

PARKING

Rules & Regulations

Authorization for campus regulations comes from the Wisconsin Statutes UWS 18, "Conduct on University Lands" and Wisconsin Statute Ch. 346, "Rules of the Road," that also applies to off-street areas designated as parking facilities. All traffic shall obey the posted signs regulating campus traffic.

The primary features of the campus parking program include:

- Registration of vehicles for faculty, staff and students using campus lots
- Parking for visitors
- Clear and concise parking regulations and enforcement beginning the first day of classes
- Well-defined parking areas
- Unobstructed drives for emergency vehicles

Free Parking

No permit is required to park in Lot 6A or 6B. Parking is also available on University Drive and nearby city streets. Please note that parking on city streets is under the jurisdiction of the City of Waukesha Police Department.

Short-term Parking

Short-term parking is available in front of the Commons building for a maximum of 45 minutes. Those spots are intended to be short term (not attending class) for students, staff and visitor use while attending to campus business. Time restrictions are enforced from 7:00 a.m. to 4:00 p.m. Monday–Friday.

No Parking Areas

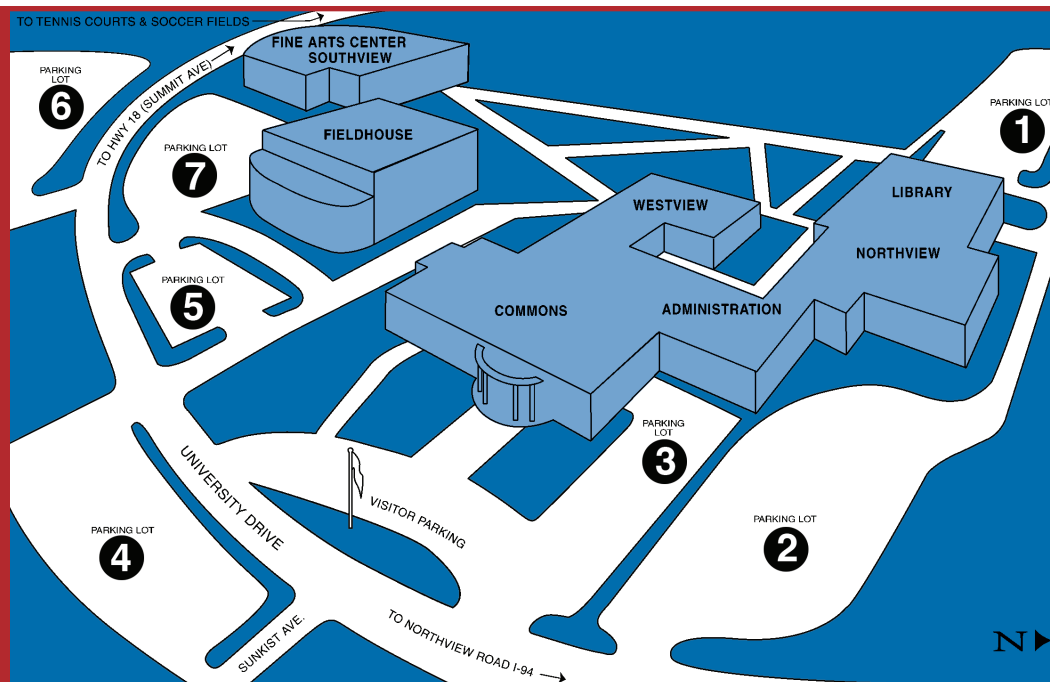
Parking is not allowed at any time in these areas:

1. Loading docks and driveways
2. Diagonal-lined areas, grass and sidewalks
3. In front of stairs
4. Reserved spaces (handicapped, administrative, fleet vehicles, food service, dean, associate dean or continuing education guests)
5. Along curbs
6. In any other area not designated by regular parking space lines.

Please allow extra time for parking during your commute.

Permits allow parking, space is not guaranteed.

For more information, visit waukesha.uwc.edu or email wakpark@uwc.edu.



Parking Permits

1. Permits are required during the fall and spring semesters through final exams from 7:00 a.m. to 4:00 p.m., Monday through Friday.
2. Permits are not required during winter break or summer session.
3. Purchase a parking hang-tag permit and register your vehicle at the Student Solution Center or A120. The annual rate of \$70 will be charged to your PRISM account. Hang-tag permits are valid from the date of purchase through the following August. If a hang-tag permit is lost, a new permit must be purchased at full cost.
4. **Hang-tag permits must be properly hung on the rear view mirror with the permit number visible from the outside.**
5. Persons who own more than one vehicle may transfer the hang-tag permit between vehicles or may purchase a hang-tag permit for each vehicle at full-price.
6. Motorcycles, motor scooters and motorbikes do not need a permit for Lot 1A, but must display a permit for other lots. The narrow parking spaces in Lot 1A are for cycles/bikes only, any other spaces do require a permit.

