfo/uh-email-account/. Please let the Graduate Chair (currently Dr. Shinchiro Fukuda) know once you have completed this step.

If you’re a Graduate Assistant (GA), Research Assistant (RA), or other staff member of the university, you’re eligible to have a First Name.Last Name email alias. This is a professional presentation of your email address that uses your first name and last name. More information can be found here: http://hawaii.edu/askus/1432.

You can set your email signature by clicking the settings wheel in the top right corner of your new email account and going to ‘See all settings’. Then in the ‘Signature’ section, add your signature text in the box. Make sure to hit ‘Save Changes’. There’s no set email signature for UH

graduate students, but you may wish to include your pronouns (for more information about the importance of respecting and using people's correct pronouns, see here: https://www.mypronouns.org/) and an acknowledgement of the Hawaiian people, otherwise known as a "land acknowledgment" (visit this site for additional information on land acknowledgements https://nativegov.org/news/a-guide-to-indigenous-land-acknowledgment/). Something like 'Respectfully acknowledging that we live and work on the land of the Hawaiian people' is generally appropriate.

3. MyUH Website

The majority of UH administrative functions, including viewing your financial aid information, accessing the enrollment system (called STAR), and paying your tuition fees, are available at the MyUH website: https://myuh.hawaii.edu/.

4. STAR Website

STAR is where course enrollment and management take place (https://www.star.hawaii.edu/studentinterface/). You should be able to access this site once you have your UH email set up. However, you will likely have a 'hold' on your account that prevents you from enrolling in classes. One likely hold keeps you from registering for classes until you submit the required health records mentioned below in item 6. Another likely hold keeps you from registering for classes until you meet with your advisor to discuss your academic path. Try to email your advisor as early as possible to schedule an advising meeting so you don't miss out on any courses with limited availability (though usually this is not a problem with core linguistics courses). STAR also has a database of scholarships that are available to UH students; you should check this every so often (maybe once or twice a semester) to see whether there are any scholarships you are eligible for.

5. Course Website

UH has recently transitioned to our current course administration platform, Lamakū (Brightspace), which is accessible with your UH login. This site will automatically be set up with your courses at the start of the semester and will mainly be used to share important documents such as the course syllabus, readings, and assignments. Some professors may also require you to turn in assignments or post discussion questions using this platform, while others may prefer to use email and Google Drive instead. Confirm with your professors what their preferred submission methods are if they haven't already stated it in their class, and expect some growing pains this fall and spring as all faculty and students get adjusted to this new platform.

6. Coming to Hawai'i

You must meet the state's immunization requirements before you can go on campus. You will likely also have a hold on your STAR account (i.e., you won't be allowed to enroll in classes) until you have met these requirements. Check this site to make sure you are up to date before traveling: http://www.hawaii.edu/shs/health_clearance/. You will need to confirm negative results on a recent Tuberculosis test. As of Fall 2022, you are strongly recommended but not required to have had a COVID-19 vaccination before coming to campus. For international students, you can usually have these vaccinations administered in your home country and then

send confirmation to the UH Health Services for an American physician to sign off on them, as long as your records can be read or translated by the physician.

7. Student ID Cards (Mānoa One Card)

All students need to obtain a UH Mānoa ID card. Students are eligible to apply for a Mānoa One Card as soon as they have registered for classes. The easiest way to submit the materials for a One Card is online. Follow the directions below to save time at the beginning of the semester:

In order to get a UH Mānoa One Card the following must be completed:

1. Register for UH Mānoa courses
2. Submit a copy of another form of ID (i.e. passport, drivers license, etc.) via UH File Drop (https://www.hawaii.edu/filedrop/) to ccinfo@hawaii.edu.
3. Submit a photo of yourself from the shoulders up against a white or off-white background to https://manoa.hawaii.edu/onecard/photoupload/.

If you are unable to submit your materials online, you can always submit them in person, but the One Card office is quite busy at the start of the year and the process can take some time. As soon as your materials have been approved, you can pick up your Mānoa One Card at the Campus Center (generally starting in mid-August for new students). More information on the One Card can be found here: https://manoa.hawaii.edu/studentlife/campus-center-complex/manoa-onecard/.

Previously, bus pass stickers were given to students to attach to their ID cards. Starting last year, however, the bus pass was incorporated into the ID card itself, so you no longer need to acquire a separate bus pass. These stickers are still available if you'd like to have one, but they are not necessary for the new cards. The stickers can be picked up at the window where you collect your Mānoa One Card.

***Note on the bus pass**: A student bus pass fee is applied to all student tuitions for Spring and Fall, so you will automatically be able to use The Bus free of charge with your Mānoa One Card. It does not necessarily apply over the summer session.

****Note on losing ID/bus pass**: If you lose your Mānoa One Card, you will need to pay a $25 replacement fee to receive a replacement.

8. International Students

In addition to the immunization requirements mentioned above, there are several other requirements that international students need to meet when they arrive in Hawai‘i.

i. Entry into the U.S.

If you are on an F-1 or J-1 visa, the earliest you can enter the US is 30 days before the start date of your program. If you are planning to leave and re-enter the U.S. for any purpose (including fieldwork), you must obtain a travel signature through the International Student Services Office (ISSO). This signature is valid for 12 months from the 'date signed' given on your I-20. More information here: https://www.hawaii.edu/issmanoa/?page_id=11112

ii. Health Insurance

The University requires that all international students maintain adequate medical health insurance, medical evacuation, and repatriation coverage while enrolled at UH. This is likely also a requirement of your visa. If you don't meet this requirement, your account will be put on hold (i.e., you won't be able to register for classes), and you might be in violation of your visa conditions. More information here: https://hawaii.edu/shs/international/insurance_clearance.php

***Note for International Students with Graduate Assistantships**: while EUTF insurance covers the majority of insurance requirements for your visa, it is important to note that you will need to purchase repatriation insurance separately in order to fully satisfy visa requirements

iii. Visa Clearance

All new incoming international students must complete the visa clearance form online. It introduces you to the general rules of your visa status, and verifies your immigration documents upon arrival in the U.S. If you do not fill out the visa clearance form, your registration will be put on hold. Most of the form can be filled out before you arrive in Hawai'i. You can find the form here: https://www.hawaii.edu/issmanoa/?page_id=2227

iv. Social Security Number

If you're on an F-1 or J-1 visa, you must obtain a Social Security Number (SSN) for employment. This is required in order for you to receive a stipend/allowance as a GA or RA. If you don't plan to work while studying, you are unable to obtain an SSN. More information here: https://www.hawaii.edu/issmanoa/?page_id=1931

Obtaining an SSN may take some time. In the meantime you can make use of an International Tax Identification Number (ITIN), which functions mostly the same as an SSN but with some restrictions. More information on ITIN here: https://www.irs.gov/individuals/how-do-i-apply-for-an-itin

v. Bank Account

You don't need a Social Security Number to open a bank account, but you will usually need to show a passport. Banks may have different policies, so be sure to look them up in advance.

