

Mānoa International Exchange (MIX) University of Hawai'i at Mānoa

PRE-ARRIVAL CHECKLIST

- Gather all U.S. Immigration Documents required for entry into the United States:**
 - Passport valid for at least six months into the future
 - Current F-1 or J-1 student visa in your passport
 - DS-2019 form (J-1 students) or I-20 form (F-1 students)
 - University of Hawai'i at Mānoa Letter of Admission
 - Official financial support statement/documentation
 - Certificate of international vaccinations or health card (recommended)

- Activate UH Mānoa Username and Email Account**
 - Find your UH ID number on your Letter of Admission, then go to <http://www.hawaii.edu/account> to get a username and activate your university email account.
 - See page 2 of your Letter of Admission ('MyUH Student Portal') for detailed instructions.

- Send an email to inbound@hawaii.edu from your new UH email account**
 - Please send us an email so that we can see that you have activated your UH email account. Please include your full name in the subject or body of the email.

- Read all Pre-Arrival Resources on the MIX Website**
 - Read the MIX Handbook for Inbound Exchange Students (includes a helpful 'Arrival Checklist'), Housing & Meals, Course Registration, Inbound FAQs ('Frequently Asked Questions'), Health Clearance & Insurance, and more!
http://manoa.hawaii.edu/mix/inbound_students/

- Arrange your Housing**
 - It is your responsibility to arrange on- or off-campus housing for the duration of your stay. You may wish to arrange temporary housing in a hostel, hotel, or homestay for your first week here, and search for more permanent housing after you arrive. View [Housing & Meals](#) information on the MIX website at:
http://manoa.hawaii.edu/mix/inbound_students/housing&meals.html

- Arrange for Airport Pick-up (Optional)**
 - If you want free airport pick-up service, contact the International Baptist Centre at uairportwelcome@gmail.com.

- Complete & Mail/Fax your Health Clearance Form**
 - It is important that you send your Health Clearance Form to University Health Services Mānoa before course registration begins. Failure to do so will result in a 'hold' on your MyUH course registration.
 - **DO NOT EMAIL THIS FORM TO MIX.** It must be mailed, faxed, or sent by [UH File Drop](#) directly to University Health Services (recipient is 'uhs' for File Drop).
 - Instructions & Form: http://manoa.hawaii.edu/mix/inbound_students/health_info.html

- Obtain Proof of Health Insurance**
 - All students must have proof of adequate health insurance coverage.
 - You can purchase the University of Hawai'i health insurance (UH Student Plan by HMSA)
 - OR, if you already have health insurance that meets UHM's standards, you can have your insurance provider fill out a J-1 Health Provider Certification Form or an F-1 Student Acknowledgement & Health Insurance Provider Certification.
 - View Health Clearance & Insurance information and download forms on the MIX website at:
http://manoa.hawaii.edu/mix/inbound_students/health_info.html

Complete online Visa Clearance

- All new international students are required to complete the online Visa Clearance provided by UHM International Student Services (ISS). The online session is self-service and will take approximately 1 hour and 15 minutes to complete. Please follow the link here to get started: <http://www.hawaii.edu/issmanoa/pages/home/new-students/orientation.php>
- Please also RSVP for the Welcome Orientation during your Visa Clearance session.

Register for a MIX Check-In Session

- All new international exchange students are required to attend a Check-In session with MIX staff. Please sign up for one of these sessions during your Visa Clearance. The session will take approximately 1 hour and during this time, you will meet with MIX staff to go over any Health Clearance issues, removing your registration holds, finding your academic advisors on campus, course registration procedures, and housing issues. This is also a time for you to come and get your questions answered.

Register online for the ELI Placement Test (if required)

- You are NOT required to take the ELI Placement Test if: A) You were exempt from the TOEFL, B) You scored 100 or higher on the TOEFL, or C) you scored 7.0 or higher on the IELTS.
- All other students must take the English Language Institute (ELI) Placement test upon arrival to UHM.
- Before you arrive, register for the ELI Placement Test online at <http://www.hawaii.edu/eli/>. If you are required to take the test, failure to register for it will result on a hold placed on your MyUH course registration.

Make your Travel Arrangements

- It is recommended that you arrive in Honolulu at least one day before the Welcome Orientation. For date and time of the Welcome, see <http://www.hawaii.edu/issmanoa/pages/home/new-students/orientation.php>
- At the Welcome, you will meet the MIX and ISS staff members, who will orient you to the university. The Welcome is followed by a brief tour and a social event where you will be able to mingle with other international students.

Contact students from your university who have been to UHM (Optional)

- Previous exchange students to UHM can be an excellent resource for you. Ask your international exchange advisor to connect you with returnees so that you can learn from them what to expect at UHM! If possible, read reports written by former exchange students to UHM.

Pack some materials from your home university and country (Optional)

- It is nice to have some materials or small gift items from your university, country, and culture to share when you arrive. As an exchange student, you are an ambassador between your home university and UH Mānoa.

