

A Quick Reference Guide to Parking

The Parking Office is charged with managing the traffic and parking needs of the entire University community. To do this, we need your cooperation. Please take a few minutes to read this web page.

Do I have to have a permit to park on campus?

Yes! All vehicles must have a valid permit and must park in designated lots. Temporary visitor permits are available from The Parking Services Office, the Communication Center (located in Bole Hall Annex) or at any Parking Welcome Gate.

Parking Office utilizes a permit, which is registered to your vehicles, and is transferable up to three vehicles owned or controlled by the permit holder. The permit is to be affixed to your vehicle on the driver's rear side window. Replacement fee is the price of a new permit.

PERMITS ARE VALID FROM THE BEGINNING OF THE FALL SEMESTER THROUGH THE END OF THE SUMMER TERM.

Not all parking spaces can be conveniently located next to your building. The interior lots on the campus do fill to capacity, so plan on using the outer parking lots! (D & C)

SORRY ... Freshmen Students living on campus are not permitted to purchase a permit or have a vehicle on campus, unless they are employed. Necessary documentation must be approved by the Parking Office. Please contact the Parking Office for more details.

Avoid Needless Tickets!

- Be sure to park in your designated lots. Commuters use Commuter Lots. Residents use Resident Lots.
- Don't park or drive on lawns or sidewalks.
- Refer your visitors to the Parking Office or to the Communications office, both located in Bole Hall Annex, for a temporary parking permit.
- Park only in legal spaces which are designated by parallel lines.

Violations and Fines

Violation	Violation Fee
Parking in Handicapped space without proper permit	\$ 250.00
Displaying a stolen or counterfeit parking permit	\$ 250.00 <i>Will also result in referral to the appropriate disciplinary committee and/or criminal charges, towing, or immobilization.</i>
Administrative Violations, including:	\$ 40 (with valid Rowan University parking permit)

<ul style="list-style-type: none"> • Failure to obey parking instructions as given by a Public Safety / Parking Officer • Parking in other than a designated space • Parking in other than a designated lot • Failure to obey regulatory signs • Failure to properly display a valid permit • Parking on sidewalks or landscaped areas • Blocking, moving, or parking within Rowan University barricades 	<p>displayed) \$ 60 (without valid Rowan University parking permit properly displayed)</p>
<p>Moving Violations, including:</p> <ul style="list-style-type: none"> • Failure to obey traffic instructions as given by a Public Safety / Parking Officer • Driving on sidewalks or landscaped areas • Failure to obey 15 mph speed limit • Reckless or careless driving 	<p>\$ 40 (with valid Rowan University parking permit displayed) \$ 60 (without valid Rowan University parking permit properly displayed)</p>

All violations and fines should be paid online at www.scapay.com or mailed to The Permit Store, PO Box 2358, Santa Barbara, CA 93120-2358. All checks must be made out to “The Permit Store” and must include the citation number and/or license plate number when mailing payment.

Can I Appeal a Ticket?

YES! If you feel a ticket was issued in error, you may appeal the ticket through ThePermitStore.com web site within five (10) business days of the issue date. The Parking Office will not accept appeals later than five (10) business days.

The supervisor in the Parking Services Office will review all written appeals. If the appeal is not initially accepted it will be referred to the Parking Appeals Committee for review. The Parking Appeals Committee consists of student SGA members, faculty and/or staff members. The Parking Appeals Committee is the final authority for resolving appealed tickets. You will be notified in writing of the Appeals Committee's decision.

Remember... All traffic regulations will be in effect 24 hours a day, 7 days a week. Please consult the complete list of Parking Rules and Regulations with the campus Parking Service Map, available from the Parking Services Office or at one of the Parking Welcome Gates.

SERIOUS AND REPEAT OFFENDERS

Students with outstanding violations will be placed on the Denial of Services list. Violators may be booted or towed with no liability to Rowan and no prior notice.

Where Do I Park, If I Am...

A Resident Student? Resident student lots include Triad, Edgewood Park, Chestnut lot, Parking Garage (Available to Townhouse Residents Only), and B, X, and J. Remember; overnight parking is limited to these lots only.

A Commuter Student? Commuter student lots include A, C, D, M-1, R, and Y. Evening commuter students may use employee lots, H, Z-1 and P, between 4:30pm-12:00 midnight, Monday-Friday. No overnight parking is permitted in commuter or employee lots.

A Visitor? The Parking Office wishes to accommodate the parking needs of visitors. Departments sponsoring special activities which require parking service should notify our office two weeks in advance so special permits can be prepared. Visitors may obtain a one day temporary visitor permit at one of the Parking Welcome Gates, Parking Office in the Bole Annex building, or, after hours, the Communication Center in the Bole Annex building.

If you have any questions, feel free to contact Parking Office in Bole Annex at 256-4575.