



University of Hawai'i at Hilo

UNIVERSITY
OF HAWAII
HILO

Coursework Taken On Exchange

To receive credit at UH Hilo for courses completed at another institution, UH Hilo students should:

1. Secure approval in advance for each subject to be taken abroad by filling out the reverse side.
2. Earn a grade of "C" (70%) or higher at host institution.
3. Request an official transcript from your exchange institution be sent to UH Hilo.

An official transcript of work taken at the exchange institution must be mailed to:

National Student Exchange Office
University of Hawai'i at Hilo
200 W. Kawili Street
Hilo, Hawai'i 96720

Students should be aware of the following:

1. The grade point average (GPA) is based only on work taken at UH Hilo.
2. To earn a bachelor's degree at UH Hilo, a minimum of 30 semester hours in the college from which a degree is sought must be earned at UH Hilo.
3. College of Arts & Sciences and Ka Haka 'Ula O Ke'elikolani students must earn a minimum of 25% of the credits required for their major, minor and/or certificate at UH Hilo.
4. You are discouraged from repeating courses taken at UH Hilo, since the grade at another institution (including within the UH system) will not replace the grade earned at UH Hilo.