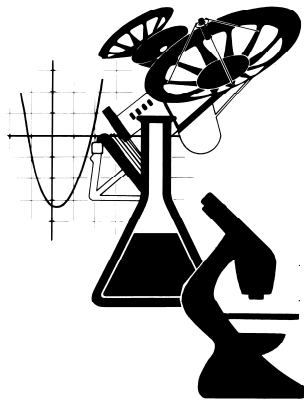


# ***STUDENT HANDBOOK***



***New Jersey  
Governor's School  
in the  
Sciences  
at  
Drew University  
2011***

# NJGSS Handbook 2011

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## WHERE and WHEN

### Dates for Parents

Sunday, July 10	Opening Day, Students arrive, 12:30 p.m. - 2:30 p.m. Please try not to arrive before 12:30 p.m. Arrival, Check-In, Welcome
Sunday, July 17 and July 24	Parents' visiting days
Thursday, July 21	College Fair
Saturday, July 30	Students depart. Students may leave before breakfast and must leave before NOON.

### CHECK-IN INFORMATION

#### First Day Schedule - July 10, 2011

12:30 - 2:30 p.m.	Please do not arrive earlier. Check-In, room assignments, moving into Residence Hall
2:00 – 3:00 p.m.	Reception for students and parents. After check-in and moving into dorm, proceed to Baldwin Gymnasium in the Simon Forum
3:00 – 4:00 p.m.	Orientation Meeting I - Students and Parents. Baldwin Gymnasium in the Simon Forum
4:00 - 4:45 p.m.	Guided Tours of the Campus
4:45 – 5:00 p.m.	Parents' Farewell
5:15 – 6:00 p.m.	Dinner – University Commons Dining Hall
6:45 - 7:30 p.m.	Orientation Meeting II - Hall of Sciences S4
7:30 – 8:00 p.m.	Scholar Photos – Hall of Sciences S4
8:00 – 9:00 p.m.	Unpacking, Settling In
9:00 p.m. - Curfew	Residence Hall Meeting with Student Counselors

### TRAVELERS' INFORMATION

<http://www.drew.edu/MapsAndDirections/>

Enter Drew campus at the Lancaster Rd. (traffic light) entrance. Once on campus, follow the Gov School signs to the Residence Hall.

## GOVERNOR'S SCHOOL IN THE SCIENCES PROGRAM SCHEDULE

Monday, Tuesday, Wednesday, Thursday, Friday:

- 7:45 - 8:45 a.m. - Breakfast
- 9:00 -12:20 p.m. - Core Courses (Mon/Tues/Thurs/Fri): Anthropology, Biology, Chemistry, Math, Neurobiology, and Physics
- 12:00 - 1:15 p.m. - Lunch
- 1:30 - 4:15 p.m. - Labs (Tue/Thurs) & Team Projects (Mon/Wed/Fri)
- 4:15 - 5:15 p.m. - Free Time
- 5:15 - 6:15 p.m. - Dinner
- 6:15 - 7:00 p.m. - Free Time
- 7:00 - 9:00 p.m. - Speakers, Electives, Colloquia. Movies/Entertainment /Social Events on Friday and Saturday.
- 9:00 - 11:00 p.m. - Homework assignments
- 11:30 p.m. - Curfew

Saturdays:

- 8:30 a.m. to 11 a.m. and 1 p.m. to Curfew - Individual/Team study time, free time

\*\*Students must be available for any class or team project meetings which can take place on a Saturday.

**Career Saturday:** July 16, 10 a.m. – 12:15 p.m.

Professionals from a variety of scientific areas will discuss their career fields. Students will have the opportunity to ask questions of the panel members during the discussions and they will also be able to speak with panel members during lunch.

**College Fair:** July 21, 7:00 p.m. - 9 p.m. Baldwin Gym

Drew will host a College Fair on the evening of Thursday, July 21, in the Baldwin Gymnasium in the Simon Forum and Athletic Center. Parents are invited to attend. Information about participating colleges will be made available at a later date.

**Scholars' Conference:** July 29, 9:30 a.m.

Students will present their projects.

**Banquet:** July 29, 6:30 p.m.

Dinner on the last evening of the School will be a Banquet attended by the entire group of Scholars and counselors as well as various dignitaries representing both Drew and the State of New Jersey. This will be the culmination of the Governor's School Program. At this time Certificates will be awarded.

## ACADEMIC REQUIREMENTS

- a. Students will sign up for three core courses.
- b. Students will sign up for one laboratory course.
- c. Students will sign up for one team project.

