

RULES OF  
DEPARTMENT OF EDUCATION  
DIVISION OF UNIVERSITIES  
UNIVERSITY OF FLORIDA

6C1-3.007 Administrative Affairs; Traffic & Parking; Parking Registration.

(1) Transportation and Parking Services is responsible for issuing decals and permits for parking on campus and for collecting parking fees.

(2) To purchase a decal, students and employees must present a current title or motor vehicle registration certificate issued to the individual, his guardian, or to some person in his immediate family and a valid University identification card. Students must also present a current proof of address document.

(3) Students and employees may purchase no more than one (1) decal at any one time except as provided in Rule 6C1-3.007(9)(g), (12) and (13).

(4) Any person applying for or receiving a parking permit or decal by showing or giving false information or by other fraudulent means, which shall include reproducing, altering or defacing a decal, a permit, or any other document, shall be guilty of false registration.

(5) The registrant must park in accordance with his/her decal assignment and the decal may only be used by the registrant. The receipt of a parking permit or decal does not guarantee that a parking space will be available at all times.

(6) Annual or semester term decals may be purchased. Annual-term decals shall be effective from May 1 through April 30 of the year for which purchased. Semester-term decals shall be effective for one of the following semesters for which purchased:

- (a) Summer -- May 1 through August 31.
- (b) Fall -- September 1 through December 31.
- (c) Spring -- January 1 through April 30.

(NOTE: Registration fee is higher when purchased by semester. All fees include the required 6% sales tax.)

(7) Reserved spaces: Employees who register to park at the University and have a valid Official Business or a Restricted Area decal may purchase an individually reserved parking space, as approved by the President, upon payment of the appropriate fee shown below.

Annual	Semester
\$354.00	\$118.00

(8) Annual or semester decals for reserved parking areas may be purchased upon payment of the appropriate fee shown below. (NOTE: Health Science Center reserved parking decals are not valid in other Blue One lots.)

	Annual	Semester
Reserved Gated Decals	\$522.00	\$174.00
Official Business Reserved Gated Decals	\$570.00	\$190.00

(9) Parking decals are sold under the following guidelines:

(a) Faculty, Administrative & Professional and University Support Personnel System employees are eligible for an Official Business decal, authorizing parking in Commuter and Restricted Area lots except where signs prohibit it. An Official Business decal is issued upon payment of the appropriate fee shown below:

Annual	Semester
\$216.00	\$72.00

(b) Faculty, Administrative & Professional and University Support Personnel System employees are eligible for Restricted Area decals, authorizing parking in designated restricted lots near his or her place of work and Commuter lots. A Restricted Area decal is issued upon payment of the appropriate fee shown below:

Annual	Semester
\$168.00	\$56.00

(c) Disabled employees possessing a State of Florida issued Handicapped Parking Placard are eligible for a University of Florida Disabled Parking decal upon approval of the University's ADA office and payment of the appropriate fee shown below. This decal is required to park in any handicapped designated space on campus. This decal will also allow parking in any Restricted Area parking lot or garage on campus. If requested, the disabled employee is eligible to receive a reserved parking space in a Restricted Area parking lot or garage near their work site at no extra charge.

Annual	Semester
\$168.00	\$56.00

(d) Any employee is eligible for commuter parking. A Staff Commuter decal is issued upon payment of the appropriate fee shown below:

Annual	Semester
\$84.00	\$28.00

(e) Any student of the University of Florida is eligible to register for parking as authorized on campus upon payment of the appropriate fee shown below.

Annual	Semester
\$78.00	\$39.00

(f) Disabled students possessing a State of Florida or out-of-state Handicap Parking Placard are eligible for a University of Florida Disabled Parking decal upon approval of the University's ADA office and payment of the appropriate fee shown below. This decal is required to park in any handicapped designated space on campus. This decal will also allow parking in any Restricted Area parking lot or garage on campus.

Annual	Semester
\$78.00	\$39.00

(g) In cases where an individual lives in family housing and also works for the University, he or she may purchase two decals for the same vehicle. In these cases, the full price for the higher-priced decal must be paid, and the price for the second decal is \$5.00.

(h) Additional parking policies affecting students include the following:

1. A student in a fraternity house on Fraternity Row, a sorority house on Sorority Row, dormitory on campus, or in Family Housing must register and purchase a decal authorizing parking in designated areas.

2. Juniors and above living off campus must register and purchase a Student Commuter decal authorizing parking in commuter areas.

3. Sophomores and Freshmen living off campus must register and purchase a Park and Ride decal authorizing parking in park and ride lots only.