If you are planning to live off-campus, you may need to find a financial guarantor as most landlords will run credit score checks and will not rent to you if you do not yet have a credit score or a guarantor that has one.

C. The Department and Academics

1. The Department and People to Know

The Linguistics Department is part of the College of Arts, Languages & Letters (CALL). This is a recently-formed College, and contains departments/centers from Language, Linguistics &

Literature (LLL), Arts & Humanities (A&H), and the School of Pacific and Asian Studies (SPAS).

We hope that you will get to know each member of the faculty, but in the meantime, here are two key Linguistics Department faculty members for the 2026-2027 year:

Dr. Amy Schafer	Department Chair	aschafer@hawaii.edu
Dr. Shinichiro Fukuda	Graduate Chair	fukudash@hawaii.edu

The department's Secretary is Jennifer Kanda and the department's Administrative and Fiscal Specialist/Assistant to the Graduate Chair is John Kawahara. They are an indispensable part of our department and we are grateful to have them. They both do many vital things that keep the Linguistics Department running smoothly. For example, if you need a key to the mailroom or computer room, you can arrange pickup through Jen or John. They can also answer any questions about department requirements, deadlines, and University policies. Jen and John can be contacted at linguist@hawaii.edu.

2. Academic Advisors

For the first year (or until you decide on your areas of specialization) you will have an interim advisor. You should reach out to your advisor via email prior to the start of classes to introduce yourself and set up a start-of-semester meeting where you will choose classes and discuss other requirements and aspects of the program. How often you meet with your advisor will vary. Consider your personal preferences — whether it be a hands-off approach or a regularly scheduled meeting time — and negotiate with your advisor to find a meeting cadence that works for both of you. Your advisor may also have policies about needing to check through any papers or abstracts that you submit to journals and conferences; check with them at the start of the semester.

Additionally, your first advisor may not end up serving as your advisor for your entire degree; it is normal for students to switch advisors at the end of their first year or shortly thereafter. Try to make connections with other faculty members during your first year so you can determine whether there is someone who would be a better fit for you. Advisors know that switching is normal, and they will not take it personally if you do decide to pursue a different advising relationship. To change advisors, contact your prospective advisor to see if they will agree to be your new advisor. If they accept, contact your current advisor and the department secretary to formalize the change.

3. Exemption Exams

As a new student, you have the option to test out of the following MA-level courses: Phonetics (LING 410), Morphology (LING 420: be ready to solve problems), Phonology (LING 421, based on any thorough introduction to Phonology; includes problem solving and essay questions), and Grammar (LING 422, based on a very thorough understanding of The Syntax Files; ask Dr. William O'Grady for a copy at ogrady@hawaii.edu).

For courses that permit exemption, you may be expected to schedule an interview with the course faculty member to assess the student's experience in the relevant subject matter. Some

professors may ask to see a copy of the syllabus from any similar courses you may have taken previously, so make sure to have these ready. Based on your interview, the faculty member will either waive the course outright, deny the exemption, or recommend that the student take the exemption exam if there are questions about their ability in that area. (An exception is LING 410, which does not offer an interview but requires an exam in all cases.)

Exemption exams are usually held the week prior to the first day of instruction and are scheduled in two-hour blocks. All students will be notified via email of the procedure for signing up to take exemption exams. If you wish to take one or more of these exams, you must notify the Department secretary (Jen) no later than the date specified in that email. Exams for the fall semester will all be held in-person and will be proctored by the department secretary. There are no guarantees that the tests will be the same every year, but studying and preparing may save you a semester of coursework. You must pass the exemption exam with a minimum grade of B (not B-), and you should attend the course until the results of the exam are known. For PhD students, these classes will not count towards your course requirements, so if you choose to take the classes, they will be in addition to your required course load.

4. Courses: MA/PhD Programs

Although linguistics is your general field of study, determining which courses to take each semester can still be difficult. Become familiar with the University Catalog (https://manoa.hawaii.edu/catalog/). You should refer to the catalog as well as to the course descriptions published each semester by the department for details, but the following are some further tips.

Your advisor will make sure that you start off by addressing any deficiencies in your coursework experience thus far; then you will begin to tackle the core requirements for your degree. In some cases, placement exams are required before you can enroll in certain classes. Talk with your advisor in advance to find out which placement exams you will have to take.

PhD-track students should consider the fact that, ultimately, you will need to develop at least two areas of specialization to satisfy the 'Breadth' requirement of the degree. Therefore, from early on in your graduate student career, you should be thinking about the subdisciplines of linguistics that you would eventually like to concentrate on as part of your dissertation work. Choosing courses in multiple areas will make the program more interesting for you and will prepare you for future employment.

You may also take classes from departments other than linguistics. These classes may count for credit if they relate to your interests in the study of language and are 600-level or higher. Be sure to talk to your advisor about the courses you plan to take, as they can answer any questions regarding what can be counted towards your degree.

More detailed information about degree requirements and academic expectations can be found in the Linguistics Department Graduate Student Handbook which will be shared by Shin Fukuda at orientation (also available here: https://gmholton.github.io/gradhandbook/).

5. Students and Professors in the Classroom

In American classrooms - and particularly in this department - professors welcome your contributions in class. Don't be afraid to ask a question if something is unclear, to challenge statements you think are incorrect, and to provide comments on the topic of discussion even if you are not sure they are relevant. Just raise your hand to speak out. Professors are willing and able to help us when we ask for information relevant to our classes. Many professors in our department are also comfortable with students addressing them by their first names, and some even prefer it. Professors will often establish how they like to be addressed in the first class meeting, but it is fine to address them as "Professor" when you are in doubt. Most of the professors in our department prefer to be called by their first names.

6. Office Hours and Appointments

Each professor has 2-3 office hours per week. These are regular hours during which the professor is available to meet with students. For some professors, office hours do not require an appointment, but other professors may prefer that appointments be made in advance—be sure to check with each professor for their policy in this regard. If you are unavailable during the regularly scheduled office hours, you can contact professors (email is usually best) and make an appointment to see them at another time. Professors' office hours are listed on a card on their office door, as well as in their course syllabi and sometimes email signatures or websites. You are welcome to attend the office hours of any professor in the department, not just those with whom you have a class.

7. Peer Mentors

It can be helpful to chat with fellow students about courses, academic life, and other matters. Linguistics students are friendly, approachable, and quite happy to help you in this way, so feel free to approach your peers for advice; LSM members are a great place to start! Although your advisor will help point you in the right direction concerning which courses to take, your fellow students can comment from experience about the courses, and they will have tips about workload and work-life balance. Additionally, LSM will be in contact in the early fall to pair you up with a peer mentor, if you would like. We do our best to match new students with a student mentor in our department who shares similar academic or non-academic interests, and who can serve as a point of contact for you as you transition to graduate student life at UH.

