Kapiʻolani Community College

ESOL 197
Intensive English Program
Pre-Orientation Packet

This packet contains very important visa and registration information.
Please read it through carefully.

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# Orientation Requirement Checklist

You **MUST BRING ALL** the following to the Orientation:

<table>
<thead>
<tr>
<th>Check</th>
<th>Documents</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Original AND copy of Kapi‘olani CC I-20 (page 1 only)</td>
<td>Sign your I-20 first. Copy after entering the U.S.</td>
</tr>
<tr>
<td></td>
<td>Original AND copy of passport photo page</td>
<td>In passport</td>
</tr>
<tr>
<td></td>
<td>Original AND copy of F-1 visa page</td>
<td>In passport. Copy after entering the U.S. Include the stamp of your arrival date.</td>
</tr>
<tr>
<td></td>
<td>Original AND copy of health insurance document</td>
<td>Must show beginning and ending dates. See page 7</td>
</tr>
<tr>
<td></td>
<td>Original AND copy of 2 MMR records</td>
<td>Must have 2 records in English</td>
</tr>
<tr>
<td></td>
<td>Original AND copy of TB clearance</td>
<td><strong>Must be done in the United States</strong> within 1 year prior to <strong>the first day of classes</strong>. <strong>This step may take up to 10 days for result. Without TB result, a student cannot attend classes.</strong></td>
</tr>
<tr>
<td></td>
<td>Acceptance letter</td>
<td>The letter you are reading right now</td>
</tr>
<tr>
<td></td>
<td>Address and phone number in your home country</td>
<td>Translated in English</td>
</tr>
<tr>
<td></td>
<td>Address and phone number in the U.S. you are staying</td>
<td>Include postal code in your address</td>
</tr>
<tr>
<td></td>
<td>UH Username and password</td>
<td>See page 5</td>
</tr>
</tbody>
</table>

*The Importance of TB and MMR: TB test must be done in the United States and may take up to 10 days to obtain the results. Without TB results, you cannot attend any classes. MMR can be done in your home country. If you need to take MMR in the U.S., make sure you take the TB test before MMR.*

**Reminders:**

1. If you do not have copies of all documents, you will **not** be able to register for your classes. There are no exceptions.

2. If you plan to make copies at the campus library before the orientation, bring a few $1 bills or coins. The Circulation Desk does not provide change or coins.
√ **Complete this checklist before arriving in Hawaii:**

- Read this packet and your acceptance letter carefully
- Sign page 1 of your Kapi'olani CC I-20
- Pay the SEVIS fee of $200 at [www.FMJfee.com](http://www.FMJfee.com)
- Apply for F-1 visa (contact the U.S. embassy in your home country for more details)
- Create your UH username and password (See page 5). If you are not able to create your UH username and password, please email our office at hic@hawaii.edu
- Make living arrangements (See page 6).
- Make flight reservations to come to arrive in Hawaii **at least one week before your orientation date**, in order to get TB results for the orientation
- Obtain proof of **2 records of MMR** (Measles, Mumps, and Rubella) in **English** from your doctor. You may ask your doctor to give you a copy of your 2 MMR shots OR use the attached Health Clearance Form for your doctor to fill out. You may also download and print this form at: [http://www.kcc.hawaii.edu/page/kiscdocs](http://www.kcc.hawaii.edu/page/kiscdocs), and click on “Health Clearance Form”.
- Obtain proof of **health insurance** (See page 7)
  - You will need health insurance coverage to **cover the first semester or more**.
  - **Make sure that the document shows when your coverage begins and ends.**
- Prepare for tuition payment
  - Kapi’olani CC accepts credit/debit cards – Visa or MasterCard only, personal checks, cash, money orders, or cashier’s checks
  - We recommend using credit cards more than debit cards because it is easier to make a payment. If you plan on using a debit card, please also bring your checks.
√ Complete this checklist after arriving in Hawaii:

- **Obtain proof of TB clearance from a doctor in the United States**
  (See page 8-10)
  - This must be done within 1 year prior to the first day of classes
  - This process can take up to 10 days to get your results after visiting the doctor’s office
  - **There are no exceptions**: you cannot attend classes without TB results.
    Note: Transfer students from UH HELP or NICE still need to bring a copy of TB clearance (no date limitation).

