Energy Systems Technology & Education Center

2024-2025

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I. Message from the Dean

Dear College of Technology Student,

Congratulations on your decision to pursue your education at the Idaho State University College of Technology. On behalf of all faculty, staff, and administration, I want to take this opportunity to personally extend a warm welcome. Our mission is to provide you with the skills, knowledge, and abilities to be successful in your chosen career.

I am pleased to see that you made the decision to join the largest, most comprehensive postsecondary technical institution in the state of Idaho. You now belong to a college that boasts an alumni base of more than 23,000. For more than 100 years, students have graduated from Idaho State University with the technical skills necessary to successfully enter the workforce. I am confident that you will also be prepared by our faculty to pursue your passion and have an enjoyable lifetime career.

Amid the excitement of enrolling at Idaho State University, you probably have many questions. This student handbook has been prepared for your use and contains the answers to many of your questions. If you would like additional information, please contact your faculty or Student Services directly. We are all here to help you succeed in your studies and stand prepared to assist you with your concerns.

Once again, welcome to the College of Technology.

Go Bengals!

Jerry Anhorn

Dean

II. Program Introduction

This handbook is designed to provide information and serve as a resource for most questions and school situations you may encounter as a student in an Energy Systems Technology & Education Center program. The information provided in this handbook is meant to supplement that provided in the Idaho State University Handbook and Official Student Code of Conduct.

All students are directly responsible to the instructors first. Details regarding program procedures will be covered and questions answered during orientation at the beginning of the program or as the need arises. Problems of any nature will be brought to the attention of the instructors and program coordinator. They will seek assistance for a student problem. If a student feels a need for a conference with someone other than an instructor or the program coordinator, a meeting may be arranged with a student success navigator from the College of Technology Student Services at (208) 282-2622.

Program Administration

All Energy Systems Technology & Education Center programs is operated by the College of Technology, Idaho State University. The program works in cooperation with the Idaho Career & Technical Education and is approved b y the State Board of Education.

College of Technology

Dean	Jerry Anhorn
Associate Dean	Debra Ronneburg
Executive Director/Department Chair	Vince Bowen
Associate Director/Instructor	Ryan Pitcher
Special Assistant	Gail Jorgensen
Student Success Navigator	Evan Ames
First-Year Instructors	Sharie Ellis
	Nicole Froelich
	Michael Kobus
	Mike Tauscher

| | Charles York |
| Instruction Assistant | Vacant |

Energy Systems Electrical Engineering Technology

| Coordinator/Instructor | Val Williams |
| Instructor | George Lake |

Energy Systems Instrumentation Engineering Technology

| Coordinator/Instructor | Jeremy Perschon |
| Instructor | Greg Brooks |

Energy Systems Mechanical Engineering Technology

| Coordinator/Instructor | Chuck Snowden |

Energy Systems Nuclear Operations Technology

Coordinator/Instructor	Mackenzie Gorham
Instructors	Keith Keller
	Jordan Williams

Industrial Cybersecurity Engineering Technology

Coordinator/Instructor	Ben Anderson
Instructors	Sean McBride
	Jack Bradley

Program Information

Degrees/Certificates Offered

- Basic Technical Certificate Instrumentation and Automation Assistant
- Basic Technical Certificate Industrial Maintenance Mechanic
- Intermediate Technical Certificate Industrial Maintenance Mechanic
- Intermediate Technical Certificate Energy Systems Technology
- Intermediate Technical Certificate Industrial Cybersecurity Engineering Technology
- Associate of Applied Science Energy Systems Electrical Engineering Technology
- Associate of Applied Science Energy Systems Instrumentation Engineering Technology
- Associate of Applied Science Energy Systems Mechanical Engineering Technology
- Associate of Applied Science Energy Systems Nuclear Operations
- Associate of Applied Science Industrial Cybersecurity Engineering Technology
- Bachelor of Applied Science Cyber Physical Systems Engineering Technology

Mission Statement

The mission of the ESTEC department is to cultivate the people, educational resources, and applied research capabilities necessary to improve the local, regional, and national availability of highly skilled technicians and provide graduates with the technical knowledge and skills needed to support the design, construction, operation, and maintenance of energy, industrial, mining, and government agencies.

