

*The rules and regulations* set forth in this booklet have been developed to control traffic and parking for all persons utilizing the parking areas at Fitchburg State College. Anyone operating a motor vehicle on property owned, operated, or controlled by Fitchburg State College is subject to these regulations and the laws of the Commonwealth of Massachusetts unless otherwise exempt by state or federal laws. It is the responsibility of all persons utilizing the college parking facilities to be aware of and follow these regulations.

Permission to operate a motor vehicle on the grounds of Fitchburg State College is a discretionary privilege given by the Board of Trustees of the College to those individuals attending class, employees of the College, conferences, and guests. This privilege may be denied, revoked, suspended, or modified by the Board of Trustees or by officers of the college authorized to take such action under Chapter 73, Section 18, of the General Laws of the Commonwealth.

No one may park a vehicle in violation of these rules and regulations. The permit holder of the motor vehicle will be held responsible for all parking violations issued to the vehicle. Ignorance of these regulations will not be an acceptable reason for appealing a violation. Fitchburg State College assumes no responsibility for vehicles parked or operated on College Property.

#### REGISTERED VEHICLES

Properly registered motor vehicles may be parked on campus within white lined spaces with a valid Fitchburg State College hangtag affixed to the rearview mirror of the vehicle. Use of these parking facilities during nondesignated hours without written authorization constitutes illegal parking.

#### NON-MASS DRIVER STATEMENT

The Commonwealth of Massachusetts requires that a Non-resident Driver Statement form must be completed by every nonresident enrolled as a full time student at a school or college in the Commonwealth who operates a motor vehicle in Massachusetts that is registered in another state or country during any period beginning on September 1<sup>st</sup> of any year and ending on August 31<sup>st</sup> of the following year. This applies to students commuting from out-of-state to a school in Massachusetts and students temporarily residing in Massachusetts. This form is available from Housing and Residential Services. The completed form will be filed with the Police department in the city or town where the school is located, the local assessor and the RMV. Housing and Residential Services will issue the required decal, which must be affixed to the uppermost center portion of the windshield. The penalty for a nonresident's failure to comply as required is up to \$200.00.

#### PARKING PERMITS

Each student, faculty, staff member or visitor who operates a motor vehicle on the property of Fitchburg State College must obtain a parking permit in order to use college regulated parking facilities. Permits are available from Housing and Residential Services (located in Aubuchon Hall) Monday-Friday, 8 am-5 pm. The individual's status with the College determines the type of permit assigned. To obtain a parking permit the individual must present a valid Fitchburg State College One Card. Commuter and Resident students are required to pay the permit fee before the permit is issued. Permit fees must be paid in full and are non refundable. Faculty/staff, Civic Center and GCE permits are free of charge.

Hangtag permits must be properly affixed to the rearview mirror of the registered vehicle before the permit is considered valid. The hang-tag permit is transferable between vehicles.

No vehicle should at any time display more than one current permit. Vehicles doing so are subject to violation fines/tow.

##### ■ *Staff Permit (Blue)*

All full or part time employees of the college are eligible for this permit. The permit is only valid when hung from the rear-view mirror (blue side out). The hang-tag permit is transferable between vehicles. Employees of the College Bookstore, Food Service, city employees at McKay School, and staff of affiliated programs are also eligible. Motor vehicles bearing such a permit may park in lots designated by a blue parking sign. This parking is valid 7 am to 12 am only.

##### ■ *Commuter Student Permit (Red)* .....\$50 per year

All full or part time non-resident students are eligible for this permit. Motor vehicles bearing such a permit may park in areas designated by a red parking sign. This parking is valid 7 am to 12 am. In addition between the hours of 4 pm to 12 am vehicles may park in any red or blue lots. The permit is only valid when hung from the rear-view mirror (red side out).

##### ■ *GCE Student Permit (Evening/Summer Only-Gold)*

GCE students who only attend classes in the evening and summer are eligible for this permit. This permit is only valid between the hours 4pm and 12am. GCE permitted vehicles may park in any red or blue lots during these hours. The permit is only valid when hung from the rear-view mirror (gold side out).