- **Make all copies of documents listed on page 3**

- **Attend both Part I and Part II of the mandatory International Student Orientation**
  - **Bring this packet and the documents listed on page 3**
  - You can register for classes ONLY after you attend BOTH orientations and submit all of the required documents
  - If you do not register for your classes prior to the first day of classes, you will be charged a late registration fee of $30

- If you plan on taking the bus in Hawaii, refer to this website at [http://thebus.org/](http://thebus.org/) for more information about bus rates, routes, and times. Keep in mind that a student bus pass (called the Upass) is available for purchasing after you register for your classes and pay your tuition. The Upass costs $150 for the spring and fall, $90 for the summer. Prepare the exact amount of cash (no change is given). Date valid:
  - Fall – August 1 to January 15
  - Spring - January 1 to May 31
  - Summer – May 1 to August 31
To Create Your UH Username and Password

Click: Get a UH Username

1. The name is case sensitive.
   First letter has to be capitalized.
   Name should be the same as it appears on your I-20.
2. UH Number is a 8 digit number.
   It is on page 2 of this packet.
3. Call HIC at (808) 734-9312 if you have questions.

https://myuh.hawaii.edu
Kapi'olani Community College
Student Housing Referral System (SHRS)

The SHRS Program seeks to provide housing referral information to students formally accepted into the Kapi'olani Community College System. Housing disclaimer and additional housing information found at: http://www.kcc.hawaii.edu/object/housing.html. You may also contact KCC housing coordinator: Shawn Yacavone at yacavone@hawaii.edu or (808) 734-9768 for more information.

Average cost of housing in Hawaii:
Shared: $600 - $750
Private: $950 - $1200

Housing Resources

UHM Off-Campus Housing Referral Program: http://www.housing.hawaii.edu/och/

Atherton YMCA: http://www.athertonymca.org/index.htm

Hawaii Student Housing: http://www.hawaiistudenthousing.org/

Hawaii Student Suites: http://www.studentrentalshawaii.com/

International Student Placement: http://www.isphostemstays.com/

Homestay Options

Rainbow Homestay
Contact: Emma Miyaki
Email: rainbowhomestay@hawaii.rr.com
Telephone: 808-277-9016

Ribbon Productions Homestay
Contact: Mayumi Miyahara
Email: miyaharam@hawaii.rr.com
Telephone: 808-924-3999
Health Insurance

Please keep in mind that the resources on this page are not endorsed by Kapi‘olani CC. They are simply a list of resources to help you get started. You may use your current health insurance. However, if you need health insurance, you could consider purchasing coverage from:

• While you are in your home country:
  o ACE: [http://www.acelimited.com/AceLimitedRoot/](http://www.acelimited.com/AceLimitedRoot/)
  o AIU: [http://www.no1-travel.com/info/insurance.htm](http://www.no1-travel.com/info/insurance.htm)
  o Dongbu Insurance: [http://dongbuinsurance.com](http://dongbuinsurance.com)
  o Guard Me: [http://guard.me/](http://guard.me/)

• After you arrive in Hawaii:
  o UH Student Health Plan: HMSA (Hawaii Medical Service Association)
    • You have to apply in-person with your acceptance letter, Kapi‘olani CC I-20, HIC memo, HMSA application, and payment
    • Location: 818 Keeaumoku Street, Honolulu, HI 96814 (hours: M – F @ 8am-4pm)
    • For the application, please go to [http://www.hmsa.com/portal/?gid=student](http://www.hmsa.com/portal/?gid=student)
    • Bring payment in the exact amount. They accept personal checks, money order, cash, cashier’s check – change is not provided, traveler’s check – change is not provided.
    • For more information, call: (808) 948-5555 or (808) 948-6111
      • Press 1 if you are not an HMSA member and would like information on health plans, then press 1 for individual plans including the keiki (child dependent) plan
For MMR and/or TB, you may go to:

