PARKING VIOLATIONS

- Vehicles without permits or with expired or improper permits will be ticketed and the fine is $10.
- Vehicles with permits displayed improperly will be ticketed and the fine is $10.
- Student vehicles parked in a non-student parking lot or a reserved parking area will be ticketed and the fine is $10.
- Parking in handicap spaces is prohibited unless the owner displays a handicap parking permit and the fine is $100.
- Parking is a privilege on campus. Parking privileges may be revoked if the owner is issued more than ten parking tickets in one semester.
- Vehicles must be parked overnight in their assigned parking lot.
- The College reserves the right to remove any vehicle operated or parked in violation of College regulations. The owner of the vehicle will be required to pay the cost of towing, storing and impounding such vehicle.

PARKING TICKETS & FINES

The College reserves the right to ticket any vehicle on campus. Parking tickets are $10 and may be issued by either Campus Security or the Student Life Staff. Parking fines are payable to the Office of Student Life within 10 days. Unpaid fines increase to $15 and will be applied to the student's account in the Business Office.

PARKING TICKET APPEALS

Students and employees who feel they were unfairly issued a parking ticket have the option to appeal the ticket. Anyone choosing to appeal a ticket must submit an appeal form to Student Life within 10 days from the date the ticket was issued. The appeal is then brought before the Campus Hearing Board for a decision. This process may take up to two weeks to finalize. Parking ticket fines are placed on hold until the appeals process is completed. Students and employees will be notified of the decision through e-mail. Parking Ticket Appeal forms may be obtained in the Office of Student Life and are also available on-line under the "Campus Security & Parking" on the Student Life web page.

VEHICLE BOOTING

The College reserves the right to boot any vehicle on campus. Any vehicle issued four or more parking tickets in one semester will be immobilized for 24 hours with a wheel boot. A $40 boot fine will then be charged to the owner/operator. After the 24-hour period, the boot will be removed from the vehicle only if the owner/operator has resolved all parking fines with Student Life.

RESERVED PARKING AREAS

First Year Warrior of the Week

There are two "First Year Warrior of the Week" parking spaces on campus. One is located in the Employee/Visitor Parking Lot and the other is located in the RA parking area north of Breen Hall. These spaces are designated only for students who are chosen as the "First Year Warrior of the Week" and requires a special permit. Vehicles found parked in violation will be ticketed and the fine is $10.

Facilities/Maintenance Parking

There are several "Facilities/Maintenance" parking spaces on campus. These spaces are reserved only for Facilities & Maintenance employees. Vehicles parked in these spaces in violation will be ticketed and the fine is $10.

Area Coordinator/Residence Hall Director Parking

There are "Area Coordinator" or "Residence Hall Director" parking spaces located in the entrance to each residence hall. These spaces are reserved only for the Area Coordinator or Residence Hall Director of each building. Vehicles found parked in violation will be ticketed and the fine is $10.

RA/AHD Parking

There are "RA" or "AHD" parking spaces located in the entrance to each residence hall. These spaces are reserved only for Resident Assistant or Assistant Hall Director student staff. Students must have a RA parking permit in order to park in any of these spaces. Vehicles found parked in violation will be ticketed and the fine is $10.

College Nurse Parking

There is a "College Nurse" parking space located west of the Campus Center. This space is reserved only for the College Nurse. Vehicles found parked in violation will be ticketed and the fine is $10.

Food Service Parking

There are "Food Service" parking spaces located west of the Campus Center and also in the Employee/Visitor Parking Lot. These spaces are reserved only for Aramark employees. Vehicles found parked in violation will be ticketed, and the fine is $10.

Handicap Parking

Handicap parking is available in the Employee/Visitor & Admissions Visitor Parking Lots, the alley between Salveson and Nilssen-Boe and in the entrance to each residence hall. These spaces are reserved only for vehicles displaying a handicap parking permit. Vehicles found in violation will be ticketed and the fine is $100.

20-Minute Parking Zones

There are two 20-minute parking zones on campus. One is located south of Johnson/London Hall and the other is located in the Admissions Visitor Parking Lot. These parking zones are designated for parking 20 minutes or less. Vehicles found parked in violation will be ticketed and the fine is $10.

Please contact Student Life for more information regarding parking policies.

