



Quinnipiac University Parking Rules and Regulations

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Mission & Values

The university provides courteous service and reasonable access to parking assets and strives to implement policy, procedure and technologies that improve services and maintain costs.

- The university strives to provide balanced and compassionate resolutions to parking issues and courtesy in interactions. Partnership with all members of the Quinnipiac community is valued.
- The policies, procedures and decisions are designed to ensure parking assets are employed consistently, with a campus-wide focus.

Facilities creates the parking rules and regulations with input from the President, Chief Experience Officer, Provost, Management Committee, Parents Council, Student Government Association, One Stop, Public Safety and students. One Stop issues all parking permits and runs the ticket appeal process. Public Safety enforces all rules and regulations.

Parking at Quinnipiac University is considered a privilege. Faculty, staff, students, and visitors all share our parking spaces across our three campuses. Parking privileges and lot assignments vary based on class year or role at the university -- faculty, staff, or a visitor. All rules and regulations are enforced 24 hours a day, seven days a week throughout the year.

This document outlines the rules and regulations concerning parking on the Quinnipiac University campuses.

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Rules & Regulations

Registered Vehicles

- All cars parked on the Quinnipiac University campus that are owned or operated by employees, students or contractors at the university must have a parking decal affixed permanently to the lower left corner of the front windshield (driver's side). All cars without valid parking permits or with permits not properly displayed may be cited and fined and/or towed at the operator's expense. Students may not obtain a permit for a vehicle that is registered to another student or another student's family/guardian.

Bicycles & Motorcycles

- Bicycle storage is permitted in the bicycle racks provided on our campuses. Bicycles may not be chained or locked to light poles, stairwell rails or sign poles. Bicycles found at these locations will be removed and impounded until claimed.
- Motorcycles, mopeds, and other motorized vehicles with fewer than four wheels must be registered and display a valid parking permit and shall be parked in designated areas in North Lot and at Hogan or in any regulation spot. Violators may be ticketed and/or towed at owner/operator expense.
- Passing on the right of other vehicles is prohibited.
- Driving on sidewalks, lawns, recreation areas, playing fields or within buildings is prohibited.

Electric Vehicle Charging Stations Policy

QU offers charging options for electric vehicle (EV) drivers. As part of our commitment to offer a secondary plug-in charging option, and in support of sustainability initiatives, we have partnered with ChargePoint to install Electronic Vehicle Charging Stations (EVCS) around campus.

On-Campus EVCS Location

- Mount Carmel campus, North Lot, in front of the bookstore (formerly the Faculty Office Building)

Policy & Procedures

- EV charging stations are available to the Quinnipiac community only and are currently located in the North Lot in front of the bookstore (formerly the Faculty Office Building) on the Mount Carmel campus.
- Charging station and fees will be arranged/charged via the ChargePoint App that users must download to their cell phones.
 - Sign up for ChargePoint or log in to your account in the [ChargePoint app](#).
 - To request to connect to the place where you want to charge, open the main menu, then click **Account**.
 - Click **Connections**.
 - To learn how to use the ChargePoint stations Watch the [ChargePoint video](#).
 - Review the [ChargePoint FAQs](#).
- Users will be charged an hourly rate, and a valid parking permit or visitor permit is required. The fee will be assessed at the rate of \$0.30/KwH used. The university reserves the right to adjust fees and rates as necessary.

- It is expected users will not occupy a charging station for more than one hour after their vehicle is fully charged and they will remove their vehicle when notified by the ChargePoint App that the charge is complete.
- The university reserves the right to impose fees for idle time when hooked up to an EVCS.
- The type of EV charging stations available at QU are Level 2 charging stations, providing electrical energy at either 240 VAC or 208 VAC.
- EV charging is authorized only at designated EV charging stations. No electric vehicle shall be charged by any other means, i.e., via the use of an extension cord.
- Failure to adhere to this Electric Vehicle Charging Stations Policy as well as QU's Parking Rules and Regulations may result in enforcement action, including towing of the vehicle at the expense of the vehicle owner.
- Parking a vehicle (at an EV charging station) that cannot be properly coupled to the EV charger plug and charged is strictly prohibited and violators will be subject to ticket and tow, e.g., gas-powered vehicles.
- Users are encouraged to use proper etiquette: Do not charge a vehicle if the charge is not needed or if your commute can be accomplished by charging at home; leave the charger available for another EV driver that may need the charge.
- EV charging stations may be closed for maintenance, construction, and special event parking without notice.
- In case of an emergency or violation of use, authorized campus personnel may disconnect vehicles from the EV charging station at any time.
- QU assumes no responsibility or liability for damage to vehicles using the EV charging stations.
- Please contact the One Stop at parking@qu.edu for additional information regarding EVCS.

