

H-focus Application Form

Leeward Community College
Hawaiian, Asian, and Pacific Issues (HAP)

Approval is given to an **instructor+course** combination. Thus, *each person who is teaching a section of the course must submit his or her own proposal to be approved.* Once approved, the course section(s) will be designated as satisfying the HAP Focus requirement for three (3) years. At the end of the approval period, the designation can be renewed for five (5) years.

Deadline:

Hawaiian, Asian, & Pacific Issues ¹	<u>NEW</u> <input type="checkbox"/>	<u>RENEWAL</u> <input type="checkbox"/>
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Campus:	Subject:	Course #:	Section #(s): ²
	Cross-listed subject:	Cross-listed course #:	Cross-listed section #(s):
Course Title:		# of credits:	

Signatures:

Instructor's printed name:	Signature:	Date:	Instructor's UH #:
Instructor's email:	Campus address:		Phone #:
Division/Department Chair's printed name:	Signature:		Date:
HAP Board Chair's printed name	Signature ³ :		Date:

- Courses that fulfill a Foundations requirement are not eligible for a Focus designation.
- Approval is given to an instructor+course combination. Thus, each person who is teaching a section of the course must submit his or her own proposal to be approved.
- If a course and instructor is accepted, the course with that specific instructor will carry the HAP designation and be required to meet the Hallmarks each time the course is taught.
- If the WCC HAP Board approves your course, it will articulate to UH-Manoa, and any UH Community College that participates in the multi-campus HAP Board as meeting their HAP requirement if that campus has such a requirement.
- Designations will not be awarded to un-staffed sections.

¹ Check the correct box to indicate whether the request is "new" (you are applying for the first time) or a "renewal" (you previously applied as the instructor and received approval).
² If the section number is not yet available, leave blank.
³ Once this Application Proposal and Articulation Form has been approved by the HAP Board of LeeCC, the Chair indicates agreement with a signature.