Civilian Students
Randolph AFB
Base Access Information

Civilian students may take courses on Randolph AFB alongside our military service men and women. However, civilian students must do the following to ensure access to on base classes:

1. Register for class.
2. Complete a **Consent for Release of Personal Information Form** and fax to (210) 486-9877 or scan and email to cjaime2@alamo.edu. Note: The form must be received no later than the Tuesday before classes start.

**On the first day of classes** students will need to do the following:

1. Go to the RAFB Visitor’s Center:
   - **Monday-Friday** 7:00 a.m. - 6:00 p.m.
   - (Students are encouraged to arrive in enough time to obtain a base pass and be on time for your class start time). The Visitor’s Center is closed on Federal Holidays.

2. Students must present the following documents:
   - a) **Current Driver’s License**
   - b) **Current insurance card/proof of insurance**
   - c) **License plate number**
   - d) **Class schedule (optional)**

3. Students will be issued a base pass which they will present at the RAFB Main Gate when entering the base for class. Students are advised to secure their passes where they cannot be lost or stolen.

The RAFB Visitor’s Center is located just to the right of the main gate at the intersection of Pat Booker Road and FM 78 in Universal City.

**Important Note:** Students are advised that the RAFB Security Police will conduct a **Wants and Warrants** (criminal) background check for the purpose of accessing the base. Individuals found to have an outstanding Want or Warrant may be detained.

**Note:** Civilians without a base pass will **not** be granted access to Randolph AFB.

For questions please contact:
- **Alamo Colleges Office on RAFB** (210) 486-2901
- **RAFB Visitor’s Center** (210) 652-3939

May 30, 2012