



FOR OFFICE USE ONLY:  
Date Issued \_\_\_\_\_ By \_\_\_\_\_ Tag # \_\_\_\_\_

## SJSM STUDENT PARKING CONTRACT

Student: \_\_\_\_\_ ID#: \_\_\_\_\_ Class: \_\_\_\_\_  
Make & Model of vehicle: \_\_\_\_\_  
Color: \_\_\_\_\_ Vehicle License Plate # \_\_\_\_\_  
Owner of vehicle: \_\_\_\_\_ Address of Owner: \_\_\_\_\_

### DRIVING/PARKING

The following are the guidelines that all student drivers (Free Lot and Premium Lot permit holders) are required to follow. All student drivers are required to sign a Parking Contract before a parking tag will be issued. **Parking on campus is a privilege. All students requesting issuance of a SJSM parking permit will be required to sign this Informed Consent Agreement.** Vehicles that have not been registered may be ticketed beginning the start of the second week of each semester.

### PARKING REGULATIONS

- 1) All vehicles parked on school grounds **must be registered** with the school and **must display/hang the current tag from the front of the vehicle.** You may not tape the tag on the inside of the vehicle. Parking privileges may be revoked if the tag is not displayed correctly or if the vehicle is parked in the Faculty/Staff section or any other restricted area. There is no fee for issuance of a rear lot hang tag. The replacement cost for a lost hang tag is \$10. Driver's license, vehicle registration, and proof of insurance are required to register a vehicle.
- 2) Students must remain in good financial and academic standing with the school in order to be issued a parking permit. All past due fees must be paid in full before a student will be issued a SJSM parking permit. Students unable to pay past due fees because of financial difficulties need to speak with the Finance Department to discuss a payment plan in order to be issued a parking permit.
- 3) Parking regulations are enforced. It is considered a privilege to park on school grounds. Suspension of parking privileges, revocation of tags, use of a restraining boot, and/or other disciplinary action may occur for parking violations. Free Parking is strictly limited to the **student parking area behind the White Building. Students parking in designated faculty (numbered), premium (paid) spaces, visitor or handicapped areas will be fined and/or booted.** Unpaid tickets and improper parking violations may be cause for revocation of parking privileges on SJSM property. The fines for parking violations are as follows:
  - a) Improper Parking/Display \$50.00 fine
  - b) Expired Permit \$50.00 fine
  - c) Parking in Restricted Area \$50.00 fine
  - d) Failure to register \$25.00 fine
  - e) Lost tag \$10.00 replacement cost
- 4) SJSM is a private parking zone. Parking is by permit only and registration tags are required. During regular school hours, violators may be booted at owner's expense. Tire boots may be removed by visiting the Administrative Assistant and paying the parking violation. At which point, the Campus Service Specialist will remove the boot.
- 5) All student drivers must be licensed and covered by insurance. The school is **NOT** responsible for the vehicle or its contents.
- 6) Vehicles must be appropriately parked on arrival, one vehicle per space. Pull-in parking only will be permitted. Back-in parking and pull through parking constitutes a violation for improper parking.



Parking lot speed shall not exceed 5 miles per hour. Reckless and/or irresponsible operation is cause for revocation of parking privileges (Irresponsible operation includes, but is not limited to: stop sign violation, screeching of tires, failure to yield in crosswalks, and speeding). Students who park on campus after privileges have been revoked may receive additional disciplinary consequences. A student shall not intentionally, nor recklessly, operate a motor vehicle so as to endanger the safety, health and/or welfare of others on school property.

- 7) All regulations of the student handbook apply to the parking lot, including tobacco violations. The school will cooperate fully with police investigations, including but not limited to the use of canine patrol programs. **Student vehicles are subject to search. Any student who exercises the privilege of parking an automobile on school grounds shall be considered to have given implied consent to a search of such automobile at any time a search is requested by the school administration.**
- 8) Students needing to drive an alternate vehicle must register the vehicle at the office. Proof of registration and insurance is required. This needs to be completed upon arrival at school so that the student is not issued a ticket for failure to register. Students may use the same parking tag for multiple vehicles as long as they are registered. This is at no additional cost to the student. All other appropriate paperwork needs to be filed. **Under no circumstances should a car be parked without a permit.**
- 9) Falsifying a contract, permitting others to use your permit, misrepresenting a tag as lost or stolen, or displaying a tag not registered to you are causes for revocation of a parking permit, a fine and/or additional disciplinary consequences.
- 10) If a student changes vehicles at any point during the school year, a new registration needs to be completed. The registration and proof of insurance of the replacement vehicle must also be brought in to document the change of vehicles and updated so that no registration fines are assessed. **Under no circumstances should a car be parked without a permit.**
- 11) Tickets may be reduced or voided at the discretion of the Campus Manager. Please inform the main office within 24 hours if you would like the Campus Manager to review your ticket. This is the precedent for all parking fines.
- 12) The administration reserves the right to revoke parking privileges for any violation(s) of the Student Handbook.

**A copy of the registration of the vehicle driven, the student's driver's license, and current proof of insurance should be delivered with this signed agreement.**

**I understand and am aware of the conditions within this contract. I also understand the consequences should I violate any of the provisions of this contract. I assume full responsibility of my vehicle and its contents and discharge the Saint James School of Medicine for any vehicle damage or theft arising out of my use of the parking facilities, whether caused by myself, my passengers, or other third parties.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_