Lot Information

Permits are not required for regular parking spaces after 4:00 p.m. and on weekends.

Short-term Parking (Commons Circle)

UW-Waukesha students or faculty/staff will be ticketed if they park in Visitor Spaces for more than 45 minutes.

Free Parking (Lot 6 or city streets)

No permit is required in Lot 6A, 6B, or on city streets. University Drive from Lot 2 to Summit Avenue on the side nearest the campus buildings is No Parking.

General Permit Required Parking (Lots 1, 2, 4, 7)

Student or Faculty/Staff permit required.

Faculty/Staff Only Parking (Lots 3, 5)

Faculty/staff permit required.

Disabled Parking (Lots 1, 2, 7 & Commons Circle)

Signage indicates disabled spaces.

Motorcycle Parking (Lot 1A, narrow spaces)

Motorcycles do not require a permit. Regular parking spaces require a permit on the vehicle.

Violations

Be prepared to show your driver's license to security staff. Vehicles in violation will be ticketed for the following:

- \$50 Illegal parking in handicap spaces
- \$50 Use of a lost or stolen permit; defacing or altering a permit
- \$20 Parking in a restricted area
- \$20 Parking not within lined stalls
- \$20 Parking against the flow of traffic

When permits are required (during fall/spring semesters), vehicles in violation will be ticketed for the following:

- \$20 Time restrictions in visitor parking
- \$20 Parking without a staff permit in staff lots
- \$10 Parking without a permit in student lots
- \$10 Improper display of permit

Paying Fines

Ways to pay include:

Students

1. Pay through PRISM after charges have been added to your account.
 - a. Pay by e-check (ACH from bank account). *This is a free option.*
 - b. Pay by credit card.
This option includes a 2.5% credit card fee.
2. Pay by check: Send a personal check, cashier's check, money order or third party check made payable to UW Colleges, including Student ID and citation number:
UW Colleges
Attn: Business Office
780 Regent Street
Madison, WI 53715

Non-Students

1. Pay by check: Send a personal check, cashier's check, money order or third party check made payable to UW-Waukesha. Include citation number. *Please pay within 10 days:*
UW-Waukesha
1500 N. University Drive
Waukesha, WI 53188

Towing

UW-Waukesha reserves the right to tow vehicles that are in violation of campus parking regulations. All towing will be at the owner's expense.

Campus employees may not assist with vehicle problems because of potential damage to the vehicle or injury to a person.

Appeals

Parking tickets may be appealed in writing within the first 10 business days of the ticket issuance.

Procedure

1. The appeal procedure and form are located on the website: waukesha.uwc.edu/parking
2. Submit your appeal with a copy of the citation to the Student Solution Center.
3. The Parking Committee reviews appeals monthly.
4. Appellants will be notified via email of the final decision (approve/deny) of the appeal.
5. If the appeal is denied, the ticket must be paid within ten days of notification.

Parking Ticket Appeals Information

Before appealing a parking citation, review the following points provided by the Parking Committee:

1. Hang-tag permits are permission to park and is NOT a guarantee of a parking space close in proximity.
2. The responsibility for finding a legal parking space rests with the motor vehicle operator. Lack of space is not an acceptable excuse for violation of any parking regulation.
3. The fact that other vehicles were improperly parked does not constitute a valid excuse for illegal parking.
4. Documented proof must be attached to the appeal for an emergency or other extenuating circumstances.
5. The Parking Committee can uphold, lessen or suspend the original fine.
6. The past parking violations record will factor in the Committee's decision.

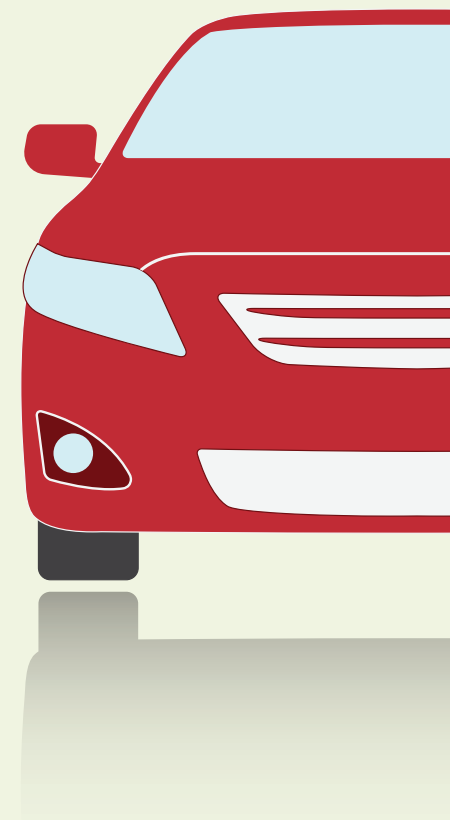
Consequences

Students with unpaid parking fines will have a hold placed on their academic record. This means they may not be able to register for classes and/or receive grades and transcripts.



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