(Information subject to change; Please call to verify office hours and pricing. If you need to take both TB and MMR, be sure to take TB first)

Lanakila Health Center

Tel: 832-5731 or 832-5738
Address: 1700 Lanakila Avenue
Ground Floor
Honolulu, HI 96817
Office Hours: 7:45-3:00
(M, Tu, W, & F)
Service: TB / X-Ray
Cost: Free
Appointment: No
Website: http://honolulu.hawaii.edu/health/tb.html/

*No testing done 2 days before a holiday or the Friday before a major holiday as the clinic is closed on holidays.
*Requires 2nd visit 2-3 days later for reading.
If your skin test is positive, you need to follow up with X-Ray which will take additional 3-4 business days.

University Health Services Manoa

Tel: 956-8965
Address: 1710 East West Road
Honolulu, HI 96822
Office Hours: 8:30 - 12:00 & 12:30 – 4:00
(M, Tu, Th, & F)
8:30 – 12:00 & 1:30 – 4:00
(W)
Service: TB / MMR
Cost: TB $12/ MMR $62
$25 Doctor fee/semester
Appointment: No
Website: http://www.hawaii.edu/shs
Waikiki Health Center

Tel: 922-4787
Address: 277 Ohua Avenue
Honolulu, HI 96815
Office Hours: 8:30 – 12:00, 1:30-5:00 (M to F)
8:30 – 12:00 (Sat)
Hours for TB: 8:30 – 12:00
Service: MMR
Cost: MMR $75
Appointment: Yes
Website: http://www.waikikihealthcenter.org/

St. Luke’s Clinic

Tel: 945-3719
Address: 1441 Kapiolani Blvd. Suite 2000
Honolulu, HI 96814
Office Hours: 8:30 – 4:00 (M to F)
*last appt 3:00
8:30 – 12:00 (W, Sat)
*last appt 11:00
Service: TB / MMR / X-ray
Cost: TB $15/ MMR $50
Appointment: Yes
Website: http://st-lukeclinic.com

* I-20 is necessary.
*TB+X-ray result takes at least 5 days
*Japanese/English services
Diamond Head Clinic

Tel: 733-9220  
Address: 3627 Kilauea Avenue Rm 302  
Honolulu, HI 96816  
Office Hours: 2:00 – 4:00 pm (Mon)  
If a holiday is on Monday or Wednesday, TB skin test services will be cancelled.  
Service: TB  
Cost: Free  
Appointment: No

Urgent Care Kahala

Tel: 735-0007  
Address: 4218 Waialae Avenue  
Suite 106  
Office Hours: 9:00 – 8:00 pm (Mon – Fri)  
8:00 – 5:00 pm (Sat – Sun)  
Service: TB / MMR  
Cost: Please call  
Appointment: No  
Website: http://www.kahalaurgentcare.com/
University of Hawai‘i - Kapi‘olani Community College

Honda International Center (HIC) Iliahi 107

Ohia Cafeteria & Bookstore (Ohia 116)

Permits required for Lot A Parking

Handicap Parking
Staff and Restricted Parking
Visitor with Pass Parking
Student and Visitor Parking
Motorcycle, Moped Parking
Bus Stops
Pay Phones
TDD Pay Phones

For Bus Information
Call 848-5555
or Download Smartphone app “Dabus”

Kahikoluamea Center (1st floor)
Student ID / U-pass (bus pass)

Diamond Head Clinic

Testing Center Lama 101

Lama 101

Ohia Café & Bookstore (Ohia 116)

To Waikiki
2, 2L, 23, 24
To Downtown
3, 9

To Waikiki
2, 2L, 23, 24
To Downtown
3, 9

Hawaii Film Studios

Hawaii Film Studios