Welcome

Welcome to Meredith College. Parking on campus is by permit only. Faculty, staff, students, and visitors must display a parking permit at all times when the vehicle is parked on college property. All faculty, staff and students who park on campus are required to register their vehicles with the Campus Police Department. Questions concerning parking should be directed to the Meredith College Campus Police Department Parking Director at 919-760-8888. Meredith College assumes no responsibility for damage, loss, repossessions or theft of any vehicle parked on campus.

Shuttle Service

As part of our crime prevention program, Campus Police offers security escort service 24 hours a day to all members of the college community upon request. Officers may provide this service on foot, by golf cart, or by campus police vehicle.

Student Parking

There is adequate student parking on campus and it is available on a first come, first-served basis. All students who wish to park on campus must register their vehicles with Campus Police, purchase a parking permit, and park in student designated parking lots. Students are not permitted to park in visitor or staff/faculty spaces.

Additional Evening Parking for Students

The following lots are available for student use between the hours of 4 pm – 7 am daily: Alumnae Lot, Cate Lot, Chapel Lot, and Martin Lot

Faculty/Staff Parking

Faculty/staff are authorized to park in designated spaces or lots with a faculty/staff decal. Faculty/staff are not authorized to park in visitor’s or student spaces.

Visitor/Family Parking

Visitor permits are available from the Campus Police Department during the hours of 8 AM - 4 PM, Monday - Friday. After hours permits can be obtained from the Gate House located on Main Campus Drive.

Handicap Parking

Handicap parking is provided in many locations across campus. Vehicles displaying a handicap placard or tag may park in any handicap space. For any vehicle that is parked in a handicap space on campus, the handicap placard/tag must be issued to the driver of the vehicle — with exception for instances in which the driver is providing an escort for the placard holder. Any student who has a state issued handicap placard or tag registered in their name, must provide a copy of the placard and the handicap registration card to Campus Police when obtaining a Meredith College parking permit.

Reserved Parking

Reserved space parking is enforced at all times, including holidays and breaks.

Conference, Seminar, and Workshop Parking

Coordination between the program/event host and the Parking Director is required to determine parking availability and the type of permit to be utilized for visitors attending a conference, seminar, or workshop on campus.
**Sporting Event Parking**

Parking for sporting events will be located near the event site. The decision on sporting event parking will be based on weather, condition of the parking site and other on campus scheduled activities/events. Parking arrangements should be coordinated between the Campus Police Department and the Athletics Department.

**Vendor/Contractor Parking**

All vendors/contractors working on campus must register their vehicles with Campus Police. Coordination between the vendor, program/event host and the Parking Director is required to determine parking availability and the type of permit to be utilized.

**Temporary Parking Permits**

Faculty, staff and students with a valid parking permit may obtain a temporary parking permit, free of charge, when their registered vehicle is unavailable.

Temporary permits are available from the Campus Police Department during the hours of 8 AM - 4 PM, Monday - Friday. After hours permits can be obtained from the Gate House located on Main Campus Drive.

**Replacement Permits**

A permit cannot be transferred from one vehicle to another. A replacement permit for a new vehicle is $5.00.

**Parking Regulations**

Parking regulations are enforced year-round, including breaks. Park only in areas designated by your permit. No warning tickets are given. The following parking practices are specifically prohibited:

- Parking an unregistered vehicle anywhere on the Meredith Campus.
- Parking on the front drive.
- Double parking.
- Parking on lawns, grass, landscaped areas, sidewalks, or other areas not set aside for parking.
- Parking in such a manner as to block traffic, parked vehicles, or roadways.
- Parking in fire lanes, loading areas, emergency areas marked as NO PARKING ZONES, including areas marked with diagonal yellow lines.
- Parking in a handicap space without displaying a handicap placard or tag.
- Parking in an area designated for registration decals other than the one displayed (for example, students parking in a reserved spot or parking in visitors’ area with a Meredith decal).
- Parking is prohibited in the circle in front of Johnson Hall (Fire Lane). Exceptions will be allowed on move-in or move-out days as long as a driver remains with the vehicle at all times. Unattended vehicles will be ticketed and may be towed.
- Parking is prohibited in the circle in front of Wainwright (Fire Lane). Unattended vehicles will be ticketed and may be towed.
- Apartment residents are not allowed to park on main campus. Residence Hall students are not permitted to park in the Oaks parking lot.

**Parking Fines**

- Parking fines are normally $50.
- Fines for parking in handicapped and fire lanes are $100.
- Auto-boot and towing fines are $100. Unregistered cars will be auto-booted and will not be released until all fines are paid. (An auto-boot is a device that clamps to the wheel of a car. Attempts to move a car with an auto-boot will result in serious damage to the car.)

