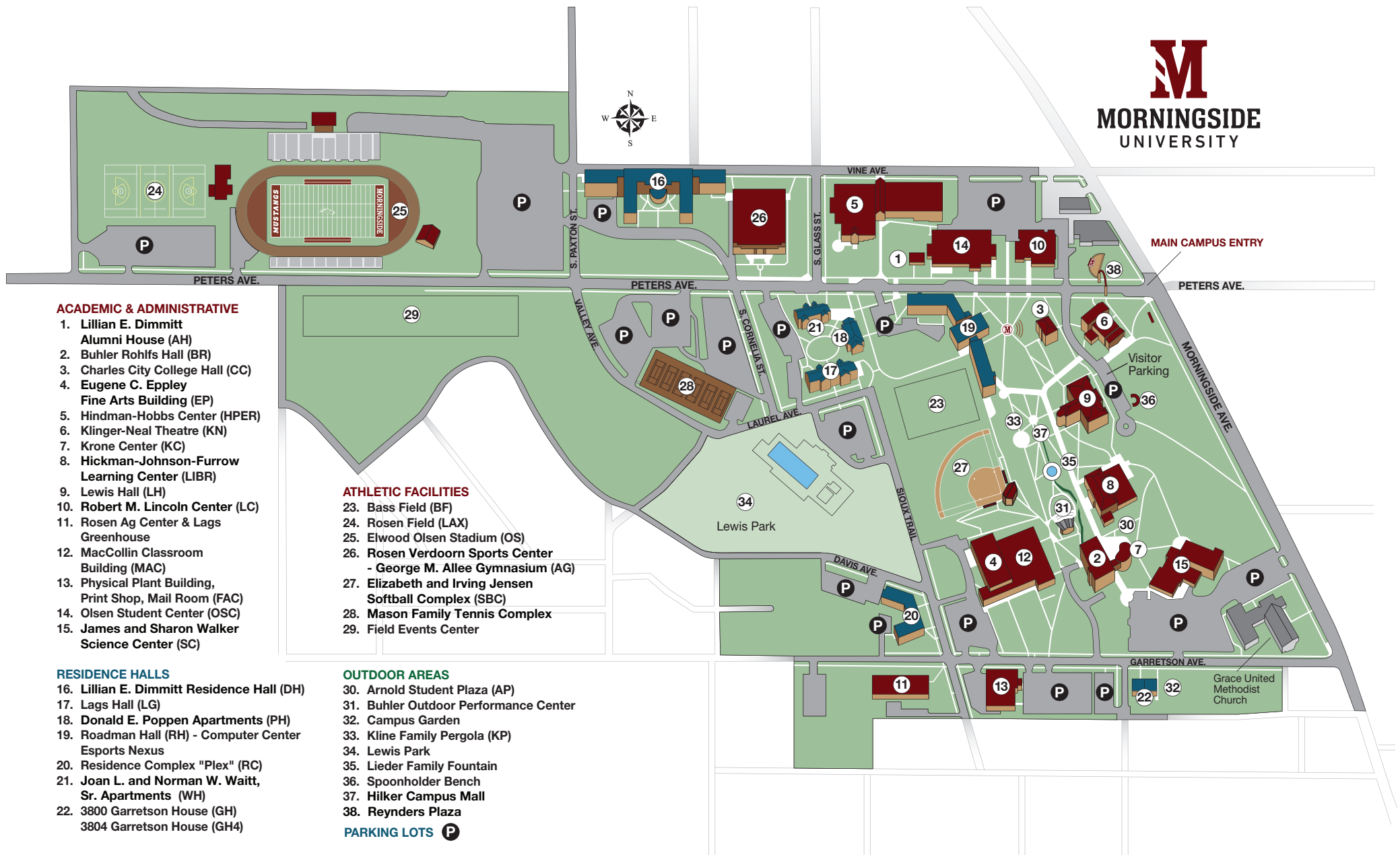


MORNINGSIDE UNIVERSITY

VEHICLE PARKING REGULATIONS FOR 2023-2024



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These regulations apply to all members of the Morningside University community. Campus Safety and Security is the office responsible for maintaining and enforcing parking regulations.

1. REGISTRATION

- Parking permit is mandatory at all times for all faculty, staff, students, and who park any motor vehicle (automobile, truck, motorcycle, or moped) in any Morningside University parking lot.
- Student permits are valid for the academic year (August through May) for \$100 and cannot be refunded if the student leaves Morningside University.
- Faculty and Staff permits have no set expiration dates.
- Special permits will be issued to high school students taking classes, seniors auditing classes, and St. Luke's nursing students at no cost.
- Temporary permits will be issued to those who already have a valid permit if they have to drive another vehicle to campus for a short time.
- Extra student parking permits for a 2nd vehicle that will be used on campus are available in the Campus Safety and Security Office for \$50.
- Parking permits are not transferable and cannot be placed on any vehicle other than the one originally registered. **Decals must be adhered to the outside of the lower left (driver's side) of the rear window. Taping the decal inside the window is not permitted.**
- Parking at Morningside University is a privilege. Parking fines exceeding \$250 and/or more than 10 parking tickets in one academic year may result in the loss of parking privileges for the remainder of that academic year. If a vehicle is found on campus after a loss of parking privileges, it may be towed at the owner's expense.



