

BOISE STATE UNIVERSITY

EXTENDED STUDIES

GOWEN FIELD CAMPUS
BOISE, IDAHO

BACKGROUND CHECK INFORMATION

Security at Gowen Field has been increased and non-military students, instructors, passengers and car poolers are asked to follow the procedures listed below to gain access to Gowen Field.

- Complete a background check form for each semester.
This form is available at:
 1. <http://www.boisestate.edu/extendedstudies/gowenfield>
 2. Gowen Field BSU Office, Bldg. #521
 3. Extended Studies, 1015 Grant Ave., Boise State Campus
- Once the form is complete, please either:
 1. Fax to: 208-272-3760
 2. Scan & email to: csmith2@boisestate.edu
 3. Take to Extended Studies, 1015 Grant Ave., or the Gowen Field Office.
 4. Mail: Boise State University, Extended Studies, Gowen Field Program,
1910 University Dr., Boise, ID 83725-1120
- As soon as the Idaho Air National Guard completes the background check, you will be able to obtain your pass at the Pass and Registration Office located in the first building to the right at the front gate at Gowen Field. Please have the following items with you when you go into this office:
 1. Vehicle registration for the vehicle(s) you listed on the form (only two vehicles allowed for each pass.)
 2. Proof of insurance for the vehicle(s) you listed on the form.
 3. Valid driver's license

Please make sure that the above items have current dates.
- **Passes will be issued at the Gowen Field Pass and Registration Office only.** Please allow two (2) business days to process the information. Once your background check has been completed, you will be able to pick up your pass. The Pass and Registration Office will have extended hours one week before the beginning of the summer session and two weeks before and the first ten (10) days of the fall semester. Normal business hours are Monday-Friday, 7:00am to 11:30am and Noon to 4:00pm.

Important Note: You will not be notified when your pass is ready; you will only be notified if you are denied entry. If denied, Boise State will contact you and ask you to resolve your issues with the Pass and Registration Office or withdraw from your class(es). Boise State will only be notified that you did not pass, not why.

If you have questions about this procedure: call the onsite coordinator at Gowen Field, (208) 272-3758, or Boise State Extended Studies at (208) 426-4092; Or send an email to csmith2@boisestate.edu .