ESTEC Objectives

The Educational Objectives of the Energy Systems Engineering Technology programs at ISU reflect the application of curricular content. Graduates of the programs in the Energy Systems Technology & Education Center (ESTEC) at Idaho State University are able to:

1. Practice the Energy Systems Engineering Technology discipline successfully within community-accepted standards.
2. Provide leadership for and communicate effectively in a team-based environment in order to be agents of change in dynamically changing organizations.
3. Analyze and design optimized solutions to systems of people, technology, and information.
4. Practice teamwork and communications skills to develop a successful career.
5. Fulfill professional and ethical responsibilities in the practice in energy systems engineering, including social, environmental, and economical considerations.
6. Engage in professional service, such as participation in professional society and community service.
7. Engage in life-long learning activities, such as graduate studies or professional workshops.
8. Develop a professional career in the prevailing market that meets personal goals, objectives, and desires.

Student Learning Outcomes – Energy Systems Electrical Engineering Technology

1. Demonstrate safe work practices.
2. Work and communicate effectively in a diverse team environment.
3. Utilize test equipment to troubleshoot and analyze electrical, electronic, and instrumentation related circuits.
4. Analyze Alternating Current (AC) circuits (including single and three phase) and Direct Current (DC) circuits.

5. Read, interpret, and edit schematics to document electrical, electronic, and process control systems.
6. Design, troubleshoot and document circuits for complex motor controls and associated devices.
7. Apply an in-depth knowledge of Variable Frequency Drives (VFD), motors, and generators to perform installation, troubleshooting, and maintenance related tasks.
8. Apply a fundamental knowledge of electrical power generation, transmission, and distribution systems.
9. Exhibit fundamental knowledge of electrical power generation, transmission, and distribution systems.
10. Test, troubleshoot and repair circuit breakers and switchgear – medium and low voltage.
11. Configure, test and troubleshoot protective relaying and power monitoring systems.
12. Design, build, and troubleshoot control systems consisting of Programmable Logic controllers (PLC)/Programmable Automatic Controllers (PAC) and associated Human Machine Interfaces (HMI).
13. Utilize the fundamentals of networks and digital communications to troubleshoot and maintain distributed plant automation and Supervisory Control and Data Acquisition (SCADA) systems.

Student Learning Outcomes – Energy Systems Instrumentation Engineering Technology

1. Demonstrate safe work practices on industrial equipment.
2. Work and communicate effectively in a diverse team environment.
3. Utilize test equipment to troubleshoot and analyze electrical, electronic, and instrumentation related circuits.
4. Analyze alternating current (AC) and direct current (DC) electronic circuits and logic fundamentals.
5. Create schematics to document electrical, electronic, and process control systems.
6. Design and troubleshoot circuits for motor controls and associated devices.
7. Install, troubleshoot, and maintain electrical AC and DC motors, generators, and variable frequency drives.
8. Install, configure, calibrate, and troubleshoot pressure, temperature, level, flow, and analytical instrumentation.
9. Configure, troubleshoot, and optimize Proportional-integral-Derivative (PID) control loops.

10. Use the fundamentals of pump and valve operation to troubleshoot final element issues.
11. Utilize the fundamentals of fluid dynamics and thermodynamics to troubleshoot and maintain process control associated with industrial plants.
12. Design, implement, and troubleshoot Programmable Logic Controllers (PLC) programs and associated Human Machine Interface (HMI) applications for industrial processes.
13. Utilize the fundamentals of networks and digital communications to troubleshoot and maintain distributed plant automation and Supervisory Control and Data Acquisition (SCADA) systems.

Student Learning Outcomes – Energy Systems Mechanical Engineering Technology

1. Demonstrate safe work practices in laboratory and industrial environments.
2. Be aware and familiar with society and government codes, standards, and regulations with their typical format and application.
3. Demonstrate written and verbal communication skills.
4. Utilize test equipment to troubleshoot and analyze electrical, electronic, instrumentation, and motor control related circuits.
5. Analyze systems through the understanding of mechanical principles, fluid mechanics, thermodynamics, material science, and equipment design.
6. Identify the correct pump or valve for a given process condition and apply a comprehensive understanding of pumps and valves to troubleshoot systems.
7. Interpret and utilize technical documentation.
8. Demonstrate basic structural welding.
9. Demonstrate basic computer-aided drafting and design.
10. Demonstrate commissioning practices for equipment setup and alignment.
11. Recognize specific equipment applications for reactive, preventive, predictive, and proactive maintenance.