**Traffic Appeals**

Faculty, staff, students and visitors have the right to appeal a campus parking citation issued for violation of the colleges parking and traffic regulations. Appeals must be submitted within fifteen days of the violation. Appeal forms are available at the Campus Police Department. Complete, print and bring the form to the Parking Director (or mail it to Meredith College ATTN: Campus Police, 3800 Hillsborough Street Raleigh, NC 27607) along with the ticket and a self-addressed envelope.

The Appeal Board is made up of faculty, staff and students. Once the appeal has been heard and a decision made, notice is sent to the appellant informing him or her of the decision by mail. If you fail to comply with the appeal guidelines, your appeal will not be honored.
Purchasing Parking Permits

Students can obtain a parking permit from the Campus Police Department. Students can either obtain the permit by submitting the application form at the Campus Police Department or by mail. If the application is submitted by mail the student must completely fill out the application and mail it with a self-addressed stamped envelope to Meredith College, Attn: Campus Police, 3800 Hillsborough Street Raleigh, NC 27607. Applications can be obtained online at meredith.edu. Go to A-Z, "P" (Police), Parking on Campus and follow the instructions.

Parking Fees

Student Parking Permits

At the beginning of each semester, all students may qualify for the privilege of bringing a car on campus by signing the appropriate agreement, paying the parking permit fee, and displaying a numbered decal. Decals for students living in residence halls and commuting students must be affixed permanently with the decals adhesive to the rear left window or bumper of the car. Decals may not be taped to the rear window. Decals for apartment residents must be affixed to the front windshield of the car. Forms and decals may be obtained from Campus Police. Adequate parking is provided for all those who qualify.

Fee Schedule for Parking Permits
Annual Residence Hall permit: $200
Annual Apartment resident permit: $200
Annual Commuter permit: $125
Annual Graduate permit: $100
Permits must be renewed each year by September 1st

A student who does not have a vehicle registered may purchase a temporary permit for $1.00 per day for a period not to exceed two weeks. The temporary permit must be for a specific need and is not intended for the purpose of avoiding the purchase of a permanent permit.

Faculty and Staff Parking Permits

Faculty and staff receive free parking as part of their benefit package. Faculty and staff hangtags must be placed on the rearview mirror facing outward at all times the vehicle is parked on college property.

Counterfeiting, Theft, Deceit, and Unauthorized Transfer

It is unlawful for any person to produce any facsimile or reproduction of a permit, sticker, decal or other device indicating eligibility to park on campus. It is unlawful to steal or obtain a permit by fraud, deceit or trickery, willful misrepresentation of facts, purchase or gift from another. It is unlawful for any person in lawful possession of a parking permit to alter, give, sell, transfer or attempt to transfer a permit to another person or to place on a vehicle other than that for which it is registered. Violation of the provision is a misdemeanor.

Towing Rules

A vehicle will be towed at the owner’s expense:

- When parked in a reserved parking space without a permit that matches that space.
- When illegally parked in an emergency space or when blocking an emergency road.
- When the vehicle has received five or more parking violations and has been immobilized (booted) for the duration of 48 hours.
- When illegally parked in an emergency space or when blocking an emergency road.
- When a vehicle has been parked illegally for more than 10 days, or is determined to be “derelict” under N.C. General Statute 20-137.7. The Chief of Police is authorized to dispose of such vehicles as prescribed by N.C. General Statute 20-137.6 to 20-137.14.
- Vehicles will be towed if they parked in a way that would impede the operation of the college or are creating a safety hazard.

Vehicle Immobilization Policy

Vehicles may be immobilized (booted) for any of the following reasons:

- Non-payment of accrued fines, to include five or more unpaid citations.
- Display of a lost, stolen, or revoked permit.
- Unsatisfactory payment for a permit. Removal of the boot requires a payment of $100.00 in addition to payment of all accrued fines and other fees.

Wheel boots may be removed only by a member of the Campus Police Department upon payment of the boot removal fee and all outstanding fines.
All payments must be made in the Accounting Office, Johnson Hall during business hours Monday through Friday.

**Repeated Offenses**

If the conduct of any student or employee establishes a continuing pattern of violations or disregard of parking regulations, then Executive Leadership Team (ELT) may temporarily suspend him or her from enrollment, employment, or parking privileges pending a hearing.

**Warnings**

- If you are parked in a reserved or handicap space without the proper permits, your vehicle is subject to ticketing and towing.
- Parking regulations remain in force at all hours.
- If you need to unload your vehicle during any time moving in and out of the residence halls, even for a few minutes, contact Campus Police at 919-760-8888 for permission.
- All vehicles parked on campus in any space without a parking permit are subject to be towed at owner’s expense.
- Parking rules and regulations are enforced all year, at all times.

**MEREDITH COLLEGE CAMPUS POLICE DEPARTMENT**
3800 HILLSBOROUGH STREET
RALEIGH, NC 27607
FOR MORE INFORMATION, CONTACT 919-760-8888