



176 Main Street, PO Box 586  
Richfield Springs, NY 13439  
315-858-3321 phone 315-858-9612 fax  
[www.gomotorcycling.net](http://www.gomotorcycling.net)

Thank you for enrolling in a Basic *RiderCourse* with Go Motorcycling, Inc.!

**Please read this document as soon as possible so you are familiar with the requirements of your *RiderCourse* and can round up any materials (riding gear/personal items) you may need in time for your class. It is important that you come to class *Ready to Ride!***

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Your BRC classroom will be conducted in the Gregor Building, Room 5-101.

On Day 1 of your class, please report to:

The Gregor Building, Room 5-101  
Jefferson Community College  
1220 Coffeen Street  
Watertown, New York 13601

You will receive a separate email with details on how to access the MSF eCourse. Your eCourse completion certificate is only valid for 30 days, so be sure to take the course within the 30 days prior to your BRC class.

**“TO DO” CHECKLIST:**

- Make sure your NYS Driver’s License will be valid during your course dates. Bring your license to class with you.
- Make a copy your NYS driver’s license (and motorcycle learner’s permit, if you have one; license & permit may be copied on a single page.) Your RiderCoaches will collect this copy on the first day of class.
- Students **under age 18** will need the **notarized** signature of a parent or guardian on the NYSMSP Motorcycle Safety Course **Waiver & Indemnification** form. (A parent may sign in person at class with proper identification – photo ID)
- Bring a pen or pencil.
- Be prepared with proper riding gear, as outlined below.
- Please review the MVCC Regulations, below.
- BE ON TIME!** Plan to arrive at least 10 minutes before your scheduled start time.

**RIDING GEAR:** All students must have proper riding gear. Your gear need not be motorcycle-specific, but should include sturdy, low-heeled, over-the-ankle footwear (like a work boot or hiking boot), jacket, sturdy long pants (no flared legs or holes in the knees, please!), full-fingered gloves and, if necessary, raingear. Check the weather and dress for comfort. **Go Motorcycling, Inc.** will supply the motorcycles, helmets, eye protection and all course materials. (You may supply your own D.O.T. approved helmet and eye protection.)

**SCHEDULING:** If your class has an evening session (6-9pm), it will be spent in the classroom and you will not need your riding gear. Daytime sessions will include both classroom and riding activities, so

be prepared for classroom *and* riding sessions on each day of your class. It would be unusual for the course to run beyond the posted times, but please allow time in your personal schedule to accommodate later finishes caused by inclement weather or other circumstances.

**Attendance is mandatory and you must complete your course as scheduled. There will be no make-up sessions or refunds given. Failure to attend, failure to be prepared to ride (for whatever reason), or lateness resulting in missed classroom or riding sessions will result in your dismissal from the class. There will be no exceptions. Your placement in the course is non-transferable. Please see below for cancellation details.**

**LUNCH:** A lunch break will be given. For convenience, it is suggested that you bring your lunch. There are pizza, sandwich and fast food shops nearby. Be sure to bring snacks and plenty of fluids to drink.

**BE COMFORTABLE:** Our outdoor classroom is a parking lot! You might want to bring sunscreen, a hat, a lawn chair for breaks and a change of clothes for the classroom. Did we mention you should bring snacks and plenty of fluids to drink?

**BE PREPARED:** Learning to ride a motorcycle is a mental and physical task that requires you to be alert. Please make sure that you are well-rested and free of impairment and/or distraction for each of your course days. Get a good night's sleep.

**BE PUNCTUAL:** Please arrive at least 10 minutes before your scheduled course time.

**RAIN:** Be prepared to ride rain or shine. For your own comfort, if rain is forecast, please bring rain gear! If you don't already own rain gear (for motorcycling or any other activity) an inexpensive rain suit (no ponchos) will do. Come to class rain or shine. Your RiderCoaches will determine that day whether the conditions preclude riding.

**LICENSING:** In order to successfully complete the course and be eligible for New York State licensing benefits you must meet the following requirements:

- You must have a valid NYS car driver's license.
- You must attend all classroom and riding sessions.
- You must pass a 20-question, multiple-choice exam.
- You must pass the riding-skills evaluation.
- You will need to obtain a motorcycle learner's permit in order to apply the road test waiver; the permit can be obtained either before or after BRC completion.