8. The Linguistics Department Website

The newly updated department website (www.ling.hawaii.edu) is a good source for information in general. It has a list of current students and faculty, information about our programs, and useful links to other sites. In general, department websites are a good place to obtain information about other departments and professors' areas of specialization.

There is a "Password Only" section of our department website for linguistics students (password: **Saussure**), which provides a full list of faculty office hours, some general department FAQs, and easy access to important documents. Feel free to check here for common questions and information. Also, be on the lookout for monthly emails from the Department Chair soliciting

exciting student news like research awards, conference presentations, etc. to share on the website!

9. Leave of Absence

If you find you need to take a leave of absence from your academic program, please speak with the department secretaries and your academic advisor. They will ensure that you follow the University's official leave policy for graduate students. The policy states that "unless a leave of absence has been approved in advance, a student who fails to maintain continuous enrollment (excluding summer session) is considered withdrawn from the university." Each student is allowed up to one year of leave (though additional regulations/restrictions may apply for international students). You can find the full policy at https://manoa.hawaii.edu/graduate/leave-of-absence/. You must file a Petition for Leave of Absence with the Graduate Student Services Office, obtain an approval signature from the graduate chair, and specify the semester of your return.

10. Research and the IRB

To get started on research at UH, you will have to complete ethics training if you haven't already done so. You can be certified as soon as you have your UH ID. The University of Hawai‘i uses CITI for their ethics training, and information on which courses apply to you can be found at this website: https://research.hawaii.edu/orc/human-studies/training/. Though many linguistics studies have exempt status, any study that you intend to publish needs to be approved by an Institutional Review Board (IRB). IRB review can take **6-8 weeks to complete** so it is best to apply as soon as possible. All members listed on the IRB application need to have up-to-date ethics certification. When you are ready to submit an IRB application, you can create an eProtocol here: https://research.hawaii.edu/orc/human-studies/eprotocols-submit-or-manage-a-protocol/. Please note that at UH, **only a faculty member can be listed as the principal investigator (PI)**; therefore you must submit your IRB application under a professor. It is good practice to email a PDF printout of the completed application to the PI for approval before submitting.

**IRB review is not needed for class projects so you may collect data for coursework without review. However, you will not be allowed to publish this data. Additionally, many students often plan and conduct a pilot in class to finalize their study designs before officially submitting an IRB application.

If you are collecting data from speakers of an under-described language for a language documentation project, **you will also be required to archive the materials you create** (as agreed to by language consultants). The Department runs the Kaipuleohone Language Archive, and students usually deposit materials here. More information on the archive and how to become a depositor can be found here: https://sites.google.com/a/hawaii.edu/laelabsedit/laboratories/kaipuleohone-archive

Additionally, it is useful to know that there is a subject librarian for linguistics at UH, Sarah Nakashima, who is available to help you find and acquire materials. As subject librarian, Sarah acts as a first point of contact at the library for issues regarding linguistics. She can order books

on linguistics and monitors/orders journals in linguistics, so if you have a text that you would like the library to order, get in touch with her. She also provides research support, including help with subject databases, tracking down hard-to-find citations, and can also teach workshops on library resources for studying linguistics. Feel free to contact her any time you have questions about library policies or are conducting research using the library resources: sarahan@hawaii.edu.

11. Funding for Research

The department offers two awards to pre-dissertation PhD students every year to fund research towards their Qualifying Papers or dissertation prospectus. These are the Bilinski Summer Research Award (henceforth Bilinski Award; approximately $5000, see below) and the Research in Linguistics Award (approximately $1000-$4000). The Bilinski Award is only available to U.S. citizens and permanent residents, and the Research in Linguistics Award is only available to students who do not meet these criteria. For both of these awards, you must be a current, continuing PhD student, be in good standing with the department, be registered as a full-time student, and not yet have advanced to candidacy (i.e. you must not yet have All But Dissertation — a.k.a. ABD — status). Both awards require an approximately one-page proposal, and if successful you must submit a report to the department about how the summer funding helped you make progress towards completion of your degree. The department puts out a call around December for the Research in Linguistics Awards, and around May for applications to the Bilinski Award.

There are two types of Bilinski awards. The pre-dissertation award described above awards up to $5000 for summer research. Starting in Spring 2023, the Bilinski Dissertation Fellowship will award up to $25,000 dollars and is available for ABD students **only** for up to 3 semesters. Unfortunately, the Bilinski award recently lost much of its funding. As such, most ABD students will only receive one semester of Bilinski funding. The other semesters of ABD work will need to be funded by a department GA'ship. To be eligible for a GA'ship, you must be physically present in the state of Hawai'i. Field work, thus, must be completed in summer sessions and the semester of Bilinski funding. Both the pre-dissertation award and the dissertation fellowship funds are taxable. Talk to your advisor or Kamil Deen for more information.

External sources of funding are also listed on the department website: https://manoa.hawaii.edu/linguistics/funding/

12. Jobs

The Linguistics Department is able to offer full funding for PhD students and also has some scholarships available for MA students. However, this may not be enough to fund your studies. All graduate students are able to apply for external GAships from other departments if they are qualified for the position. Many of these GAships are general administration work. MA students are encouraged to seek other positions if possible as all GAships come with some form of tuition waiver. Open positions can be found here: https://www.schooljobs.com/careers/hawaiiedu . Students are also eligible to apply for campus job opportunities which are advertised in SECE, accessible through myUH. However, students will not be shown as eligible for campus jobs until

they are registered. To access the SECE website, use the link below.
https://sece.its.hawaii.edu/sece/login;jsessionid=AECBA60A030E3CD389B4E4AF259926B2

13. Health Insurance

Many students find that they have to begin thinking about health insurance for the first time during their graduate studies, as many students age out of their parents' plans during the course of their degree. The world of health insurance can be confusing and overwhelming to the uninitiated. Some important information about health insurance at the university is provided here, and a more detailed guide can be found here, which we hope will be helpful as you navigate this system. As this is authored by graduate students, we are by no means experts and while we have aimed to provide accurate and up-to-date information, we can't make any guarantees about its validity. You should always do your own research to ensure you understand your options. This is just meant as a starting point.

Student Plans

Both graduate and undergraduate students may enroll in a student plan provided by the Hawaii Medical Service Association (HMSA). Four different plan options are available, all of which include coverage for medical, prescription drugs, mental health, laboratory, family planning, and other benefits. Of the four plans, some also include dental, repatriation (for international students), life, and accidental death and dismemberment (AD&D). Monthly payments are not available for the student plans, you must pay in full for each semester. For more details on each plan's coverage, to learn more, or to enroll in a student plan, visit https://hmsa.com/student/.

Employee Plans

Students with GAships are eligible to enroll in employee plans via the Employer-Union Health Benefits Trust Fund (EUTF). The paperwork to enroll in these plans will be sent to eligible students via email from the department secretary—feel free to send them an email if you have questions.

