

## Violations

Parking Tickets are issued for violations. Fines are \$25.00 for most offenses; \$50 for parking in a reserved parking spot or a disabled parking spot, and \$100 for parking in the lot across from the Student Center. All fines should be paid to the cashier in the University Business Office within ten days. Parking fines are added to the student's account and must be paid before registering for the next semester's classes.

## Disabled Parking

Spaces for people with disabilities are subject to ticketing by Virginia Beach police. Those who require these accessible parking spaces should apply for a disabled placard or plate from the Virginia Department of Motor Vehicles. For more information visit their website at [http://www.dmv.virginia.gov/webdoc/citizen/disability/plates\\_assist.asp](http://www.dmv.virginia.gov/webdoc/citizen/disability/plates_assist.asp).

## King's Shuttle

The King's Shuttle provides free transportation around campus to all Regent, Founder's Inn, and CBN staff and students. Please see the website at [http://www.regent.edu/about\\_us/campuses/shuttle.cfm](http://www.regent.edu/about_us/campuses/shuttle.cfm) for the exact route and times.

## Reserved Spaces

There are reserved parking spaces available for purchase by faculty and staff throughout the campus. Reserved parking spaces are reserved for the owner 24/7. Cars parked in a spot reserved for another car will be ticketed and may result in immediate towing of the vehicle, regardless of time of day.

## AMERIGROUP Parking

Regent vehicles are not authorized to park in the AMERIGROUP parking lot across from Robertson Hall. Regent vehicles parked in this lot are subject to ticketing and/or towing. Let's be a good neighbor to AMERIGROUP and adhere to their policy.

**YOUR VEHICLE WILL BE TICKETED  
AND/OR TOWED AT YOUR EXPENSE, IF  
PARKED IN ANY UNAUTHORIZED  
LOCATIONS.**



## **REGENT UNIVERSITY PARKING FAQ'S**

**Do I need to register my car?**

Yes, all faculty, staff, and students are required to register their vehicles, read the Parking Policy and Procedures, receive a sticker, and affix the sticker to their vehicle.

**Can I park in a CBN lot, since they are so close to my building?**

No, cars with Regent stickers can park in the CSB lot, but if you park in any other CBN lot, you are subject to ticketing and towing, except for Student Center staff, RUC and COGS representatives with appropriate hangtags in the lot across from the Student Center.

**Can I park in a visitor's spot, even if I'm only going to run into the building for ten minutes?**

No, we need the visitor spots open for our visitors. We have very few visitor spots, and need to allow visitors to campus a place to park.

**Can I park in the fire lane temporarily?**

Cars should never park in the fire lane – they will be towed.

**Do I need to worry about being ticketed?**

YES, many tickets are written for parking illegally, or failing to display a parking sticker.

**Do I need to worry about being towed?**

YES, vehicles are towed for being parked illegally. See the Parking Policy & Procedures for further information. If your car is towed, contact Jack's Towing, phone (757) 461-5765 to find out where you will need to go to pay the fine and get your car.

**Where should I pay my parking ticket?**

Pay all parking tickets in the Business Office in the Administration Building.

**Can I keep my vehicle in the parking lot overnight if I have plans to go out of town?**

If you need to leave your vehicle in the parking lot overnight, email Administrative Services at [adminfacilities@regent.edu](mailto:adminfacilities@regent.edu), so authorization can be granted, and Campus Police can be notified.

**Is there a fee for the parking stickers?**

There is a parking charge for students, billed each semester to your student account. This is a mandatory charge to every main campus student who owns or drives a motor vehicle on campus (Regent, Founders Inn, Regent Village, etc.) AND who enrolls in

three or more on-campus credit hours during the academic year.

There is no charge for faculty or staff. If you are a benefited faculty/staff member and also a student, please fill out the waiver form

<http://www.regent.edu/admin/busoff/parkingfee.html>

and forward it to the Business Office ADM 134.

You will not need to get a new sticker each year. Your sticker is valid for the entire time you are here.

**What if I'm an online student, or take less than three credit hours during the academic year?**

Parking waiver forms are available in the Business Office and on-line for students who are eligible for waiver consideration.

**In the Robertson Hall parking lot, can I park in the ACLJ (American Center for Law and Justice) reserved spots if I am going to visit them?**

NO, the ACLJ has specific staff members assigned to those spaces. You will need to find alternate parking.

**Can I park in any reserved spaces after 5 pm?**

No, the spaces are reserved 24/7. Due to the nature of the positions of those who have purchased the reserved spots, the spots are often needed during evenings and weekends.

**Where can I find the Parking Policy & Procedures?**

The Parking Policy & Procedures is on the web site at: [http://www.regent.edu/admin/admsrv/parking\\_policy.cfm](http://www.regent.edu/admin/admsrv/parking_policy.cfm). Also, please visit the CBN/Campus Police website at <http://www.regent.edu/campus/police/> for the latest, most up-to-date information regarding security and parking.

## Visitor Parking

**EACH VISITOR TO OUR CAMPUS MUST HAVE A TEMPORARY PARKING PASS, AND PARK ONLY IN REGULAR PARKING SPACES.**

We have temporary parking passes available in Administrative Services. All schools and departments should keep visitor passes in stock.

## Special Event Parking

Anyone scheduling an event on campus which requires reserved parking for a special guest, must request the space by emailing [adminfacilities@regent.edu](mailto:adminfacilities@regent.edu). Guests must be issued a temporary parking pass for each car that is on campus. It is extremely important that a representative from the department or school completes the pass *before* issuing.

For an event requiring a large number of visitors on-campus, please contact Administrative Services at x4442 or [adminfacilities@regent.edu](mailto:adminfacilities@regent.edu) to discuss special signs, additional manpower for directing traffic, etc. Any large groups should be directed to park in the Communication Bldg parking lot. They will not need a visitor's parking pass in that parking lot.



Revised 7/10/09



**ALL REGENT UNIVERSITY FACULTY, STAFF, AND STUDENTS ARE REQUIRED TO REGISTER THEIR VEHICLES AND MOTORCYCLES.**

Parking Sticker Applications are available at Administrative Services in ADM 116 or SC 201, or on the Administrative Services website. After completion, you will receive a sticker for your windshield. Any vehicle not displaying a parking sticker or visitor pass is subject to receiving a ticket.



**Administrative Services  
Administration Building, Room 116  
For more info: (757) 352-4442  
<http://www.regent.edu/admin/admsrv/parkingform.cfm>**