I. PURPOSE

The following regulations have been established to ensure the proper maintenance, control and use of all college parking facilities by valid parking permit holders.

II. GENERAL GUIDELINES

*NOTE: These guidelines are in effect 365 days a year including all holidays

A. All student-operated vehicles must be registered with the Office of Student Development each academic term. Failure to register a vehicle results in a loss of vehicle privileges for at least one semester or a $50 fine as determined by the Vice President for Student Development. The vehicle must be registered within 48 hours of arrival on campus.

B. All student vehicles must display an Asbury parking permit which must be adhered to the rear bumper or to the outside of the rear window on the right side of vehicle. Motorcycles must display a sticker permit near the license tag.

C. Any student-operated vehicle regardless of ownership must be parked in designated lots provided by the College when the vehicle is not in use. You may not park on city streets, in church parking lots, or on the grass at the Luce Center.

D. Faculty/staff and commuter lots are reserved from 7:30AM until 5:00PM Monday through Friday. The employee lot behind the Student Health Center is reserved from 6:30AM until 5:00PM. Students may only park in these lots after hours and on weekends.

E. The Administration lot (beside the Johnson Cafeteria) is reserved at all times (24/7) for administrator cars only. All others will be subject to immediate towing.

F. The Semi-circle is reserved 24/7 for visitors and a few reserved spaces. The first four spaces on the semi-circle are reserved for students to load and unload their vehicles. These four spaces have a 20-minute time limit and will be strictly enforced. (Students are not considered visitors of Asbury College and may NOT park in any visitor parking spaces)

III. SPECIFIC GUIDELINES

A. Resident Students

1. Any resident student, regardless of classification, whose cumulative grade point average falls below a 2.00 forfeits the privilege of operating a vehicle on campus.

2. All resident student vehicles must be signed out following Student Development guidelines for overnight use.

3. Motorcycles will be assigned a space for security reasons.

B. Freshmen

1. Freshmen may not have a vehicle on campus unless one is necessary for employment. Permission to bring a vehicle must be secured from the Vice President for Student Development prior to arrival on campus.

2. Freshmen who have an Asbury College GPA of 3.0 or above after completion of their first semester may operate a vehicle on campus under the guidelines governing all other students.

3. Freshmen must park their vehicle in the freshman parking lot "E" (see map) in the assigned numbered space that corresponds to their permit number.

IV. DESIGNATED PARKING AREAS

A. Asbury College provides parking as follows:

1. Administration. White Hang Tag

2. Upperclassmen . . . . . . . . . . . . Purple Permit

3. Sophomores . . . . . . . . . . . . Green Permit

4. Freshmen . . . . . . . . . . . . . . Brown Permit

5. Commuters . . . . . . . . . . . . Yellow Permit

6. Visitor and one-hour parking . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Marked

7. Graduate/ACHIEVE . . . . . . . . . . . . . . . . . . . . . . Red Permit

Please see map on the back of this pamphlet to clarify parking areas.

V. PENALTIES

A. General Policies

1. All violations are the responsibility of the owner of the vehicle.

2. Any violation may result in a warning, a fine, vehicle immobilization or immediate towing, at the discretion of the officer.

3. Violations resulting in fines generally carry a charge of $15.

B. List of Fines

<table>
<thead>
<tr>
<th>Category</th>
<th>Fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parking in Reserved space</td>
<td>$15</td>
</tr>
<tr>
<td>Parking in No Parking zone</td>
<td>$25</td>
</tr>
<tr>
<td>Parking in Fire Lane</td>
<td>$30</td>
</tr>
<tr>
<td>Obstructing driveway</td>
<td>$15</td>
</tr>
<tr>
<td>Parking or Grass</td>
<td>$25</td>
</tr>
<tr>
<td>Parking permit not displayed</td>
<td>$15</td>
</tr>
<tr>
<td>No Parking Permit</td>
<td>$50</td>
</tr>
<tr>
<td>Moving Violation</td>
<td>$50</td>
</tr>
<tr>
<td>Other</td>
<td>$15</td>
</tr>
<tr>
<td>Parked in Handicap</td>
<td>$30</td>
</tr>
</tbody>
</table>

