

BOISE STATE UNIVERSITY EXTENDED STUDIES

GOWEN FIELD NEWSLETTER SPRING 2012 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:

SECURITY CHECK GUIDELINES – Students and instructors attending classes at Gowen Field must complete a Security Check Form to obtain a base pass from the Gowen Field Pass and Registration Office **each semester**.

Foreign Nationals attending the Gowen Field Campus must complete additional paperwork. Please contact our office for more information.

Requests for Passes will be processed as they are received. Students will be notified via BroncoMail when their pass is ready to be picked up (please do so prior to the beginning of classes) - the Pass and Registration Office hours are 7:00-11:30am and Noon to 4:00pm Monday through Friday. 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.

If you drop your class, you must surrender your pass, in person, at Gowen Field.

NOTE: If you will be driving a vehicle that is not registered in your name, please bring notarized authorization allowing you to drive the vehicle(s) you list on the form. For a blank form go to: <http://www.boisestate.edu/extendedstudies/gowenfield/>

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

DO NOT USE A CELL PHONE WHILE DRIVING ON GOWEN FIELD – No person may use a cell phone or personal digital assistant (PDA) while driving on Gowen Field, unless your vehicle is safely parked. Security Forces will issue tickets for this violation.

TRAFFIC RULES – The normal speed limit on Gowen Field is **25 MPH**, (**10 MPH** if troops are present) unless otherwise posted. Base Security strictly enforces traffic rules and

violators will receive tickets for failing to comply with the 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, your vehicle will be denied access to the base. There is no authorized off-base parking available, so denied vehicles parked across the road from Gowen Field are subject to Ada County ticketing.

Illegal drugs 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.

Firearms/weapons are prohibited. A state issued concealed weapons permit is not valid on Gowen Field.

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. Boise State students will be notified if alert levels affect their class schedules. Contact the Boise State 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.

New Ada County Restrictions: Ada County has posted all areas outside of Gowen Field as “No Parking” zones. If you elect to park outside of Gowen Field, you are subject to Ada County ticketing.

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; so remember “pack it in – pack it out” please 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 & FRIENDS AT HOME! -
Only registered Boise State 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.

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.

ALBERTSONS 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.

MICRON TECHNOLOGY – Now open to the general public! The classes at Micron are open to all students; however, it is a private business so there are specific guidelines students must agree to. Go to: www.boisestate.edu/extendedstudies/micron/ for more information, directions to the Micron Site and the class schedule.

BOISE STATE OFFICE AT GOWEN FIELD

The Boise State University Office at Gowen Field is located in Building #521. The on-site coordinator may be reached at: (208) 272-3758 or email at gowenfield@boisestate.edu. The Extended Studies Office near the main campus is located at 220 E. Parkcenter Blvd., (208) 426-1709.

SPRING 2012 ACADEMIC CALENDAR

Thurs., Jan. 12 Fee-payment deadline for registered students.

Tue., Jan. 17 Classes begin.

Fri., Jan. 20 Weekend University classes begin.

Mon., Jan. 30 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 processing fee)
- Last day to drop a class without a “W” appearing on transcript
- Last day to drop first 5wk block class

Mon., Feb. 20 President’s Day Holiday – No classes.

Mon., Feb. 27 Last day to drop or completely **withdraw**

Mon.-Sun., Mar. 26-Apr. 1 - Spring Break

Mon.-Thurs., May 7-10 **Final semester examinations.**

Sat., May 12 Commencement.

Tues., May. 15 Grade reports due to Registrar’s Office