- d. Each student must participate actively in a team project.
- e. Students must attend all class meetings and planned activities and perform all assignments for all required courses.
- f. Students are required to sign a statement affirming that they will not engage in plagiarism.

## **EVALUATION OF STUDENT PERFORMANCE**

- a. Students will not be evaluated on a comparative basis.
- b. Each student will receive a written evaluation of performance after the end of the program.
- c. Each student will receive a certificate issued upon the completion of the program.
- d. Records of all completed courses will be maintained in the Governor's School office.

## **STUDENT INFORMATION**

### **Housing Accommodations: Rooms/Roommates**

All students attending the Governor's School in the Sciences will be housed in an air-conditioned Residence Hall. Each room is furnished with beds, chests of drawers, desks with chairs, bookshelves, clothes closets, and wastebaskets. Each student must occupy the room assigned and abide by the established University regulations. Roommate assignments will be made without racial or religious discrimination. Students will be informed of assignments upon arrival.

### **Residence Hall Counselors**

Counselors and a Residence Hall Director will live with the students in the Residence Hall. The NJGSS reserves the right to allow a counselor, the Residence Hall Director, or the Program Director to enter any student's room without notice if reasonable cause suggests that regulations are being violated or that emergency conditions exist.

### **Mail and Telephone Policies**

All student correspondence should be addressed as follows:

Student's name  
c/o New Jersey Governor's School in the Sciences  
Drew University  
36 Madison Ave  
Madison, New Jersey 07940

A student can be reached by contacting the Program office, 8:30 am – 4:00 pm, at (973) 408-3605.

In case of an emergency, parents may contact the Residence Hall Director. This number will be provided at the start of the program and should only be used for emergencies.

Phones will not be provided in individual rooms. Scholars can have cell phones, but only for use in and around the Residence Hall and during their free time periods. Cell phones will not be permitted in any of the classes, at any scheduled events, such as lectures, dances, career day, etc, or in the Commons dining room. Inappropriate cell phone use will result in the phone being taken and returned to the Scholar at the end of the program or immediately to their parents upon request.

## **Dining Facilities**

Each student will be issued an I.D. card which will allow her/him to enter the Commons Dining Hall facilities for all meals. Snack items will be available from vending machines located in the University Center and Book Store. The Snack Bar in the University Commons will be open until 6:30 p.m. Monday through Thursday.

## **What to Bring**

It is suggested that the students bring the following items:

- Casual wear, such as T-shirts and jeans, etc., is appropriate attire anywhere on campus. The dorm and lecture hall are sometimes quite cool. Be sure to bring sweaters/sweatshirts.
- Appropriate clothing for final night banquet dinner. This generally equates to dresses for girls and shirts/ ties/nice slacks for guys with jackets/suits suggested but optional.
- Linens and towels. This includes sheets, a pillow, blanket, bath and hand towels, and a pool towel. Beds require twin extra long fitted sheets or a standard twin-sized flat sheet. Mattresses measure 35x80 inches.
- Swim suit, athletic clothing and equipment such as table tennis paddles or softball mitts.
- School supplies, hangers, extra blanket/comforter, laundry detergent, alarm clock, postage stamps, stationery, all normal personal items.

Students are discouraged from bringing valuable items, including, but not limited to iPods, jewelry, and cameras. However, if these items are brought to the campus, students will be responsible for their safekeeping, and families are asked to fill out and sign a Valuables Release Form, indicating that the NJGSS is not responsible for these items.

Computers **are** allowed in the Residence Hall and both Ethernet and Wireless internet access will be available. Scholars will need to bring an Ethernet cable for non-Wireless internet access. As with all other valuables, Drew University and the Governor's School Program cannot be responsible for these items and each student will be responsible for keeping their own valuables safe.

## **Laundry Facilities**

Coin-operated laundry facilities are available in the Residence Halls. Quarters are required for operation and the cost is \$1 to wash and \$1 to dry each load.

## **Losses**

Students are responsible for their own personal property. The University cannot accept responsibility for personal property of students or of student groups. Protection against loss, theft, or damage to such property occurring in the Residence Hall or elsewhere can be supplied by special insurance which must be arranged for by the student or parents. In order to avoid any unnecessary concern, students are strongly advised not to bring items of high value to campus. Doors should be kept locked at all times.