Student Learning Outcomes – Energy Systems Nuclear Operations Technology

1. Apply knowledge of mathematics and natural sciences (physics, chemistry, thermodynamics and electrical sciences) to solve related problems.
2. Demonstrate a knowledge of nuclear physics, reactor protection, design, materials and radiation protection to analyze and solve nuclear industry problems.

3. Demonstrate a knowledge of nuclear plant system operations, plant components and an ability to interpret drawings during operational, troubleshooting, and maintenance evolutions.
4. Integrate and apply knowledge of nuclear technical material, safety procedures and operations to analyze abnormal, emergency and nuclear accident scenarios.
5. Demonstrate an understanding of the principles of Conduct of Operations.
6. Demonstrate effective written and oral communication in individual and group environments.
7. Demonstrate the ability to collect, analyze, and interpret data; report findings including observations and appropriate recommendations.
8. Demonstrate an understanding of the Federal, State and Local regulations, standards and rules applying to the nuclear industry, as well as safe work practices.
9. Demonstrate an understanding of ethical responsibilities required in the nuclear industry.
10. Demonstrate the ability to provide leadership and function as a member of a team.

Student Learning Outcomes – Industrial Cybersecurity Engineering Technology

1. Apply the fundamental principles of cyber-physical systems.
2. Explain the need and purpose of securing cyber-physical systems.
3. Identify common weaknesses in cyber-physical systems.
4. Evaluate the security of cyber-physical systems by applying pertinent recognized standards.
5. Propose practices for managing cyber-physical systems risk.
6. Implement techniques for defending cyber-physical systems.

III. Policies & Procedures

Attendance Policy

Every student is expected to attend class on a daily basis. Should you not be able to attend for any reason, the student is responsible for notifying the instructor by 8:00 a.m. The department phone number is 282-3085.

- Students are expected to attend all meetings or classes in which they are registered. The Center has established the following specific regulations governing attendance.
- No one extracurricular activity may take students away from the campus more than twelve college instructional days.

The specific attendance rules and policies for the ESTEC programs are as follows:

Absences

Semester: (16 weeks)

1. A student will be allowed to be absent from a course of study a maximum number of class sessions that is equivalent to the credit hours for the course in a semester. Each hour of absence will be recorded.
2. If a student is absent more than the allowable number of class sessions in a semester, his/her grade in that course shall be lowered by two percentage points for each and every absence in excess of the allowable limit.
3. Tardy = arriving 1 to 10 minutes after class starting time. Absence = more than 10 minutes after class starting time.
4. Two tardies will be equivalent to one absence.
5. Waiver on any of the above rules may be made only for unusual circumstances by petition of the student to the course instructor.

Note: Some courses may have different absentee policies. Please check with your instructor at the beginning of the course for specifics. Employers are very interested in a student's attendance and study habits because they reflect how he/she will perform on the job. Representatives from business and industry on the program's advisory committee have asked that an attendance policy be established to develop good work habits.

Breaks will be allowed during the lab period as designated by the instructor.

Grading Policy

Grading is done on an enhanced grading system and will be specifically addressed during orientation. College of Technology ESTEC programs will use the grading system below to describe the instructor's evaluation of a student's performance in each course.

Letter Grade	Percent	Points
A	93-100	4.0
A-	90-92.9	3.7
B+	87-89.9	3.3
B	83-86.9	3.0
B-	80-82.9	2.7
C+	77-79.9	2.3
C	73-76.9	2.0
C-	70-72.9	1.7
D+	67-69.9	1.3
D	63-66.9	1.0
D-	60-62.9	0.7
F	Below 60	0.0

- At the beginning of each course, the instructor will inform students of these criteria to be used in judging their performance.
- Other grading symbols may apply as indicated in the Idaho State University Undergraduate Catalog.
- This policy does not reflect non-ESTEC program courses.
- Students must earn a C- or better in each ESTEC course in order to move forward in the program.
- A cumulative GPA of 2.0 is required for graduation.

Program Re-Entry

ESTEC programs follow a lock-step sequence with a curriculum designed to be completed in a specific order. Students who do not achieve the minimum grade of C- or withdraw from ESET, INST, or CYBR courses will be removed from the program. To deviate from the Major Academic Plan or to return and repeat coursework, students

must meet with program administration to create a learning contract or plan and submit a petition to formalize the process.

