Come create a masterpiece at Kaua`i Community College!

KCC students Layna Marie Chavez and Walter Maza work in acrylic painting in Instructor Waihang Lai’s ART 123, an introduction to painting.

Charpentiera densiflora - Amaranthaceae

This plant is endemic, and vulnerable. It occurs in dry, mesic gulches, and it is found in Hanakāpīʻai and Hanakoa Valleys, and the Nāpali Coast on Kaua`i.

Hawaiians used the wood for fireworks, throwing burning pieces from the cliffs of Makana, on the north shore of Kaua`i.

Its hawaiian name is Pāpala.
### Campus Resources & Services

**Admissions & Records**
- **245-8225**
- **245-8224**

The Admissions & Records Office keeps your academic records from the time you are admitted until you graduate. Go there for admission applications, special admission procedures, the Schedule of Classes, registration information, VA certification, transcript evaluation, transcripts, some distance education information, grades, residency information, schedules, and applications.

**Alumni Association**
- **245-8234**

The Alumni & Friends of Kaua‘i Community College Association (KCCAF), made up of graduates and friends of the College, is a service organization. One of its current projects, a Kaua‘i Community College cookbook, raises scholarship funds for KCC students.

**Apprenticeship Training Program**
- **245-8267**

The Apprenticeship Training Program at Kaua‘i Community College offers quality education through training. The Program currently assists 8 building industry trades: air conditioning, carpentry, electrical, masonry, painting, plumbing, roofing, and sheet metal. The apprentices are provided with on-the-job training and attend related training courses at the College.

**Bookstore**
- **245-8273**

The Bookstore is the place to shop for almost everything you need for school. Items you’ll find in stock include new and used textbooks, calculators, computer diskettes, art supplies, school supplies, backpacks, greeting cards, dictionaries, Kaua‘i Community College and University of Hawai‘i clothing and logo souvenir items including decals, and computer software, soft drinks, casual clothing, snacks and candies, and special order items.

Gift certificates are available for purchase in any denomination up to $100. These certificates are redeemable at any of the bookstores in the UH System.

Booklists and special evening store hours are posted at the Bookstore and other campus locations prior to the beginning of each semester.

Catalogs for Kaua‘i Community College, as well as all the other institutions in the UH System, can be purchased at the Bookstore.

Full refund is given if made within the first (3) three weeks of the semester. Only 75% refund if book is not in saleable condition (new books that are returned marked/soiled). **Register receipt is required for all refunds!** After the first three weeks, refunds are made only if refund is requested within (7) seven calendar days from date of purchase.

During final exam week twice a year, in May and December, you can sell your books back to the Bookstore. Signs are posted around campus at least a month prior to the buy-back announcing days and times. For more information, see the Bookstore Manager.

**Campus Safety**
- **245-8230**

Kaua‘i Community College is concerned about the safety and welfare of all campus members and guests. Because no campus is isolated from crime, the College has developed policies and procedures to ensure appropriate precautionary measures are taken.

Outside phones are located at the entrance of the Performing Arts Center and Learning Resource Center. For information, contact the Director of Administrative Services at 245-8230 or the Dean of Students at 245-8274.

**Campus Wellness**
- **245-8307**

The Campus Wellness Center is a nurse-managed, academic health center with the goals of: providing high quality wellness care to students, faculty, and staff, offering a clinical practice site for health careers’ students and faculty, and serving as a site for investigation of wellness-related topics.

Services are provided by faculty who are Advanced Practice Registered Nurses in various specialities and include general health screening, family planning services, HIV and sexually transmitted disease screening, care of common illnesses, immunizations, TB testing, stress reduction, emotional care, CPR training, and health education activities.
## Career Planning 245-8212

Career planning information and testing services, including occupational interest inventories, personality inventories, and a library of occupational information, are available at the Student Services Office. Career Kokua and Discover, along with other computer occupational information and guidance systems, are also available.

