

# VEHICLE POLICIES

## **Automobile Regulations**

Students must register motorized vehicles and pay a parking registration fee to obtain a parking permit. Any change of vehicle must be reported immediately to obtain another parking permit. The fee is \$50 per semester. Permits are to be placed on the front windshield, passenger side at the bottom. Vehicles not displaying a current UVF parking permit are subject to fines, booting, and/or may be towed at the owner's expense. Student employees are not permitted to obtain an employee parking permit, nor are they permitted to utilize employee parking spaces. Students are only permitted to have one car on campus unless a family student.

Students are responsible to read and comply with all the policies and procedures contained in the parking regulation document that is provided during vehicle registration. Students involved in severe or continual vehicle misconduct may lose on campus driving privileges.

## **Guest Parking Permits**

Guest parking permits may be obtained from Campus Security. Students must register overnight guests by filling out an overnight Guest Registration Form, emailing that form to their RA and Campus Security, and picking up the permit from Campus Security.

## **General Campus Vehicle Operation**

Motor vehicles must not be operated or parked on the grass, sidewalks, or unpaved (exception: gravel parking lots) areas on campus. UVF is designed as a walking campus, therefore students are discouraged from driving to class, chapel, the Dining Commons, etc.

Students who do not abide by these rules are susceptible to the following disciplinary actions: ticketing, vehicle boots, payment for damages, community service, and/or parking permit removal (loss of campus parking privileges).

## **Parking and Escorts**

Parking in a restricted area is a violation subject to a fine as specified in the campus parking regulations. Overflow parking lots are available behind Solomon's Porch and the parking area next to Charlestown Park. Campus Security escorts can be requested anytime from dusk until dawn. They may be contacted at extension 484.614.2965.

## **Vehicle Problems**

Students who are locked out of their car or who need to jump start a vehicle are encouraged to call a professional or to ask a knowledgeable friend for help.

## **Right to Tow**

UVF reserves the right to tow cars, at the owner's expense, for parking violations. Cars may also be relocated on campus to facilitate University activities. Advance notice is given to students to relocate their vehicles except in emergency situations.

## **Speed Limit**

The speed limit on campus is 15 mph unless otherwise posted.

## **Motorcycles**

Motorcycles are subject to the same regulations as automobiles. Motorcycles are not to be operated on lawns or sidewalks.

## **Locking Vehicles**

Vehicle operators are encouraged to keep their vehicles locked and emptied of all valuable items that are not built into the vehicle (i.e., audio equipment, CDs or other media).

## **Vehicle Maintenance**

Vehicle maintenance is prohibited on campus. This includes but is not limited to any washing of vehicles with a hose on campus, all mechanical work, and oil or fluid changes of any type. Excessively dirty vehicles (such as vehicles that are covered with mud) must be cleaned prior to parking on campus to avoid a parking citation.

**Disabled Vehicles**

The Campus Security Office must be informed when a vehicle becomes disabled. Disabled vehicles must be repaired or removed within 30 days of the disablement. Failure to remove a disabled vehicle will grant implied consent for UVF to remove or dispose of the vehicle at the owners expense.

**Abandoned Vehicles**

All vehicles are required to maintain a valid registration, license plate and certificate of inspection. Any vehicle not in compliance and left unattended without the consent of Campus Security will be considered abandoned and will be towed.

**Parking Citations**

Citations are issued for drivers whose vehicles are not in compliance with campus parking and traffic guidelines. Payment of a citation must be made to the Cashier within 15 days of the date of the ticket or a \$5 fee will be added. To appeal a citation, a student must make an appointment to meet with Campus Security within 3 business days of the date of the citation or forego the opportunity to appeal. Appeals of a Campus Security review will be heard by the Vice President of Student Life.

**Use of University-Owned Vehicles**

University-owned vehicles may be used for University sponsored or approved ministry or events, subject to availability. Final approval rests with the Student Life Office and/or Business Office. Drivers must have a valid license, no traffic violations in the past 3 years, be at least 21 years of age and must be sponsored by a University department and approved by the Student Life Office. Drivers are responsible for all traffic violations, damage to the vehicle, cleanliness of the vehicle, return of the vehicle on time, and proper conduct as a driver. Vehicles will be inspected by the Auxiliary Services staff during working hours or Campus Security after hours upon return to campus. For more information, please contact the Auxiliary Services Office.

**Bicycles and Wheeled Transportation**

Bicycles must be stored in outside racks only. Bikes found unattended in any areas other than racks and other specified bicycle storage areas may be confiscated. The University does not assume responsibility for the security of bicycles. Each summer break, all unclaimed bicycles will be removed from campus and owner's will not receive any compensation.

No wheeled form of transportation may be used indoors unless it is medically necessary. Hoverboards are not permitted on campus.