Credit Through Prior Learning and Course Challenges

Idaho State University has specific guidelines for obtaining credit through Prior Learning Assessments and Course Challenges. Students may also use the Petition Process to substitute or waive program requirements. To waive ESET1140, Applied Technical Intermediate Algebra, students must achieve a score of 61 or better on a proctored ALEKS PPL exam, which must be administered no later than the 5th day of the semester.

General Disclaimer

NOTE: Licensure, certification, and/or employment applications may require students to disclose any history of criminal prosecution, federal controlled substance (drug) use, financial records and driving records. Students who have a criminal history, recently used drugs, are in collections or have driving restrictions are strongly encouraged to contact the licensing agency or meet with the coordinator of the program they are interested in, prior to beginning classes, to discuss potential impediments to licensure, certification, or employment.

ESTEC Program Selection

Students will identify their program of choice when applying. The following conditions for program selection may apply:
- The number of students allowed into a program will be based on space available. If the number of applicants exceeds the number of seats before the Priority Deadline for applications, a competitive entry process will be followed.
- Program seats will not be reserved for students wishing to sit out a semester. Students must petition to return to the program.
- Students must petition to repeat a semester if they do not meet the minimum GPA or program requirements.
- Students wishing to change programs after acceptance must fill out a Program Change Request Form. Changing programs is based on space availability and potentially a competitive GPA ranking. Approval or denial of the request is issued after final exams are complete and space availability is determined by ESTEC.

Dress Code

The dress code will be addressed by your instructor during orientation.

Electronic Devices

Electronic devices should not be used anytime during class. This includes: computers, cell phones, etc. The only exceptions to this policy are scientific calculators and computers being used for lab reports, data recording, circuit simulation, programming PLCs, etc. Cell phones should be silenced. No texting on phones during class. If you need to take an important call on your cell phone (job search, medical, etc.), set it on vibrate and leave the classroom to answer. Any non-compliance with this policy will be noted and will have a strong impact on your final grade. The electronic device policy must be complied with especially during quizzes and exams. Failure to do so will amount to academic dishonesty and will be pursued to the full extent permissible based on university guidelines.

Computer Labs

There are computer labs available in various locations on the ISU campus. Individual lab rules should be followed. The STUDENT CODE OF CONDUCT outlines University policies regarding computer use.

Student Printing & Misuse of Computer Resources Policy

Printing

Limited draft quality printing may be available. Printing multiple copies is not permitted from the network; you may make copies at a copy center. Users are required to notify the program instructor before printing. Depending on printer demands, scheduling may be necessary. Faculty will terminate unauthorized output.

Those persons involved in unauthorized printing will be subject to disciplinary action. Students may receive disciplinary action under the "Student Code of Conduct Violations" in the ISU STUDENT HANDBOOK.

Idaho State University does not own much of the computer software in use on campus. Instead, the University obtains licenses for the use of computer software from variety of outside sources. Faculty, staff, or students do not have the right to reproduce it unless authorized. Therefore, faculty, staff, and students shall not duplicate computer software, nor use the software in any manner not in accordance with the particular license agreement involved. Those persons caught making, acquiring, or using unauthorized copies of computer software will be disciplined as appropriate under the circumstances. This may include criminal prosecution and disciplinary action under "Student Code of Conduct Violations" of the ISU STUDENT HANDBOOK.

Legitimate use of a computer or computer network does not extend to whatever you are capable of doing with it. Although some rules are built into the system itself, these restrictions cannot limit completely what you can do and can see. In any event, you are responsible for your actions whether or not rules are built in, and whether or not you can circumvent them.

The misuse of this computing account, or use of an account belonging to another, may result in the loss of your computer privileges. Where computing is required to complete coursework, this may effectively require transfer to a non-computer related program and/or hinder your pursuit of a degree. Examples of misuse are: sharing your personal account with another individual, using unauthorized passwords, use for financial gain or business purposes, sending offensive electronic mail or Internet correspondence, chain letter, or other such correspondence, unauthorized transfer of computer programs or data, attempts to circumvent established procedures, computer security breach, or attempts to break security.