EUTF offers several plans for university employees. Details regarding the benefits and coverage for each plan can be found in the Employee Health Benefits Reference Guide. You should review the details of each plan carefully before selecting the plan that's best for you. In addition to medical plans, you also have the option to purchase dental and vision coverage. All employees receive life insurance coverage at no cost to them.

Enrollment and the option to change your plan is offered annually in the spring and typically takes effect on July 1st of that year. However, employed students may enroll outside of that time frame if they experience a qualifying life event. This includes becoming a new hire when they officially begin work for their GAship. Loss of previous coverage (which may happen to students if, for example, they age out of their parents' coverage plan) is another common qualifying event. A list of common qualifying life events can be found at the following link: https://www.healthcare.gov/glossary/qualifying-life-event/.

If you need to enroll outside of the open enrollment period due to a qualifying life event, you must fill out an EC-1 form and obtain a letter from your previous insurance carrier confirming

that your coverage is ending. You should coordinate with our department secretary, Jen Kanda, regardless of whether you're enrolling during the open enrollment period or not.

More information can be found on the UH Office of Human Resources website at https://www.hawaii.edu/ohr/benefits-leave/categories/health-wellness/. This office can also answer questions about employee health insurance options. The Employee Health Benefits Reference Guide is also a great resource.

D. Events and Organizations

1. The Linguistic Society of Mānoa (LSM)

The Linguistic Society of Mānoa, or LSM, is a student-run volunteer organization that hosts academic and social activities and promotes connection and wellbeing among students and other university affiliates who have an interest in linguistics. Information on membership dues and the LSM signup form will be made available in late July or early August so that new students have a chance to sign up before the start of the year. The Society's activities are described in several of the sections below. Once you become a member, you can join our meetings, attend LSM events, receive discounts on LSM merchandise, and be part of a volunteer effort that brings recognition to linguistics within our community. If you have an idea for a new project for LSM, bring it up with one of the officers or at one of our meetings!

The Linguistic Society of Mānoa sponsors a number of social events during the academic year. At the beginning of the Fall and Spring semesters, LSM hosts a casual get-together to welcome new arrivals. This provides incoming students, continuing students, and faculty with an opportunity to meet each other and mingle in an informal setting. Announcements about LSM events are made via email and on the UH Ling Mail Room Discord. (See the "Discord" section below to learn how to join our channel.)

The LSM officers this year are as follows:

President	Andrew (Andy) Kline	klineal@hawaii.edu
Vice President/Graduate Student Organization Representative	Hannah Grace Humphreys	hannah.humphreys@hawaii.edu
Secretary	Eve Craig	ecraig@hawaii.edu
Treasurer	Supitchaya "Fa" Singsaihuth	ss360@hawaii.edu
Student Representative	na	
Social Events Chair	Faith Gaudlitz	faithdg@hawaii.edu
Social Media Director	Nathan Nguyen	nathanln@hawaii.edu
Fundraising Chair	Alice Schwechheimer	alice.schwechheimer@hawaii.edu

Undergraduate Representative	Soledad Romero

The President and Vice President (currently Andy Kline and Hannah Grace Humphreys) also serve as the advocacy committee. You can come to them with departmental concerns you do not feel comfortable voicing yourself, or that affect the student body.

2. Tuesday Seminars

The Department's Tuesday Seminars provide a venue for learning about the latest research being conducted by faculty, students, and guests. Seminars are held on Tuesdays at noon, usually in Moore 151, and they are also typically streamed on Zoom for those unable to attend in person. Individual seminars may be moved fully online if deemed necessary. Attending Tuesday Seminars is not obligatory, but it is *highly recommended* as a way to expand your knowledge of different subfields and tune your ear to public presentations on linguistics.

3. Listservs

The departmental listserv is ling-l@lists.hawaii.edu and the student listserv is studling-l@lists.hawaii.edu. Incoming students are automatically added to both listservs shortly after they have accepted their admission offer. To post a message to the entire department, address it to ling-l@lists.hawaii.edu. To post a message to just the students, address it to studling-l@lists.hawaii.edu.

Announcements about Tuesday Seminars and other upcoming department events are posted to the ling-l listserv. Ling-l is also useful as a discussion forum for various linguistics topics; we therefore strongly recommend that all students and faculty members in the Linguistics Department subscribe to ling-l. However, you may choose to be removed from this list at any time. While you are a student of the department, you are required to be a subscriber of the student list. You will be automatically removed from the student list when you graduate.

4. Department Reading Groups

Check out the Department website and keep an eye out for emails with more information on Department discussion/reading groups. They are a great way to meet others interested in the same fields as you and explore areas that you are unfamiliar with. The discussion groups usually meet two to four times a month. Some groups include EATS (experimental syntax group), Quantitative Research Discussion Group, In-Group (sociolinguistics reading group - on hiatus), Da Pidgin Coup, Data Science Group, Language Acquisition Reading Group (LARG), Studies in Phonology (SIP), Austronesian Circle, Critical Language Pedagogy (CLP), and IDEAL (decolonization action group - on hiatus). Meeting times and places for the discussion groups are usually sent out to the ling-l listserv and will be included in start-of-semester LSM newsletters.

5. Language Documentation and Training Center (LDTC)

The Language Documentation Training Center (LDTC) is a graduate student-run workshop series with the mission of training native speakers of under-documented languages to participate in the documentation of their own languages. The goals of the LDTC are to equip native

speakers with basic skills in documentation, offer them a public domain for making information about their languages accessible, and inspire native speakers to become language advocates in their own communities. LDTC hopes that participants will re-discover their native language through different perspectives and spread their appreciation of their language and culture to others.

LDTC holds in-person workshops on language documentation techniques, relevant computer software, creative revitalization projects, and issues in documentation. Language experts are paired with graduate and undergraduate student mentors to work together on language projects. During the pandemic, LDTC held a two-part year-long webinar series in conjunction with the Endangered Languages Project (ELP). In the summer of 2021, LDTC hosted the first-ever LDTC Summer Mentorship Program, where several guest students from Notre Dame University received in-person training to help them document their native Kibaku and Hausa languages. During the spring of 2022, LDTC also collaborated with Brigham Young University on the cultural and linguistic documentation of students' heritage languages. In the summer of 2023, LDTC hosted a special workshop to support the documentation of Micronesian languages by members of the Micronesian diaspora community here in Hawai‘i. In 2024-2025, LDTC held animation, podcasting, and book-making workshops targeted at Micronesian diaspora in Hawai‘i.

If you want to get involved with LDTC, keep your eye out for emails from the current LDTC co-directors (Hannah Grace Humphreys and Kelsey Bialo) More information about LDTC will be distributed at the start of the semester, or you can feel free to email the directors at ldtc@hawaii.edu.

E. Studying Online

As of Spring 2022, UH has returned to in-person classes. However, some events or individual class meetings may occasionally be moved online in the event of illness or other extenuating circumstances.