When you pass the course, you will receive a NYSMSP BRC completion card. This is not your license!! To obtain your motorcycle license, bring your completion card to the Department of Motor Vehicles along with your motorcycle learner's permit and driver's license. The DMV will amend your license to include your motorcycle endorsement. For example, a Class "D" license will now read "DM". If you do not have your motorcycle learner's permit prior to your class, you will need to get one before you can apply the road test waiver. You can obtain your permit and amend your license in one visit to the DMV. Riders under age 18 will need to have held a motorcycle learner's permit for at least six months before the road test waiver can be applied. Until you receive your motorcycle endorsement, you do not have a motorcycle license!

There is no guarantee that a student will be successful in a *RiderCourse*. Students who are not successful on either the written or skills evaluations (as applicable) will be given an opportunity to re-test at no charge. Re-tests must be taken within 30 days of your course completion date.

Any student that is unable to achieve the objectives of the range exercises within the allotted time, presents a hazard to him/herself or other students, or fails to abide by the course safety and instructional guidelines as set forth by the RiderCoaches will be counseled out of the class. If this should occur, you will forfeit the entire course fee.

**INSURANCE REDUCTION:** Many insurance carriers honor the BRC for a reduced price on your motorcycle insurance premium. Please contact your carrier directly to learn what discounts they may offer.

**CANCELLATIONS & RESCHEDULING:** Class sizes are small and the demand is high; if you sign up for a class, it is expected that you will attend. If something comes up and you need to cancel or reschedule your class, you should let us know as soon as possible to avoid costly penalties.

You may cancel your class on-line up to one full calendar day before your class start date. If you are canceling your class, a refund will be issued, less a processing fee as outlined below. It may take a few days for the refund to post to your account.

To reschedule, first cancel your existing class, and then re-enroll in your new class. (To cancel your class, click the "Enroll Now" tab at [www.gomotorcycling.net](http://www.gomotorcycling.net) and select the type of course you wish to change to gain entry to the Rider Enrollment System (RES). Select "Manage Registration" at the top right and enter your MSF Confirmation Code; follow the prompts to make your change. **IMPORTANT! If you reschedule to a different class you MUST cancel your existing class or you will be charged for both classes!**)

If you cancel your class seven (7) or more days before your class start date, you will be charged a \$20 processing fee.

If you cancel your class within seven (7) days of your scheduled course you will be charged a \$100 processing fee.

If you cancel your class within the calendar day before your class start date you will forfeit the entire course fee. For example: If your class starts on Saturday morning, we will need to receive your schedule change by midnight on Thursday (leaving one full calendar day, Friday, before your class start) to avoid being charged the full tuition amount. The ability to cancel your class on-line will terminate at midnight one full calendar day prior to your course start date.

If an emergency comes up and you need to cancel on the day prior to your class start, please notify us by telephone, 315-858-3321. If we are able to find a last-minute new-student enrollment to fill your vacated spot, we will reduce the BRC cancellation processing fee to \$100.

Your course application is non-transferable.

There is a possibility that your class could be canceled due to insufficient enrollment or other circumstances beyond our control. If this should occur, you will be offered an opportunity to reschedule.

**If you would be interested and available to move to an earlier course date than the one for which you are scheduled...**

**a) Check back on our website periodically; additional classes may be added and/or cancellations by other students may create an earlier opening. If you reschedule to a different class you **MUST** cancel your existing class or you will be charged for both classes! To reschedule, simply enroll in the new class date. Remember, if you change your course date, you **MUST** cancel your existing class date. To cancel your class, click the red “sign-up” button at [www.gomotorcycling.net](http://www.gomotorcycling.net) and select the type of course you wish to change to gain entry to the Rider Enrollment System (RES). Select “Manage Registration” at the top right and enter your MSF Confirmation Code); follow the prompts to make your change. A \$20 cancellation fee will apply. **NOTE: If your class starts within the next 7 days and you want to move to an even earlier available course date, please phone the office to reschedule, as the on-line enrollment system will charge a larger fee.****

**b) If you would like to be considered for last minute fill-ins (within 24 hours of a class start date/time), please email us with your preferences. You might specify a particular date that you desire or a general interest in an earlier date - please specify if you are available weekends or weekdays – and we will put you on the cancellation list.**

## **JCC Code of Conduct**

### ***JCC Campus Regulations Prohibit...***

- Tampering with or the unauthorized use of fire safety equipment such as extinguishers, smoke detectors, alarm-pull stations or emergency exits, including activating a false fire alarm, failing to evacuate a facility during the sounding of a fire alarm or upon the direction of a staff member, or attempting to re-enter the building without permission of the proper authorities.
- Any action which is considered needlessly or potentially damaging to college property—including furniture, electronic equipment, floor coverings, walls, doors, etc.
- Mistreatment of an individual or group, including physical or verbal abuse and harassment against an individual or group because of race, color, national origin, age, ancestry, gender, disability, religion, religious practices, or sexual orientation.
- Disruption or obstruction of teaching, research, administration, services (including auxiliary services), disciplinary proceedings, or other college activities, including public-service functions on or off campus.
- Physical abuse, verbal abuse, threats, intimidation, harassment, stalking, coercion, and/or other conduct which threatens or endangers the health or safety of any person. Behavior that recklessly or intentionally endangers the mental or physical health of another person.
- Attempted or actual theft of and/or damage to the property of the College or of a member of the college community or to any other personal or public property.
- Hazing, defined as an act which endangers the mental or physical health or safety of a student or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a group or organization, regardless of the express or implied consent of the victim.