Registration and Fee Collection Policy

- All students who are enrolled in semester-based programs must pay their tuition by the Friday before classes begin to avoid a $50 late fee. For tuition payment information, login to MyISU and go to the Online Fee Payment tile.
- Students who are enrolled only in the eight-week classes (early and late), must pay tuition by the first day of class.

NOTE: It is the individual student's responsibility, regardless of funding source, to see that their tuition is paid on time and that they are officially enrolled at ISU. Students who do not pay tuition prior to the deadline may be disenrolled.

Communicable Disease Safety Procedures

It is the policy of ISU to safeguard the welfare of Students, Faculty, Staff, and Campus Residents while maintaining the operations of the University in an effective and efficient manner in the event a member of the University community has a Communicable Disease.

ISU will address issues involving Communicable Diseases in a sensitive and responsible manner, with concern for the rights and welfare of Students, Faculty, and Staff. The confidentiality of information regarding any individuals with a Communicable Disease will be respected. All medical records and the patient information contained therein will be handled in accordance with applicable law, including the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA). However, Idaho law requires medical care providers to notify public health officials of any disease on the Idaho Reportable Disease List as set forth in IDAPA 16.02.10. ISU will disclose sensitive medical information no further than is necessary to ensure the health and safety of all members of the ISU community, and in a manner consistent with applicable law.

ISU will not unlawfully discriminate in policy or practice, including admissions and employment policies, against individuals who have, or are considered to be at risk for, Communicable Diseases. Discrimination against and/or harassment of Students, Faculty, or Staff may result in disciplinary action.

As long as evidence supports, with reasonable medical certainty, that a particular disease is not communicable by contact normally found in the workplace, classroom, or ISU owned facility, the workplace, classroom, or ISU owned facility will not be considered hazardous as a result of the presence of an affected Faculty member, Staff member, or Student.

For more information on this policy, please visit: [Communicable Disease Policy](#)

Accommodations for Students with Disabilities

The University is committed to providing Reasonable Accommodations, modifications or academic adjustments for Qualified Students with Disabilities in accordance with federal, state, and local disability laws. Pursuant to these laws, no Qualified Student having a disability, or regarded as having a disability, shall unlawfully be denied access to or participation in any services, programs, or activities sponsored by or funded by ISU.

For more information on this policy, please visit: [Accommodations for Students with Disabilities](#)

Appeals and Dismissals

A student may be dismissed from a College of Technology program if the student fails to meet the academic and/or nonacademic continuation standards of the program/department including unprofessional/unethical behaviors and unsafe practices, or if the student is not making satisfactory progress in the program.

For more information on the Scholastic and Dismissal Appeals process, please visit: [Appeals and Dismissals](#)

Student Conduct Rules and Regulations

The Student Code of Conduct articulates behavioral standards and procedural guidelines designed to empower ISU community members to live, work, study, recreate, and pursue their goals in a safe, secure, and inclusive environment. Adherence to and enforcement of the code promotes Student accountability, community integrity, and mission fulfillment.

Stealing, Cheating, Dishonesty, and other violations to the student code of conduct will be handled on an individual basis.

Using, possessing, or being under the influence of illicit drugs or alcoholic beverages during school hours is prohibited.

For more information on the Student Code of Conduct, please visit: [Student Code of Conduct](#)

Smoke Free Campus

Idaho State University is committed to promoting a healthy and safe environment for students, faculty, staff, and visitors. This policy is intended to reduce the health risks related to Smoking and secondhand smoke for the campus community. Smoke and tobacco-free policies are becoming a national standard in order to foster a healthy environment in all communities

For more information on the Smoke Free Policy, please visit: [Smoke Free Campus](#)

Academic Integrity and Dishonesty Policy

Academic integrity is expected of all individuals in academe. Behavior beyond reproach must be the norm. Academic dishonesty in any form is unacceptable.

A. Academic dishonesty includes, but is not limited to, Cheating and Plagiarism.
B. This policy applies to all forms of University educational activities, including but not limited to, classroom, lab, and online formats.
C. Instructors are encouraged to include specific information in the course syllabus on Academic integrity and dishonesty guidelines specific to the course format and evaluation activities, as well as the link to this policy.
D. Students should not assume that any materials or collaborative learning activities are authorized unless explicitly stated by the instructor in the course syllabus.

For more information on the Academic Integrity and Dishonesty Policy, please visit:
Academic Integrity

Idaho State University Student Handbook

The following policies fall under the guidance of the Idaho State University Student Handbook.