## Continuing Ed. & Training 245-8318 (Registration)

Flexible, timely responses to needs beyond the traditional college curriculum are the hallmark of the Office of Continuing Education and Training. Instructional courses focus on training programs in the business and visitor industries, vocational upgrading, and personal enhancement and development. Special programs include re-training for dislocated workers, international study tours, and cultural performances staged at the College’s Performing Arts Center. A variety of instructional, cultural, recreational, vocational, problem-solving, and general informational services are available.

Non-credit courses are open to anyone who can benefit from them. While there are no prerequisites, specific courses may require some prior experience to obtain maximum benefit. **NON-CREDIT COURSES DO NOT MEET THE REQUIREMENTS FOR A COLLEGE CERTIFICATE OR DEGREE.**

## Computer Labs

Computer labs are available for class sessions, completing assignments, and e-mail and Internet access. Ask your instructors or see staff in The Learning Center. Check posted schedules for The Learning Center and the Computer Resource Center.

## Cooperative Education 245-8328 mia@mail.kauaicc.hawaii.edu

Cooperative Education (Co-op) is a formalized academic program that offers students an opportunity to integrate classroom theory with related work experience. Students gain practical on-the-job experience which fosters development of skills, competencies and interests in the specific occupation or career field which help to validate career choices.

Field experiences may be on- or off-campus, paid or volunteer, part- or full-time. Field experiences with participating businesses and organizations are under the supervision of the Cooperative Education coordinator. Co-op interns develop learning objectives, are evaluated for work performance and participate in a weekly instructional seminar.

Students participate in Cooperative Education depending on their certificate or degree requirements. Credits are based on increment of 75 hours of fieldwork. Co-op is currently available in these programs: Auto Body Repair and Painting, Automotive Mechanics Technology, Business, Carpentry, Food Service, Hotel Operation, Office Administration and Technology.

Co-op field experiences are a graduation requirement for the following programs: Hotel Operations, Office Administration and Technology and Food Service. These degree programs view Co-op as a capstone or exit experience within the program curriculum.

Short-term internship may be developed for other majors including Liberal Arts for career exploration. Internship opportunities are for one credit (minimum of 75 hours of fieldwork and under the general supervision of the Cooperative Education Coordinator).

Cooperative Education is located in the Faculty Bldg. #2 Rm. 105. For more information please call 245-8328.

## Counseling & Guidance 245-8212

Counseling and guidance at Kaua‘i Community College are provided to add a personal quality to students’ efforts to obtain a formal education. Take advantage of admissions counseling, new student orientation before each new semester, individual, personal and vocational counseling, and appointments to use Career Kokua and Discover.

Counseling is based on your individual interests, abilities, aptitudes, and needs. Advising is available year-round to assist you in defining your academic and occupational goals. You are encouraged to see a counselor to resolve personal problems that may interfere with your studies.

## Distance Learning 245-8330

Distance learning courses can increase student flexibility regarding the time, place, and pace of study. Cable TV courses provide instruction to students via commercial and public access television. Students receive their course content through television and interact with faculty through phone and e-mail. Internet courses are delivered to students via the World Wide Web (WWW). These courses generally provide the most flexibility for students in terms of time and place of study. Interactive television (HITS) classes provide for 2-way video and audio instruction between students and faculty at various sites around the state. Students need to go to the HITS site on campus. On-site outreach courses involve instructors hired by another UH campus to teach class sessions on Kaua‘i. Check [http://www.hawaii.edu/uhcc.e-learn](http://www.hawaii.edu/uhcc.e-learn) for the distance-delivered AA degree. Associate, Bachelor’s, and graduate courses and programs are available through distance-delivered technologies. For information, call or e-mail uhckauai@mail.kauaicc.hawaii.edu.

---

21
**E-mail Access**

As part of its effort to help students gain skills in current technology and to support instructors using e-mail as a teaching and communicating mechanism, the College provides e-mail accounts for students. Because it is an educational institution, the College emphasizes the educational use of e-mail.

**English Language & Culture**

Special courses are offered for students who speak English as a second language. See ELI 1, ELI 2, ELI 3, and ELI 4 in the Course Description section of this catalog.

