**Cheyney University Policy Number - FA 2013-1011**

**Policy Title: Parking Policy**

**Approved by**: FA Council

President’s Cabinet

**History:** Issued – 11-17-2011

Revised – 10-2-2013

**Related Policies**:

**Additional References**:

1. **Purpose:**

Parking permits are required for all vehicles, all year and all hours, in order to park on the grounds of Cheyney University. Parking Regulations are in effect at Cheyney University around the clock all year. Please review campus parking regulations and Pennsylvania state parking regulations. It is your responsibility to do so.

1. **Scope:** Students, Staff, Faculty, Parents and/or Guardians, Visitors
2. **Definitions: N/A**
3. **Policy and Procedure(s):**

**Parking Permits Required**

All vehicles must be registered with the Cheyney Police Department. On campus parking by students require the purchase and display of a CU parking permit. A permit is required for each vehicle if you are using multiple vehicles. If you are temporarily using a different vehicle other than the one registered, you must obtain a temporary parking permit from the Cheyney Police Department. You must also purchase a new permit each year. The fee for the permit is $30.00.

**Student Parking restricted to the Motorcycle Parking Lot and Airport Parking Lot**

The Motorcycle Parking Lot, located on the upper right hand side of the main campus – directly above the Carver Science Center is the **only** designated area for student parking. The Airport Parking Lot is located behind Ada George on Creek Road. Students may not park in any other parking lot or area.

**First Year Students** All first year students (excluding commuter students) are prohibited from parking vehicles on campus for the academic year.

Any vehicle found on campus that is not registered or found to be in the possession of a first-year student will be ticketed and/or towed. *Please note that fees will not be waived for any reason.*

**Motor Vehicle Violations**

All motor vehicle laws of the Commonwealth of Pennsylvania and campus regulations are strictly

enforced. Citations for violations result in fines and may result in associated points on your license. All

student vehicles must be registered with the Cheyney Police Department and must display a valid decal. Vehicles on Cheyney property not having all required visible forms of identification or left without use for an unusual period of time will be considered abandoned and will be removed from Cheyney property at the owner’s expense. Vehicles that have two or more unpaid parking violations may be booted or towed at the owner’s expense. All student vehicles must be parked, in a space, in the Motorcycle parking lot. Vehicles parked in a fire lane, at curbside, or in any other illegal manner will be booted or towed at the owner’s expense. Campus vehicle regulation information, including information on fines and service charges, may be obtained at the Cheyney Police Department.

**Towing and Booting**

The University reserves the right to immobilize (boot) or to remove and impound abandoned vehicles or

any vehicle found on campus:

 That have accrued 2 or more outstanding parking tickets within an academic year;

 Without a current permit;

 With an unauthorized, altered or revoked permit;

 Without a license plate;

 With an expired license plate;

 Parked in driveways, fire lanes, reserved or service vehicle spaces, and reserved lots;

 In repeated violation of parking regulations;

 Blocking a loading dock or trash dumpster;

 Parked in an area designated as a construction zone or in an area which requires emergency

repairs and the owner refuses to move the vehicle;

 Parked in such a way as to constitute a hazard to vehicular or pedestrian traffic or to the

movement and operation of emergency equipment.

**Display of Parking Permits (Hangtags)**

Student Parking Permits – All regular student‐parking permits must be displayed on the rearview mirror

with the permit visible from the outside of the vehicle. If the operator decides to place the permit in

any other manner, he/she is responsible for the issued ticket. The permit must be displayed at all times when the vehicle is parked on University property.

A student‐parking permit is not considered valid unless it is displayed in accordance with these parking

regulations and clearly visible to the officers from the outside of the vehicle. If a ticket is issued to a

vehicle not displaying a current permit, the owner (failing to put the permit on the rearview mirror)

will be required to pay a fine of $30.

**Fees/Fines**

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| **Description** | **Fine** |
| Illegal Parking: Handicapped Area \*\* | $90.00 |
| Immobilizing Device (Boot) \*\* | $90.00 |
| No Permit - Tickets | $30.00 |
| Parking Tickets \*\* | $30.00 |
| Replacement of Vehicle Registration \*\* | $30.00 |
| Vehicle Permit Registration\*\* | $30.00 |
| **\*\*Each occurrence** |  |
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The full version of the Motor Vehicle Regulations is available in the Cheyney Police Department and via the Cheyney Police Website at <http://www.cheyney.edu/public-safety/index.cfm>

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