For more information on each topic, please find the policy and descriptions using the handbook link.

1. Students Rights and Responsibilities (Page 4)
2. Withdrawal (Page 6)
3. Academic Standing (Page 10)
4. Petitions (Page 16)
5. Sexual Harassment (Page 18)
6. Student Complaints and Grievances (Page 18)

ISU Student Handbook

Additional Idaho State University policies:

- [FERPA](#)
- [TITLE IX](#)
- [Satisfactory Academic Progress](#)

IV. College of Technology Resources and Services

Services for Students

STUDENT SERVICES: This office is located in two locations, the main floor of the Roy F. Christensen (RFC) Complex, room 101, and the William M. and Karin A. Eames Advanced Technical Education and Innovations (Eames) Complex, room 102. Student Services assists students with specific information about the programs at the College of Technology. Student Success Navigators are available to give students assistance with admissions, class and schedule advisement, academic resources, and specific information pertaining to a student's educational goals.

Hours are 7:30 am to 5:00 pm, Monday through Friday. Appointments can be made by calling (208) 282-2622. Appointments are recommended but are not required. Tours of the programs are available by appointment and can be set up by calling (208) 282-2800. STUDENT SERVICES

TUTORING ASSISTANCE: Students who are experiencing difficulties with their program instruction or classroom assignments may receive assistance. The student's instructor should be contacted first, as many of the training programs have 'peer tutors' available who are familiar with the required curriculum and assignments.

NOTE: It is important to request assistance as EARLY in the semester as possible! At the point a student recognizes they are having difficulty, help should be sought immediately! Contact the TAP Center, (Tutoring, Academic Support, Peer mentoring), located in room 380 of the RFC Complex. Or telephone at (208) 282-3208 for an appointment to discuss specific tutoring needs. TAP CENTER

THE CENTER FOR NEW DIRECTIONS Located within the RFC Complex on the third floor. The Center's telephone number is (208) 282-2454. Support programs are available at no cost for men and women who are interested in entering/re-entering the job market due to issues which might include: divorce; separation; death; or disability of a spouse. Services are available on job seeking skills, career information, self-esteem, self-confidence building, and personal counseling. The Center also provides a limited number of scholarships for single parents and for women and men interested in pursuing 'non-traditional' fields of training. CENTER FOR NEW DIRECTIONS

Success in this course depends heavily on your personal health and wellbeing. Recognize that stress is an expected part of the college experience, and it often can be compounded by unexpected setbacks or life changes outside the classroom. You are encouraged to reframe challenges as an unavoidable pathway to success. Reflect on your role in taking care of yourself throughout the term, before the demands of exams and projects reach their peak. You are encouraged to reach out to the center about any difficulty you may be having that may impact your performance in this course. If you are experiencing stress in other areas of your campus life, the center will help you get in contact with other resources on campus that stand ready to assist you. In addition to your student success navigator, you are encouraged to contact the many other support services on campus that are available.

Statement on Services

- Students enrolled in Idaho State University College of Technology are eligible to receive free, confidential personal and career counseling from licensed professional counselors at **Center for New Directions (CND)**. We offer individual counseling and Biofeedback. **Call 208-282-2454**, Monday through Friday, from 8 am to 5 pm, to schedule an appointment or to speak immediately to a counselor if you are in crisis.
  CENTER FOR NEW DIRECTIONS

- **ISU Counseling and Mental Health Center (CMHC)** The university Counseling and Mental Health Center serves Idaho State University and its community with a dual mission. Our counseling services mission is to support the academic, emotional, social, vocational, spiritual, cultural, and professional development of students and other members of the ISU community by offering counseling, outreach, consultation, training, and educational and health promotion services. Our testing services mission is to initiate and provide a secure, professional, and proctored testing environment to meet individual, University, and community needs for admission, certification, licensure, correspondence, course placement, job placement, and academic course exams that adheres to the NCTA Professional Standards and Guidelines. Crisis intervention services are available Monday through Friday, from 8 am to 4 pm.

  To establish services:
  Please call 208-282-2130, Monday through Friday, from 8 am to 4 pm.
  COUNSELING AND MENTAL HEALTH CENTER

Mental Health Services for Out of State ISU Students

ISU Counseling and Mental Health Center has partnered with LifeWorks, Inc. to bring the MySSP tool to ISU students while they are physically out of the state of Idaho. Through MySSP, students can access health assessments, real-time chat support, and free counseling from licensed mental health professionals.

