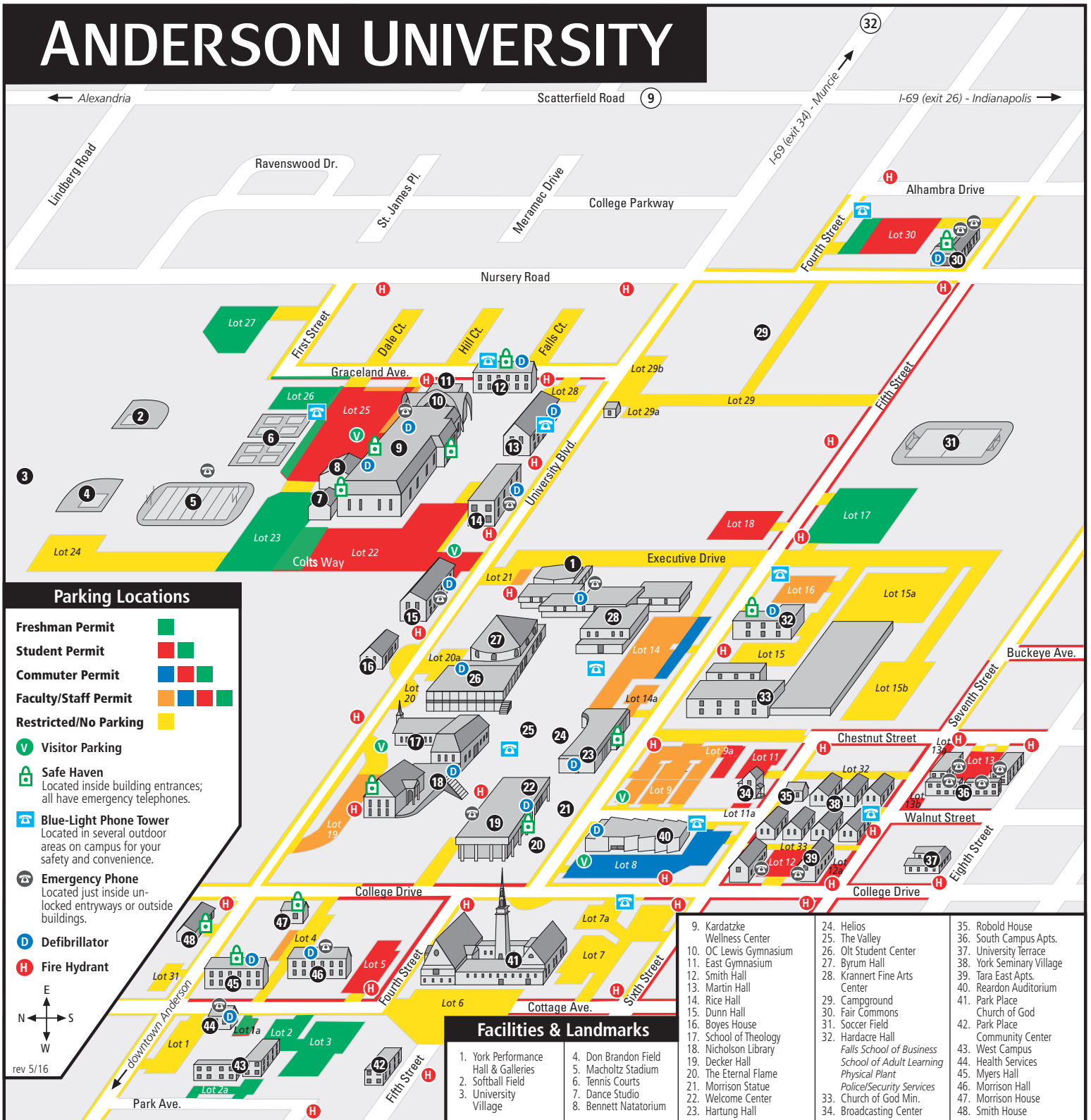


ANDERSON UNIVERSITY



2017-2018

Police/Security Services

(located in the basement of Hardacre Hall)

ANDERSON UNIVERSITY

1100 E. 5th St.
Anderson, IN 46012-3495
765.641.4154

www.anderson.edu/security



2017-2018

Summary of Vehicle and Parking Regulations

All motor vehicle and parking regulations are enforced 24 hours every day

Very Important — If you have a question about parking on campus, come to the office in Hardacre Hall, 1303 E. 5th Street. Every effort will be made to correct an error or to explain a violation.