Visitors

- All vehicles are required to have a valid Quinnipiac University one-day parking pass always displayed. Visitors are responsible for registering their car with our system. Visitors who will be staying on campus overnight are required to be signed in by the student they are staying with as outlined below under [Guest Parking](#).
- Students may not park in lots or spaces designated for visitors.

Unregistered Vehicles

- All vehicles that are not registered in our system and have received 5 or more citations are subject to being towed at the owner's expense.
- Operators of unregistered vehicles may be subject to the following:
 - Unregistered vehicles owned or operated by residential first year students.
 - Vehicle not being released.
 - Revocation of future parking privileges.
 - Referral to the Office of Student Conduct and Community Standards; or additional sanctions.
 - Resident first-year students who receive 3 or more violations in their first year will be unable to obtain a pass during their sophomore year.

- An unregistered stationary vehicle that has been left unclaimed for a period of 2 days or longer shall be subject to towing at the owner/operator's expense.
- Unregistered vehicles owned or operated by students (other than first-year students)
 - Vehicle not being released.
 - Revocation of future parking privileges.
 - Referral to the Office of Student Conduct and Community Standards; or additional sanctions.
 - An unregistered stationary vehicle that has been left unclaimed for a period of 2 days or longer shall be subject to towing at the owner/operator's expense.
- Unregistered vehicles owned or operated by faculty/staff.
 - Vehicle not being released.
 - Revocation of future parking privileges.
 - An unregistered stationary vehicle that has been left unclaimed for a period of 2 days or longer shall be subject to towing at the owner/operator's expense.
- Unregistered vehicles owned or operated by guests/visitors/trespassers.
 - Will be issued a citation for trespass and filed with the Hamden police, in accordance with Connecticut laws and regulations.
 - An unregistered stationary vehicle that has been left unclaimed for a period of 2 days or longer shall be subject to towing at the owner/operator's expense.

Fines & Towing

- All fines associated with parking citations are payable on [MyParking](#). Failure to pay the fines will result in a hold on the student account. A financial hold prevents students from registering for classes, adding, or dropping a class, receiving final grades or transcripts and more.
- Once a student accumulates three unpaid parking tickets, a hold will be placed on their account and will remain on the account until the student pays for or successfully appeals for the tickets and the student has no unpaid tickets.
- Receiving five or more citations will result in the vehicle being placed on the Public Safety tow list. A citation will be issued, and the vehicle will be towed immediately at the owner's expense.
- Receiving 5 or more parking citations will result in a student conduct action and loss of parking privileges for the remainder of the academic year. The parking decal will be seized by Public Safety, and the decal will be voided.

Violation	Fine
Handicap Space	\$100
Misuse/Expired Handicap Placard	\$100
Fire Lane/Yellow Stripe/Curb Lines/ Hydrant	\$100
Exceeding Posted Speed limit	\$ 50
Charging an Electric vehicle (EV) in an unauthorized area	\$100
Unsafe Operation	\$150
Parking in Reserved Spaces	\$50
Blocking Ramp or Chain	\$50
Removing Barrier/Cone	\$50
Failure to Adhere to Officer/Posted Instructions/Signs	\$50
Displaying Fraudulent/Transferred Permit	\$100

Failure to Display Current Permit	\$50
Prohibited Lot for Permit Type	\$50
Restricted Lot/Unauthorized Area	\$50
Parking on Grass or Sidewalk	\$50
Obstructing Traffic/ Street or Sidewalk	\$50
Parking Ban/ Tow Zone	\$50
Parking Over Time Limit	\$50
Parking on Electric Vehicle (EV) space with an EV while not charging or with a conventional vehicle (vehicle with an internal combustion engine)	\$50
Vehicle Occupying More Than One Space	\$50
Parking in Bus Area	\$50
Parking on Campus Roadways	\$50
Failure to Stop at Traffic Control Post or Stop Signs	\$50
Grant unauthorized access to vehicles/tailgating at parking gates	\$50
Parking that Creates a Hazardous Condition/ Reckless Driving	\$100/Tow

Misusing Parking Decal

- Anyone caught selling, purchasing, reproducing, or using someone else's parking decal will lose all parking privileges for the remainder of the academic year and be towed immediately. The student will be referred to Student Affairs for a conduct hearing.