Office of Student Life Hours:
8 AM - 5 PM
Monday - Friday

Office of Student Life
106 South Sixth Street
Forest City, IA 50436

www.waldorf.edu | 641.585.8160
Fax: 641.585.8208 | studentlife@waldorf.edu

Waldorf COLLEGE

Waldorf College CAMPUS PARKING Information

from the Office of Student Life

CAMPUS PARKING INFORMATION

Waldorf College permits the use of vehicles by students and employees. All residential students are required to register their vehicles and purchase a parking permit to park in any Waldorf College student parking lot. Commuter students have the option of purchasing a parking permit, but are not required to do so. Students must purchase a new parking permit every year. Permits are $50 for the entire academic year which includes summer session, or $25 for one semester and may be obtained through the Office of Student Life. Parking fees are non-refundable after the first day of classes. Employees must register their vehicles and display a parking permit in order to park on campus. Parking permits for employees may be obtained free of charge through the Office of Student Life. Students and employees may register their vehicles by completing a Motor Vehicle Registration form and submitting it to Student Life. Vehicles may also be registered through the mail. Motor Vehicle Registration forms may be obtained in the Office of Student Life or on-line under "Campus Security & Parking" on the Student Life web page. Student Life Office hours are 8 AM to 5 PM, Monday through Friday.

PARKING PERMIT REGULATIONS

- Vehicles must be registered with the College through the Office of Student Life within 24 hours of bringing the vehicle to campus.
- Parking permits must be displayed in the rear window on the lower left-hand side.
- Vehicles must be parked in their assigned parking lot based on permit color.
- If more than one vehicle is used, an additional parking permit must be purchased for each vehicle. Additional permits are $5.

TEMPORARY PARKING PERMITS

When a temporary vehicle is brought to campus, it must be registered within 24 hours and a temporary parking permit must be obtained from the Office of Student Life. Students may purchase a temporary parking permit for $3. Temporary parking permits for employees are free of charge. A permanent parking permit must be purchased if a student's vehicle is parked on campus longer than one week. Students and employees may obtain a temporary parking permit between the hours of 9 AM and 4 PM, Monday through Friday.

STUDENT GUEST PARKING PERMITS

Before the arrival of a student guest, the student host must pick up a student guest parking permit from the Office of Student Life. Student guest permits are $3. Student guests will receive a parking permit for the same assigned parking lot as their student host. The student host is responsible for any parking fines that may be incurred by their guest. The College reserves the right to ticket or boot any guest vehicle for continuous parking violations. The student host may obtain a student guest parking permit between the hours of 9 AM and 4 PM, Monday through Friday.

CAMPUS PARKING LOTS

Student Parking

Fieldhouse Gravel Parking Lot – Green Permit
Johnson/London Residents
Located off of John K. Hanson Drive
Adjacent to Fieldhouse

Ormseth Parking Lot – Red & Blue Permits
Ormseth, Rasmusson, Tanner, Theme House,
Timberland Residents & Commuter Students
Located on the corner of West G & South 8th Streets
Adjacent to Ormseth Hall

Timberland Parking Lot – Blue Permit
Timberland at the Village Residents
Located off of Bob Johnson & Westgate Drive
Adjacent to Timberland at the Village Apartments

Watertower Parking Lot – Purple Permit
Breen Residents
Located off of West I Street
South of Breen Hall

Visitor Parking

Admissions Visitor Parking Lot
20-Minute Parking Zone available for anyone
Located off of South 6th Street
Between Thorson & Rasmusson Halls

Employee/Visitor Parking Lot
Located off of South 8th Street
South of the Campus Center

Fieldhouse Parking Lot (Paved Lot)
Located off of John K. Hanson Drive
Adjacent to Fieldhouse

Employee Parking

Employee/Visitor Parking Lot
Located off of South 8th Street
South of Campus Center

COMMUTER STUDENT PARKING PERMITS

Commuter students have the option to purchase a parking permit. Commuter student parking permits are $50, or $25 for one semester and may be obtained in the Office of Student Life. The Ormseth Parking Lot is designated for commuter student parking to commuter students who purchase a permit. Commuter students must display a red parking permit while parked in the Ormseth Parking Lot at all times. Vehicles parked in the Ormseth Parking Lot without a visible permit will be ticketed. Commuter students who choose not to purchase a commuter student parking permit must park on the street at all times. Commuter student vehicles parked in the Employee/Visitor or Admissions Visitor Parking Lots with or without permits will be ticketed.

PARKING OVER SUMMER & BREAKS

Students and employees must obey all parking policies when parking on campus over the summer session and college breaks. Vehicles found in violation of campus parking policies during these times will be ticketed.

