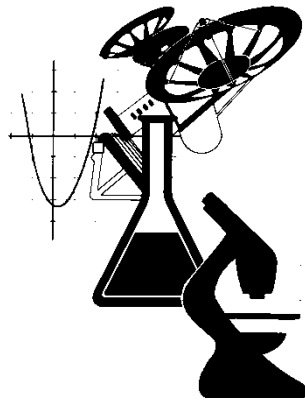


# STUDENT HANDBOOK



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

***July 7 – July 27, 2024***

# NJGSS Handbook 2024

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## WHERE and WHEN

### Dates for Parents

Sunday, July 7	Move-in Day, Students arrive, 12:00 p.m. - 2:00 p.m. Please try <b>not</b> to arrive <b>before</b> 12:00 p.m. Arrival, Check-In, Welcome
Sunday, July 14 and July 21	Parents' visiting days
Saturday, July 27	Closing Day, Students depart. Students may leave before breakfast and must leave before <b>NOON</b>

## CHECK-IN INFORMATION

### First Day Schedule – OPENING DAY, Sunday, July 7, 2024

12:00 - 2:00 p.m.	<b>Please do <u>not</u> arrive earlier than 12:00 p.m.</b> Check-in, room assignments, moving into Hazelton Hall (map, #26)
2:15 – 3:00 p.m.	On-campus Orientation Meeting Students and Parents. Baldwin Gymnasium (map, between #43 and 41)
3:00 – 3:45 p.m.	Guided Tours of the Campus.
3:45 – 4:00 p.m.	Parents' Farewell
5:00 – 6:00 p.m.	Dinner – University Commons Dining Hall (map,#43)
6:30 - 7:30 p.m.	Student Orientation and Tour of Hall of Sciences
8:00 - Curfew	Unpacking, Settling In, Meeting with Counselors

## TRAVELERS' INFORMATION

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

Via Route 80: Proceed on 80 to Route 287 South exit. Follow 287 South to Exit 35 (Madison Ave./Route 124). Follow signs to Route 124 East (Madison Ave.) and drive three miles to Madison. Drew is on the right.

Via New Jersey Turnpike: Take Exit 14 (Rt 78/ Newark Airport). Take 78 West to Morristown/Rt 24 West. Continue on 24 to Chatham Exit 7A and proceed two miles on Local 124, Madison Ave., through Madison center. Drew is on the left.

Via Garden State Parkway/Route 24: Take Parkway to Exit 142 (Route 78). Take 78 West to Morristown/Rt 24 West. Continue on 24 to Chatham Exit 7A and proceed two miles on Local 124, Madison Ave., through Madison center. Drew is on the left.

Via Route 78 from Western NJ: Follow Route 78 East to Route 287 North Exit. Drive north on 287 to Exit 35 (Madison Ave./Route 124). Follow signs to Route 124 East (Madison Ave.) and drive three miles to Madison. Drew is on the right.

**Enter Drew campus at the Lancaster Rd. (traffic light) entrance. Once on campus, follow the route indicated on the map on page 5. There will be some Gov School signs guiding you to the Residence Hall. Note: You will need to go through the main parking lot and around the gym.**

## GOVERNOR'S SCHOOL IN THE SCIENCES PROGRAM SCHEDULE

### **Mondays through Fridays:**

- 7:30 - 8:45 a.m. - Breakfast
- 9:00 -12:20 p.m. - Core Courses (Mon/Tues/Thurs/Fri)
- 12:30 - 1:20 p.m. - Lunch
- 1:30 - 4:15 p.m. - Labs (Tue/Thurs) & Team Projects (Mon/Wed/Fri)
- 4:30 - 7:00 p.m. - Dinner, Homework, and Free Time
- 7:00 - 9:00 p.m. - Speakers, Colloquia, Programming (Entertainment and Social Events on Fridays and Saturdays)
- 9:00 - Midnight - Homework and Free Time
- 10:00 p.m. - **Students must be in dorm or courtyard area**
- 11:00 p.m. - **Students must be signed into the dorm**
- 12:00 Midnight - **CURFEW! Students must be in their assigned room**

### **Wednesdays:**

- 9:15 a.m.-12:30 p.m. - Homework and Free Time

### **Saturdays:**

- 8:30 – 10:00 a.m. - Meals/Individual and Team study time/Organized Social Events/Free Time and 1 p.m. to Curfew

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

### **Saturday, July 13, 2024:**

10:00 a.m. – 12:15 p.m. **Career Day**

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.

