



On-campus parking for students at Ivy Tech Community College-North Central

South Bend

Elkhart

Warsaw

Effective September 1, 2006:

Ivy Tech-North Central will institute a system of annual parking tags for all students, faculty and staff wishing to park in lots on the South Bend, Elkhart and Warsaw campuses, as well as on other sites owned or leased by Ivy Tech-North Central. An annual fee will be charged, and fines will be assessed and enforced for students, faculty and staff violating parking rules.

Cost of permit for 07-08: The parking fee for the 12-month period Sept. 1, 2007 to Aug. 31, 2008 will be \$3.00 for faculty, staff and students. (Please note: The WEST parking lot in South Bend is for faculty and staff only and requires a special decal. You will be ticketed if you park in this lot without the special decal.)

Questions & Answers

Why is the new parking fee being instituted? To enhance safety and convenience for faculty, staff, students and visitors. Annual parking tags provide a tool for enforcing parking policies and ensuring that the appropriate people are using Ivy Tech-North Central lots. Revenues generated from the new fee will partially subsidize security and maintenance staff and parking lot maintenance expenses.

What fines will be levied for violations? Fines will be assessed as follows:

- Parking in a handicapped spot without valid permit \$50
- Parking in a fire lane \$30
- No parking tag displayed \$15
- Other violations (taking up two spots; parking in faculty/staff parking without a faculty/staff tag, etc.) \$15

All fines are due and payable at the South Bend, Elkhart or Warsaw business office within 30 calendar days.

How will fine payment be enforced? Students who do not pay their fines will have a “hold” placed on their grades until fines are paid. This means you cannot have a transcript issued to yourself, a prospective employer or a four-year transfer institution; nor can you receive your diploma, technical certificate or other proof of completion while the fine is outstanding. In extreme cases, offending vehicles may be towed.

Who is responsible for paying a parking fine? A parking tag is issued to a person, not to a vehicle. Therefore, the owner of the tag is responsible for any parking violation associated with that tag. For example, if you loan your tag to a friend and the friend violates an Ivy Tech parking rule while using your tag, the College will expect you—not your friend—to pay the fine.

Am I required to buy a parking tag? No. You may park off-campus without an Ivy Tech parking tag. However, if you choose to park on campus, you are required to purchase and display a parking tag. Visitor parking is available at the South Bend and Elkhart campuses, but it is not intended for regional students or employees. Vehicles (tagged or untagged) belonging to regional students or employees parked in visitor parking will be fined and may be towed.

How do I purchase my parking tag? Parking tags may be purchased in the South Bend, Elkhart and Warsaw campus bookstores or via the Internet bookstore (www.ivytech.edu /northcentral, click on “Bookstore”) using the “Comments” section of the order form.

Can I use financial aid to purchase my parking tag? Yes, you may use it to purchase a parking tag just as you would use it to purchase books and school supplies in the bookstore.

Does purchasing a parking tag guarantee me a parking space on campus? Although every effort will be made to ensure that only tagged vehicles are in the campus lots, purchasing a parking tag does not guarantee the availability of a parking space.

What College sites are included in the parking tag requirement? “Owned” and “leased” facilities included in the parking tag requirement are:

- The campuses at South Bend, Elkhart and Warsaw
- The Ivy Tech Trade Center in South Bend
- The Ivy Tech machine tool site in Warsaw
- The Ivy Tech-PULL site in Elkhart
- Other sites the Region may purchase or lease after the parking tag requirement goes into effect

“Owned” and “leased” sites do not include sites where outreach classes are held, such as Goshen and NorthWood high schools, the Elkhart Career Center and WorkOne sites.

I take classes at more than one campus in the region. How many tags do I need to buy? Just one. The parking tag you purchase will allow you to park in any of the parking lots at the South Bend, Elkhart and Warsaw campuses. And, you may purchase it at any of the three campus bookstores.

I take Ivy Tech classes only at an outreach site (such as a WorkOne site or Goshen High School). Do I need a parking tag to park in those lots? No, not at this time. However, if you frequently visit one of the regional campuses or College-owned or -leased facilities for meetings or other business and want to park on-campus, you will need to purchase and display a parking tag.

I’m taking classes only during the fall semester. Will I be issued a refund on my parking tag fee? No. Parking tag fees are non-refundable.

I’m starting classes during the summer session in May. Do I pay the same fee for my parking tag? Yes. The annual fee for a parking tag is the same no matter when you purchase it.

What if I lose my tag? The replacement fee for lost tags is the same as the original parking fee.

What if my dog eats my tag? If your parking tag is damaged and you can produce enough of the tag to verify you purchased it (i.e. the serial number), it will be replaced at no cost.

How does Ivy Tech-North Central’s parking tag fee compare to those of other state higher education institutions? The Region’s parking fee is substantially lower than the parking fees at other institutions. At Indiana University South Bend, students are charged a fee per credit hour (\$5.50 per credit hour during the 2005-2006 academic year) for a parking pass. The average full-time student at IU South Bend would pay \$165 per academic year. At Purdue University in Lafayette, student parking passes are \$80 per year. At Indiana State University in Terre Haute, annual student parking passes are \$85.

What if I want to appeal a parking fine? You may appeal your parking fine in writing to the Director of Facilities within 10 business days of the violation. If you are not satisfied with the DOF’s response, you may forward the appeal to the Chancellor through the Executive Director of Administration within 10 business days of the DOF’s response.