**Facilities Use**

The College facilities may be used by University of Hawai‘i affiliates, State of Hawai‘i agencies, and non-profit organizations on a space-available basis. Non-profit organizations must obtain, and maintain throughout the period of use, liability insurance of at least one million dollars for bodily injury liability arising out of each occurrence and of at least one million dollars for property damage liability arising out of each occurrence. The University of Hawai‘i and the State of Hawai‘i, and their officers, employees, and agents shall be listed as insured under the policy. Prior to the date of use, the user must provide to the University a certificate of insurance verifying the existence of the necessary liability coverage, including the coverage of the University of Hawai‘i and the State of Hawai‘i, and their officers, employees, and agents.

Non-institutional users of University facilities must clearly indicate in all promotional material that the program or activity is neither sponsored nor endorsed by the University of Hawai‘i.

**Financial Aid**

The Financial Aid Program at Kaua‘i Community College provides financial assistance to students who would not be able to attend college without such assistance. This assistance helps to supplement the expected contribution of a family or individual in meeting the cost of education. All funds are distributed in accordance with federal, state and institutional policies. To insure consistency and equity in the awarding of aid to students, we encourage completion of the Free Application for Federal Student Assistance (FAFSA) by the priority deadline of March 1. All financial aid programs are subject to change due to legislative action.

**Food Services**

The KCC Cafeteria serves as an instructional facility for students in the Culinary Arts program. During the course of training, students produce a wide variety of breakfast, lunch, and snack items. Facilities are open to the public. The Cafeteria is open both fall and spring semesters:

- **Breakfast**: 7:30 am - 9:45 am Monday - Friday
- **Grill**: 9:30 am - 1:00 pm Monday - Friday
- **Cafeteria Line**: 10:30 am - 1:00 pm Monday - Friday
- **Coffee Shop**: 11:30 am - 1:00 pm Wednesday & Friday (fall semester)
- **Fine Dining Room**: 11:30 am - 1:00 pm Tuesday & Thursday (fall semester)
- **Fine Dining Room**: 11:30 am - 1:00 pm Wednesday & Friday (spring semester)

Catering Services are available.

**Handicapped Parking**

There are several handicapped stalls located in front of all KCC parking areas in the parking lots outside the main campus. Any student with a State of Hawai‘i, Department of Transportation Disabled Person’s Parking Placard may park in these reserved spaces.

**Health Care**

See Campus Wellness section, page 28.

The College does not maintain a student health office. A hospital is located in Lihu‘e. Low-cost health insurance is available to students. Those not covered by any form of medical insurance are encouraged to purchase a health care plan such as the Associated Students of the University of Hawai‘i (ASUH) medical insurance. Brochures and applications for the student health plans are available at the Student Services Office.

All F-1 and M-1 visa foreign students must have some form of medical insurance before registration will be permitted.

Referral for those in need of vocational rehabilitation assistance or psychiatric attention is also available.
HITS  
245-8238  

**HITS** is the term people generally use to refer to the Hawai`i Interactive Television System. You may also hear it referred to as ITV. This system allows you to attend class in real time along with other students throughout the state. It is capable of 2-way audio and video between our HITS studio and studios at any UH System site (see Distance Education.) To register for HITS classes, call the phone number listed here.

**Interlibrary Loans**  
245-8358  
245-8253  

Through Interlibrary Loan, KCC students have access to materials in all of the UH System libraries. Materials can be ordered and received within 5 working days from any remote campus.

**International Education**  

International study opportunities may be available. For information, ask your instructor or counselor.

**Internet Access**  

KCC students can apply each semester for a computer account which enables access to the Internet. Because the College is an educational institution, it emphasizes the academic use of the Internet.

**Learning Assistance**  
245-8346  
245-8341  

The Learning Center (TLC) offers academic assistance and support to students in all college programs. Students are assisted in gaining and strengthening necessary skills to improve their class performance and succeed in achieving educational and personal goals. Assistance provided includes assessment of students’ learning needs and practices, computer-assisted instruction, tutorial assistance in English, writing, math, and content courses, collaborative learning opportunities, individualized and small group workshops or instruction in writing and thinking, learning/study skills, word processing, Internet use, electronic mail, and self-management skills.

