Page 1 of Application Instructions. Type or print legibly.

Semester/Year: Please check box for the semester and year you are interested in staying in the residence halls. There is a different application for Summer. e.g. Fall 2011

Name: Insert your full legal name in “Last”, “First” and “Middle” boxes. example;
   Last: Doe
   First: John
   Middle: Q

Banner I.D. number or UH user I.D.
Insert your Banner I.D. or UH User I.D. Your Banner I.D. /UH user I.D. is required to assist University Housing in determining acceptance to UH Hilo or Hawaii Community College. Students that do not have this information may leave this section blank. In these cases it is very important that all other information especially birth date be completed correctly. This criteria will assist our office in searching for students Banner I.D. and admissions status to UH Hilo or HawCC.

Gender: Please check box to indicate your gender. Female, Male, or Transgender

*University Housing is supportive of all students including those who identify as transgender. Housing assignments will be made on the basis that best meets the needs of the student. For additional information of support please contact the University Housing Office.

Phone Number: Please type/print telephone number with area code and country code if applicable. e.g. (808) 974-7522

Birth date: Please input your birth month, day, and year. e.g. 01/01/93.

Please note that birth date is necessary for assistance in verification of acceptance to the university. This criteria will assist with students with the same names if Banner I.D. or UH user I.D. is not available. Inaccurate information may prevent processing of your application.

E-mail Address: If you have an e-mail address, please insert address in this box. Please make sure of its accuracy. Please note that some email accounts are case sensitive. Once a student has checked into on-campus housing the UHH University Housing will use the student’s MyUH or UH email address to communicate information.

Mailing Address: Please enter your Mailing address in each noted box
   Street: Enter your street or P.O Box information in this box. e.g. 200 West Kawili Street
   City/Province: Enter your City or Province. e.g. Hilo
   State/Country: Enter your State or Country. e.g. Hawaii
   Zipcode: Enter Zipcode e.g. 96720

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This information will be your designated address for important University Housing documentation. Should you move from this location, it will be your responsibility to update this address with the UHH University Housing. University Housing will not be responsible for any mail that is lost or forwarded to you. Once students have checked in to their assigned space, all documentation will be sent to their assigned hall. Students will be responsible to check their hall mailboxes for any housing information.

**Campus:** Please check box to indicate the college you are attending. Either UHH (University of Hawaii at Hilo) or HawCC (Hawaii Community College)

**Class Level for Period Applying:** Please indicate the class level you will be at for the semester by using the pull down window (Freshmen Sophomore, Junior, Senior, or Other), or if you are not using the form fillable method, write in your class level.

**Number of college credits completed:** Insert the number of college credits you have currently completed.

**Were you previously enrolled at UH Hilo/HawCC:** Please check box “Yes” if you had previously attended UH Hilo or HawCC. Please check box “No” if have not attended UH Hilo/HawCC.

**Do you require Special Accommodation:** Please check box “Yes” if you require special accommodations.

**If yes, please describe what these accommodations are:** Please describe what these accommodations are in the section. See the housing brochure for more information.

**PREFERENCES:** List your choices in order of preference. With “1” being your first choice, “2” being your second and etc. Put an “X” next to “I will accept ONLY halls indicated below,” if you only want to be considered for a specific hall(s).

Example:

[X] I will accept ONLY halls indicated below:
- Hale Kanilehua (double) 1
- Hale Kauanoe (single) ___
- Hale Ikena (two-bedroom apt. – 2 people)* 3 .
- Hale Kauanoe (double) 2
- Hale Kehau (double ) ___
- Hale Ikena (one-bedroom apt – 4 people)* 4 .

**Note:**

* Hale Ikena: Students interested in Hale Ikena must be 21 years of age or have completed 24 credits prior to the semester they are applying.

Students assigned to Hale Kanilehua, Hale Kauanoe, and Hale Kehau are required to be on a meal plan. The meal plan is optional for students assigned to Hale Ikena.

**Housing Application payment as follows:** Put an check box next to “A” if you are paying by check. If you are paying with a credit card check box next to “B”, please note that the University of Hawaii at Hilo only accepts MasterCard and VISA. Please enter the appropriate card information with the signature of the CARD HOLDER. **PLEASE DO NOT SEND CASH PAYMENTS THROUGH MAIL.** All payments are to be made in US dollars. The Application fee is not refundable.

**Signature(s):** Please sign and date the bottom. If you are not of legal age (18) a parent/guarantor must also sign and date below.