1. Zoom

Zoom is the default method used by UH for meeting online. If you have not used Zoom before, please sign up using your UH email and download the application before the start of the semester via this link https://zoom.us/. If you already have Zoom, please make sure you have the latest version installed. If you are a staff member of the university (this includes GAs), you may be eligible for a premium Zoom membership, which allows you to host longer meetings with more attendees. Click 'Request Account' on this website: https://www.hawaii.edu/sitelic/zoom/.

The general Zoom courtesy followed by the department is for students to have their cameras on and their microphones muted during class unless actively speaking. However, the department cannot and does not attempt to enforce students keeping their cameras on. To whatever extent is possible for you, try to find a quiet, well-lit place with a plain background from which to attend Zoom meetings.

2. Discord

The best place to socialize online with other students in the department is via Discord. Discord is a platform that allows messaging within groups and between individuals, as well as voice and video calls. Our server is called 'UH Ling Mail Room,' in reference to the fact that linguistics students often socialize in the departmental mailroom on campus. During the height of the pandemic, student socialization across the department largely moved to Discord, and even now that classes and events have returned to in-person formats, Discord is still used as a way for students to contact one another and share information. The LSM President (currently Andy Kline) will contact new students at the start of each semester to extend a Discord invitation to them. Joining is optional but highly encouraged.

F. Supporting your well-being

Completing a graduate program can feel stressful and overwhelming at times. It is very important that you look after your physical and mental health during your program. If you are struggling in any way, please get in touch with your professors early on and let them know. They can often help or provide accommodations with enough notice. Reaching out to other students is also a great way to find informal support or recommendations for local support groups, therapists, and other helpful services. Below are some resources available to you at UH Mānoa.

1. Graduate Student Organization

The Graduate Student Organization is the representative student body for graduate students at UH Mānoa. GSO offers fellowships, grants and awards for research activity, including conference travel or participant compensation. To apply, visit the GSO website and meet with the Linguistics Department Vice President/GSO Representative, who is currently Hannah Grace Humphreys (hannah.humphreys@hawaii.edu). The GSO rep is a very valuable resource as you prepare your funding application, since they are familiar with the approval criteria and can help you craft your proposal accordingly. Additionally, all graduate students are welcome to attend the General Assembly monthly meetings. Like many of the Chartered Student Organizations, the GSO has appointed positions that graduate students can apply for, many of which come with a monthly stipend. Applying for a GSO position is one way to get involved with grad students and the university community beyond the department. The GSO Executive Committee also advocates for and can support graduate students through stages of informal conflict resolution and formal grievance, if necessary.

2. Disability Services (the KOKUA program)

If you identify as someone with a disability, you can register with KOKUA. (*kōkua* means "help" or "support" in Hawaiian.) The services they provide include writing letters to faculty, organizing exam accommodations, providing note-taking services, providing Sign Language interpreting, organizing classroom relocation and elevator use, and more. To access these services, you will need to complete the initial intake process. This usually involves a meeting (which can be online/over the phone) with a KOKUA Counselor, and you may need to provide medical documentation. You are then expected to meet with your counselor at least once per semester. Please get in touch with KOKUA as early as possible if you anticipate needing their services; contact details are provided below:

The KOKUA Program
https://hawaii.edu/kokua/
(808) 956-7511

3. Counseling & Student Development Center

The UHM Counseling & Student Development Center (CSDC) offers free services to any student living in Hawai‘i. To seek counseling, call their office to set up an appointment. Usually, you can also visit in person to request an appointment, but check their website for any COVID updates first. New patients will be asked to set up a screening appointment and then assigned a counselor based on their needs. This process may take 2-3 weeks. If you are facing a crisis, the counseling center has drop-in student spaces, emergency appointments, and resources for crisis hotlines as well. The CSDC offers many options including one-on-one appointments, support groups, and workshops. Most sessions last 45-60 minutes. The CSDC is open Monday - Friday 8:30-4:30pm HST. It is also worth knowing that Graduate and Research Assistants (and other students who are also UH staff) can get sessions with a therapist through UH-provided health insurance.

UHM Counseling & Student Development Center (CSDC)
http://www.manoa.hawaii.edu/counseling/
(808) 956-7927

4. Mānoa CARES (Campus Awareness, Response, Education and Solutions)

Mānoa CARES is a combination of several pre-existing UHM support services, including campusHelp and the Mānoa Advocate. Mānoa CARES is a good resource for more serious problems should they arise in your time on campus, during fieldwork, or in other aspects of your professional/academic life. Their center includes specialists in civil rights violations (Jill Nunokawa), sex- or gender-based discrimination or violence (Jamie Newalu), graduate student grievances (Haydee Jutz), and conflict management (Jose Barzola).

Mānoa CARES
https://manoa.hawaii.edu/manoacares/
(808) 956-4431

5. Center for LGBTQ+ Equality

The Center for LGBTQ+ Equality, or LGBTQ+ Center, provides training and support for LGBTQ+ people and allies. They run several ‘Safe Zone Training’ sessions on LGBTQ+ inclusion and equity every semester. They also run a weekly coffee catch-up (pre-registration and masking required) for LGBTQ+ people and allies. You can email the Center (lgbtq@hawaii.edu) to be put on a mailing list to find out more about these events.

You have the right to be treated according to the gender with which you identify and to be called by the name and pronouns consistent with your gender identity or expression. The LGBTQ+ Center can help you get these details changed on things like your student ID, email account, class websites, and MyUH portal. You also have the right to use restrooms and locker rooms

consistent with your gender identity or expression. There are all-gender restrooms available on campus (see a map here: https://manoa.hawaii.edu/titleix/uhm-all-gender-restrooms-map/). If you have any problems related to your sexuality, sex, or gender identity/expression while at UH, contact the LGBTQ+ Center and they will provide advice and advocate on your behalf.

UHM Center for LGBTQ+ Equality
https://manoa.hawaii.edu/lgbtq/
(808) 956-9250

6. Women's Center

The Women's Center at UH offers a wide range of services to all students. It provides crisis support and referrals for students dealing with issues such as domestic abuse and violence, sexual assault, poverty, homelessness, and LGBTQ+ safety. They also provide free pads, tampons, condoms and dental dams.

UHM Women's Center
https://www.hawaii.edu/womenscenter/
(808) 956-8059

7. International Student Services

UHM's International Student Services offers advice and support to international students on a range of issues including visas, travel, and relevant COVID-19 information. They also host workshops on how to obtain Optional Practical Training (authorization for one year of temporary employment for F-1 students during or after completion of studies). Additionally, all F-1 and J-1 students can make a remote appointment with an ISS advisor for any relevant questions.