4. Officials of University groups and organizations, as defined in Rule 6CI-2.004(3)(a) F.A.C., may be issued Restricted Area permits during their terms of office upon request and approval by the Parking and Transportation Committee.

(10) Decal sales and refunds:

(a) The purchase price of a staff decal will be prorated on a monthly basis over the term of the decal. The prorated price will be determined at the time of purchase. If the staff decal is purchased prior to the 25<sup>th</sup> of the month, the current month's prorated amount will be charged. If the decal is purchased on or after the 25<sup>th</sup> day of the month, the prorated amount for that month will not be charged.

(b) Individual monthly parking permits may be sold to temporary employees and others requiring parking privileges on a short-term basis upon approval of Transportation and Parking Services. The purchase price of a monthly permit will be 1/12 the annual cost of the equivalent parking decal.

(c) A full refund is issued on parking decals when requested within fifteen (15) calendar days from the purchase or effective date unless a permit has been issued for more than 15 days prior to the purchase of the decal.

(d) One twelfth (1/12) of the annual price for each unused month may be given on an annual decal. Refunds must be requested by the 5th of the month in order for the month to be considered unused.

(e) For employees on payroll deduction, payments made in excess of the amount due will be refunded.

(f) No refunds will be issued unless the decal or remains of the decal is returned to Transportation and Parking Services.

(11) Any person may operate a bicycle on the University of Florida campus. Bicycles are not required to be registered.

(12) Any student or employee having a valid operator's license, is eligible to register a motorcycle, moped, or motor scooter and purchase a decal for parking in designated motorcycle parking spaces only, upon payment of the appropriate fee shown below:

Annual	Semester
\$24.00	\$12.00

(13) Any commercial visitor engaged in official business with the University of Florida is eligible to register and purchase a Commercial decal for each vehicle brought on campus. This

entitles the holder to park in Commuter or Restricted Area lots. The decals may not be used by the registrant or by members of the registrant's family or others to conduct personal business on campus. A commercial decal may be purchased upon payment of the appropriate fee shown below:

Annual	Semester
\$216.00	\$72.00

(NOTE: Students who qualify for a commercial decal must register and purchase a student decal in accordance with 6C1-3.007(9)(e). Both decals must be properly affixed to the vehicle in accordance with the instructions supplied with the decal. Commercial decals are valid for parking to conduct commercial business only.)

(14) Any appropriately-marked vendor, delivery or commercial vehicle engaged in official business with the University of Florida may be permitted to go about that business without obtaining a permit or paying a fee. The vehicle must be clearly and permanently marked on both sides.

(15) Designated parking spaces will be reserved for: (1) deans and assistant vice presidents or higher positions upon approval of the President when the employee's office is not near a gated parking lot, (2) employees having sufficient medical reasons, and (3) full-time professional resident staff living in the residence halls.

(16) Official Business parking permits are issued to University departments or other appropriate administrative units upon approval of a written request submitted by the department chairperson or unit director to Transportation and Parking Services. These permits are to be used by employees without an Official Business decal, but who perform duties at several locations on campus, and may also be used on any decal vehicle for parking to load and unload in Service Areas for up to one hour.

(17) Temporary parking permits to employees and students, may be issued at no charge upon approval of Transportation and Parking Services unless a decal refund has been requested.

(18) The Parking and Transportation Committee shall have authority to approve special parking requests as needed.

(19) Decals must be properly displayed on vehicles.

(a) A decal evidencing registration is issued to the registrant and must be immediately affixed in accordance with the instructions supplied with the decal. No grace period is allowed.

(b) A vehicle bearing an illegal or improperly attached decal is not entitled to the privileges normally afforded by such decal.

(c) Lost, misplaced, or defaced decals must be replaced immediately.

(d) Changes in affiliation or address affecting the validity of the decal issued must be reported immediately to Transportation and Parking Services and a replacement decal purchased. The former decal must be surrendered.

(20) A replacement decal is \$15.00 regardless of whether the original was an annual or semester decal.

Specific Authority 240.227(1), 240.264 FS.

Law Implemented 240.263(2), 240.264 FS.

History New 9-29-75, Amended 8-15-78, 8-19-79, 8-4-80, 8-26-81, 8-12-82, 3-6-85, 5-9-85, 10-14-85, Formerly 6C1-3.07, Amended 5-19-86, 5-14-87, 4-27-88, 4-23-89, 4-17-90, 5-7-92, 5-19-93, 4-30-95, 5-1-96, 7-15-97, 5-3-98, 5-10-99, 6-7-2000.