- Failure to comply with, obstruction of, or resistance to, following the directives of college officials, Campus Security, or law enforcement officers acting in performances of their duties including failure to identify oneself to these persons when requested to do so.
- Unauthorized possession, duplication, or use of keys to any college premise or unauthorized entry to or use of college premise.
- Violations of rules or regulations, including, but not limited to rules regarding computer use, sexual harassment, athletics facilities, library, other office policies, and the activities listed below:
  - Gambling of any form on campus without appropriate licensure.
  - Smoking in college buildings and violations of the college smoking and tobacco use policies.
  - Bringing pets of any kind on campus except service animals, animals for educational purposes, or sponsored events.
  - Skateboarding, roller skating (including shoes with wheels), or similar activities (such as remote control cars) that are considered to be potentially and needlessly hazardous to both operators and bystanders.
  - Using unapproved projectiles, including, but not limited to, snowballs, Frisbees, baseballs, and boomerangs inside buildings.
  - Use, possession, sale, or distribution of alcohol, narcotics, or other controlled substances except as expressly permitted by laws and campus rules.
  - With the exception of police officers or other law enforcement officials acting in the performance of their duties, possession, use, or manufacture of a firearm or other weapon, including explosives, dangerous chemicals, fire-bombs, other destructive devices and possession of a weapon in a vehicle on campus.
  - Participation in a demonstration which disrupts the normal operation of the College and infringes on the rights of other members of the college community; leading or inciting others to disrupt schedules and/or normal activities within any campus building or area; intentional obstruction which unreasonably interferes with freedom of movement either pedestrian or vehicular, on campus or at college-sponsored or supervised functions.
  - Conduct which is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on college premises or at functions involving the College.
  - Theft or other abuse of technology on campus including, but not limited to, the following:
    - Unauthorized entry into a file or system to use, read, or change the contents or for any other purpose.
    - Unauthorized transfer of a file.
    - Unauthorized use of another individual's identification and password.
    - Use of technology facilities to interfere with normal operation of the college computing system.
  - Abuse of the college judicial system
  - Behavior that is, or could be, violation of federal, New York State, or local municipal code laws where such violations have adverse effect on the College and the college community.

*Failure to abide by JCC Campus Regulations may result in your dismissal from the RiderCourse and/or judicial action. Additional information may be found at [www.sunyjefferson.edu](http://www.sunyjefferson.edu)*

## **Directions to Jefferson Community College:**

The College campus, in Watertown, NY, is near the intersection of Interstate 81 and Coffeen Street (Exit 46). Please park in the C, V or D parking areas.

### **From Utica/Albany and Points East**

Take I-90 West to exit 36, 81N/Watertown. Follow 81N to Exit 46, Coffeen Street. Turn right onto Coffeen Street. Turn left at the second light.

### **From Buffalo/Rochester and Points West**

Take I-90 East to exit 36, 81N/Watertown. Follow 81N to Exit 46, Coffeen Street. Turn right onto Coffeen Street. Turn left at the second light.

### **From Syracuse (the Airport) and Points South**

Take 81N to Exit 46, Coffeen Street. Turn right onto Coffeen Street. Turn left at the second light.

