

Mānoa International Exchange (MIX)					
Email	<b>Agreements:</b> <a href="mailto:uhmix@hawaii.edu">uhmix@hawaii.edu</a>	<b>Inbound (to UHM):</b> <a href="mailto:inbound@hawaii.edu">inbound@hawaii.edu</a>		<b>Outbound (from UHM):</b> <a href="mailto:outbound@hawaii.edu">outbound@hawaii.edu</a>	
Staff	<b>Mr. Vinnie Burns, Director</b> <i>Oversees Agreements, Inbound Student Matters</i> Phone: +1 (808) 956-4728			<b>Ms. Kathy Tran, Outbound Exchange Specialist</b> <i>Oversees Outbound Student Matters</i> Phone: +1 (808) 956-3101	
Website	<a href="http://manoa.hawaii.edu/mix">manoa.hawaii.edu/mix</a>				
Mailing Address	Mānoa International Exchange University of Hawai'i at Mānoa 2600 Campus Road, QLC 206 Honolulu, HI 96822, USA				
University of Hawai'i at Mānoa (UHM)					
Website	<a href="http://manoa.hawaii.edu">manoa.hawaii.edu</a>				
President	Dr. David Lassner				
Overview	The University of Hawai'i at Mānoa is the flagship institution of the University of Hawai'i System. UH Mānoa is a leader in Hawaiian, Pacific, and Asian studies, as well as in fields such as Astronomy, Oceanography, International Business, and Travel Industry Management. See here for more details: <a href="https://www.hawaii.edu/campuses/manoa/">https://www.hawaii.edu/campuses/manoa/</a>				
Academic Calendar		<b>Fall 2023</b>	<b>Spring 2024</b>	<b>Fall 2024</b>	<b>Spring 2025</b>
	Int'l Welcome Week	TBD	TBD	TBD	TBD
	Classes Begin	Aug 21	Jan 8	Aug 26	Jan 13
	Classes End	Dec 7	May 1	Dec 12	May 7
	Final Exams	Dec 11-15	May 6-10	Dec 16-20	May 12-16
	View UHM academic calendars at: <a href="https://manoa.hawaii.edu/registrar/academic-calendar/">https://manoa.hawaii.edu/registrar/academic-calendar/</a>				
Academic Areas	<a href="http://manoa.hawaii.edu/academics/departments/">http://manoa.hawaii.edu/academics/departments/</a>				
Restrictions	Availability of courses in the following fields may be limited or restricted to degree-seeking students only: Academy for Creative Media, Business, Dental Hygiene, Education, Law, Medicine, Music, Nursing, Travel Industry Management. For more details, see here: <a href="https://manoa.hawaii.edu/mix/inbound/academics/">https://manoa.hawaii.edu/mix/inbound/academics/</a>				
Enrollment Requirements	Undergraduates: 12 credits (minimum) - 19 credits (maximum) Postgraduates: 8 credits (minimum) - 16 credits (maximum) See here for more details: <a href="https://www.hawaii.edu/issmanoa/?page_id=32">https://www.hawaii.edu/issmanoa/?page_id=32</a>				
Other Useful Links	Course Availability: <a href="https://www.sis.hawaii.edu/uhdad/avail/classes?i=MAN">https://www.sis.hawaii.edu/uhdad/avail/classes?i=MAN</a> International Student Services: <a href="http://www.hawaii.edu/issmanoa/">www.hawaii.edu/issmanoa/</a> Student Housing: <a href="http://www.manoa.hawaii.edu/housing/">www.manoa.hawaii.edu/housing/</a> University Health Services: <a href="http://www.hawaii.edu/shs/">www.hawaii.edu/shs/</a>				
Admission Information for Inbound Exchange and Visiting Students					
Applications	FALL SEMESTER (August start) Application opens: <b>Dec 1</b> Nomination deadline: <b>Feb 1</b> Application deadline: <b>Mar 1*</b>			SPRING SEMESTER (January start) Application opens: <b>July 1</b> Nomination deadline: <b>Sep 1</b> Application deadline: <b>Oct 1*</b>	
	*All applications and supplemental materials must be turned in by this date, including any mailed documents.				
