

## Motor Vehicle Regulations

### Registration Required

All motor vehicles parked on campus by students must be registered with the college within the first week of the start of each academic year. Vehicles brought to the campus after the start of the academic year must be registered within 48 hours of first arrival on the campus. Registration is done online, in the My Bethel portlet. There is no cost for proper registration of a vehicle with the college. A properly registered vehicle will receive a decal. **The decal must be permanently affixed to the rear window — lower left corner, driver's side exterior.**

After a student has registered their vehicle online and has received their confirmation email that the registration has been processed, they will need to bring the following information to the Campus Safety office to obtain their parking decal: **a valid driver's license, vehicle registration and proof of insurance.**

*Note: Vehicles not properly registered or properly displaying a decal will receive a citation carrying a \$25 fine when parked on campus. The college reserves the right to pursue available methods to identify the owner/operator of any vehicle which remains unregistered after having been issued multiple citations, including immobilization (installing a "boot") and having the vehicle impounded. All costs associated with the process of identifying unregistered vehicles will be the responsibility of the owner/operator.*

The college accepts no responsibility for damage or theft of motor vehicles which may occur on campus. Any vehicle registered with the college is required to be insured in full compliance with state law, and students are urged to consider coverage beyond the minimum required. All accidents, damage or theft occurring on campus should be reported to Campus Safety immediately.

### Freshman Vehicle Restriction

Freshman students living in college housing are not permitted to have a vehicle on campus. Waivers of the Freshman Vehicle Restriction may be granted when valid need is demonstrated, such as:

- a distance of 200 miles (4 hours) or more from the student's home to the campus
- transportation needed to attend a class (not offered at Bethel) at another institution
- Medical/personal reasons

Freshman students are encouraged to request a Waiver from the Student Development office if they believe that their circumstances warrant one.

Freshmen who have been granted a Waiver of the Freshman Vehicle Restriction must park along the fence behind Goodman/Wiekamp at all times. Freshman vehicles parked anywhere else on campus will be issued a citation.

### Motorcycles and Mopeds

Permission to keep a motorcycle or moped on campus must be obtained from the Student Development office. Under no circumstances will motorcycles or mopeds be allowed in the residence halls or any other building. Motorcycles or mopeds

must be registered online. **The decal must be affixed to the front left fork.** Motorcycle or moped drivers are to abide by the same parking/driving regulations as other motor vehicles.

### Driving Regulations on Campus

Bethel College is a pedestrian campus. Pedestrians should be given the right of way at all times. **The maximum speed limit on campus is 10 mph**, and slower when conditions warrant.

Citations will be issued for moving violations, including disregarding a stop sign, speeding, reckless driving that endangers pedestrians or other drivers, etc. Under no circumstances are vehicles to be driven on the grass, sidewalks or other unauthorized places.

Towing of sleds, bikes, skateboards, etc. on campus is not allowed.

### Parking Regulations

Specific parking areas have been designated for resident and commuter students, as well as for faculty/staff and visitors. Vehicles found in violation of these regulations will be issued a citation.

Resident student parking: All unmarked spaces in the parking areas which surround the residence halls are reserved for resident students only 24/7 with no exceptions. In addition, resident students may park in the following areas:

- Visitor spaces between 5 pm and 7 am, Monday – Friday, and all day Saturday and Sunday, with the vehicle removed by 7 am Monday.
- Staff spaces between 5pm and 7 am, Monday – Friday, and all day Saturday and Sunday with the vehicle removed by 7 am Monday. *Exception — Staff spaces in the Middleton, Bowen and Clay Street entrance lots are off-limits to resident students 24/7.*
- Unmarked spaces in the Everest-Rohrer, Wiekamp, athletic and Art Center lots are open to general parking 24/7, including resident students.

Commuter student parking: Commuter students are never permitted to park in the parking areas which surround the residence halls. Commuter students may park in the following areas:

- Unmarked spaces in the Everest-Rohrer, Wiekamp, athletic and Art Center lots are open to general parking 24/7, including commuter students.
- Visitor spaces between 5 pm and 7 am, Monday – Friday, and all day Saturday and Sunday, with the vehicle removed by 7 am Monday.
- Staff spaces between 5pm and 7 am, Monday – Friday, and all day Saturday and Sunday with the vehicle removed by 7 am Monday.

Parking is prohibited on sidewalks, on the grass or in landscaping areas, in loading zones and in fire lanes.

Spaces identified with "Handicap" signage are reserved 24/7 for those displaying an authorized handicap hangtag or license plate.

Spaces identified with "Service Vehicle" signage are reserved 24/7 for that use.

Spaces identified with “Resident Director” signage are reserved 24/7 for that use.

### **Citations and Fines**

- All citations issued to unregistered vehicles carry a \$25 fine. In addition, the owner/operator is responsible for all costs involved in identifying their unregistered vehicle, when applicable.
- The first citation issued for Driving or Parking violations is a warning.
- The second citation issued for Driving or Parking violations carries a \$10 fine.
- All citations beyond the 2<sup>nd</sup> issued for Driving or Parking violations carry a \$25 fine.
- Continuing violations of the registration or parking regulations, wherein a vehicle remains unmoved for multiple days, may receive multiple citations; however, only one citation will be issued for a continuing violation in any 24-hour period.
- A student’s vehicle privileges may be revoked or limited at the discretion of the college because of excessive and/or serious violations.
- All fines for violations of the Motor Vehicle Regulations are to be paid in the Student Development office.
- The fine for any citation will be reduced by 50% if paid within 7 calendar days of the date of issuance of the citation.
- Failure to pay a fine within 21 days of the date of issuance of the citation will result in the fine being doubled and applied to the student’s bill in the business office.

If a student feels that they have received a citation *unjustly*, they may file a **Traffic/Parking Citation Appeal Form** in the Student Development office. Appeals must be submitted within one week of the date of issuance of the citation.

As a courtesy, the Student Development office may send letters to students who have received citations, reminding them of their responsibilities in the matter.