### **From Points North**

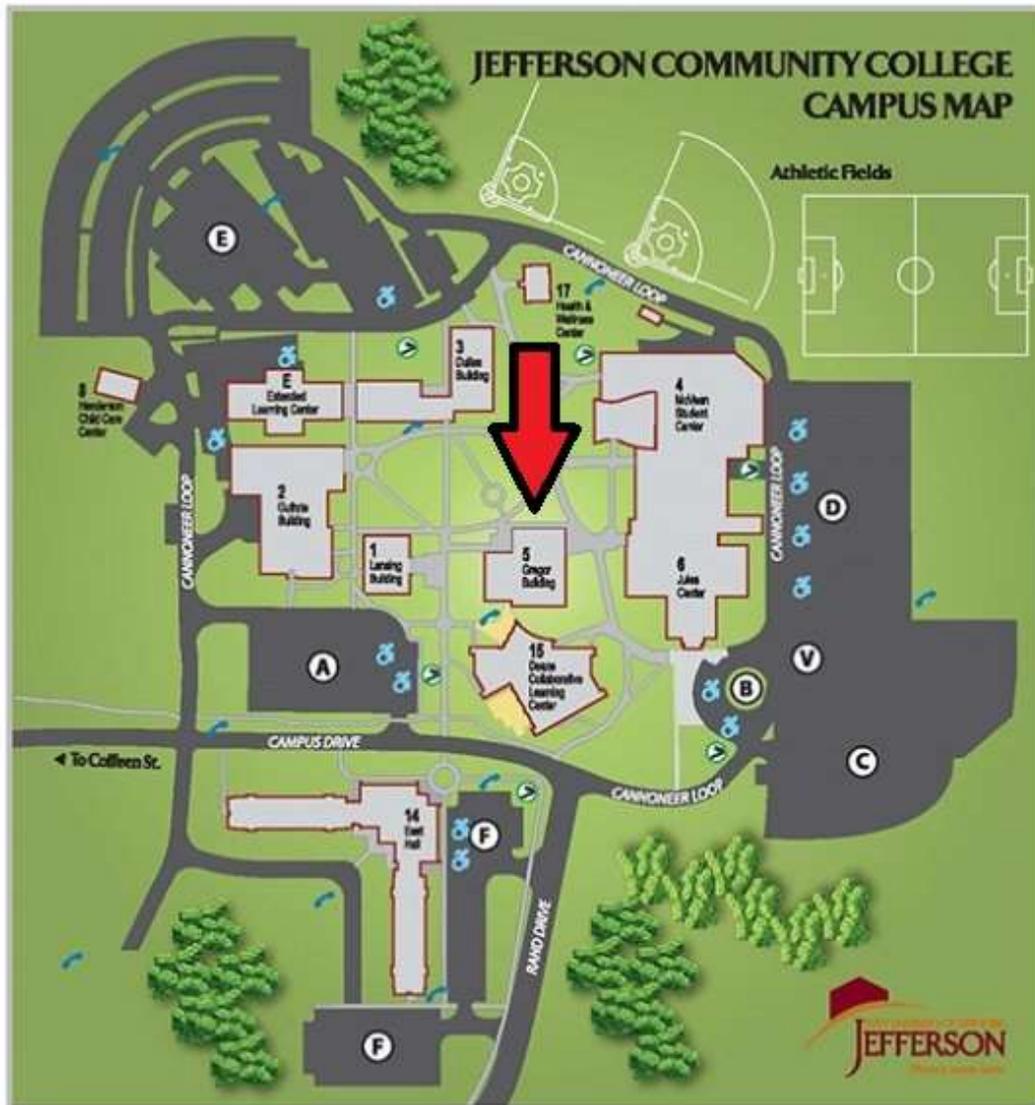
#### **From Rte. 11**

Take Rte. 11S to Rte. 342. Turn right onto Rte. 342. Take Rte. 342 to 81S. Follow 81S to Exit 46, Coffeen Street. Turn left onto Coffeen Street. Go over the bridge over 81. Turn left at the third light.

#### **From Rte. 3**

Take Rte. 3E into Watertown. Turn right onto Rte. 3S, State Street. Follow Rte. 3S, State Street. Bear right in the traffic circle (Public Square) following the signs for Rte. 3. Turn right onto Massey Street. Turn left at the first light, Coffeen Street. Follow Coffeen Street past the County Fair Grounds, and turn right at the Jefferson Community College sign.

**1220 Coffeen Street, Watertown, New York 13601**  
**• 888-435-6522 or 315-786-2200**



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|-----------------------------|--|
| 1 Lansing Building          | 2 Guthrie Building                     |
| 3 Dulles Building           | 4 McVean Student Center                |
| 5 Gregor Building           | 6 Jules Center                         |
| E Extended Learning Center  | 8 Child Care Center                    |
| 14 East Hall                | 15 Deans Collaborative Learning Center |
| 17 Health & Wellness Center |  |

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|-------------------------------------|--------------------------------------|
| A Parking Lot A - Staff and Faculty | B Parking Lot B - Short Term Visitor |
| C Parking Lot C                     | D Parking Lot D                      |
| E Parking Lot E                     | F Parking Lot F                      |
| V Visitor Parking                   | ♿ Accessible Public Parking          |

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-  Smoking in designated areas only.
  -  Blue emergency phones connect directly to 9-1-1.