Enforcement

- The speed limit for all operating vehicles in the campus parking garages or lots is 5 MPH. The speed limit for all vehicles operating on all roadways throughout campus is 10 MPH unless otherwise posted.
- Distracted driving such as the use of cell phones, loud music, excessive speed, failure to stop at posted stop signs or traffic control posts, and failure to yield pedestrian right-of-way will subject the operator to the issuance of a citation and/or loss of privilege.
- Each parking decal type is assigned a color. Each lot permits select color decals to park in the lot. This system of regulation is referred to as color zone regulations. Vehicle parked where color zone regulation does not allow will be considered in violation and will be subject to citations and/or towed at owner/operator expense.
- Permit color zone regulations for surface lots and parking garages are enforced Monday 5 a.m. to Friday 5 p.m. Beginning after 5 p.m. each Friday and through 5 a.m. each Monday, all students with permits, regardless of class year, may park in Hilltop, Hogan and North lots. All vehicles must be moved to their appropriate permitted lots by 5 a.m. each Monday, or they will be ticketed.
- Rules and regulations always apply for handicapped spaces, fire lanes, no parking zones, visitor lots, Crescent Lot at York Hill, Village Circle and Hill Circle on Mount Carmel, parking lots or spaces that are temporarily closed or reserved for university-related "special events" and university designated reserved parking spaces.
- Public Safety officers are authorized to issue citations 24 hours a day, seven days a week. All parking regulations are in effect during summer break, winter break, spring break, move-in/out and midterms. At the discretion of the university, parking regulations will be temporarily modified such as allowing parking on Bobcat Way during move in/out.

- The university is not responsible for any damage to or theft from vehicles parked on university property for any reason. This is the sole responsibility of the vehicle owner or operator. We recommend all owners of vehicles take every reasonable precaution to prevent vehicular damage. If a theft, injury or vehicle damage occurs while a car is on university property, the driver or owner should contact Public Safety for investigative and statistical purposes only. Drivers may contact the Hamden Police Department if needed.
- Parking for any amount of time in a “Fire Lane” will not be tolerated. Vehicles found in violation will be cited and fined and/or towed at operator’s expense. Vehicles not parked between two lines will be considered in a “Fire Lane.”

Public Safety Officers

- May issue citations, tow or immobilize vehicles that violate these regulations or as needed for the safety of the Quinnipiac community.
- Stop vehicles in violation of these regulations.
- May detain vehicles operated by persons endangering the welfare of others.
- May assist Hamden Police Department in any enforcement as requested.
- Deny access to any non-registered guest.
- Public Safety officers can provide a visual, driving and/or walking safety escort service to all members of the community 24 hours a day. These services can be accessed by calling [203-582-6200](tel:203-582-6200).

Vehicle Registration

Students, faculty, and staff who park on the Quinnipiac University campus (including off-campus housing at Whitney Village and New Road) must be properly registered, insured, and have a parking permit affixed permanently to the outside lower left corner of the windshield (driver’s side). When applying for a parking permit, the requestor must have a valid driver’s license. The vehicle for which a permit application is submitted must have a valid registration, and liability insurance. A university official may request verification/inspection of these documents at any time. Permits are unique to each vehicle and are therefore non-transferable.

- 1- Register for a parking permit on [MyParking](#).
 - a. Click **Apply for Parking Permit**.
- 2- If requested, sign in with Quinnipiac ID and password.
- 3- Click **Apply for a Permit** under the Permit section.
- 4- If not entered previously, enter all the requested information on the left such as address and vehicles.
- 5- When prompted to **Please choose the vehicles you are applying for the permit and click continue**, place a check next to the vehicle for which a parking permit is requested. If the vehicle that is to be registered is not listed on the left navigation, select **Manage Vehicles** and **Add Vehicle**.
- 6- Active permits
 - a. Students are permitted to have one active permit at a time.

- b. Faculty/Staff may have up to three active permits. For each permit, all of the steps must be completed. In other words, faculty and staff cannot select multiple vehicles at this point in the process.
- 7- When prompted, **please choose a permit registration to proceed** and select the correct permit type.
- 8- Upon successful completion a message will appear: "You have been authorized to apply for a permit."
- 9- Sign on the signature pad.
- 10- Select **Continue**.
- 11- Confirm details until the confirmation **Permit registration complete** appears.
- 12- PRINT the temporary permit at the end of the submission and display it on the vehicle's dashboard until the permanent decal is available. Failure to display the temporary permit may result in a citation.

