Getting Started...

Be Eligible
- Must be at least 18 years or older, or U.S. high school graduate or equivalent (e.g. GED)
- Early Admit/Running Start admissions available to Junior or Senior in high school

Select Program
- Refer to back for available programs at WinCC
- Visit our webpage at windward.hawaii.edu/academics for program information
- Please note, only certain programs are financial aid eligible, refer to windward.hawaii.edu/financial_aid or call (808) 235-7449

Apply for Admissions Online
- For efficiency and going "green", online application available at windward.hawaii.edu/admissions_records
- Call Admissions and Records office at (808) 235-7432 if you need assistance
- Print and keep the Application Acknowledgement page for your confirmation and record
- Additional documents may be required:
  o if active duty stationed in Hawaii, Military Orders and Military Verification form (if applicant spouse/dependent, submit copy of military ID)
  o if Early Admit applicant, Early Admit application approved by high school and parent and high school transcript
  o if Running Start applicant, Hawaii Department of Education Running Start application approved by DOE high school and parent
  o other documents to determine residency status for tuition purposes
- DO NOT submit an online application if you:
  o have already applied to another UH Community College for the same term
  o have been accepted at another UH Community College for the same term, a Change of Home Institution form is required
  o are a current or continuing student at WinCC or UH campus (did not “stop-out” a semester)
  o are a current or continuing student and you want to change your “Home” campus, a Change of Home Institution form is required
- Forms, residency requirements, and information available at windward.hawaii.edu/admissions_records

Apply for:
- Fall (August to December) Feb 1 to Aug 10 Summer I (May to July) Feb 1 to May 10
- Spring (January to May) Sep 1 to Dec 31 Summer II (July to August) Feb 1 to Jun 15

Submit Health Clearances
- Tuberculosis (TB) Clearance within 12 months of start of term and immunization record (two shots) of Measles, Mumps, Rubella (MMR) (born before 1957 MMR not required)
- Health Clearance form and information available at windward.hawaii.edu/admissions_records
- You may be accepted without health clearances but you will not be able to register for classes until health clearances are received

Get Accepted
- An acceptance letter and registration packet mailed to you within two weeks of receipt of completed application (first acceptance letter will be mailed in March for Fall/Summer semester and in October for Spring semester)
- To ease your registration process, please follow registration “steps” enclosed with your acceptance letter