PERMIT PARKING

AU students and employees parking a vehicle, including motorcycles, on or near campus must register that vehicle. Parking permits must be affixed properly to the lower corner of the driver's side front windshield as shown on the front of this flyer. All backing must be removed. Permits may not be taped or laminated. Permits are issued for the school year and expire on August 20 of each year. All vehicles are restricted to their designated areas **7 a.m.–5 p.m. Monday through Friday** while school is in session. Other than specially marked spaces, there are no restrictions for vehicles with permits between the hours of 5:00 p.m. and 7 a.m. and on weekends.

Freshman Permits (Green): Restricted to the parking areas marked in green on the map.

Student Permits (Red): Sophomores, juniors, and seniors are restricted to the parking areas marked in red or green on the map. A student who has attended full time for two semesters at a university or college is eligible for this permit.

Commuter Permits (Blue): Restricted to the parking areas marked in blue, red, or green on the map. These permits are issued to students living north of Lindberg Road, south of 8th Street, east of Scatterfield, and west of the White River.

Faculty Staff Permits (orange): Restricted to parking areas marked in orange, blue, red, or green on the map.

Temporary Permits: Students/faculty wanting to park an unregistered vehicle in campus parking lots or on adjacent streets must obtain a temporary parking permit before driving the vehicle to campus.

Residential Permits: Students living in our enforcement area but not in campus housing will be given a residential permit at no cost. Two pieces of mail must accompany vehicle information to receive this permit. The residential permit allows parking only in front of your residence.

Handicap Permits: Handicap permits will be issued upon approval of either Health Services or the Office of Disability Services for Students (ext. 4223). These permits are valid only on university property and only for the person receiving the permit. Absence of handicap parking does not justify parking on grass, sidewalks, or other restricted parking areas. In the absence of a handicap space, you may park in the next category of spaces (freshmen may park in student lots) with a valid handicap permit. A current parking permit is required in addition to the handicap permit. Students with injuries are encouraged to use campus escorts when possible. Call 765-641-3333 for an escort.

REGISTRATION FEES

First vehicle	\$60/year
Adult or graduate students	\$40/year
Second vehicle	\$20/year
Two-week temporary	\$5
Replacement permit	\$10
Motorcycle	No Charge
Bicycle	No Charge

A student who is a child of faculty/staff and drives to campus must register the vehicle in the student's name, display the permit, and park in the appropriate areas.

Parking permits are not transferable. Anyone using a borrowed or stolen parking permit will be issued a fine of \$50 and may be charged for theft of the permit.

Bicycles: Bicycles should be registered to be parked on campus. Bicycles must be properly parked in bicycle racks. Bicycles locked on railings or trees, parked in hallways or areas that block walking traffic, or located in a spot where they may become an obstacle for emergency evacuation or physical plant workers, will be removed.

Motorcycles: Motorcycles and motor scooters must be registered but are not required to display the permit. Motorcycles must be parked following the same guidelines as other vehicles. Any motorized vehicle (including scooters) must be parked in a parking space unless it is

parked at a bicycle rack that is located in a parking lot. Motorcycles parked on sidewalks may be towed.

VISITOR PARKING

Students having guests parking on campus should obtain a free temporary parking permit by coming to the Police & Security Department. A temporary permit will be emailed and should be printed and placed on the vehicle's dashboard.

Visitors who receive a parking ticket or notice for non-registration should promptly notify the Police/Security Department to have tickets reduced. The first time an unregistered vehicle is seen on campus, the license plate number will be entered into a palm pilot, and the vehicle will be issued a notice. The second time it is seen, it is issued a ticket. Tickets for other violations (handicap, no parking, time zones, etc.) should be returned with a \$20 check, made payable to Anderson University for payment of the fine.

PARKING RESTRICTIONS

Restricted Parking Areas: *All restricted parking spaces such as timed zones, handicap, visitor, maintenance, and resident director spaces are enforced 24 hours a day, seven days a week, year-round unless otherwise posted.*

Streets Adjacent to Campus: Students and employees parking on city streets adjacent to campus must display a current campus parking permit or residential sticker. These streets are marked in red or yellow on the campus map. Violators will be ticketed. Understand a curb does not have to be painted a color or signage present to signify a restricted parking area. If parking stripes are not present, the area is NOT a parking area. Vehicles in violation will be cited.