Additional instructions for undergraduate commuters: After completing the steps above, continue to the payment gateway and select **Pay Fee**.

1. There is an annual parking fee of \$180 charged to all undergraduate commuters that must be paid at the time of registration.
2. The message "**You'll be prompted to another page**" will appear. Select method of payment and click **Pay with credit card, debit card, or e-check**.
3. Proceed with the payment. Verify and insert all the required credit card or e-check information. Click the Continue box to indicate agreement with the consents and click **PAY NOW**.
4. Payment receipt will appear. Print the receipt and maintain it.
5. The system will return to MyParking. Print a temporary permit and display it on the vehicle's dashboard until you can pick up your permit from the One Stop office.

Permits are distributed 2–3 weeks after submission is received.

- Residential students must pick decals up at the One Stop Office or at a designated pick-up location with their Quinnipiac University ID or valid state issued license.
- Undergraduate commuter students must pick decals up and sign them out at the One Stop office with an ID.
- Faculty/staff, graduate, medical and law commuters receive decals through U.S. mail to the MyParking address listed in the contact info section of [MyParking](#) portal.

Failure to pick up or receive a parking permit will not be an acceptable reason for parking ticket appeal. Please inquire with One Stop if you have not received a parking decal within three weeks.

Authorized Parking Areas

No guarantee is made or implied as to the availability of any parking spot.

All parking areas can be found in the [Campus Parking Map](#).

Permit Types

The university offers various parking permits. The following describes each permit and which members of the community are eligible for the permit.

Residential First-Year Students

- Residential first-year students are not authorized to have or operate vehicles on campus at any time.
- All residential first-year students, regardless of academic standing or credits earned, cannot apply for a permit.
- Vehicles belonging to or operated by resident first-year students that approach main gates, attempt to enter campus, or park on campus will be considered in violation of this policy. Students will be issued a citation each time their vehicle is found on campus.

Residential Sophomore Students (U2)

Residential sophomore students (U2) include sophomore students with 27-56 credits living in any Quinnipiac owned housing. These permits allow parking in the following locations:

- North Haven Garage
- North Haven Surface Lots with student parking signage
- Westwoods
- Whitney
- Whitney Village
- York Hill Garage

NOTE: Students that register their vehicle for the upcoming school year WILL have that decal for the entire school year regardless of credits earned prior to the end of said year.

Residential Junior Students (U3)

Residential junior students (U3) include third-year undergraduate students with 57-86 credits living in any Quinnipiac owned housing. These permits allow parking in the following locations:

- Eastview
- Hilltop
- Hogan
- North Haven Garage
- North Haven Surface Lots with student parking signage
- Westview
- Westwoods
- Whitney
- Whitney Village
- York Hill Garage

NOTE: Students that register their vehicle for the upcoming school year WILL have that decal for the entire school year regardless of credits earned prior to the end of said year.

Residential Seniors and Graduate Students (U4_G)

U4_G includes all seniors (87+ credits), graduate, doctoral, law and medicine students living in any Quinnipiac owned housing. These permits allow parking in the following locations:

- Eastview
- Hilltop
- Hogan
- North
- North Haven Garage
- North Haven Surface Lots with student parking signage
- Westview
- Westwoods
- Whitney
- Whitney Village
- York Hill Garage

NOTE: Students that register their vehicle for the upcoming school year WILL have that decal for the entire school year regardless of credits earned prior to the end of said year.

Undergraduate Commuter U1 and U2 Students (UCW)

UCW includes all first-year and sophomore undergraduate commuter students with 56 or fewer credits.

Any current full or part-time student not residing in Quinnipiac University housing is considered a commuter student.

These permits allow parking in the following locations:

- Westwoods
- Whitney
- Whitney Village
- York Hill Garage
- North Haven Garage
- North Haven Surface Lots with student parking signage

NOTE: Students that register their vehicle for the upcoming school year WILL have that decal for the entire school year regardless of credits earned prior to the end of said year.

Commuter Students: Graduate, Doctoral, Law and Medical Students (CM)

CM includes graduate, doctoral, law, and medical students who do not reside in Quinnipiac-owned housing.