## **Keys**

Each student will be issued a key which will open his/her dorm room and an electronic key fob for the Residence Hall entrance. A \$50 fine will be levied for unreturned or lost keys or fobs.

## **Identification Cards**

Each student will be issued a Drew Identification Card which will allow her/him to use the food service, athletic center, library, and other campus services. A \$10 fine will be levied for unreturned or lost I.D. cards.

## Banking and Pocket Money

As the NJGSS provides full tuition and room and board for each student, students need to bring only enough money to cover their own personal needs, such as toiletries, additional school supplies, snacks, and social activities, such as late-night pizzas, movies, plays, etc.

Students who wish to use cash are advised to bring travelers checks. Local banks are within walking distance of the campus and are open during normal banking hours. In addition, the University Commons has an ATM (Chase Bank).

## Religious Services

There are worship facilities representing a variety of faiths and denominations within walking distance from the Drew campus. Information will be available upon check-in and in the NJGSS office.

## CAMPUS MAP

<http://www.drew.edu/map/>

## CAMPUS SERVICES

### Library

The Drew Library/Learning Center will be open the following hours:

July 11 – July 31	
Monday - Thursday	9:00 a.m. - 8:00 p.m.
Friday	9:00 a.m. – 5:00 p.m.
Saturday	11:00 a.m. – 5:00 p.m.
Sunday	CLOSED

Show Governor's School I.D. at circulation desk. Hours may also be found at:

<http://www.drew.edu/depts/library/hours.aspx>.

Any borrowed books **must be returned by 9 a.m. Wednesday, July 27.**

### Campus Security

The Campus Security Office, located in the Pepin Services Center, operates 24 hours daily and provides campus patrol, emergency medical transport and other services to increase the safety and well-being of persons and property in the University community. The phone number is (973) 408-3379.

### Computer Center

The Drew Computer Center is open in the summer during the day. The Computer Aide Station hours are Monday - Friday from 9 a.m. – 5 p.m. Information about the Center will be given upon arrival. All students will be given accounts which can be used for course work and email. Computers will be available to students in the Residence Hall.

The NJGSS supports and enforces the Network User Policy of Drew University for all computer use occurring during the program. All students are required to sign the Network User Agreement Form. To read this policy, go to: <http://depts.drew.edu/cns/network/policies/netuser.php>.

The NJGSS also supports and enforces the Computer Center Lab Policies of Drew University for all computer use occurring during the program. For a detailed listing of these policies, go to: <http://depts.drew.edu/cns/support/policy/>

## **Book Store**

The University Book Store is located in the University Commons. School supplies, magazines, snacks, and stationery items are available. The hours are:

Monday - Thursday	9:00 a.m. to 5:00 p.m.
Friday	9:00 a.m. to 3:00 p.m.
Saturday and Sunday	Closed

## **Athletic Facilities**

The Simon Forum and Athletic Center is open for student use during scheduled hours. In addition to the fitness center and pool, there are courts for tennis, basketball, racquetball, squash, and volleyball.

Simon Forum hours are:

Monday - Thursday	8:00 a.m. to 8:00 p.m.
Saturday	1:00 p.m. to 6:00 p.m.
Sunday	Closed

Pool hours are:

Monday - Friday	2 p.m. - 7 p.m.
Saturday - Sunday	Closed

## **Shakespeare Theatre**

The New Jersey Shakespeare Theatre is housed on the University campus. The Theatre will offer discounted tickets (15 minutes before curtain) for students on campus during productions. For groups greater than 10 students and for any additional information, call the Theatre office at (973) 408-5600.

## **POLICIES AND PROCEDURES**

### **Immediate Expulsion**

Students will be expelled immediately for any of the following reasons:

- a. Using alcoholic beverages. New Jersey law prohibits the purchase, consumption, possession or transportation of intoxicating liquors by anyone under the age of 21. Violation of this regulation is not only a violation of the state law, but of the University's regulations. Use of alcoholic beverages will result in immediate expulsion.
- b. Using illegal drugs. Drew University does not condone the use of drugs prohibited by law. Use of drugs prohibited by law will result in immediate expulsion. Students in the presence of individuals who are using drugs prohibited by law will also be expelled.
- c. Stealing.
- d. Maliciously breaking or damaging the property of others.
- e. Behavior that is considered potentially harmful to oneself and/or to others.
- f. Possession of weapons.
- g. Leaving the campus without permission.
- h. Leaving the Residence Hall after curfew. Disregard of curfew will result in expulsion.
- i. Plagiarism may be grounds for expulsion (see f. under Academic Requirements).



