TRAFFIC AND PARKING

Each student, faculty member, and employee of Western Texas College who operates or parks a motor vehicle on the WTC campus must register the vehicle with the Registrar’s Office and secure an official WTC parking tag with a permit number.

PARKING PERMITS
The hanging parking permit must be visible from the outside of the vehicle, and is designed to be displayed from the driver’s rear view mirror. Although the permit may be used on different vehicles, the registered individual will remain responsible for parking violations.

A special resident permit is required to park in Residence Facility parking lots. Students who do not return to a residence facility, but continue as students at WTC, must obtain a commuter student parking permit. ALL STUDENTS AND STAFF MEMBERS MUST DISPLAY A PARKING PERMIT.

HANDICAPPED ZONE PARKING
To obtain a permit to park in a Handicapped Zone, the student must present their documentation enabling them to qualify for a state handicapped license plate or a state issued handicapped permit to the Registrar’s Office. This is a one time only requirement. An official handicapped permit must be prominently displayed while parked in a handicapped space on the campus.

TEMPORARY PARKING PERMITS
It is necessary for a temporary student (continuing education, correctional officers, etc.) to obtain a temporary permit from the Registrar’s office. Sponsoring departments may obtain, control, and distribute such date sensitive permits.

PARKING
Violations may result in loss of parking privileges or disciplinary action. Motor vehicles may only be parked in DESIGNATED AREAS. The following types of parking areas are provided:

<table>
<thead>
<tr>
<th>Parking Area</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>STUDENT OPEN PARKING AREA:</td>
<td>Designated by YELLOW lines/curbs.</td>
</tr>
<tr>
<td>VISITOR/EMPLOYEE PARKING AREA:</td>
<td>Designated by WHITE lines/curbs.</td>
</tr>
<tr>
<td>HANDICAPPED PARKING AREA:</td>
<td>Designated with BLUE Handicapped Emblem.</td>
</tr>
</tbody>
</table>

UNAUTHORIZED PARKING AREAS
Certain areas on campus have been designated as “NO PARKING” with a sign indicating that “UNAUTHORIZED VEHICLES WILL BE TOWED AWAY.” The vehicle can be reclaimed when the owner contacts the wrecker service and pays the tow fee.

LOADING ZONES
Parking is not permitted in loading zones. These areas are to be used for loading or unloading purposes only. Signs designate these zones.

SERVICE ROADS
Only emergency and college maintenance vehicles are authorized to stop or park on service roads.

**ENTRANCE AND EXIT ZONES**

No vehicles are permitted to stop or park at entrance or exit zones at parking lots. Parking is only authorized at DESIGNATED areas within a parking lot.

**VIOLATIONS**

The following violations may be cited by college officials or their representatives:

1. Illegal parking in visitors’ area.
2. Illegal parking in handicapped area.
3. Illegal parking in loading zones & service roads.
4. Parking incorrectly
5. Other violations as defined on the citation.

Traffic violations may be recorded as warning or citation. Parking privileges may be reinstated after payment of fine according to the following schedule:

- First Offense ....................... $25.00
- Second Offense .................... $50.00
- Third Offense ....................... $100.00

Appeals for parking or traffic offenses must be made in writing to the Traffic Appeals Board, a subcommittee of the Student Senate of WTC at the Office of Student Activities within THREE DAYS OF THE OFFENSE.

Payments of reinstatement fees are to be made to the Registrar’s Office at WTC within one week from the date of the ticket.