These permits allow parking in the following locations:

- Hilltop
- Hogan
- North
- North Haven Garage
- North Haven Surface Lots with student parking signage
- Westwoods
- Whitney
- Whitney Village
- York Hill Garage

Undergraduate Commuter U3 and U4 Students (UCM)

UCM includes undergraduate students with U3 and U4 standing (57 or more credits at the start of the academic year) who do not reside in Quinnipiac-owned housing; and

These permits allow parking in the following locations:

- Hilltop
- Hogan
- North
- North Haven Garage
- North Haven Surface Lots with student parking signage
- Westwoods
- Whitney
- Whitney Village
- York Hill Garage

Faculty/Staff (FA/ST)

FA/ST includes all part-time and full-time members. These permits allow parking in the following locations:

- Advancement
- CAS
- CCE
- Crescent
- Eastview
- Faculty & Staff (formerly FOB)
- Harwood Gate
- Hogan
- M&T lot

- North
- North Haven Garage
- North Haven Surface Lots
- Tator
- Westview
- Westwoods
- Whitney
- Whitney Village
- York Hill Garage

Vendors (V)

Vendors, contractors, and service providers are businesses contracted by the university to complete work on one or more of its campuses. These university-contracted providers may apply for permits that authorize parking on university properties. All vendors or personal vehicles that are parked on the university property must obtain and display a parking permit issued by the One Stop office. The Quinnipiac University project manager/coordinator must contact the One Stop office to confirm the provider's university affiliation and the demonstrable need for a vendor or service parking permit. Vendor (V) includes the following vendors: Chartwells, Follett and Hartford HealthCare. These permits allow parking in the following locations:

- Advancement
- CAS
- CCE
- Crescent
- Eastview
- Faculty & Staff (formerly FOB)
- Harwood Gate
- Hogan
- M&T
- North
- North Haven Garage
- North Haven Surface Lots
- Westview
- Westwood
- Whitney
- Whitney Village
- York Hill Garage

Visitors

All visitor vehicles are required to have a valid Quinnipiac University one-day parking pass always displayed. [See section guest below.](#)

Regulated Parking Spaces

- A parking space is designated by two white or yellow painted lines. Double parking is not authorized. Only one vehicle shall be parked in each designated space. Vehicles shall not be parked in a manner

blocking other cars, walkways, dumpsters, doorways, delivery entrances, or emergency vehicle access, and are subject to towing at the owner/operator's expense.

- Short-term parking is available on each campus marked by signs indicating 20-minute time limit spaces. Time limits are enforced by Public Safety.

No Parking Zones

- All areas that are not within the marked boundaries of a parking space. These include, but are not limited to, yellow curbed areas, crosswalks, entrances and exits, sidewalks, grass areas, both sides of the roadway around Bobcat Way, the Quad, triangle-shaped spaces and unmarked curbed areas. Parking for any amount of time in a "No Parking Zone" will not be tolerated.
- Unauthorized vehicles are restricted from parking in a space with a barricade, driving around a barricade or removing a barricade. Removal of cones or barriers is not permitted. Violators will be issued a parking citation and towed at the owner's expense.
- During special events and in emergencies, Public Safety may temporarily impose parking limitations. These limitations may or may not be announced via university-wide email, voicemail, and signs placed at the entrance into the campus. Students may call 203-582-6200 for information.

Fire Lanes

All areas that are not within the marked boundaries of a parking space that may impede emergency vehicle access. This includes, but is not limited to, marked fire lanes, roadways, and parking in such a manner as to obstruct access within a parking lot.

Short-Term Parking

As a convenience for our students, there are some parking locations which allow for 20-minute parking to load and unload vehicles. These include:

- Crescent on York Hill Campus
- Hill/Village Circle at Mount Carmel
- Bobcat Way cutouts on Mount Carmel
- Other locations where designated with 20-minute signs

Students with a valid QU permit are authorized to use these spaces but must adhere to the time limitations.

- Download/view an enlarged version of the [Campus Parking Map](#).
- No guarantee is made or implied as to the availability of any parking spot. Parking is on a first-come, first-serve basis.

Dangerous or Hazardous Situations

- If a student or guest's vehicle becomes disabled for any reason (i.e., mechanical failure, flat tire, or injury rendering the operator unable to drive) the owner/operator must notify Public Safety immediately.
- The owner/operator is responsible for having the vehicle moved or towed as soon as possible.
- Public Safety reserves the right to have a vehicle towed at the owner/operator's expense if the vehicle is leaking fluids or causing a dangerous situation.
- For safety and liability reasons, the Department of Public Safety does not jump start any vehicles. It is the owner/operator's responsibility to arrange for such services.