Any student whose behavior interferes with the integrity or operation of the program may be dismissed.

### **Appeals Process**

In the event that a Scholar feels that a punishment has been unfairly given, they may initiate the appeals process to have the entire situation reviewed by the Associate Director and/or the Director. All decisions made as a result of the appeals process will be final.

### **Curfew**

Students in the Governor's School Program are required to observe a curfew of 11:30 p.m. Sunday through Thursday and 12:30 a.m. Friday and Saturday. This means that students are expected, by that time, to have signed in at the Residence Hall and to remain there until morning. **Students are not authorized to be out of the Residence Hall overnight.** Parents will be called when students are unaccounted for at curfew. Disregard of curfew and leaving the Residence Hall after curfew will result in expulsion. If unavoidably delayed, students should contact the counselor on duty or the Residence Hall Director.

One-half hour after curfew, students must leave the lounge areas and remain in their respective rooms.

### **Quiet Hours**

Quiet hours are to be observed from 9:30 p.m. to 8 a.m. Quiet or courtesy hours mean that all students are to respect the rights of others to work or sleep during those times. There should be no loud music or other loud noise after 9:30 p.m.

### **Leaving Campus**

If a student wishes to leave campus on the weekend or during other free time periods to explore the nearby area, go to the movies, etc., he/she will be asked to fill out a Destination Form which will be available in the Residence Hall. The student should inform the counselor on duty of the nature of the trip and the anticipated time of return. Students must sign in upon return. Students who are unavoidably detained beyond the anticipated time of return should contact the counselor or Residence Hall Director. Students leaving the campus after dark should do so in groups of two or more.

**Students may not leave campus in motorized vehicles unless they are with adult relatives.**

**Students are not permitted to remain off campus overnight at any time during the program without the explicit permission of the Program Director.**

Students are encouraged to stay on campus on Sundays and participate in the informal recreational activities.

### **Resident Visiting Regulations**

Visitation will be permitted between Governor's School students until curfew each evening. **No students are permitted in any other Residence Hall for social events or visitation.**

### **Visitors**

Due to the intensity of the program, visitors are not invited to the campus on Mondays through Saturdays. Parents and relatives are encouraged to visit on Sundays. Students may leave campus on Sundays with adult relatives (over 21 years of age), after following the usual sign-out procedures, and must return in time for any scheduled events, or, if no events are scheduled, by the 11:30 p.m. curfew. Overnight visitors are not permitted at any time. Visitors other than family members are strongly discouraged and in no event may students leave campus in motorized vehicles with them. Only NJGSS students, staff, and families of students are permitted in Residence Hall rooms.

### **Fire Regulations**

Fire regulations and instructions will be discussed by the counselors during the first day's orientation. Each student is responsible for knowing this information. Students should exercise caution at all times. Information about the fire alarm policy is included in the Drew University Public Safety Policies and Procedures page: <http://www.drew.edu/Safety/policies-and-procedures>.

### **Damage and Maintenance**

Students who cause damage to the Residence Hall, furniture, or any other property of Drew University will be held financially responsible. In case of willful damage or reckless behavior, disciplinary action may also follow. Active sports, in particular, are prohibited in the Residence Hall and should take place out of doors or in designated campus areas. All room maintenance problems should be channeled through the counselors who will contact the proper office.

### **Pets**

Pets are not permitted at the University.

### **Cooking**

For safety reasons, cooking in rooms is prohibited. This includes the use of hot plates, popcorn poppers, toasters, coffeepots, microwaves, etc.

### **Automobiles and Bicycles**

Students are not permitted to bring, use, or ride in any type of motorized vehicle. Bicycles will be permitted on the campus. Racks will be provided, but Drew will not be responsible for the security of bicycles brought onto the campus. A student bringing a bicycle should bring a means of securing it to the rack. There is a system of paths adjacent to the campus for cyclers, runners, etc.

### **Health Care**

Should a physician's care be required, it must be obtained off campus. To this end, Drs. Weine, Renna and Meyers, of Madison Internal Medicine Associates P.A., 95 Madison Ave., Morristown, NJ, have agreed to accept Governor's School Scholars as patients, should the need arise. Their office may not accept all insurance plans, but all students will be treated. Medical bills will be sent to the parents directly. Their offices are just a short drive, approximately two miles, from the campus. Their phone number is: (973) 829-9998. Scholars who need allergy shots will have to visit a physician.