**Learning Resource Center**  

The Samuel W. Wilcox II Learning Resource Center provides a variety of learning and teaching resources. (See Computer Labs, Library, Media Services, The Learning Center, and Writing and Thinking Across the Curriculum for specific information.)

**Library**  
245-8233  

The Library provides a diverse collection of materials in support of the College curriculum. Reference services include library instruction and research assistance (traditional and electronic). A computer lab provides access to the University of Hawai`i Libraries’ electronic catalog (Voyager), online databases, the Internet, and other programs such as Word.

Library hours will vary depending on whether the semester is in session. Please call the Library for current hours.

**Lost and Found**  
245-8311  

Information for lost and found articles may be obtained at the Business Office, the Library Circulation Desk, or Student Services.

**Media Services**  
245-8238  

Media Services’ assists the faculty and students in preparing instructional materials. The telecommunications involved with the delivery of distance education via HITS and cable is also a primary responsibility.

**Non-Credit Classes**  
245-8318  

Non-credit classes are offered by the Office of Continuing Education and Training. Instructional courses focus on training programs in the business and visitor industries, vocational upgrading, and personal enhancement and development. Special programs include re-training for dislocated workers, international study tours, and customized classes. Fall and spring schedules of non-credit courses are available at the Office of Continuing Education and Training.

**Orientation for Distance Learning Students**  
245-8330  

An orientation for distance learning students is held at the beginning of each fall & spring semester. Orientation workshops on electronic library resources, e-mail, and Web CT courseware are given by KCC academic support faculty to help students succeed in their cable, HITS, and Internet courses. Students also have the opportunity to meet other distance students and to learn about the support services available to them.

**Orientation for New Students**  
245-8212  

Orientation sessions for new students are available during the week prior to the start of the fall and spring semester. Students and families interested in receiving information on our College and its programs may also contact our Admissions & Records Office or Student Services Office. A counselor is available year-round to answer your questions. Small group tours can be arranged.

**Parking**  
245-8230  

Parking on campus is governed by the College’s Rules and Regulations Governing Parking and the Operation of Motor Vehicles on the Kaua`i Community College Campus. Copies are available at the Student Services Office.
Performing Arts Center (PAC) 245-8270

The Performing Arts Center is the venue for outstanding international, national, and local cultural performances. It has hosted several sell-out productions since its grand-opening in fall 1995. The Center seats 560, with 12 additional spaces for wheelchair patrons. The resilient performing stage and backstage rehearsal room were specially designed for dance group productions. A 9-foot Steinway concert piano is housed in the Center. A costume room, scene construction shop, and dressing rooms are included in the facility. Projected for future construction are an art exhibit area in the lobby and an outdoor performing stage. Use of the Center is limited to University of Hawai‘i affiliates, State agencies, and non-profit organizations. (See the Facilities Use entry in this section of the catalog for details.)

Preschool 245-8356

The primary mission of Na Kama Pono (the Early Childhood Development Center) is to provide a lab site for Early Childhood Education students. It also provides a quality pre-school for 3 and 4-year olds.

Na Kama Pono is accredited by the National Association for the Education of Young Children. It offers a child-centered program which implements and models the most current and appropriate early childhood practices.

Tuition for the 2002-2003 school year is $430.00 a month which includes breakfast, lunch and an afternoon snack. Tuition assistance is available to eligible parents.

Na Kama Pono’s hours are from 7:30-4:30. It follows the College’s fall and spring schedule. Summer session runs from a week after the spring semester to a week before the beginning of the fall term. A waiting list is maintained and inquiries are welcomed. Priority is given to the children of KCC students, faculty and staff.

Recreational Facilities

The College’s recreational facilities include an outdoor basketball court, 4 tennis courts, a weight training center, and a student lounge with a pool table, ping-pong table, and foosball. A large grassy field is available for walking or jogging.

