



University of Western States manages parking resources and facilitates access to the university campus. For questions, email [parking@uws.edu](mailto:parking@uws.edu).

University of Western States monitors and enforces parking rules and regulations as described below.

University of Western States is not responsible for theft of vehicles or vehicle contents or for damages to vehicles that are parked or being operated on campus.

### I. Parking Enforcement

Designated parking areas that require a parking permit are monitored during posted hours of operations.

A vehicle parked in an unauthorized space—such as those designated as accessible or patient parking—may be ticketed and fined, immobilized, and/or towed. Drivers engaging in unsafe driving including operating a vehicle while distracted, impaired, or intoxicated may be ticketed and fined.

### II. Designated Parking Areas

- **Accessible Parking:** Designated accessible parking spaces are for those vehicles with a valid Disabled Person Parking Permit (placard or license plate). For temporary disabilities, a temporary designated parking pass may be requested from the office of student affairs (for students) or the office of human resources (for employees).
- **Bicycle:** Covered bicycle racks are located inside the parking garage. Students who wish to use covered bicycle racks must request such by emailing [parking@uws.edu](mailto:parking@uws.edu). Uncovered bicycle racks are available south of the main building entrance.
- **Carpool:** Designated carpool parking spaces are reserved for use by vehicles displaying a valid carpool parking permit. Two or more commuters must be carpooling in the vehicle when utilizing these spaces.
- **Clinic Parking:** Patient parking spaces are reserved for those individuals receiving care at the clinic and who are not otherwise required to have a UWS parking permit.
- **Employees:** Employee parking spaces designated for faculty and staff members are within the parking garage. A current UWS employee parking permit is required to be displayed in the vehicle. Reserved parking spaces require a special permit. Employees may not park in visitor, loading or clinic parking at any time.
- **Student Garage:** Limited parking spots are available for students within the parking garage for a premium fee. Students with a parking garage permit may not park in spaces marked reserved, visitor, loading, accessible (without a valid permit), or patient parking.
- **Students:** Student parking is unmarked. A current UWS student parking permit is required to be displayed in the vehicle. Students may not park in spaces marked reserved, visitor, loading, accessible (without a valid permit), or patient parking, nor within the parking garage unless displaying a student garage parking permit.



- **Visitors:** Designated visitor parking spaces are reserved for campus visitors for up to one hour, and do not require a UWS parking permit. Vehicles with UWS parking permits are not allowed to be parked in visitor parking spaces.

UWS expects students, employees, and campus visitors to be good neighbors to nearby residences and businesses. UWS employees and students are encouraged to avoid parking on neighborhood streets when possible. **Individuals who park on neighborhood streets are subject to city parking regulations.**

### III. Bus Passes and Tickets

TriMet is the local public transportation system that operates both the TriMet bus system and the MAX trains. See [www.trimet.org](http://www.trimet.org) for additional information.

- **Monthly Passes:** Students and employees may be eligible for a reduced-rate TriMet monthly pass. To qualify, a student or employee must use public transportation as their primary mode of transportation and declare "busing" on the UWS Commute Declaration form.
- **TriMet Tickets:** Students and employees may purchase reduced-rate single 2.5-hour TriMet tickets at the UWS Campus Store.

### IV. Commute Declaration

- All students and employees must declare how they plan to commute to and from the campus.
- Employees complete an [Employee Commute Declaration](#). Any change in commute status must be communicated to the office of parking and transportation at [parking@uws.edu](mailto:parking@uws.edu). Parking fees are deducted from the employee's paycheck.
- Students in on-campus programs must complete a [Student Commute Declaration](#) *each term* they are registered for courses. A quarterly term permit fee is automatically charged to all on-campus students. Refunds of the parking permit fee may be issued to students completing the Commute Declaration by the end of the first week of the term in which an alternative method of transportation to campus is declared. Commute declarations submitted after the first week of the term may not qualify for permit refund.

Employees and students must immediately inform the office of parking and transportation of any changes in commute status. Commute declaration forms can be found on the [Parking and Transportation section of the UWS website](#).

### V. Parking Rules and Regulations

- **Permit Placement:** The parking permit or daily pass must hang from the rearview mirror with the permit number facing out of the vehicle's front windshield. The vehicle may be ticketed if the permit is not visible.
- **Replacement Permits:** Replacements for lost/damaged permits may be purchased in the UWS campus store.



- **Temporary/Daily Parking Passes:** Daily parking passes are available for purchase in the library or campus store, limited to nine (9) per person for each request. The date of use must be written legibly on the daily pass with a black marker.
- **Additional Rules and Regulations:**
  - **BICYCLE RIDING ON CAMPUS SIDEWALKS IS PROHIBITED.** Bicycles must be walked on campus sidewalks to ensure safety. All wheeled modes of transportation, with the exception of FDA-approved medical devices, are prohibited on university sidewalks, stairs, or other pedestrian or seating areas, as outlined in [Policy 1023 Pedestrian Safety](#).
  - **Leaving a pet in a vehicle is prohibited.** Pets are not allowed on campus. Service animals are allowed in accordance with state and federal law. Individuals who bring unauthorized animals to campus, including leaving animals in parked cars, may be ticketed and/or fined.
  - **Vehicles may not be left on campus overnight.** The campus parking lot gates are closed according to posted campus operation times. All vehicles must be removed from the campus overnight.
  - **Abandoned vehicles, vehicles with 3 or more outstanding tickets per term, or vehicles that pose any danger as determined by UWS personnel, may be towed at the driver's or owner's expense.** A vehicle that is left unattended for 48 hours will be deemed "abandoned."
  - **Parking Permits are not transferable among other parties.**
  - **All parking is provided on a first-come, first-served basis.** Possession of a valid permit does not guarantee a parking space.
  - **Absence of signage is not an authorization to park.** Parking is permitted in designated areas within the painted lines only.
  - **Vehicles operating on campus must adhere to all posted speed limits.**

## VI. Parking Tickets, Fines, and Appeals

Tickets and fines may be imposed for violations. Below is a list of common violations. Fines associated with violations are listed on the [Parking and Transportation section of the university website](#).

- Parking in a designated and identified Disability Accessible parking space without displaying a valid permit
- Speeding or other unsafe driving
- Operating a vehicle while impaired, distracted, or intoxicated
- No valid and visible parking permit
- Parking in a restricted area (e.g., reserved, clinic, visitor)
- Altered permit
- Improperly parked
- Overnight parking

### Tickets and Appeals:

- Parking fines are paid through the student accounts office.
- A parking ticket may be appealed by emailing a request to [parking@uws.edu](mailto:parking@uws.edu). Appeals must be made within 10 business days of the date the ticket was issued.



- Outstanding student parking fines are charged to the student's account.
- Outstanding employee parking tickets and fines are referred to the office of human resources.

University of Western States reserves the right to ticket, tow, or immobilize vehicles that are parked in violation of parking policy. All fines and expenses related to violations, including towing or immobilizing vehicles will be the responsibility of the vehicle owner. Frequent violations or disregard for UWS parking rules and regulations may result in revocation of parking privileges.

**Related Policies:**     [Policy 1023 Pedestrian Safety](#)  
                                 [Policy 9001 Student Conduct](#)

**Related Documents:**     [Employee Commute Declaration](#)  
                                 [Student Commute Declaration](#)  
                                 [UWS Parking and Transportation Website](#)

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