OVERNIGHT PARKING

It is Waldorf regulation that student vehicles are parked overnight in their assigned student parking lots only and not on City streets. Student vehicles that have been issued parking permits have been assigned to a specific student parking lot on College property. Vehicles parked on City streets on and near campus overnight are subject to City and College regulation and ticketing and may receive a parking ticket from both the College and the City for violating such policy. City fines are $5 and payable to the Forest City Police Department. College fines are $10 and payable to the Office of Student Life.

STUDENT GROUP OVERNIGHT PARKING

When Waldorf teams and student groups park their vehicles on campus overnight to leave for off-campus events, they must register their vehicles and display a temporary parking permit. This is only for those residential and commuter students and employees who have not previously obtained a permanent parking permit. Students may purchase a temporary parking permit for $3. Temporary parking permits for employees are free of charge. Permits may be obtained in the Office of Student Life between the hours of 9 AM and 4 PM, Monday through Friday. Parking for such events will be assigned to either the Fieldhouse Gravel or Ormseth Parking Lots.

SNOW REMOVAL

During the winter months when there is a snowfall, vehicles must be parked in their assigned parking lots overnight and not on the street. There is a City ordinance that prohibits parking on City streets during and 48 hours after a snowfall in order for snowplows to clear the streets of snow. Vehicles parked on the street when plows are out will be ticketed. City fines for this violation are $25. The City will tow any vehicle with three or more unpaid parking tickets. On campus, students and employees will be notified via e-mail from Student Life with instructions on where to park their vehicles for snow removal. Any vehicles found in violation of on-campus snow removal policies will be ticketed and the fine is $10.

ADMISSIONS VISITOR PARKING LOT

The Admissions Visitor Parking Lot, located off of South 6th Street, is designated for visitors of the College. Residential students, commuter students and employees are only permitted to park in the 20-minute parking zone located on the northeast corner of the lot for no more than 20 minutes. This parking zone is designated for brief periods of time only and not intended for parking vehicles to attend classes. If the 20-minute parking zone is full, students and employees must park their vehicles on the street and not in the Winnebago County Courthouse Parking Lot. Vehicles found in violation will be ticketed and the fine is $10. Overnight visitor parking is not permitted in this lot. Handicap parking is available to anyone that displays a handicap parking permit.

EMPLOYEE/VISITOR PARKING LOT

The Employee/Visitor Parking Lot is located off of South 8th Street south of the Campus Center and is designated for employees and visitors of the College. Residential and commuter students are not permitted to park in this lot. Student vehicles found parked in violation will be ticketed and the fine is $10.

Overnight parking is also not permitted. Employees and visitors who desire to park their vehicles overnight on campus must park in the Ormseth Parking Lot (unless they have a permit to park elsewhere) and must display a parking permit.

Handicap parking is available to anyone that displays a handicap parking permit. Vehicles found parked in violation will be ticketed and the fine is $100.

A "First Year Warrior of the Week" parking space is also located in this lot. This space is designated only for students who are chosen as the "First Year Warrior of the Week" and requires a special permit. Vehicles found parked in violation will be ticketed and the fine is $10.

TIMBERLAND PARKING LOT

The Timberland Parking Lot is designated only for Timberland residents. Vehicles without a blue parking permit displayed will be ticketed and the fine is $10. Blue parking permits will only be issued to Timberland residents. Guests of Timberland residents must park on the street at all times. If a guest desires to park on campus and not on the street, they have the option to obtain a student guest parking permit for any other student parking lot on campus other than the Timberland Parking Lot.

PARKING LOT SECURITY & SAFETY

Students and employees are reminded to always lock vehicle doors and to report any suspicious activity or vandalism immediately to the Office of Student Life, and/or the Forest City Police Department. The College is not responsible for any damage or vandalism, or theft of any vehicle or its contents while parked and/or operated while on campus or in the College vicinity. Acknowledgement of this policy is recognized through the owner/operator's signature on the Motor Vehicle Registration form.

Office of Student Life	**641-585-8160**
Campus Security	**641-585-8500**
Residence Life On-Call Phone	**641-590-4318**
Forest City Police Department	**641-585-2113**
Winnebago County Sheriff's Office	**641-585-2828**
In Case of an Emergency:	**911 (off campus)**
	9-911 (on campus)

www.waldorf.edu/parking