



MIX Application and UH Mānoa Application Guidelines for Postgraduates

Application #1: MIX Application

Please complete the MIX Application before completing the UHM Graduate Application. The link to the MIX Application can be found on the [How to Apply: Postgraduate Students](#) page. Before you begin, you are advised to prepare information on the following:

Question	Information to prepare and/or guidance
Primary schools attended (starting from grade 1)	<ul style="list-style-type: none"> ● Name of Institution ● Location ● From (Month-Year) To (Month-Year) ● Language of instruction
Secondary or middle schools	<ul style="list-style-type: none"> ● Name of Institution ● Location ● From (Month-Year) To (Month-Year) ● Language of instruction
Tertiary institutions, not including your current institution (i.e. other universities you have attended for a degree or short-term program, if any)	<ul style="list-style-type: none"> ● Name of Institution ● Location ● From (Month-Year) To (Month-Year) ● Type of Diploma or Certificate Received (if applicable) ● Language of instruction
Host department preference #1 Host department preference #2	<p>Exchange and visiting students do not have an official major at UH Mānoa. Instead, students are assigned a department or school that will serve as their "host department" for academic advising and course registration assistance purposes. Though we cannot guarantee your assignment to a specific host department, your answers to this question will help us to determine which host department is the best fit for you. Your major at your home institution and the courses you're interested in at UHM will also be taken into consideration.</p> <p>Browse Academic Department webpages from here: http://manoa.hawaii.edu/academics/departments.html</p>
Which classes are you most interested in taking while at UHM?	<p>Review the UHM Class Availability page. If the class list is not available for your prospective period of study, please look at the classes in the prior year to get an idea of what might be offered. Please note that this is only for us to get a better sense of your academic plan while at UHM and to help us connect you with a host department at UHM. <u>It does not guarantee placement in any courses.</u> You will still be required to register for courses on your own at a later date.</p>
Home university exchange office contact information	<ul style="list-style-type: none"> ● Full name ● Email address
Emergency contact information #1 Emergency contact information #2	<ul style="list-style-type: none"> ● Full name ● Relation to the contact ● Phone number ● Email address

Application #2: UHM Graduate Application

The UHM Graduate Application is managed by UHM's Graduate Division. Completion of this application is what will allow you to be admitted to UHM and be provided with a student ID number. This form is intended for degree-seeking students, so some of the questions may not apply to your situation or may be confusing. Some additional guidelines for completing the form correctly have been provided below.

Exchange Students	<ul style="list-style-type: none">• Go to https://apply.hawaii.edu/• Select Mānoa Graduate• Click on Create a Login ID and Pin• Complete the application and pay the application fee• Email your name and CAS ID number to MIX at inbound@hawaii.edu <p>Note: Exchange students are eligible for a refund of the application fee. After we receive your email with your name and CAS ID number, we'll work with the Graduate Division to have this fee refunded to you.</p>
Hoakipa Visiting Students & Independent Visiting Students	<ul style="list-style-type: none">• Go to https://apply.hawaii.edu/• Select Mānoa Graduate• Click on Create a Login ID and Pin• Complete the application and pay the application fee• Email your name and CAS ID number to MIX at inbound@hawaii.edu

After your application has been processed by the Admissions Office, you should be sent an email acknowledging that your UHM application has been received. This email may also remind you to submit transcripts, English proficiency test scores, along with other forms. However, you can ignore this email and similar emails, as these are intended for degree-seeking students NOT Exchange and Visiting students. The only items you need to complete are listed in the application guidelines for the Exchange/Visiting student program. If anything else is needed, we will let you know.

Questions? Contact us at inbound@hawaii.edu