

# Alumni Week 2018

## FREQUENTLY ASKED QUESTIONS

Registration for celebrating classes\* begins 8:00 a.m. (HST) Tuesday, April 3, 2018 and closes at 4:00 p.m. (HST) on April 20, 2018 or until events sell out (whichever is first).

*\*Celebrating classes are those ending in a "3" or a "8" between 1938 - 2013*

[alumni.ksbe.edu/alumniweek](http://alumni.ksbe.edu/alumniweek)

### Registration

#### HOW DO I REGISTER FOR ALUMNI WEEK?

ALL registrations for Alumni Week must be done online. You may register at: <http://alumni.ksbe.edu/alumniweek>.

Please note that ALL registrants will be assessed a \$8.00 Alumni Week fee. An additional \$8.00 fee will be assessed for boarders' guests.

If you require assistance to register, please call (808) 842-8892 / (808) 842-8680 or 1-800-842-4682 ext. 8892.

#### WHAT FORMS OF PAYMENT ARE ACCEPTED?

We only accept VISA, MasterCard, and Discover credit and debit cards, cash, cashier's checks or money orders.

**NO personal checks are accepted.**

Please note that if paying by cash, cashier's check or money order, your registration is **NOT confirmed until full payment is received in the PAR office** with a copy of your registration (subject to ticket availability). Cash will only be accepted in-person at the PAR office during business hours (Monday – Friday, 7:30 a.m. – 4:15 p.m., closed on holidays).

**Cashier's checks and money orders** should be made payable to **KAMEHAMEHA SCHOOLS** and mailed with a copy of your registration confirmation to:

Kamehameha Schools - PAR  
1887 Makuakāne Street  
Pauahi Admin. Building, Room 219  
Honolulu, HI 96817

#### Accepted Payment Types:

Credit or Debit Cards	Cashier's Check	Money Order
  		
 Cash accepted in-person <b>ONLY</b> at the PAR office during business hours (Monday-Friday 7:30 a.m. - 4:15 p.m., except holidays)		
 <b>NO personal checks are accepted.</b>		

#### CAN I BRING A GUEST TO ANY OF THE EVENTS DURING ALUMNI WEEK?



**NO children or pets (except service pets as defined by the Americans with Disabilities Act) are allowed.**



**Participants must be 21 or older with exception of the Alumni Lū'au on Saturday, June 9, 2018. Any child occupying a seat at the Alumni Lū'au MUST have their own ticket.**

**Celebrating alumni may purchase one (1) additional ticket per event for a guest. All events are limited to two (2) tickets maximum per registrant.**

Participants must be 21 years of age or older. NO children\* or pets (except service pets as defined by the Americans with Disabilities Act) are allowed. \*Children are only allowed at the Alumni Lū'au on Saturday, June 9, 2018. Any child occupying a seat must have a ticket.

#### IF A CLASSMATE DID NOT GRADUATE WITH THEIR CLASS, CAN THEY REGISTER FOR ALUMNI WEEK?

Non-graduates cannot register on their own, but are welcome to come as a guest of a celebrating graduate.

#### WHAT IF I CAN'T REGISTER ONLINE?

Please call the Parents & Alumni Relations office at (808) 842-8892 or (808) 842-8680 and we will gladly assist you in registering for Alumni Week.

#### CAN I MAKE A CHANGE TO MY REGISTRATION AFTER I'VE ALREADY COMPLETED MY TRANSACTION?

ALL cancellations, revisions or refunds must be made through the PAR office at (808) 842-8892 or (808) 842-8680.

**NO refunds or cancellations will be made after May 4, 2018.**

**A change fee (determined by transaction cost) will be charged for all changes and cancellations.**

**ALL cancellations, revisions or refunds MUST BE made through the PAR office.**

**NO refunds or cancellations will be accepted after May 4, 2018.**

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## FREQUENTLY ASKED QUESTIONS

### Ticket Distribution

HOW WILL I RECEIVE MY TICKETS?

**TICKETS WILL NOT BE MAILED OUT WITH THE EXCEPTION OF GUESTS WHO PURCHASE LŪ'AU TICKETS ONLY.**

**Registrants purchasing lū'au tickets ONLY will be mailed their tickets to the address provided on their registration form.** All other guests may pick up their tickets during Alumni Week at the PAR information table at any scheduled event beginning with the Po'o Kula Welcome Reception.

### Boarding

CAN I REGISTER A GUEST TO BOARD WITH ME DURING ALUMNI WEEK?

Each celebrating alumni may register one (1) guest to board during Alumni Week, however, it is not guaranteed that you will be placed in the same room as many of the rooms are single-occupancy rooms with only one twin-sized bed. Please include any special needs (in the information text box) that you may require and we will try to accommodate you as best as possible. Therefore, it is recommended that you register early. Please be advised that handicapped access is limited and we do not have "hotel" accommodations. All restrooms and shower facilities are shared and beds are twin size beds only. Linen is NOT provided.

## BOARDER RULES

**DUE TO LIMITED AVAILABILITY, BOARDING IS ONLY OPEN TO CLASSES CELEBRATING 15 YEARS OR MORE.**



Boarding is for adults  
21 years of age or older.



**NO** children or  
pets\* are allowed.



**NO** amplified music  
allowed in dorms.



Boarding is limited to  
**ONE** celebrating graduate  
plus **ONE** guest.

Boarders **must be registered for at least one PAID Alumni Week event.**  
(Class events DO NOT qualify)

Overnight stays must be a **minimum of two (2) consecutive nights.** (i.e. you may board Thursday, Friday & Saturday but not Thursday and Saturday).

\* except service pets as defined by the Americans with Disabilities Act.

All boarders must sign a WAIVER AND RELEASE form at check-in.

**Dorms will close at 1:00 a.m. to non-boarders throughout Alumni Week.**

**REPLACEMENT LOST KEYS RANGE FROM \$45 - \$95**

WHY IS MY BOARDING GUEST'S COSTS HIGHER THAN MINE?

All boarders are assessed a \$8.00 fee. As a celebrant that is boarding, this fee is included with your registration. If you are bringing a boarding guest, the \$8.00 one-time boarding fee will be added to your guest's boarding cost.

WHAT IS PROVIDED IF I DECIDE TO BOARD DURING ALUMNI WEEK?

Boarders will be staying in the student dormitories. They will need to provide their own twin sheets, pillows, pillowcases, blankets, towels, and clothes hangers. Washers, dryers and irons are available in the dorms.

Boarders **MUST BE 21** years of age or older. Handicap access is **VERY** limited. All restrooms and shower facilities are shared.

**NO** children or pets (except service pets as defined by the Americans with Disabilities Act) are allowed. Boarding registrations are limited to one celebrating alumni plus one guest subject to availability.

HOW DO I KNOW WHAT DORM I'M ASSIGNED TO?

Boarders will be mailed a letter informing them of their dorm/room assignments.