UHM International Student Services
https://www.hawaii.edu/issmanoa/
(808) 956-5076

There is also the International Student Association (ISA), which runs events specifically for international students including Discord meetings, movie nights, tours of the island, beach days, and language exchanges. Follow them on Instagram for the most up-to-date information: https://www.instagram.com/isauhm/

8. Center for Teaching Excellence

The Center for Teaching Excellence (CTE) provides instructional support to faculty and Teaching Assistants in the form of class observations, evaluations, and end-of-semester student evaluations. Additionally, the CTE provides TA training at the beginning of each semester which is mandatory for all graduate students who are expecting a TA or instructor appointment in the coming semester. We recommend attending the TA Training during orientation week, held this year on August 17th-19th. Register to attend https://www.ofdas.hawaii.edu/events. Furthermore, the CTE periodically runs workshops for professional development open to all faculty and GAs.

9. Further Support Services

Below is a list of further support services that are available at UHM. This list is not exhaustive. Please let us know if you would like more specific information about these or any other UHM services to be included in future versions of this handbook.

UHM Children's Center	http://www.hawaii.edu/childrenscenter/	(808) 956-7963
Kua'ana Native Hawaiian Student Development Services	http://hawaii.edu/kuaana/	(808) 956-5945
Office of Veteran Student Services	http://manoa.hawaii.edu/veterans/	(808) 956-2192
UH Mānoa Whistleblower Hotline (for serious violations)	https://secure.ethicspoint.com/domain/media/en/gui/40480/index.html	(855) 874-2849

G. Facilities (5th floor, Moore Hall)

Keys: If you anticipate needing department resources after hours or on weekends, you may check out certain keys from the department secretaries. There are a limited number of keys that may be checked out on a semesterly basis.

Security in Moore Hall: We strongly advise that you never leave your personal belongings unattended in Moore Hall. There have been incidents of theft in the building. If you see a complete stranger walking around the department, ask, "Are you looking for someone?" so that the person knows someone has noticed them. If you are the last person out of the mail room or computer room at the end of the day, make sure that you secure the door.

1. The Reading Room (Moore 572)

The Reading Room is located in the middle of the SLS (Department of Second Language Studies) side of the 5th floor of Moore Hall. There you will find a large number of linguistics journals, books, dissertations, dictionaries, and grammars, all of which are very useful resources for class projects and many of which are not available in the library. The Reading Room also contains reading materials (articles, books, etc.) put on reserve for some of the classes that you may attend. In addition, it serves as a good, quiet place to study.

Students volunteer each semester to act as monitors in the Reading Room. Becoming a monitor is a good way to familiarize oneself with the books that are available there and with the students and faculty who use the Reading Room, and also a good way to carve out dedicated quiet time to do your own research. Responsibility for the Reading Room is shared with the Department of SLS. Books and journals relating to SLS can be found on the shelves, and students from our sister department also monitor and frequently visit the room. Reading Room materials may not be taken off the premises. You are permitted to make photocopies, but you cannot check out materials or otherwise remove printed matter from the room.

2. The Lounge (Moore 565)

The Lounge is located diagonally across the hall from the department kitchen ("The Cafe"). The Lounge has mailboxes for all the graduate students in the department; be sure to check your mailbox regularly for notices and announcements. In addition to the mailboxes, the Lounge also has computers that are available for use by linguistics students to write papers, do classwork, etc. We have several Mac and PC computers that are available on a "first come, first served" basis; please bear in mind that class use takes priority over personal use, and please be considerate of other users. We also have scanners, a charging station, and a laser printer. Printing costs two cents per page; please place your money in the can by the printer. If the Computer Room is locked, just ask one of the secretaries in Moore 569 to borrow the key. If you are in the Lounge at 4:30pm when it closes, you are responsible for closing it for the day. This includes turning off all the computers, resetting the thermostat, and locking the door.

3. The Cafe (Moore 566)

The Cafe (formerly known as the Mail Room) serves as the department kitchen, and you will find an electric kettle, a refrigerator, a microwave, some communal dishware, and a table at which you can eat or socialize with other students. The LSM also provides snacks for purchase which will be labeled, and occasionally people leave free snacks on the table for anyone to help themselves. These facilities are for student (including undergraduate) and faculty use in the Linguistics Department, and the appliances are owned by the LSM. People are welcome to use the appliances, but are asked to clean up afterwards. If you wish to store small quantities of food in the refrigerator or freezer, put your name and the date on it. Unlabeled food will be thrown out! If you are the last student to leave for the day, please be sure to lock up.

4. The Conference Room (Moore 575)

The conference room is used for faculty meetings, reading groups, thesis defenses, exams, and certain classes. When it is not reserved for these uses, students are welcome to use it for their own meetings or as a place to study, eat lunch, or socialize. Please lock the conference room if you are the last to leave for the day.

5. The Language Analysis and Experimentation (LAE) Labs

(Moore 162, Moore 151, Moore 264, Moore 427, and KUY 422)

The Language Analysis and Experimentation Labs are research and teaching facilities dedicated to human language and its underlying cognitive mechanisms. The LAE Labs are open to any affiliate of the College of Arts, Languages & Letters who is interested in conducting laboratory-based research on language. The LAE Labs currently include four sound-attenuated booths, numerous PC and Mac computers, audio and video recording hardware and software, acoustic analysis software, articulatory measurement devices, eye-tracking equipment, preferential-looking paradigm equipment, toys for language acquisition studies, a large set of language corpora, tools for building computational models of linguistic and cognitive behavior, and experiment design and analysis software. Approved users may check out many research tools (such as laptop computers, microphones, recorders, etc.) for use outside the lab. To gain user privileges, you must first take a test on lab rules and procedures. Currently, labs are only

open when under supervision by a lab monitor. An email regarding lab policies, membership, and usage will be sent out in the first week of school with an updated set of lab hours and policies following university COVID guidance. For more information, please see the LAE Labs website, or contact the Lab head, Andrew Cheng (acheng20@hawaii.edu).

LAE Labs website: http://www.ling.hawaii.edu/lae
Phonetics Lab: Moore 162
Second Language and Bilingualism Lab: Moore 264
Tracker Lab: Moore 427
Acquisition Lab: Kuykendall 422

H. Around Campus

1. Computer Labs

Aside from the LAE Labs and the department computer room, there are several options for students to gain access to computers on campus. In general, a valid university ID must be presented upon entry. The following is a list of useful computer labs:

Moore Hall: There are three computer labs in Moore Hall available to linguistics students. Aside from our department computer room, there is a Mac lab located in Moore 155 and a PC lab in Moore 153, maintained by the College of Arts, Languages & Letters to facilitate foreign/second-language teaching and learning. If there are no classes scheduled, the computers are available to drop-in users associated with the College of Arts, Languages & Letters (which includes the Department of Linguistics). These labs have the latest applications and software. Many different language fonts can be used for word processing and email reading/writing. Please note there are currently no printers in Moore 153 and 155.

