

BOISE STATE UNIVERSITY EXTENDED STUDIES

GOWEN FIELD NEWSLETTER FALL 2009 SEMESTER

Welcome to Gowen Field!

The Idaho Army/Air National Guard and Boise State University hope that your classroom experiences at Gowen Field are enjoyable and gratifying. To ensure that future classes will be held at Gowen Field, we ask that you please comply with the following Base Rules and Regulations:

BACKGROUND CHECK GUIDELINES – Non-military students attending classes at Gowen Field must complete a background check form to obtain a base pass from the Gowen field pass and Registration office each semester. Please have your current driver's license, proof of insurance and proof of registration for the vehicle you are driving when you come into the Pass and Registration Office.

Passes will be available after August 1, 2009. Pass and Registration Office hours are 7:00-11:30am and Noon to 4:00pm Monday through Friday. They will have extended hours the week before and the first 10 days of the semester only. If you drop your class, you must surrender your pass, in person, at this office at Gowen Field.

NO OTHER LOCATIONS WILL BE AVAILABLE FOR ISSUING PASSES. Foreign Nationals attending the Gowen Field Campus must complete additional paperwork.

MOTORCYCLE/SCOOTER/ROLLER

BLADE/SKATEBOARD USE AT GOWEN FIELD – Helmets, goggles & face shields are required; sturdy footwear is mandatory for motorcycle and scooter riders. Roller blade and skateboard users must have knee/elbow pads and helmets. Please ask for a list of appropriate clothing, etc.

CELL PHONE USE AT GOWEN FIELD - No person may use a cell phone or personal digital assistant (PDA) unless your vehicle is safely parked or unless you are using a hands-free device. Security Forces are authorized to issue tickets for this violation.

TRAFFIC RULES – The speed limit at Gowen Field is **25 MPH** unless otherwise posted. Base Security will strictly enforce traffic rules and violators will receive tickets for failing to comply with posted signs and/or basic traffic rules.

To assist Base Security with the processing of incoming vehicles in a safe and timely manner, **please use your parking lights when you enter the Gowen Field Base.**

RANDOM VEHICLE SEARCHES FIREARMS/DRUGS- Security Forces perform daily random vehicle searches while entering or leaving the base. If stopped for a random search, you will be asked for your driver's license, proof of insurance & registration on your vehicle. If one of these items is missing or has an expired date, you will be asked to park off base and walk to your class.

Illegal drugs, firearms and alcohol are prohibited. If drugs are found in your vehicle, you will be turned over to the Boise City Police and not allowed to return to the base. A state issued concealed weapons permit is not valid on the base.

SECURITY LEVELS - Students and Instructors are asked to be observant of the Force Protection Conditions posted on the reader board at the front gate and comply with security levels. BSU students will be notified if alert levels will affect their class schedules. Contact the BSU Gowen Field Coordinator for up-dates.

PARKING – Each building being used for Boise State classes has its own parking area. Please observe posted areas at each building. If Bldg. #521 lot is full, please park in the public lot across the street. **DO NOT PARK ALONG THE WEST SIDE OF THIS BUILDING.**

SMOKING - Gowen Field abides by Federal & Idaho State regulations for smoking. Smoking is allowed in designated areas only – NOT between doorways or in lobbies.

CLASSROOM ETIQUETTE - As guests on the base, we will abide with each building manager's request to leave classrooms as we find them. The military holds classes in these rooms during the day and tables/chairs are to be left in the order you find them. You are expected to clean up after yourself; **use** trash cans, dumpsters or take your empty food/drink containers home with you.

Please do not arrive more than one-half hour before your class begins. Classrooms are being used by military personnel and they would appreciate your not interrupting them. If you wish to hold a study group or need to arrive early, please contact the Gowen Field Coordinator at 272-3758 to make arrangements for a room in building #521.

BUILDING LOCK-UP – Your instructor will be responsible for the security of the building (making sure doors are locked, lights are turned out, windows closed and tables and chairs returned to original positions, etc.) Your help with accomplishing these duties is greatly appreciated.

SORRY, LEAVE FAMILY AT HOME! - Only registered BSU students will be allowed to attend classes at Gowen Field.

BRONCO WEB INFORMATION – CHECK YOUR EMAIL! Boise State University provides you a student e-mail account. The University will be sending you important information and reminders to this address. Students are

expected to check their email on a frequent and consistent basis in order to stay current with University communications. The University no longer mails bills to students. View your Bronco Web account for your financial status.

For Bronco Web assistance, contact the BRONCO WEB HELPLINE at 426-BWEB (2932) or bweb@boisestate.edu, 7:00am to Midnight Mon-Fri. Weekends vary.

BOISE STATE BOOKSTORE - Order books on line! Go to www.boisestatebooks.com place your order and have them mailed to your home. Bookstore hours are Monday & Tuesday 8:00am-7:00pm, Wednesday-Friday from 8:00am to 5:00pm and Saturday from 10:00am to 5:00pm.

ALBERTSON'S LIBRARY - Gowen Field students may find Library services available to them on the distance page at <http://guides.boisestate.edu/distance> Library hours are Monday-Thursday: 7:00am to Midnight, Friday: 7:00am to 7:00pm; Saturday: 10:00am to 6:00pm and Sunday: 10:00am to Midnight.

BOISE STATE OFFICE AT GOWEN FIELD

The Boise State University Office at Gowen Field is located in Building #521. The on-site coordinator is Corrine Smith, (208) 272-3758 or email at csmith2@boisestate.edu. The Extended Studies Office on the Main Campus is located at 1015 Grant Street, (208) 426-1709.

- Fri., Oct. 9** Last day to drop second 5wk block class
- Mon., Oct 12** Columbus Day (classes in session).
- Wed., Nov. 11** Veterans Day (classes in session).
- Fri., Nov. 13** Last day to drop third 5wk block class.
- Mon. - Sun., Nov. 23-29** Thanksgiving Holiday – No Classes. (Univ. offices closed Nov. 26-27.)
- Sun., Dec. 13** Weekend University classes end.
- Mon.-Thurs., Dec. 14-17** Final semester examinations.
- Fri., Dec. 18** Commencement
- Tues., Dec 22** Grade reports due to Registrar's Office



FALL 2009 ACADEMIC CALENDAR

- Thurs., Aug. 20** Fee-payment deadline for registered students.
- Mon., Aug. 24** Classes begin.
- Fri., Aug. 28** Weekend University classes begin.
- Fri., Sept. 4** Regular Session Deadlines:
 - Last day to waive student health ins.
 - Last day to register; add classes
 - Last day to change from credit to audit or audit to credit
 - Last day to receive a 100% refund for dropping a class (less \$25 processing fee)
 - Last day to drop a class without appearing on transcript
 - Last day to drop first 5wk block class
- Mon., Sept. 7** Labor Day Holiday – No classes.
- Fri., Oct. 2** Last day to drop/completely withdraw from regular session classes.