Accessing MySSP

- Connect with My SSP by calling 1-866-743-7732 or visiting **LINK**. IF calling from outside North America: 001.416.380.6578.
- Download "My SSP" from the app store to use on your phone.

Financing Your Education

Students attending the ISU College of Technology can apply for federal financial aid by submitting a Free Application for Federal Student Aid (FAFSA) form each year they are enrolled at the University. FAFSA applications are available on the web at:

FAFSA

It is strongly recommended that students apply early. Keep the Financial Aid office notified of any changes in student status such as address change, marriage, etc.

NOTE: Students who leave school prior to successful completion may have to repay federal financial aid received. Call the ISU Financial Aid office immediately if you plan to withdraw from school, (208) 282-2756. The website for financial aid is:

FINANCIAL AID

Numerous scholarships are available to College of Technology students. The ISU Scholarship Department website lists those scholarships through the Bengal Online Scholarship System (BOSS).

The most common scholarships are the Associated Students of ISU (ASISU) Need and Scholastic awards. Funds for these scholarships come from a portion of the registration fees each student pays. Many scholarships are donated by business/industry, organizations, or individuals and have specific criteria which must be met.

SCHOLARSHIPS

Traffic and Parking

NOTE: Please refer to the ISU Parking web address at:
PARKING & TRANSPORTATION

Every motor vehicle on the ISU campus must be registered and display an appropriate ISU decal. Parking permits are available at the ISU Traffic Office located at the corner of South 5th and Humboldt Street, telephone (208) 282-2625.

Cost:

- General Lot: $116
- Reserved Lot: $348

Students may park only in the area their parking decal designates. Students at the College of Technology may not park in the Cosmetology Patron parking spaces. The parking meters at the RFC Complex are reserved for visitors and new applicants inquiring about school. Students are NOT PERMITTED to park in metered spaces. Students should be aware of the ISU towing policy. Any vehicle that has incurred outstanding fines of $50 or more and has received a tow warning may be towed from campus at the owner's expense, even if legally parked.

Any traffic tickets resulting in fines owed to the University must be paid or student's transcripts, certificates, and/or degrees will not be released upon completion of their training program. In addition, registration for the next term will not be permitted until the fines and other financial obligations are paid or proper arrangements are made by the student.

For more information on parking regulations, visit: https://www.isu.edu/parking/permit-information/regulations/

V. Idaho State University Resources and Services

Disability Services

Mission Statement

The mission of Disability Services (DS) is to increase equal access and opportunities to all programs and services sponsored or funded by Idaho State University. DS is dedicated to creating an accessible environment for students, employees, and community members with disabilities. In achieving this, DS:

- Works collaboratively with University Partners to foster a welcoming, diverse, and inclusive University community.
- Collaborates with and empowers individuals who have documented disabilities by working together proactively to determine reasonable accommodation(s).
- Promotes a culture of self-advocacy, responsibility, and agency.
- Ensures compliance with the Americans with Disabilities Act Amendments Act (ADAAA) and other current legislation.
- Readily responds to grievances and advances inclusion through the removal of identified informational, physical, and/or attitudinal barriers.
- Advocates for Universal Design (UD) as a crucial framework to support the diverse needs of students, faculty, staff, and community members.
- Develops partnerships with external community members/groups to support the advancement of equity and inclusion at the local, state, and national levels.
- Provides institution-wide advisement, consultation, and training on disability-related topics, including but not limited to: legal and regulatory compliance and universal design.

Contact Information

Disability Services
Rendezvous Complex, Room 125
921 South 8th Avenue, STOP 8121
Pocatello, ID 83209-8121
Phone: 208-282-3599
Fax: 208-282-4617

VP for ASL: 208-530-6505
Email: disabilityservices@isu.edu
DISABILITY SERVICES

Office of Equity & Inclusion

The Mission of the Office of Equity and Inclusion is to foster a culture of connection and belonging within our community.

Our Vision is to inspire our community to develop and maintain an equitable and inclusive environment through support, outreach, and collaboration.