Services to Hawaiian & Part-Hawaiian Students 245-8260 245-8206 245-8212

Services are provided to assist in the recruitment and retention of Hawaiian/part-Hawaiian students. Services include academic planning and advising; assistance in college success; career guidance and self-development. Additionally, the Native Hawaiian Vocational Education Program provides unique opportunities and internships, work experience, and study abroad experiences for Native Hawaiian vocational education majors.

Services to Single Parents & Displaced Homemakers 245-8245 245-8212

The program provides supportive services to single parents and displaced homemakers who are pursuing a vocational education degree. Services include orientation and information about college programs, pre-vocational services, academic advising, financial aid information and self-development workshops.

Services to Students with Disabilities 245-8212 TTY: 245-8314

Students in need of disability-related accommodations are advised to contact Student Services as early as possible so that services may be arranged on a timely basis. For further information, contact the Disability Services Counselor, Campus Center, Room 206, 245-8314.

In accordance with Section 84.4 of the Federal rules and regulations governing Section 504 of the Rehabilitation Act of 1973, no qualified individual with a disability shall, on the basis of his or her disability, be excluded from participation in, be denied benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from Federal financial assistance.

Students with documented disabilities, either permanent or temporary, are encouraged to use the following services:

- personal, academic, and career counseling
- admissions and financial aid application assistance
- campus orientation
- registration assistance
- tutorial, reader, notetaker, interpreter, and/or other academic support services
- campus accessibility map
- specifically designed auxiliary equipment to meet the needs of the disabled student
Providing equal access and/or accommodation to KCC classes and programs is a primary function of this office. Students requesting accommodations need to self-identify themselves to the Services to Students with Disabilities Office. Verification of disability is required to determine and provide appropriate services. Supportive help may include, but is not limited to, the following: Application and registration assistance; financial aid information; individual orientations (e.g. mobility); career, personal, and academic counseling; handicapped parking; and tutors, note takers, and sign-language interpreters.

Deaf and hard-of-hearing individuals desiring information may contact the Disability Services Counselor by calling the TTY number at the College, (808) 245-8314, between 7:45 a.m. - 4:30 p.m. A TDD pay phone is located in front of the Library. Outgoing access is free of charge. Text telephone relay service is available by calling (808) 643-8833.

For more information about the programs, services, activities, and facilities which are available to persons with disabilities can be obtained by contacting the Disability Services Counselor, Campus Center, Room 206, 245-8314.

Sports

Kaua`i Community College has an intramural sports program. Faculty, staff, and students, as well as various community organizations, compete in golf, basketball, and tennis.

Student Activities

Various student activities are sponsored throughout the year by campus clubs, classes, faculty, and the ASKCC. Activities must be sponsored by one of these groups. Details concerning student activities may be obtained through the Student Services Office.

Student Clubs

Student clubs and organizations play an integral part of student activities at Kaua`i Community College. Student organizations build “community” within the campus and have a positive influence on the academic success and total college experience for all students. Get involved today and make a difference!

ASSOCIATED STUDENTS OF KCC - Student Government

The Associated Students of Kaua`i Community College Senate is the student government of Kaua`i Community College. ASKCC is chartered by the University of Hawai'i Board of Regents and is sanctioned to allocate Student Activity Fee monies collected each semester. The ASKCC Senate provides student representation on various campus committees, and is the recognized vehicle for students to voice their wishes. ASKCC also provides and supports student activity programs for KCC students.

`AUPAKA CLUB - Academic

Founded in fall 2001, the `Aupaka Club is committed to enriching the lives of single parents, displaced homemakers and any interested students who strive for higher education. The club’s vision is to be a resource for KCC students to access, and help them successfully complete their educational goals. One of the goals of the `Aupaka Club is to invite “guest speakers” who can address the needs and concerns unique to this population.

BAHA’I CLUB – Religious

Dedicated to public service and the promotion of the oneness of mankind and world peace is the Baha’i Clubs mission. This club sponsors service projects and activities such as public meetings that promote the basic tenets of the Baha’i faith, which includes recognition of the need for: the unity of all religions, the equality of men and women, the elimination of all forms of prejudice, and the establishment of an auxiliary world language. The Baha’i Club also has variety of literature addressing these concepts. They also support other organizations working towards these same goals.