HELPFUL INFORMATION

Clothing to pack

Hawai'i is a casual place with a comfortable, relaxed lifestyle and a warm climate. Most people dress in lightweight clothing. Many students attend classes dressed in shorts, T-shirts and sandals. Most faculty and staff also dress casually. We enjoy frequent rain showers throughout the year (sometimes light rain, sometimes heavy). You can purchase an umbrella, beach slippers, and summer clothing here. Some suggestions for clothing to bring are:

- Shorts, T-shirts, and jeans
- Comfortable pants, shirts, sundresses

- A nice outfit for special occasions
- Bathing suit, sunglasses & hat, beachwear & sunscreen
- Sweatshirt or sweater for cooler evenings, for cool climates in higher elevations, and for air-conditioned buildings and classrooms
- A light water-resistant jacket or windbreaker for rainy or very windy days and evenings
- Sandals for everyday wear, a pair of nice shoes, athletic shoes and shoes for hiking

Handling Money

- Plan to bring enough U.S. cash to cover your expenses for the first few days in Honolulu. This will help you cover the initial costs of transportation, housing and food.
- You can use ATMs (Automated Teller Machines) and your credit card if you need additional U.S. cash when you first arrive. There are ATMs located at the airport, in Honolulu, and at the UHM Campus Center.
- For identification purposes, a picture ID and a credit card will be required for the rental of vehicles or to exchange currency. Some vendors may require two forms of identification. You may want to get an International Driver's License with a photograph of yourself to serve as a form of identification.
- Most exchange students open a bank account soon after arrival to Honolulu. There are banks on and near the campus.
- Credit cards make the purchase of goods and services easier and are required for most rentals.

Airport Arrival

If Honolulu International Airport is your U.S. Immigration and Customs Port of Entry:

- You will first pass through U.S. Immigration. Have your travel documents (DS 2019 or I-20 & passport) ready.
- Pick up your baggage from the baggage claim in the International Terminal, and go through U.S. Customs. Once you clear Customs, you will pass through sliding glass doors and enter an open-air lobby where telephones and hotel information are located.
- All passengers arriving from U.S. cities should proceed to the Baggage Claim on the lower level.
- If you have not made reservations for accommodations, you can call local hotels listed for room availability. Some hotels have their own shuttle service to transport their guests from the airport (ask the hotel desk clerk about this service).

Transportation from the Airport

It is best to have U.S. cash for ground transportation; it may not be possible to pay with a credit card. The list below is provided as a service, NOT as an endorsement; we take no responsibility for the quality of service of these companies. *Costs and fees are subject to change.*

- The Honolulu International Airport is located about 10 miles from Waikiki. Find Ground Transportation Information (taxi, bus, shuttle) on the airport website at: <http://hawaii.gov/hnl/ground-transportation>. Other ground transportation options are
 - Sphinx Transportation (call 808-922-4900 from the airport to reserve a shuttle)
 - Reliable Shuttle (make reservation in advance; call 1-888-924-9292 or see <http://www.reliableshuttle.com/>).
- If you wish to take a taxi from the airport to your hotel, hostel, or the university, there will be a person outside of baggage claim telling you which taxi to take. If there is a line of taxis, it is expected that you will take the first one in line. All taxis charge the same fare; you do not need to bargain for a lower price.
- If you take a shuttle, you will need to carry your bags across the first set of traffic lanes to a median area. This is where the shuttles pick up passengers.
- Tipping is voluntary, but it is expected that you will tip the taxi or shuttle driver about US \$1.00 per bag in addition to the fare.

Hawaiian Language

Hawai'i is a very international and multicultural place. There are two official languages, Hawaiian and English, but you will hear many other languages depending on where you are. Some commonly heard Hawaiian words and phrases are listed below:

'āina	The land. "Aloha 'āina" is a love of the land.
akamai	Clever; smart; intelligent
aloha	Love; welcome; hello; good-bye; a common greeting.
Diamond Head	Used as a direction; Waikīkī is "Diamond Head" of downtown.
'Ewa	Used as a direction (the opposite of "Diamond Head")
hale	House
haole	Foreigner; now commonly refers to Caucasians
hapa	Literally "half," is used to describe a person of mixed blood
Hau'oli lā Hānau	Happy Birthday
Hau'oli Makahiki Hou	Happy New Year
hui	A group or organization
kama'āina	A native born Hawaiian or longtime resident
kanaka maoli	Indigenous Hawaiian
kāne	Man or men
keiki	Child or children
kōkua	Help. "Please Kōkua" means "Please Help."
komo mai	Enter; welcome
kuleana	Responsibility
kumu	Teacher
lanai	Porch; balcony
lū'au	Hawaiian feast
mahalo	Thank you
makai	Toward the ocean
mālama	To take care of; care for; preserve; protect
malihini	Newcomer
mauka	Toward the mountains
Mele Kalikimaka	Merry Christmas
'ohana	Family
'ōlelo	Language
'ono	Delicious
pau	Finished; ended; done. "Pau hana" is the end of the work week.
puka	Any kind of a hole or opening or blank (to be filled)
wahine	Woman or women. The UH women's basketball and volleyball teams are the Rainbow Wahine!

Want to learn more Hawaiian language while you are here? Check out Hawaiian Language and Hawaiian Studies courses online at Class Availability (<https://www.sis.hawaii.edu/uhdad/avail.classes?i=MAN>).