Guest and Event Parking

Event Parking Request

For the best service, we recommend that a parking request for an event held by the university that will include more than 10 visitors be completed at least two weeks in advance and be emailed to parking@qu.edu.

- 1- Public Safety will work with One Stop to approve requests on availability and a notification will be given as to what parking areas will be available.
- 2- Reserved parking is not normally available on weekends. Please submit requests for weekend parking services at least one week in advance.
- 3- Public Safety has temporary EVENT PARKING signs only. Any additional signage must be provided to Public Safety at least 48 hours prior to the event and delivered at the main entrance of the campus on Mount Carmel Avenue.
- 4- Guests may be required to display a temporary parking permit. Inquire with the host of the event or the guard booth upon entrance. See [Guest](#) Parking for instructions on how to sign up for an individual guest pass.

Guest Parking

Guests of Students

Students who are planning to have guest(s) visit must apply for a guest pass online through the MyQ [Residential Life Policy Statement on Visitors and Guests page](#). The guest's vehicle must also be registered through the MyParking system. See below for instructions.

- 1- [Guest parking](#) – Please follow the steps to apply for the pass. If the visitor is not attending an event, click **Don't have an event code? Click here**. Guests should save and print the temporary permit. The temporary permit should be displayed on the driver's side of the dashboard.
- 2- When the visiting guest arrives, they must stop at the Public Safety guard booth where they will be directed where to park. All guests are required to park in the North and Hogan parking lots and the York Hill and North Haven garages. Any violations of this policy will result in fines or possible loss of privileges.
- 3- If the temporary permit is not able to be printed (for example, a guest does not have access to a printer), guests should stop by the guard booth, One Stop or Public Safety to get a temporary pass. It is recommended that all guests download the [Parking Map](#).
- 4- A vehicle without the temporary permit displayed in the driver's side windshield may receive a citation or be towed.

Guests of Faculty/Staff

University departments and organizations sponsoring guest lecturers or visitors to campus are requested to apply online for a parking pass. [Guest Parking](#) will generate an official parking permit. Please follow Steps 1–4 under Guests of Students. Guests can park at the Harwood and Development lots. Questions should be directed to parking@qu.edu or 203-582-3399.

Accessible Parking

Throughout the campus there are designated handicapped parking spaces available for students, employees or visitors requiring handicapped parking. All unauthorized cars will be ticketed with a fine and/or towed at owner/operator expense. In addition, anyone fraudulently using a handicap placard or plate will be subjected to a hearing with the Office of Student Conduct.

- Students, faculty, staff, and contractors having a certified handicapped parking permit issued by the state in which the motor vehicle is registered are required to register the permit with the One Stop office.
- Once a handicap permit is registered and verified, the student may park in any regulation parking space available. A copy of the handicapped placard should be emailed to parking@qu.edu

Temporary Parking & Loading/Unloading Passes

Temporary Parking Passes may be obtained at the One Stop office or Public Safety office on an individual basis. Students, faculty, and staff who are authorized and purchased a permit but are using another vehicle on a short-term basis must get a temporary permit free of charge. See instructions below.

Allowable reasons for a temporary decal:

- Car maintenance
- Accident
- New car

Members of the community with temporary vehicles are responsible for notifying the One Stop office before bringing a temporary/rental car without a QU registered decal on the windshield. To register a temporary vehicle:

- Enter the vehicle information such as Make, Model, Color, Year and Plate # in MyParking.
- Contact One Stop at 203-582-8650 or email onestop@qu.edu and provide the Make, Model and Year.
- One Stop will register the vehicle for a temporary permit and reply to the vehicle operator.
- The vehicle operator is responsible for printing the temporary permit by going to the MyParking homepage and clicking the printer icon next to the temporary permit and placing the temporary permit on the driver's side dashboard to avoid any ticketing and towing.

Facilities, One Stop and Public Safety understand that parking is sometimes difficult on campus, and it is occasionally necessary to load or unload belongings to and from a vehicle. To prevent ticketing at these times and denial upon an appeal, students must make sure to vacate after 20 minutes from the load/unload area. Contact Public Safety at the non-emergency number, 203-582-6200, if no one is in the guard booth after hours.