Hamilton Library: Hamilton Library has many computers scattered throughout the building. Some of these computers are available solely for email, web browsing, and library searches, while others have more complete capabilities. For the more equipped computers, you will need to log in with your UH ID number. This building is rather aggressively air-conditioned, so you may want to bring a jacket if you plan to stay long.

To print in the libraries, you will either need to bring cash to Hamilton Library or preload money (Campus Cash) onto your UH Mānoa OneCard. More information on how to print with your Mānoa OneCard can be found at https://www.hawaii.edu/its/its-computer-labs-at-uh-manoa/manoa-onecard/.

2. Libraries

Hamilton: Hamilton Library is the main library on campus, located next to Paradise Palms Café. Here is some basic information that you should know:

- Your student ID is your library card.
- As a graduate student you can borrow up to 200 books for up to 13-26 weeks (depending on standing), unless a book is *recalled* (library users can recall books checked out by others; if a book you checked out is recalled, you have to return it within 2 weeks). If a

book you need is checked out by someone else, you can request for it to be recalled for you to use. Regular book loans may be renewed in the MyUH portal. Overdue fines (25 cents a day for regular book loans) can become very expensive, so pay attention and make sure to return your books before the due date!

- The Library is open 8:00am – 10:00pm, Monday through Friday. However, some services, such as the reference desk or special collections, maintain separate hours. The hours for each service/department are updated each semester and can be found at http://library.manoa.hawaii.edu.
- The catalog system is known as **Hawai‘i OneSearch Library Catalog**. You can search for books or journals with this system.

The library's layout can be a bit confusing at first. Basic floor plans are available at the library itself and on its website https://manoa.hawaii.edu/library/about/visiting-the-library/library-floor-plans/, but generally the layout is as follows:

Ground Floor:	Government documents, maps, GIS
1 Floor:	Information desk, check-out counter, book return, journals, newspapers, microform (periodical room), reference books
2 Floor:	Humanities and Social Sciences (Call numbers A-P, and Z) Note: many linguistics books are on this floor
3 Floor:	Sciences (Call numbers Q- V); some of the Asia Collection is on this floor
4 Floor:	Asia Collection
5 Floor:	Hawaiian & Pacific Collections: contains many rare books, most of which cannot be checked out

As outlined in the section on Research, Courtney Nomiyama is the subject librarian for linguistics and can be contacted at cnomi@hawaii.edu.

A little advice for studying in Hamilton library—bring your jacket, it's chilly! Also, beware of theft. ***Do not*** leave your belongings unattended.

The Hawai‘i & Pacific Collection: The Hamilton Library houses the Hawai‘i & Pacific Collections, which are internationally recognized for the excellence of their holdings and contain over 75,000 resources. They offer materials related to the island regions of Melanesia, Micronesia and Polynesia. The Pacific Collection receives 1,200 journals and periodicals annually and subscribes to 33 newspapers. This is a tremendous resource for the students at University of Hawai‘i.

The Hawai‘i & Pacific Collections stacks are closed, which means that no backpacks, cell phones, or food/beverages are allowed in the room and that items must be requested from the librarian on duty. There are lockers available outside the collections room. Most materials cannot leave the room, though some can be checked out for a maximum of seven days. If you wish to consult a resource that is housed in the Hawai‘i & Pacific Collections, you must follow the directions provided on the collections’ information sheet.

The staff is usually very prompt about retrieving requested resources. Your resource will be held for you behind the reference desk on the 5th floor for three days. To pick up your resource, simply go to the desk and present your ID.

Sinclair: Sinclair Library has mainly two kinds of resources: audiovisual materials and older journals. They have an excellent collection of videos and DVDs that you can borrow. There is a large study room that many students make use of, and you may bring in food and drinks. There are also private study rooms and group study rooms; see the desk staff to reserve one. Sinclair is generally open 24 hours daily.

3. Campus Center Complex

The Campus Center is an important hub of student activity. It has a ticket window where you can pick up your bus pass, buy tickets for entertainment events, buy discounted movie tickets, etc. The Campus Center also has a Graphics Office where you can print presentation posters and banners and do bulk printing, as well as a Computer Lab with both Mac and PC computers. Included in the Campus Center Complex are the Warrior Recreation Center, which is the on-campus gym (accessible with your Mānoa OneCard), and Hemenway Hall, which houses the Graduate Student Organization (GSO), the UH Food Vault, the Women's Campus Club Thrift Store, an American Savings Bank branch, and the Dental Hygiene department (which is open for teeth cleaning during certain times of the semester!).

4. Student Recreation Services

Student Recreation Services (SRS) sponsors trips for surfing, snorkeling, kayaking, and hiking and also organizes intramural sports leagues. It is located in the lower campus Athletics Complex. SRS programs are a great way to explore the island and meet new people; the trips are relatively inexpensive and include transportation. They also have outdoor equipment available for rent at extremely cheap prices. You can find more information on their website: https://manoa.hawaii.edu/studentrec/.

5. Campus Eateries

There are a number of cafeterias on the University of Hawai‘i at Mānoa campus. Paradise Palms Café is closest to the Linguistics Department, located between Moore Hall and Hamilton Library, and has several restaurants and to-go food options in its food court-style layout. Meanwhile, the Campus Center has a big cafeteria, Starbucks, Jamba Juice, and Subway on its second floor, as well as a burrito restaurant and a bubble tea shop on the first floor. Next to the Campus Center is Hemenway Hall with Mānoa Gardens and Ba-Le, another great place to eat and relax and where we sometimes host LSM gatherings. The closest bars that cater to UH students are Mānoa Gardens, located in Hemenway Hall by Ba-Le, and Beer Lab HI, a short walk down University Ave. (towards King St.).

It is possible to purchase a proper meal plan that grants you access to the undergraduate cafeterias, which are located at the Gateway Cafe and Hale Aloha on the Lower Campus side of Dole Street. The most common plan for graduate students to purchase is the so-called "Apartment Club" plan for commuters, which costs $844 per semester and entitles you to 50

meal swipes and $75 worth of retail points (redeemable at eateries throughout campus). The Residential Dining website states that this plan is available to Hale Wainani residents only; however, it is also available to grad students and can be a cost-effective and time-saving alternative to preparing your own meals or purchasing food from the retail stores. More information about the various meal plans can be found here: https://manoa.hawaii.edu/housing/campuslife/residentialdining/

6. Campus Stores

The UH Mānoa Bookstore is located on the lower level of Campus Center and is a great (but rather pricey) place to purchase basic school supplies and UH apparel/accessories. They also sell a small selection of toiletry items and other necessities, as well as textbooks for some of the larger undergraduate courses.