- Anyone that changes vehicles during the year must register the new vehicle with Campus Safety and Security. There will be no charge for the new permit if the old permit is brought in at the time of registration.
- Handicap permits are available for use on campus from the Director of Safety and Security. If the permit is not turned back in after the expired time there will be a fine of \$200 that is assessed to the individual's account.

2. ENFORCEMENT

- All parking regulations are enforced year round including breaks and holidays.
 - Students:** Students that live on campus and have a Student Permit (Letter B on permit) may park in the following lots: Dimmitt Hall, Eppley, Garretson, Plex, Pool, Tennis Court, Stadium, and Dimmitt. They may park in the Visitors, Student Center, Lincoln Center, and Grace Lots from after 4 pm Monday-Friday.
 - Commuter Students:** Those students with a commuter permit (Letter D on the permit) may park in the following lots: Student Center, Lincoln Center, Grace, Stadium, Garretson, Eppley, Pool, and Tennis Court Lots. Visitor Lot after 4 p. m.
 - Roadman Students:** Students that live in Roadman and have a Roadman Permit (Letter E on permit) may park in the following lots: Roadman, Eppley, Garretson, Pool, Tennis Court, and the Stadium. They may park in the Visitors, Student Center, Lincoln Center, and Grace Lots from after 4 pm Monday-Friday.
 - Apartment Students:** Students that live on campus and have an Apartment Permit (Letter C on permit) may park in the following lots: Apartment, Eppley, Garretson, Pool, Tennis Court, and the Stadium. They may park in the Visitors, Student Center, Lincoln Center, and Grace Lots from after 4pm Monday-Friday.
 - Faculty/staff:** Faculty and staff will have the letter A on their permit. They may park in the following lots: RV Center, Lincoln Center, Olsen Student Center, Grace, Garretson, Tennis Court and Eppley at any time. They may park in the Visitors Lot after 4 pm, Monday-Friday.

Special Permits: Special permits are issued to high school students, adjuncts, and those auditing classes. Those that have a special permit (Letter F on their permit) may park in the following locations: Olsen Student Center, Lincoln Center, Grace, Garretson, Eppley, and the Stadium Lot. They may park in the Visitors Lot after 4pm, Monday-Friday.

- Students with a Student, Roadman, or Apartment permit will be allowed to park in Grace, Olsen Student Center, Lincoln Center, and Visitors lots from 4 pm-1 am
- No parking will be allowed in Olsen Student Center, Eppley, Lincoln Center, and Visitor's lots from 1 am-7 am
- Snow removal: At times it will be necessary to remove snow from campus parking lots. Therefore, students and employees will be asked not to park in certain parking lots on given days. Vehicles not moved from those lots will be subject to a \$25 fine and in some cases the vehicle will be towed at the owner's expense.
- All parking fines are to be paid in the Business Office within 7 days of receiving the ticket. The fine will be doubled if not paid during this time period. The charges will be applied to the individual's account. Unpaid fines will result in a hold being placed upon the individual's transcript and diploma.
- Only the first NO PERMIT ticket will be voided if a permit is purchased for \$100. All other NO PERMIT tickets will be \$50 per ticket and subsequent tickets.

3. FINES AS FOLLOWS

1. No permit first offense	\$100.00
2. No permit second offense and subsequent tickets.....	\$50.00
3. Handicap	\$200.00
4. Fire Lane	\$50.00
5. Forgery/Illegal	\$100.00
6. Visitor	\$25.00
7. Reserved	\$25.00
8. Improper display	\$25.00
9. Snow Removal	\$25.00
10. No stall	\$25.00
11. On grass	\$50.00
12. No parking	\$25.00
13. No overnight parking 1am-7am	\$25.00
14. Restricted parking	\$25.00

Morningside University may remove any vehicle from the campus at the owner's expense for the following reasons: *An attempt to notify the owner of the vehicle will be made before vehicle is removed.*

- Excessive parking violations.
- Failure to remove vehicle for snow removal.
- Abandoned vehicles include any vehicle that has not moved for more than two weeks, or a vehicle with two more flat tires, or a vehicle that is missing parts that makes it inoperable. The owner of the vehicle will have 48 hours to remove the vehicle from campus or it will be towed at the owner's expense. Additional time may be requested by contacting the Director of Safety and Security.
- Any vehicle determined to be a nuisance by the Director of Safety and Security or Maintenance.
- Vehicles left in the fire lane will be removed without owner notification.

4. APPEALS

- When a student/faculty/staff wishes to appeal a parking ticket, they should first contact the Director or Assistant Director of Safety & Security to discuss the ticket.
- If a student/faculty/staff member is unhappy with the decision of the Director or Assistant Director of Safety and Security, the ticket can be appealed to the Parking Committee. They must use the appeal form provided in the Safety and Security Office or online.
- The written appeal must be submitted to the Administrative Coordinator in the Business Office located in Lewis Hall. The Parking Committee will meet at the end of the semester to hear all written appeals.

5. OTHER SERVICES OFFERED FREE TO FACULTY, STAFF, AND STUDENTS

- We will attempt to unlock your vehicle if you lock your keys in it.
- We will attempt to jumpstart your vehicle.
- Escorts to those who need assistance.



The Morningside University experience cultivates a passion for **lifelong learning** and a dedication to **ethical leadership** and **civic responsibility**.