### **Sunday, July 21, 2024:**

7:00 p.m. – 9:00 p.m. - **Talent Show**

Scholars will share their talents and unique skills for each other for an evening of laughter and entertainment. Acts can be live or recorded, and collaboration between scholars is encouraged. Start thinking about what yours could be!

### **Friday, July 26, 2024:**

9:30 a.m. – 11:30 a.m. **David Miyamoto Scholars Conference**

Students present their projects to their colleagues, as well as program faculty and supporters.

12:00 Noon – 6:00 p.m. **Meals, Project Clean-Up, Final Paper Submission**

6:30 p.m. – 8:30 p.m. **Farewell Ceremony and Presentation**

An opportunity for the scholars to get together, look back on the past three weeks, and celebrate.

## 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. Rooms all contain a dorm-sized microwave-refrigerator. 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.

### **Americans with Disabilities Act**

Individuals needing accommodations or special assistance must contact the program not later than thirty (30) days prior to the start of the program, and we in turn will notify the Conferences and Events Office at Drew University. Notification must be given to the program ensure appropriate accommodations and availability of accessible space. The program shall advise Drew University at the time any such notification is received. Please let us know immediately if you need special accommodations.

### **Residence Hall Counselors**

Counselors and a Dorm Director will live with the students in the Residence Hall. The GSNJS 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 Residence Hall Director. This number will be provided at the on-campus orientation. The Dorm lounge number will also be provided at the start of the program. Again, only for emergencies, please.

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, career day, etc. Inappropriate cell phone use will result in the phone being taken and returned to the Scholar at the end of the class upon the first offense. Repeated inappropriate cell phone use will result in further sanctions and we will contact the scholars parents/guardians.

### **Dining Facilities**

Students will receive a wrist band that will provide access Commons Dining Hall facilities for all meals. Snack items will be available from vending machines located in throughout the campus. 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.
- Appropriate clothing for the Scholars Conference. This equates to professional attire (e.g. for an interview).
- Linens and towels. This includes sheets, a pillow, blanket, bath and hand towels. Beds require twin **extra-long** fitted sheets or a standard twin-sized flat sheet. Mattresses measure 35x80 inches.
- School supplies, hangers, extra blanket/comforter, laundry detergent, quarters for the washer/dryer, alarm clock, desk lamp (not halogen), postage stamps, stationery, bug repellent, all the typical personal items.
- **Must bring long pants or jeans and sneakers/close toed shoes.** Students wearing sandals, open-toed shoes, or shorts will not be able to participate in laboratory activities.
- Students may bring snacks to eat within their dorm room. ***In some instances, allergies may require us to prohibit nut containing snacks from public spaces or the residence hall. We will provide additional information if this precaution is necessary.***

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

Students are responsible for all valuables, including electronic devices such as cell phones. Students are discouraged from bringing valuable items such as jewelry. 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.

Laptops **are** allowed and scholars are encouraged, but not required, to bring them to facilitate their participation in the program and Team Projects. Both Ethernet and wireless internet access will be available. The wireless internet in the residence hall is robust. However, we recommend that Scholars bring an Ethernet cable if they have one. 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**

Washing machines are free of charge in the dorms and all you will need is laundry detergent/fabric softener.

## 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. Each student is required to make a deposit of \$75 and \$25 for a key and a fob. A key deposit will be levied for unreturned or lost keys or fobs.

## 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. Local banks are within walking distance of the campus and are open during normal banking hours. However, please note that access to town may be restricted. As with other valuables, students are responsible for the safekeeping of any cash, bank cards, or credit cards they bring.