As a graduate student in the linguistics department, you are unlikely to be asked to purchase a textbook; most courses will provide digital copies of any reference materials. However, a few professors will ask you to purchase a course reader from Marketing and Publication Services (MaPS). The MaPS building is a bit tricky to find, but your professor will provide you with more detailed instructions. https://manoa.hawaii.edu/crdg/curriculum-materials/maps/course-readers/

7. Housing

If you are looking for a place to live — room, apartment, studio — the bulletin boards on campus are a good place to start. A few other websites are listed below. In many cases, the best way to find housing is to mention to others that you are looking for a place; often someone else knows of a vacancy. The UH Ling Mail Room Discord has a channel dedicated to discussions about housing on Oʻahu. There are also two Facebook groups that sometimes list housing, one called "University of Hawaiʻi at Mānoa (UH) Housing, Sublets & Roommates" and the other called "University of Hawaiʻi at Mānoa Grad Student Group." As with all things on the internet, be wary of scams: suspicious-looking links are sometimes posted in comments on the Facebook groups, and many Craigslist ads are misleading or illegitimate. Always visit a potential house in person (and have a friend/department colleague join you) before agreeing to live somewhere!

HiCentral realty	https://www.hicentral.com/
MLS Realty	https://www.mls.com/
Craigslist Honolulu	http://honolulu.craigslist.org
Honolulu Star-Advertiser classifieds	http://www.hawaiisclassifieds.com
On-campus housing	http://www.manoa.hawaii.edu/housing
East-West Center*	http://www.eastwestcenter.org

***Note:** The East-West Center offers various scholarship programs and fellowships that come with resident hall housing (single-occupancy or double-occupancy for spouses/partners), among other member benefits and offerings. Applying for a program with the EWC is not simply applying for housing, but rather applying for a scholarship program *with* housing. Be sure to check the conditions of each award before applying: for instance, the Graduate Degree Fellowship covers full tuition and housing (but entails more responsibilities throughout the year),

while the Student Affiliate Program offers housing at a reduced rate (and is also less competitive).

8. Health Services

If you are feeling unwell, the University has a Health Services clinic (808-956-8965) located on East-West Road near Dole St. For general services, you can walk in during business hours to be seen by a physician. The clinic also houses specialty services, including dermatology, nutrition, physical therapy, psychiatry, sports medicine, travel services, and women's health. You can pick up prescriptions at their pharmacy (often at a discount). More information is available at https://www.hawaii.edu/shs/.

9. Security

If you encounter a safety issue, do not hesitate to contact the Department of Public Safety (DPS), our campus security service. If you are leaving the library alone at night and need someone to accompany you home, dial **808-956-6911** to request that someone escort you to your destination. There are also emergency telephones (the blue boxes on campus) that are connected directly to the security office. Alternatively, you can download an app called the Mānoa Guardian that allows you to quickly contact DPS officers and other emergency services, send in tips, and set a 'Safety Timer,' which will notify DPS officers if you have not reached your destination safely within a specified amount of time. You can download the app here: https://manoa.hawaii.edu/dps/manoa-guardian/.

Emergencies	911
Campus Security	808-956-6911 (x6911 from campus phones)
Safety Escort	808-956-7233

10. Groceries & Household Items

Groceries: A handful of grocery stores are located within walking or biking distance of campus, and many of them offer membership discount cards. Down to Earth and Kokua Market offer organic and vegetarian products.

Foodland	1460 S. Beretania St.
Safeway	2855 E. Manoa Rd.
Times Supermarket	1772 S. King St.
Nijiya Market	1009 University Ave #101
Down to Earth	2525 S. King St.
Kokua Market	2563 S. King St.

There is always the famous Ala Moana mall for shopping (although you should anticipate steep prices), as well as the nearby Target, Walmart, and Sam's Club. Chinatown is another excellent shopping area where fresh vegetables, fruits, fish, and other groceries are sold at much lower prices than at the supermarkets. Many car-owning students take regular trips to Costco, and it's not too difficult to arrange ridesharing.

Supplemental Nutrition Assistance Program (SNAP)

If you are a US citizen and employed, either as a GA or elsewhere, you may be eligible for the Supplemental Nutrition Assistance Program (SNAP) benefits, also known as food stamps. Many graduate students who hold a GAship are eligible for SNAP benefits, and this can make a huge difference if you're worried about your grocery budget. Even if you're not sure if you'll qualify, you should still apply. It's best to do this as early as possible, as the process can take several weeks. See this SNAP guide for further details. (Please bear in mind that this guide is authored by graduate students: we have endeavored to provide accurate and up-to-date information, but we are unable to guarantee its ongoing validity.)

Household Items: The Aloha Stadium Flea Market may be a good place to buy inexpensive clothes or kitchen items. There are also local Goodwill and Savers thrift stores for more extensive second-hand options, including useful items for your apartment. Many students also find success on Facebook Marketplace, especially for larger purchases like furniture.

Also be sure to check out our Department Swap Shop, housed in Moore 566B. All items are gently used and donated by Linguistics department students, staff, and faculty, and free to take. Visit this spreadsheet for a list of the items currently available. If you would like to take anything, please locate the item(s) on the spreadsheet, check the "Claimed" box, and write your name in the space that says "Claimed by". Once you have picked up your item(s), please mark it as "Picked up". Please note that *all items must be picked up by August 19th* so that the office can be cleared by the start of classes; if the office is locked, please ask Jen or John at the front office to open it for you.

11. Transportation

If you want to buy a bicycle, moped, car, scooter, etc., Craigslist or Facebook Marketplace is the best place to start. One inexpensive local bicycle shop is McCully Bike Shop, which is within walking distance of campus (located at 2124 S. King St.). Some students decide to ship a car they already own from the mainland, but this can be quite expensive.

TheBus is another way to get around the city. You can pick up bus schedules from Campus Center or the Queen Lili'uokalani Center for Student Services Building, or check online at http://www.thebus.org. There's also a smartphone app specifically for TheBus, called "DaBus2." This app allows you to save your frequently visited stops, view bus routes, and track the current locations of buses along a route, and it also provides estimated times of arrival for a given stop.

Bus passes are included in your tuition and fees and may be picked up at Campus Center after you've registered for classes. Recent student IDs have the bus pass built directly into the card, so you can simply tap your student ID on the card reader when you board. (Previously, the bus pass was offered as a sticker that students attached to their student ID, and this sticker is still available upon request. If using the sticker, simply show your card with the sticker to the bus driver as you board the bus.) Don't lose your student ID card: a replacement ID is $25 and a replacement UPASS is $50.

The bus passes provided through the university only function during the academic year (August through December and January through May). You will need a HOLO card (an electronic pass for use on public transport) for travel outside of the academic year. You can purchase a HOLO

card at most convenience stores (cash only!) or at Campus Center and then register and top it up using your credit/debit card online at https://www.holocard.net/. You can also load cash onto your card by visiting one of these same stores. The fare is $3.00 per ride, including one transfer; monthly passes are $70.

If you have further questions or comments, please feel free to ask any of the LSM officers. We all look forward to getting to know you!

Although LSM has members who are University of Hawai'i students, LSM is independent of the University and does not represent the views of the University. LSM is responsible for its own contracts, acts, or omissions.