

WAIT LIST EXPLAINED

We understand the process of moving into a new home can be overwhelming. We aim to provide as much information as possible with transparency throughout our application process. If you have any questions or concerns, please don't hesitate to contact our leasing office at (877) 487-4323.

What determines my position on the waitlist?

There are two important factors in determining your position - eligibility date and priority.

How is an eligibility date determined?

Active Duty: The eligibility date is the date of departure from your last duty station. If an application for housing is not received within 60 days of arrival, the eligibility date will be the date an application is submitted to the leasing office.

All others: Date of application.

What are the different priorities?

After your eligibility date is established, the next factor in your position on the wait list is priority. Refer to Chart 1.

If your priority category changes (ex: gain command sponsorship), the date you are eligible for that new category will be your new eligibility date.

Will my number go up and down?

Daily, new applications are processed and homes are leased, so your wait list number may often change. For the most up-to-date information on your wait list position, we encourage you to contact your leasing consultant.

When will I be offered a home?

Priority 1 and 2 applicants that are PCS'ing will be offered a home up to 45 days prior to the applicants availability date based on availability.. Priority 1 and 2 applicants in a current lease off post will be offered a home close to their lease end date based on availability.. Priority 3-8 applicants will be offered a home pending availability of a unit based on availability.

What size home will I be offered?

Priority 1-3 applicants will be assigned housing based on their rank and number of command sponsored dependents in the home. Priority 4-8 applicants will be assigned housing based on the number of dependents in the home. (see Chart 2).

- You may only be on one waitlist at a time.
- IPC will do its best to offer a home that meets a service member's preferences; however, homes are offered as they become available, and we cannot guarantee that the home offered will meet all preferences.
- Service members will be offered one home at a time. Due to high demand, we cannot offer multiple homes to choose from.
- Service members may request to be removed from the waitlist at any time; if their application is later reinstated, their eligibility date will be the date of reinstatement.

Chart 1

CATEGORY OF QUALIFIED APPLICANTS	PRIORITY LEVEL
Key and Essential accompanied or unaccompanied military personnel assigned or attached for duty at the USAG Hawaii Army Installations.	1
Accompanied Army military personnel assigned or attached for duty (including active duty Coast Guard) at USAG Hawaii Army Installations or at a Coast Guard or Marine Corps facility.	2
Accompanied military personnel assigned or attached for duty at other military installations within a 50 mile radius of USAG Hawaii Army Installations. This priority will be assigned to service members that choose to apply for housing with assignment orders to a different region.†	3
Unaccompanied family members of military personnel	4
Unaccompanied military personnel (married and single including active duty Coast Guard) assigned or attached for duty as stated in PRIORITY LEVEL 2 or PRIORITY LEVEL 3 above.	5
Retired military personnel or widowed spouses of military personnel	6
DoD and Federal Agency civilians	7
Non-military or non-DoD or non-Federal Agency personnel (general public)	8

*Housing will be offered to unaccompanied pregnant soldiers during their third trimester of pregnancy, pending an approved ETP/CNA from Unaccompanied Housing. Reasons for move over include: increase in family size and promotion to a new rank band. Please contact the Leasing Office for more information.

Chart 2

Applicants will be assigned housing based on their rank and number of command sponsored dependents in their family excluding spouse. The following guidelines are used to determine number of bedrooms a service member is eligible for.

Number of Dependents*	Number of Bedrooms‡
NONE	2
ONE	2 or 3
TWO	3
THREE	4
FOUR PLUS	5

‡Upgrades in bedroom size may be made, pending availability.