CHRISTIAN FAITH CLUB – Religious

The purpose of the Christian Faith Club is to 1) Build new relationships and friendships with KCC students. 2) Introduce students to the tenets of the Christian faith. 3) Encourage Christians in their spiritual walk.

CLUB GILGAMESH – Cultural

This newly formed club’s primary focus is to read and discuss the myths and stories of the older civilizations. Current related topics and events that tie in with old civilizations are also areas of interest.

COMPUTER & INTERNET CLUB – Educational

The purpose of the Computer & Internet Club is to promote the sharing of computer skills and knowledge among students, staff, and faculty and to positively contribute to the individual, college and community at-large.

DANCE SPORT CLUB - Recreational

The purpose of the Kaua`i Community College Dance Sport Club is to provide students with instruction in ballroom dance and to encourage fellowship through dance classes and club activities.
ENVIROMENTAL CLUB - Service
The Environmental Club strives to educate KCC students, faculty and staff members the importance of being environmentally aware of our surroundings. The club also strives to play an integral part within the community by participating in service activities that focus on environmental awareness, beautification and maintenance.

FILM CLUB - Educational
The purpose of the KCC Film Club is to involve students in the education, stimulation, exposition, participation, exploration, creation, and collaboration in the process of all film entities.

FOOD SERVICE CLUB - Academic
The Food Service Club provides activities and programs to prepare its members for employment in culinary arts and hospitality services. The club also strives to increase knowledge of current practices, and to enable members to attend food fairs, and provide opportunities for other excursions and field trips.

FUTURE EDUCATORS OF YOUNG CHILDREN—Academic
This club provides support and information to Early Childhood and Pre-Elementary Education students, which facilitates their professional growth. FEYC also develops links with HAEC (Hawai‘i Association for Educators of Young Children) by participating in their professional development activities and by supporting their efforts to enhance campus and community awareness of the needs of children. In addition, FEYC supports or initiates activities, which provide direct services to the children of campus families and the general community.

GARDENING CLUB - Recreational
The Gardening Club was organized in fall 2000 and its primary objective is to encourage KCC students to participate in gardening projects at the KCC Farm.

HAWAIIAN PERFORMING ARTS CLUB - Culture
HPAC stimulates and promotes cultural awareness and enrichment by allowing students to exercise and engage in traditional as well as contemporary Hawaiian cultural art forms.

HOPER CLUB - Academic
The objective of the Hotel Operations Club is to advance the quality of hospitality as inspired by the Aloha Spirit and island pride, to build closer student-industry ties, to enhance traditional classroom learning, to build HOPER program-alumni relations, and to foster camaraderie among HOPER students.

INTERNATIONAL STUDENTS CLUB - Culture
The mission of the International Students Club strives to bring together students from abroad, students with foreign backgrounds, and local students who are interested in intercultural exchange and understanding.

JEHOVAH’S WITNESSES IN LIHUE AT KCC - Religious
To introduce and promote help and guidance for students and others to improve their quality of life through participating in scheduled meetings and other various activities.

KA LEO O KCC ONLINE NEWSPAPER - Educational
The purpose of the Ka Leo O KCC Online Newspaper is to provide a hands-on opportunity in the discipline of Journalism.

NIHONGO KURABU - Culture
The purpose of the Japanese Club is to provide an understanding of Japan and Japanese culture.

NURSING CLUB - Academic
The purpose of the Kaua‘i Community College (KCC) Nursing Club is to provide a vehicle for nursing students to be actively involved in community events such as Health fairs, blood pressure monitoring, health education, other health related events, and community fundraising to support nursing club activities throughout the school year.

PHI THETA KAPPA – Honor Society
This organization was established to recognize and encourage scholarship among 2-year college students. Students named to the Dean’s List (3.5 GPA) receive an invitation to join the Alpha Pi Xi Chapter of Phi Theta Kappa, an international honor society for the two-year college student.