C. Towing

1. Vehicles parked in these areas will be subject to immediate towing or may have their vehicle immobilized:

   a. Fire lane at all times (24/7).
   b. Handicapped parking at all times (24/7).
   c. Faculty/staff lots, Monday through Friday 6:30am to 5:00pm.
   d. The Administration lot and semi-circle at all times (24/7).
   e. Blocking walkways and drives at all times (24/7).
   f. Grassy areas at all times (24/7).

2. Towed vehicles will be taken to Crown Towing, 125 Etter Drive, Nicholasville (881-8151). The student will assume responsibility for retrieving his/her vehicle and paying all towing costs ($50 towing + $15 per day storage).

3. If a student vehicle is towed due to accumulated tickets, the student is expected to pay all fines owed to the College prior to retrieving his/her vehicle from the towing service.

4. If a student vehicle is immobilized, the student must pay the cashier office all fines owed to the College plus the $50 vehicle immobilization fee. An office receipt will be given to the student. The student is responsible for cleaning the boot.

5. Parked in Handicap $30

6. Parking permit not displayed $15

7. Parking on Grass $25

8. Moving Violation $50

9. Freshmen  . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . Brown Permit

10. Parked in Handicap $30

VI. APPEALS

A. All citation appeals must be written and mailed via CPO to the Parking and Safety Committee, Student Government Association, within 5 BUSINESS DAYS FROM DATE OF CITATION. The citation in question must accompany the appeal.

B. The Parking and Safety Committee will review appeal(s), grant or deny the appeal(s) and notify the student of the decision(s). Appeals are not to be considered "GRANTED" until written notification is received from the committee.

VII. ESCORT SERVICE

The Department of Campus Security offers an escort service after dark seven days a week. The escort service can be reached by calling the switchboard operator in the Administration Building in person or by calling 881-3511.
Asbury College is not responsible for protecting anyone’s vehicle at any time. Students who park their vehicles on the Asbury College campus do so at their own risk.

Students are protected only by as much insurance as they have elected to carry on their own policies. The College cannot reimburse students for any damage or loss they may experience on their automobiles from vandalism or accidents.

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**STUDENT AUTOMOBILE PARKING GUIDELINES 2007-2008**

1. Akers Auditorium
2. Aldersgate Commons Apartments
   - D - Davis House
   - H - Howell
3. Alumni Student Health Center
4. Art Annex
5. Broadcast Annex
6. Cobbs Hall
7. Dodridge-Holland Student Center
8. Flinchac-Earl Student Development Center
9. Gild-Crawford Residence Hall (Women)
10. Hager Administration Building
11. Human-Ray Science Center
12. Harper Tennis Complex
13. Hughes Auditorium
14. Johnson Cafeteria/Grille
15. Johnson East Residence Hall (Men)
16. Johnson Main Residence Hall (Men)
17. Johnson West Residence Hall (Men)
18. Kadier Library
19. Kings Residence Hall (Women)
20. Lace Physical Activities Center
21. McCreless Fine Arts Center
22. Morrison Hall
23. Morrison-Kenyon Student Center
24. Office of Public Relations
25. Original Asbury College Building
26. Outreach Campus Ministries and Community Service-Learning Office
27. Achieve Program
28. Reasoner Hall
29. RV Hookup
30. Salvation Army Student Center
31. Soccer Field
32. Trustees East Residence Hall (Men)
33. Trustees Main Residence Hall (Men)
34. World Gospel Mission Student Center (WGM)
35. Zweielf Fields (baseball and softball)

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**ASBURY COLLEGE CAMPUS PARKING**

- A Administration
- B Upperclassmen
- C Commuters
- D Sophomores & Upperclassmen
- E Freshmen
- F Faculty, Staff
- H Handicapped
- R Reserved
- V Visitors