First-Year Student Medical Exceptions

First-year and second-year students requiring a medical exception must obtain documentation from their attending physician and approval from the Office of Student Accessibility (OSA). The documentation must be submitted to the Office of Student Accessibility. The Student Health Center, along with the Office of Student Accessibility within HIPAA guidelines, may evaluate parking requests for students who have a qualifying physical or mental impairment that substantially limits one or more

major life activities, and has a record of such impairment or is regarded as having such impairment, or students who are experiencing an extraordinary life circumstance which reaches the level of hardship.

Students must present the following to the Office of Student Accessibility:

- A written request to the director of the Office of Student Accessibility.
- Documentation from their attending physician.
- Medical waivers for parking must be reviewed for renewal each term and students will be provided with a permit for the York Hill Parking Garage ONLY. For questions or concerns please contact OSA by emailing access@qu.edu or calling 203-582 7600.

Summer & Winter Parking Policy

Summer

Students are allowed to leave their cars over summer break. This policy includes athletic teams, students, faculty, or staff who are traveling away from the university. See instructions below:

- Email parking@qu.edu to notify One Stop of your vehicle staying over the summer.
- Cars must be registered and have an official decal on the windshield.
- Park in York Hill Garage only.
- One Stop will communicate with Public Safety to avoid ticketing and towing.

Winter

Due to the prospect of fast-changing weather in New England, a winter parking ban is essential for efficient and timely snow removal and for the university to conduct its important daily mission. The winter parking ban will begin at the first “declared” snowstorm in November or automatically on December 1 and runs each night there is a *chance* for inclement weather from midnight to 7 a.m. and will remain in effect until March 31 of the following year.

- Violation of the winter parking ban policy will result in ticketing and/or towing. A fine for parking during a parking ban will be assessed to the owner/operator’s account.
- Once the winter parking ban begins, any overnight parking on the main campus by commuter or graduate students, residents or visitors shall be on the first or second level of the parking garages at York Hill or North Haven.
- All vehicle operators are to review their email regularly during storms or potential storms and adhere to any parking policy changes.

Violations, Citations and Appeals

Paying a Citation

All citation (ticket) payments are processed [online](#) in each student’s MyParking account. Credit, debit and e-check are accepted forms of payment. Unpaid citations may be assessed late fees after 30 days.

Appealing a Violation

Students, faculty/staff, vendors, and contractors may submit an appeal through their **MyParking** account within 30 days of the date the citation was issued. Verbal or written appeals are not permitted and will not be given consideration. Decisions of submitted appeals are final, and decisions will be sent via **MyParking**. Additional questions about the appeals process can be sent to parking@qu.edu

- No late appeals will be accepted. There are no exceptions.

- All appeals must be submitted in detail and completed in a timely manner.
 - Incomplete appeal applications will not be considered.
- All appeal applications will be read, discussed and voted on by the Parking Appeals Committee within two weeks from the date received.
 - Appeals filed two weeks before finals or during the winter/summer sessions may be held until the Parking Appeals Committee reconvenes at the start of the next semester.
 - All fines double after 15 days from the appeal answer.
 - Appeals for tickets for parking in a handicapped space will not be considered.
 - Fines will not be accrued until decisions are made.
 - Appeal decisions cannot be appealed a second time, nor can the same ticket be re -appealed.

The following situations and reasons presented are not acceptable grounds for appeal submission and will not be considered by the Parking Appeals Committee:

- Lack of knowledge of regulations
- Never received a ticket.
- Citation for parking in accessible space
- Citation for stolen, altered, or fraudulent decal
- Convenient space availability
- Parked illegally for a few minutes.
- Financial hardship
- Bad weather or darkness
- Running late
- Unread or misunderstood signs
- Unauthorized use of a handicap space

Revoking Privileges

A revocation of parking privileges will normally be accompanied by a ban from driving the vehicle or any other vehicle on campus for the duration of the loss of privilege. The One Stop office will send an email notice of such suspension, any other sanction, and a deadline for returning the parking permit to the office. A fine will be assessed to the student's account for failure to return the parking permit to One Stop during the allotted time. An additional fine and towing at the owner's expense will be assessed to the students' account for each additional parking violation received during the student's parking revocation period. **Alternatively, students may be instructed to park in Whitney lot or Westwoods based on the severity of the offense.**

The revocation period lasts four academic weeks from the date that the parking permit is returned to the One Stop office and will automatically reset with any additional violations received during the revocation period.