



Vehicle Registration and Parking Policy

I. Introduction

Parking at Stetson University College of Law is provided at no charge to faculty, staff and students. But for parking to be properly managed, this policy has been developed to educate the Stetson community about registration and parking processes, conditions for parking, and parking restrictions.

II. Vehicle Registration

The College of Law's Public Safety Department will provide parking permits, both initial and replacement, free of charge. Permits for additional vehicles, including motorcycles, will also be furnished at no cost. All College of Law faculty, staff, and students who wish to park at the College of Law must register their motor vehicles within five days of the vehicle arriving on campus. Registration can be completed at [My Stetson](#). Faculty, staff, and students will be provided with a parking decal that must be permanently affixed to the exterior lower driver's side windshield. The decal must be displayed at all times when the vehicle is parked on campus, including the Rosa Apartment Complex and auxiliary houses.

Faculty, staff, and students are required to update their vehicle registration with Public Safety whenever any changes occur to their vehicle type or license tag. This can also be done at [My Stetson](#). Any changes that require the issuance of a new or additional parking decal will require the individual to visit the Gulfport Campus Public Safety Department to obtain the new decal. Upon request and in special instances when it is impossible for the individual to promptly visit the Public Safety Department, special arrangements can be made for the student to receive the decal in an alternative way. Any individual who experiences the loss or destruction of a decal, or who sells or transfers a vehicle with an affixed decal, should promptly report that fact to the Gulfport Campus Public Safety Department.

III. Visitors and Unregistered Vehicles

All College of Law visitors must register their vehicles at the Public Safety Department located at 1219 61st Street South. If a faculty member, staff member, or student drives an unregistered vehicle, including a rental car, to campus, the vehicle must be registered daily on the log at the Public Safety Department for Gulfport, or with the Public Safety Officer on duty at the Tampa Law Center. If the temporary vehicle will be driven to campus for more than three days, the faculty member, staff member, or student may obtain a temporary hang tag from the Gulfport Public Safety Department; the hang tag should be displayed on the vehicle's interior rearview mirror.

IV. Designated Parking Areas

Certain areas on the campuses have parking restrictions in place that limit parking to certain groups. Below is a listing of designated parking areas for faculty, staff, students, and visitors. **All lots and spaces are open to everyone Monday-Friday from 6:00pm to Midnight and on weekends.**

A. Faculty

- North Library Lot

B. Staff

- North Library Lot: Limited to staff members with designated reserved parking spaces and individuals with valid disabled parking permits.
- 13th Avenue South Lot: Limited to staff members with designated reserved parking spaces, and individuals with valid disabled parking permits.
- South Library Lot
- Main Lot-East
- Main Lot-West

C. Students

- South Library Lot
- Main Lot-East
- Main Lot-West
- North Library Lot: Limited to those with special reserved spaces such as SBA President, EJW winner etc....

D. Visitors

- South Library Lot- Limited to designated visitor spaces.
- Main Lot-East
- Main Lot-West
- Main Entrance to the campus (Horseshoe) located at 61st Street South

E. Prohibited Parking

- Reserved parking anywhere on the campuses (available M-F, 6pm-Midnight and on weekends)
- Disabled parking spaces anywhere on either campus unless the individual has a valid state-issued disabled parking permit and/or issued plate.
- Fire lanes.
- Sidewalks, breezeways, paths, and patios.
- In more than one space in any lot (vehicle must be aligned within one space).
- In the driveway or entry/egress areas of any parking lots.
- In the small lot by Book Store on 13th Avenue South (Bookstore customers only, 15min parking)
- On any side street if parking a vehicle in that space would block driveways, alleyways, or mailboxes, or become an obstruction to the traffic lane, or if prohibited by law.
- Parking at Stetson-owned properties, unless you are leasing the property or are a visitor to the person leasing the property.
- On the grass/lawn area of the Stetson campus, auxiliary houses, Rosa Apartment Complex, or any Stetson-owned properties.

V. Speed Limits and Vehicle Safety

The speed limit for all on-campus parking areas is 5 m.p.h. In addition, all individuals parking or driving on campus are expected to operate their vehicles in a safe manner and with due care for the safety of pedestrians. Warnings, tickets, or other consequences may occur for violations.

VI. Parking at Your Own Risk

All parking on College of Law property, including the Rosa Apartment Complex and auxiliary houses owned by the College of Law, is at your own risk. Stetson University College of Law is not responsible for any damage or theft of property that might occur to or from a vehicle parked on Stetson's property.

VII. Enforcement and Fines

A. Enforcement Generally

The Public Safety Department enforces this policy; Public Safety will, as necessary, work with others on campus and with applicable law enforcement agency with jurisdiction.

B. Vehicle Ticketing or Towing

Vehicles on Stetson property may be ticketed and/or towed at the owner's expense if parked on Stetson property without a valid permit. Vehicles may also be towed when parking privileges have been suspended or revoked, when vehicles are parked in violation of this policy, or when a vehicle is blocking passage, access, exit, or movement of other vehicles.

C. Loss of Privileges and Other Consequences

Parking privileges are subject to suspension or revocation for infractions such as:

- excessively violating the campus parking policy.
- using fraudulent parking permits or giving a parking permit to an unauthorized person.
- creating a nuisance or causing property damage while making repairs to vehicles on campus.
- causing other property damage with the vehicle.
- becoming abusive or behaving unprofessionally toward personnel who are enforcing this policy.
- generating complaints regarding parking in the surrounding neighborhoods, thus negatively impacting the College of Law's reputation and standing with our neighbors; or
- Inappropriately operating a vehicle, or operating a vehicle in a manner which presents a safety concern to the campus community.

For students, parking privileges may be revoked or limited as a sanction under the Student Code of Professionalism or Conduct or the Academic Honor Code. In addition, student violations may also be referred to the Director of Student Life to be acted upon under the Code of Student Professionalism and Conduct.

For employees, violating this policy may also be referred to the employee's supervisor for possible discipline.

D. Parking Fines and Appeals

Parking violations must be paid in full to the Business Office within ten school days of the ticket being issued.

If an employee fails to pay a fine in full, and in a timely manner, the matter will be referred to the employee's supervisor for possible discipline. In addition, fines not paid in full within 60 days will be doubled.

If a student fails to pay in full, and in a timely manner, a hold will be placed on the student's account at the College of Law and will be referred to the Director of Student Life. A student whose account is on hold may not order transcripts from the

Registrar's Office, gain access to final course grades, or receive a diploma or dean's certificate. For students, fines not paid to the Business Office by the first day of classes of the following semester will be doubled.

FINES

Parked in a Disabled space/area	\$250.00
Parked in/blocking a fire lane	\$40.00
No Valid Parking Permit visible/displayed	\$20.00
Parked in "No Parking" space/area	\$20.00
Parked in Reserved or designated space/area	\$20.00
Blocking driveway or access	\$20.00
Vehicle Towed	(Cost will be at owner's expense)

From time to time, the College of Law may change the amount of the fine; changes may be communicated with 10 days' advance notice to faculty, staff, and students via the College of Law email system.

Appeals for employees are by the Grievance Procedure in the Employee Handbook. If a student wishes to appeal a ticket or the suspension or revocation of campus parking privileges, the student should contact the Director of Student Life in writing (email is permissible), explaining the basis of the appeal. The Director of Student Life, at her or his discretion, may meet with the student and others with information regarding the incident at issue to resolve the matter. The decision of the Director of Student Life is final. No effort should be made to contest a ticket with any Public Safety Officer or other employee.

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