Duration of Exchange	1 or 2 semesters				
Eligibility & Application Guidelines	Undergraduate: <a href="https://manoa.hawaii.edu/mix/inbound/how-to-apply-undergraduate-students/">https://manoa.hawaii.edu/mix/inbound/how-to-apply-undergraduate-students/</a> Postgraduate: <a href="https://manoa.hawaii.edu/mix/inbound/how-to-apply-postgraduate-students/">https://manoa.hawaii.edu/mix/inbound/how-to-apply-postgraduate-students/</a>				
Language Requirement	<a href="https://manoa.hawaii.edu/mix/inbound/english-language-requirements/">https://manoa.hawaii.edu/mix/inbound/english-language-requirements/</a>				
ELI Placement Test	Students with English test scores below a certain threshold will be required to take the ELI Placement Test upon arrival. This test will determine if students will be required to take any courses from the English Language Institute (typically between 1-3 ELI courses per semester depending on the student's score on the placement test).				

Estimated Costs	
UHM Student Budget	<a href="http://www.hawaii.edu/fas/basics/student_budget/index.php">http://www.hawaii.edu/fas/basics/student_budget/index.php</a>
Program Cost	MIX works with three types of students: <b>Exchange Students</b> (tuition waiver), <b>Hoakipa Visiting Students</b> (fee-paying with discount), and <b>Independent Visiting Students</b> (full fee-paying). Students should also budget for additional costs such as mandatory health insurance, special course fees, books and supplies, housing, meals, local transportation, and personal expenses.
Accommodation	
On-campus	For information about on-campus housing, see here: <a href="https://manoa.hawaii.edu/housing/apply">https://manoa.hawaii.edu/housing/apply</a> . Applications for on-campus housing in Fall are due <b>May 1</b> . On-campus housing is extremely limited and <b>NOT</b> guaranteed.
Off-campus	For information on off-campus housing options, see here: <a href="http://manoa.hawaii.edu/mix/inbound/housing-meals/">http://manoa.hawaii.edu/mix/inbound/housing-meals/</a> . Prices are comparable to living on-campus. Off-campus housing can also be highly competitive, so students are strongly encouraged to begin contacting housing providers as soon as they are admitted into the program.
Visa and Immigration	
Visa	A student who is not a US citizen or permanent resident (resident alien), will need a F-1 student visa in order to study at UHM as an exchange or visiting student. More details can be found on the UHM ISS website: <a href="https://www.hawaii.edu/issmanoa/?page_id=18">https://www.hawaii.edu/issmanoa/?page_id=18</a> . A certificate of eligibility (I-20) will be issued to participants following admission into the program.
Health Insurance	UHM requires international students to have adequate health insurance coverage throughout their programs of study. Students must either enroll in a UH-endorsed student health insurance plan or furnish proof of enrollment in a health insurance plan that provides the required minimum coverage. For more details, see here: <a href="https://manoa.hawaii.edu/mix/inbound/healthinsurance/">https://manoa.hawaii.edu/mix/inbound/healthinsurance/</a> .
Employment	Exchange and visiting students are allowed to work on-campus within the dates of their program. Employment may total no more than 20 hours per week during the academic semesters. Please note that participants in an exchange or visiting student program offered through Mānoa International Exchange (MIX) are <b>NOT</b> permitted to participate in pre-completion or post-completion F-1 Practical Training. This includes Curricular Practical Training (CPT), Optional Practical Training (OPT), and internships. For more details, see here: <a href="https://manoa.hawaii.edu/mix/inbound/employment/">https://manoa.hawaii.edu/mix/inbound/employment/</a> .
Arrival	
Registration Holds	It is common for incoming exchange students to have the following registration holds placed on their account after the initial course registration period: (1) Health Clearance (TB, MMR, Varicella, TDap); (2) Health Insurance; (3) Visa Clearance; and (4) ELI (English Language Institute). Students are responsible for clearing these holds on their own. Until these holds are cleared, students may be unable to add/drop courses. The Health Clearance ( <a href="http://www.hawaii.edu/shs/health_clearance/">http://www.hawaii.edu/shs/health_clearance/</a> ) holds are particularly strict and may result in students being unenrolled from their courses if they do not clear the holds (or request an extension) by the deadline. Students will be emailed by the Registrar's Office if they are at risk of this happening.
Recommended Arrival Dates	Students are strongly advised to arrive one week before the first day of class. An early arrival allows students to participate in the welcome week activities hosted by MIX and ISS, attend orientation, and clear registration holds prior to the first day of class, some of which students will not be able to clear until arrival (i.e. visa clearance) and can take a few days to clear (i.e. the TB health clearance hold). Students are <b>NOT</b> permitted to arrive after the first day of class without prior approval by MIX staff.
Welcome Guide	Upon acceptance, students will be provided with a digital Welcome Guide from MIX. This guide will provide students with information to help them successfully prepare for their program.