

Parking Regulations

The brochure has been prepared to assist you with parking at Washington & Jefferson College. The College has set aside a number of parking areas to make parking as convenient as possible for all members of its community. This brochure outlines the few parking regulations that are necessary for maintaining orderly parking on campus.

DEPARTMENT OF PROTECTION SERVICES

TERMINOLOGY:

“**Campus**” refer to all property owned or leased by Washington & Jefferson College.

“**Visitor**” refers to individuals other than students, faculty, or staff members of W&J.

“**Booting**,” means to immobilize a vehicle through the use of a device designed to attach to the tire in which renders the vehicle inoperable.

“**Commuter**” refers to a student not residing on campus. Permit for Commuter lot only.

“**Resident**” refers to a student residing in on-campus housing.

PARKING PERMITS

A parking permit is required to park in all College owned or leased parking lots. Visitors (as defined above) are not required to have permits. The permit is free and is available at Campus Protection Services in the Old Main building. Permits are issued on an “as available” basis. Priority for a permit is in the following order by “application for permit date”: Resident seniors; Resident juniors; Resident sophomores; Commuter students, Resident freshmen. Freshmen who decide to bring a car to Campus will be issued a permit on a space-available basis.

LOTS

Lots adjacent to Dieter-Porter and Henry Memorial Gym are reserved for faculty, staff, handicap and visitor parking.

Lots adjacent to the Admission House and the Howard J Burnett Center are reserved for handicap and visitor parking. **The Campus Center is for “Drop Off Only”**. All vehicles must be accompanied by a driver at all times.

Students are not permitted to obtain parking permits for other students. Permits are nontransferable.

Upperclass resident students will be issued a permit for any student lot. You are only permitted to park in any of the student lots.

All commuters are permitted to park in the commuter lot only.

All freshmen will be assigned to park in the Taylor lot only.

All handicap parking, with the exception of the Visitors and Campus Center lots, are open to faculty, staff & students with properly displayed plate or placard.

Parking Lots

	<u>Type</u>
College Street	Student parking
Commuter Lot	(Day only, No night or weekend)
East Lot 1 & 2	Faculty, Staff & Student
Grant Street 1	Faculty & Staff
Grant Street 2	Faculty, Staff & Student
Library Lot	Faculty & Staff
Lincoln Lot	Student parking
Taylor Lot	Student parking, visitors & overflow
Theme Lot (Chestnut St)	Student Parking
Visitors' Lot	Day visitors & Handicap only
Tech Center Lot	Faculty, Staff & Student
West Lot (on College St)	Student parking
West #2	Staff parking

FINE SCHEDULE

When a vehicle is parked in violation of regulations, citations will be issued as follows:

First Citation:	\$50 Fine
Second Citation	\$50 Fine
Third Citation	\$50 Fine
Fourth Citation	\$50 Fine
After Fourth Citation (vehicles will be booted or towed and loss of parking privileges)	
Parking on Grass	\$75 Fine
Parking in Fire Lanes	\$100 Fine
Handicap	\$100 Fine
2 nd & subsequent	\$100 Fine

Students are responsible for paying acquired fine immediately at the Business Office.

VEHICLE IMMOBILIZATION

When a vehicle is immobilized by the use of a boot, notice will be placed in one of three locations: On the driver's side window shield, rear windshield or driver's side window.

Vehicles may be booted or towed for any of the following reasons:

- Four or more citations have been issued according to the fine schedule
- Vehicle is blocking a dumpster, fire lane, driveway, roadway, loading dock or any subsequent handicap parking violations
- To facilitate College operations such as construction, maintenance or emergency service
- Vehicle is parked in an area that is not usually restricted, but is labeled with signs designating restriction
- Only the Department of Protection Services upon the payment of a \$50 boot fee and any outstanding parking citation fines may remove the boots. Owner will be responsible for cost of repair or replacement of boot if an attempt has been made to remove it. College is not responsible for damage to vehicles.

Towing	\$55 or as charged by contractor
Storage	per contractor
Booting	\$50

VEHICLES WITHOUT A PERMIT

Violators will be identified through the Pennsylvania Department of Transportation. The owner/operator will be charged double fines according to the fine schedule.

LIABILITY

Washington & Jefferson College assumes no liability or responsibility for damage to any vehicle parked in a College parking lot (leased or owned) or any vehicle parked on the grounds.