PAMANTASAN CLUB - Culture
The Pamantasan Club is a hub for all students interested in Filipino culture. The club performs community services, KCC services, and fundraising is conducted for educational scholarships.
Student Employment

**off-campus: 245-8328**
mia@mail.kauai.cc.hawaii.edu

Off-campus employment opportunities are provided to students seeking employment during the academic year. Part- and full-time students of the University of Hawai‘i System may access these services. Job listings include part- and full time, paid or volunteer positions.

Student Employment

**on-campus: 245-8256**
fa_fd@kauaibd.kauai.cc.
hawaii.edu

Student employment is a form of financial assistance that enables students to pursue their education. Priority for on-campus positions is given to students who have demonstrated financial need through the federal financial aid application. Interested students may contact the Financial Aid Office for on-campus job openings and campus employment forms.

See Federal Aid Programs, page 24.

Student Government

**245-8338**

The Associated Students of Kaua‘i Community College (ASKCC), the official student organization, has representation from each academic division in the ASKCC Senate. There are 2 primary functions for the organization. (1) The governance function allows the Senate to represent the needs of the student body and to serve as a voice for the student body on various campus committees and forums. ASKCC Senate representatives also represent the student body on system-wide groups such as the Association of College Union-International (ACU-I) Hawai‘i Sub-Regional Board and the University of Hawai‘i Student Caucus. (2) ASKCC provides campus programs for the student body. It allocates monies collected through Student Activity Fees. KCC’s registered clubs may apply for funding. ASKCC also provides activity programming for the entire student body. Elections by the student body are held in the spring of each year.

Student Housing

**245-8256**

The College does not maintain dormitories or other student housing facilities. Students must arrange for their own housing.

Student Life Office

**245-8245**

Besides assisting student government and student clubs and organizations, this office maintains the popular Student Lounge located on the second floor of the Campus Center building. The recently renovated lounge houses two tournament size pool tables, ping pong table, foosball table, air hockey, dart boards, and game boards. Comfortable lounge furniture provides an ideal environment for students to study, hold an informal club meeting or watch a favorite show on the large screen television. This office also provides free student picture identification cards to all current KCC students. Room reservations are also available to clubs and organizations on weekends and evenings.

Student Loans

**245-8256**

The College offers financially-needy students both short-term and long-term student loans. For information on these loan programs, contact the Financial Aid Office.

Student Newspaper

**Ka Leo ‘O KCC,” the student newspaper, is published on the KCC website.**

Student Services

**245-8212**

Student Services supports the College’s mission by providing students of Kaua‘i Community College a comprehensive experience which nurtures student success. Utilizing a systematic developmental process and a full range of institutional and community resources, the College supports students in their quest for an enriched quality of life, acquiring skills and attitudes that promote intellectual and personal growth.

Transportation

The Kaua‘i Bus may help students meet their transportation needs. Otherwise, students must arrange for their own transportation to and from campus.

Tutoring

**245-8346**
**245-8341**

Trained peer and faculty volunteer tutors are available in The Learning Center to assist students across all content areas in reading, writing, and grammar usage and in English, math, and other specific content courses. Group tutoring and collaborative learning are also available in some content courses.

University Center

**245-8330**

The College serves as a University Center for the University of Hawai‘i System, providing support services for outreach programs from other institutions in the UH System. Such programs make it possible for students to earn part or all of the credits needed for 4-year or graduate programs or degrees while remaining on Kaua‘i. Previous programs have provided baccalaureate study from West O‘ahu and Mānoa’s College of Education and School of Nursing and graduate programs from Mānoa in Education and Social Work. Call to find out about current and future program availability.

Veteran’s Training

**245-8224**

The College is an approved educational institution for education and training under the Veterans’ Educational Assistance Act (G.I. Bill), the Veterans’ Readjustment Act, and the Dependents’ Act. Information regarding eligibility, entitlement, and types of training authorized may be obtained at the Admissions & Records Office or the Veterans’ Administration Regional Office.