## 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 (with Directions to Check-In Location)

A downloadable version of a map without directions is available at: [https://drew.edu/about/wp-content/uploads/sites/2/2020/08/COMS\\_100AB\\_Campus-Map\\_Front\\_2021-1.pdf](https://drew.edu/about/wp-content/uploads/sites/2/2020/08/COMS_100AB_Campus-Map_Front_2021-1.pdf)



## CAMPUS SERVICES

### Library

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

Monday - Thursday	9:00 a.m. - 6:00 p.m.
Friday	9:00 a.m. - 12:30 p.m.
Saturday	10:00 a.m. – 5:00 p.m.
Sunday	Closed

All details may be found on the library's web site at: <http://www.drew.edu/library>

### 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 - Thursday from 10:00 a.m. – 5:00 p.m. and Fridays from 10 a.m. until 12:30. Generally the main issue for scholars is difficulty activating their Drew user ID. All students already have accounts which can be used for course work and email. Please contact use if you have difficulty activating this account.

If you do not have access to a laptop or similar device you can bring to campus, we can procure a small number of loaner laptops. Please inform us if you are in this situation.

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://drew.edu/cns/policies/network-policies>.

### 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. - 5:00 p.m.
Friday	9:00 a.m. – 1:00 p.m.
Saturday and Sunday	Closed

### Shakespeare Theatre

The New Jersey Shakespeare Theatre is housed on the University campus. Students may attend a show during scheduled free time, and the Theatre offers discounted tickets for students with a school ID. For any additional information, call the Theatre box 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 also be grounds for expulsion (see f. under Academic Requirements).
- k. Any behavior that 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 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. Students must be either in the Residence Hall or in the courtyard of the Residence Hall by 10 p.m. Students must be inside the residence hall by 11 p.m. and in their room by midnight. By that time, they will 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.

### **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**

Downtown Madison includes various restaurants, shops, and an Escape Room. Parks and running paths are also easily accessed from campus. If a student wishes to leave campus on the weekend, or during other free time periods, to explore the nearby area, 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.

1. **Students may not leave campus alone. At least two students must leave campus together and remain together throughout the time they are off campus.**
2. **Students may not leave campus in motorized vehicles unless they are with adult relatives with prior notification to the program staff.**
3. **Students are not permitted to remain off campus for an extended time or overnight at any time during the program unless they are with adult relatives, and have the explicit permission of the Program Co-Directors.**

### **Resident Visiting Regulations**

Visitation will be permitted between Governor's School students until curfew each evening. When Governor's School students are visiting another's dorm room, the door must remain open, and it will be treated as a public space. **No students are permitted in any other Residence Hall for any reason.**

### **Visitors**

Due to the intensity of the program, and the short duration of the time spent on campus, visitors are discouraged. If a visitation by parents and/or relatives is felt to be necessary, we ask for prior notification so that we know of the student's whereabouts and are aware of any issues. **Overnight visitors and non-family visitors are not permitted at any time.** Only NJGSS students, staff, and families (only with prior permission from the program) of students are permitted in the Residence Hall. Family visitors must be accompanied by the student or a member of the NJGSS staff at all times in the residence hall.

### **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: [https://drive.google.com/file/d/1fOOaKSCBPuXXKxOld6N9XP0\\_guEPIV3o/view](https://drive.google.com/file/d/1fOOaKSCBPuXXKxOld6N9XP0_guEPIV3o/view).

### **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, but are not recommended. 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. Please note that rules for leaving campus with a bicycle are the same as those for leaving campus on foot. Additionally, the campus is small enough to easily navigate by walking.

### **Health Care**

Should a physician's care be required, it must be obtained off campus. Scholars who need allergy shots will have to visit a physician. Parents will be notified when care is needed, and can make arrangements in non-emergency situations. The program is also working to establish an agreement with a local office for convenience. However, they may not accept all insurance providers. Medical bills will be sent to the parents directly.