PARKING VIOLATIONS & ENFORCEMENT

Vehicles parking on campus property must be properly licensed, insured, and able to be driven. Unregistered vehicles belonging to employees or students will be ticketed. If it is a car that belongs to a student, all tickets will be assigned to that student. **The person to whom the vehicle is registered is responsible for payment of the violation.** Borrowed vehicles are to be parked according to the parking permit on the vehicle. **Parking permits do not guarantee parking availability. Absence of parking spaces does not justify violating parking regulations. The university assumes no liability for loss or damage to vehicles or their contents while parked on university property.**

Appeals Procedure: A parking citation may be appealed by filing a completed appeal form at the police/security office. Reasons such as, "I thought this wasn't a violation," "I saw others do the same," "I would have been late for class or work," are not acceptable justifications for an appeal. You must have a current permit to file an appeal. A committee of students, faculty, and staff will review the appeal and notify the student of the decision. Failure to take action on a ticket within seven days shows acceptance of responsibility. The fine will be charged to the permit holder's account.

Enforcement Policies: Vehicles parked inappropriately will be ticketed and may be subject to towing at owner's expense. This includes parking the wrong way on a street, in yellow spaces, on grass, on sidewalks, in front of dumpsters, at any loading dock, building entrance, crosswalk, or fire hydrant. Parking is only permitted in marked locations.

Ticket Fines: Tickets will be charged as listed below.

Tickets 1-5	\$20
Tickets 6-10	\$30
Tickets 11-15+	\$40
Tickets 15+	\$50

Anyone receiving five or more parking tickets per year is considered a habitual offender. Warnings are valid tickets. After the 5th, 10th, and 15th ticket, you will be notified of a ticket fine increase.

Expired License Plates: If registration has been renewed but the sticker has not been received by the date of expiration, bring proof of purchase to Police & Security, and a notice will be issued to be placed on your dashboard to avoid unnecessary tickets.

Disabled Vehicle: A vehicle that breaks down and can't be moved is not excused from parking regulations. Please notify the Police/Security Department of the disabled vehicle and when the vehicle is expected to be moved. When damaged or unlicensed vehicles are identified, a three-day notice of towing will be placed on the vehicle and the vehicle will be removed if not brought into compliance.

Boot Placement and Removal: Unregistered vehicles that receive five tickets will have a boot placed on their vehicle. The cost to remove the boot is \$30 plus the cost of the ticket violation. A \$10 fee may be assessed for each day the boot remains on an unregistered vehicle.

Speed Limit Radar Enforcement: Anderson University Police and the Anderson Police Department provide traffic enforcement on streets throughout campus. Students violating the 25 mph speed limit or other moving violations may be required to appear in city court.

Skateboards, Rollerblades, and Bicycles: The use of skateboards or rollerblades is prohibited in the Valley. Longboards over 37" are permitted for transportation purposes only. No stunts may be performed on the boards. Students riding bicycles in the Valley are to exercise caution.

GENERAL INFORMATION & SERVICES

Crosswalks/Pedestrian Crossing: Vehicles are required to stop when pedestrians enter a marked area. Students are urged to practice caution when crossing a street at any time.

U-Turns: Due to safety concerns, U-turns are not allowed on University Boulevard, College Drive, Nursery Road, Fifth Street, or Graceland Avenue.

Vehicle Break-Ins: To help prevent break-ins and other property damage, please do not leave valuables where they can be seen in your vehicle and report individuals behaving suspiciously on university property. Call 765-641-3333 from a campus telephone.

Jump Starting and Unlocking Vehicles: The Department of Police & Security will open locked car doors and will jump start vehicles in the campus area for students, faculty, and staff with a parking permit. Individuals requesting services are required to sign a waiver releasing the Police/Security Department from any damage which may occur while providing assistance. Officers have varying levels of experience unlocking car doors and may be unable to open a door.

Dropping Off: When a student is brought to campus, the driver should enter a parking lot to drop off, then exit the lot legally. There is no stopping on 5th Street for this purpose.

Safe Havens: A safe haven is a secure location at the entrance of a locked building that permits students to enter and lock the door behind them. Inside the safe haven is a telephone and emergency numbers the student can call for assistance.

Escorts: When a student feels threatened or is concerned about his/her safety, a campus police or security officer will provide an escort from a campus parking lot to a student's residence hall. Call (765) 641-3333 and remain in your car with your headlights on.

Judicial Code: *The Student Handbook, Section Four of the Judicial Code, Items 4.10 and 4.17, notifies students that they are required to comply with the campus vehicle regulations as published by Anderson University Police/Security Services.*