STUDENT HANDBOOK

New Jersey Governor’s School in the Sciences at Drew University

July 12 – August 1, 2015
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WHERE and WHEN

Dates for Parents

Sunday, July 12
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 19 and July 26
Parents' visiting days

Saturday, August 1
Closing Day, Students depart. Students may leave before breakfast and must leave before NOON.

CHECK-IN INFORMATION

First Day Schedule – OPENING DAY, Sunday, July 12, 2015

12:30 - 2:30 p.m.  Please do not arrive earlier than 12:30 p.m. 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, Room S4

7:30 – 8:00 p.m.  Scholar Photos – Hall of Sciences, Room 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 designated check-in area, on Opening Day, or to the Residence Hall, otherwise.
GOVERNOR’S SCHOOL IN THE SCIENCES PROGRAM SCHEDULE

Mondays, Tuesdays, Thursdays, Fridays:
7:45 - 8:45 a.m. - Breakfast
9:00 - 12:20 p.m. - Core Courses (Mon/Tues/Thurs/Fri)
12:30 - 1:15 p.m. - Lunch
1:30 - 4:15 p.m. - Labs (Tue/Thurs) & Team Projects (Mon/Wed/Fri)
4:15 - 5:00 p.m. - Free Time
5:00 - 6:00 p.m. - Dinner
6:00 - 7:00 p.m. - Free Time
7:00 - 9:00 p.m. - Speakers, Electives, Colloquia (Movies/Entertainment/Social Events on Fridays and Saturdays)
9:00 - 11:00 p.m. - Homework assignments
11:30 p.m. - CURFEW

Wednesdays: - Meal times, as usual
9:15 a.m.-12:30 p.m. - Free Time
1:30 p.m.-4:15 p.m. - Team Projects

Saturdays:
8:30 – 11:00 a.m. - Individual/Team study time, free time
and 1 p.m. to Curfew

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

Career Day Saturday: July 18, 2015 10:00 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.

Scholars Conference: July 31, 2015 9:30 a.m. – 12:30 p.m.

Students will present their projects.

Banquet: July 31, 2015 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.

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 Dorm Director will live with the students in the Residence Hall. The NJGSS reserves the right to allow a Counselor, the Dorm Director, or the Program Directors 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 during class hours, at (973) 408-3605.

In case of an emergency, parents may contact the Dorm 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 Book Store. The campus Snack Bar will be open during the summer, although the hours have not yet been determined.
What to Bring

It is suggested that the students bring the following items:

- Casual wear, such as T-shirts, jeans, loungewear, etc., is appropriate attire anywhere on campus. The dorm and lecture hall are sometimes quite cool. Be sure to bring sweaters/sweatshirts.

- Business Casual Attire for the end-of-program Scholars Conference, where you will be presenting your research.

- Dressy Casual/Semi-Formal Clothing for the final night Banquet. For guys: suits, sport coats/slacks, dress shirt and tie/slacks are all acceptable. For gals: dresses and skirts are the norm.

- 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, work-out clothing, athletic clothing and equipment such as table tennis paddles, frisbees or softball mitts.

- Rain Gear, such as umbrellas, rain boots, or ponchos.

- School supplies, hangers, extra blanket/comforter, laundry detergent, quarters for the washer/dryer, alarm clock, desk lamp (not halogen), postage stamps, stationery, all the typical personal items.

***Please DO NOT bring: TVs, microwaves or refrigerators.

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, quarters only.

Valuables and 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.

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, Hall of Sciences, Room HS-15.

CAMPUS MAP

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

CAMPUS SERVICES

Library

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

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<thead>
<tr>
<th></th>
<th>Monday - Thursday</th>
<th>Tuesday - Thursday</th>
<th>Friday</th>
<th>Saturday</th>
<th>Sunday</th>
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<tbody>
<tr>
<td>July 12 – August 1</td>
<td>9:00 a.m. - 6:00 p.m.</td>
<td>9:00 a.m. – 6:00 p.m.</td>
<td>9:00 a.m. – 12:30 p.m.</td>
<td>10:00 a.m. – 5:00 p.m.</td>
<td>CLOSED</td>
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Show Governor’s School I.D. at circulation desk. Hours may also be found at: http://www.drew.edu/library/hours

Any borrowed books must be returned by 9:00 a.m. on July 29, 2015.

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.

University Technology Department (UT)

UT is open Monday - Friday from 9:00 a.m. – 5:00 p.m. Information about IT 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://www.drew.edu/ut/policies/network-user-agreement
**Book Store**

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

- Monday - Thursday: 9:00 a.m. to 5:00 p.m.
- Friday: 9:00 a.m. to 1:00 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 summer hours are:

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

Pool hours are:

- Monday - Friday: To Be Determined
- 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. **ANY** form of harassment, including, but not limited to: bullying, stalking, verbal, sexual, racial, religious, disability, sexual orientation, physical assault. None of these will be tolerated and will result in immediate expulsion.

d. Stealing.

e. Maliciously breaking or damaging the property of others.

f. Behavior that is considered potentially harmful to oneself and/or to others.

g. Possession of weapons.

h. Leaving the campus without permission.
i. Leaving the Residence Hall after curfew. Disregard of curfew will result in expulsion.

j. 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 Program Co-Directors. 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 8:00 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 from the Program Co-Directors.**

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 under no circumstances 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](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 directed to 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. 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.