

Campus Parking Policy

The purpose of this policy is to track vehicles on campus that will be used for the following purposes:

- Individual in violation of parking rules/regulations:
 - Blocking a dumpster – **Finable offense**
 - Handicap and/or visitor parking violations – **Finable offense**
 - Parking on the grass – **Finable offense**
 - Parking on roadways – **Finable offense**
 - No parking area violations – **Finable offense**
 - Not posting assigned parking permit:
 - 1st violation warning, additional violations will result in a fine
- If a lot needs to be evacuated
- If a vehicle needs to be moved
- Vehicle parked in a lot designated for other Poor Handmaid's of Jesus Christ ministries
- Vehicle involved in an accident on campus
- Vehicle parked in a lot for an extended period of time

All vehicles must have displayed on their vehicle a college issued numbered permit designating that the vehicle may be parked on campus. The Business Office staff will distribute permits, collect permit fees, parking fines, and track assigned permits through Colleague.

Types of permits:

- **Faculty/Staff**
 - Numbered sticker displayed on the front windshield of the vehicle
 - Issued at the point of hire
 - Valid until separation
 - May have multiple stickers if own multiple vehicles
 - No cost to the faculty/staff member
 - Parking violations will carry a fine of \$50 per violation
 - See violations listed earlier in this policy
 - HR will notify the faculty/staff member of the violation/fine
 - Fines will be payable to the Business Office immediately
 - Vehicles in violation of established parking regulations may be ticketed once in any 24-hour period for each violation

- **Student**
 - Numbered/color coded/academic year sticker displayed on the front windshield of the vehicle
 - Issued each academic year
 - Student must apply for new sticker each academic year
 - Cost is \$10 per academic year or \$5 per semester
 - Parking violations will carry a fine of \$50 per finable offense
 - Students will be notified by the Business Office staff of assessed parking violation fines
 - See violations listed earlier in this policy
 - Vehicles in violation of established parking regulations may be ticketed once in any 24-hour period for each violation
 - Payable through the student's MUHUB account
 - Unpaid parking fines will result in the following:
 - Holding of final transcripts and diplomas
 - Registration hold