The University is committed to creating and maintaining a learning and working environment free of discrimination and harassment against any individual based on that person's race, color, religion, gender, age, sexual orientation, national origin, ancestry, physical or mental disability, or Veteran's status. Our helpful, friendly staff are available to work with any university community member. We look forward to serving you.

Contact Information

Office of Equity and Inclusion
Rendezvous Complex, Room 151C
921 South 8th Avenue, STOP 8315
Pocatello, ID 83209-8315
Phone: 208-282-3964
Fax: 208-282-5829
EQUITY & INCLUSION

Additional Resources and Services

The following are Idaho State University resources and services to help our students succeed.

- [Career Center](#)
- [Commencement](#)
- [Counseling and Mental Health Center](#)
- [Health at ISU](#)
- [Disability Services](#)
- [Parking and Transportation](#)
- [Student Resources](#)
- [Tutoring](#)

VI. Handbook Signature Form

Idaho State University | College of Technology

HANDBOOK SIGNATURE FORM

I acknowledge that I have received, read and understand the Energy Systems Technology & Education Center Programs Handbook. I have also reviewed the Idaho State University Student Handbook and understand the privileges and responsibilities of attending Idaho State University.

_____   _____
PRINTED NAME   DATE

_____   _____
SIGNATURE   BENGAL ID #

_____
INSTRUCTOR SIGNATURE

VII. Media Release

Idaho State University | College of Technology

MEDIA RELEASE

Instructions: Please review and indicate your agreement to this Release by signing below.

I hereby grant permission to Idaho State University (Idaho State) to use my name, image, voice, and likeness in all forms of physical and digital media for Idaho State's educational, marketing, and promotional purposes in perpetuity. Idaho State shall have the right to photograph, record, publish, re-publish, adapt, exhibit, perform, reproduce, edit, modify, make derivative works, distribute, display or otherwise use or reuse my name, image, voice and likeness in all markets, media, and technology now known or hereafter developed. Idaho State may exercise any of these rights itself or through any assignees, licensees, or other parties including other Universities.

I acknowledge that I will not be compensated for these uses, and that Idaho State exclusively owns all rights to the images, videos, recordings, and any derivative works created by Idaho State or its employees. I waive the right to inspect or approve of these uses. I hereby release Idaho State, its assignees, and its licensees from any claims that may arise from these uses, including without limitation claims of defamation, invasion of privacy, or copyright.

This Release is binding on me, my heirs, assigns, and estate. I understand Idaho State is not obligated to use any of the rights granted under this Release

_____   _____

FULL NAME (PRINTED)   SIGNATURE

_____   _____

ADDRESS (STREET)   CITY   STATE   ZIP

_____   _____

EMAIL ADDRESS   TELEPHONE NUMBER   DATE

VIII. Computer Usage Policy

Idaho State University | College of Technology

COMPUTER USAGE POLICY

Person(s) using any of the ISU computing resources for personal gain, violation of security/privacy or whootherwise compromise the integrity of the hardware and/or software shall be prosecuted to the full extentof the law.

Legitimate use of a computer or computer network does not extend to whatever you are capable of doing with it. Although some rules are built into the system itself, these restrictions cannot limit completely what you can do and see. In any event, you are responsible for your actions whether or not rules are built in, and whether or not you can circumvent them.

Inappropriate use of the computer is considered computer misuse. The supervisor of each lab will determine what is deemed "inappropriate use" for their particular lab. For specific computer lab policies, see individual lab instructors. Inappropriate use may result in denial of computer lab access at the College of Technology.

The misuse of this computing account, or use of an account belonging to another, may result in the loss of your computer privileges. Where computing is required to complete course work this may effectively require transfer to a non-computer related program and/or hinder your pursuit of a degree. Examples of misuse are: sharing your personal account with another individual, using unauthorized passwords, using for financial gain or business purposes, sending offensive electronic mail or internet correspondence, chain letter, or other such correspondence, unauthorized transfer of computer programs or data, attempts to circumvent established procedures, computer security breach or attempts to break security.

I have read the entire student computing contract. I acknowledge and agree to use the ISU computing resources solely for university instructional, administrative, or research activities in accordance with the above policy. I further acknowledge that any abuse of the above privilege may result in the loss of computing privileges whether or not such privileges are necessary for continued enrollment in my present course of study.

_____

PRINTED NAME

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SIGNATURE

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DATE

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BENGAL ID #