

**MORRISVILLE STATE COLLEGE – UNIVERSITY POLICE**  
**CAMPUS TRAFFIC & PARKING REGULATIONS**  
**(SUMMARY)**

**A. GENERAL (Sec.580.2)**

1. Detailed regulations are on file in the Office of the Secretary of State, Village of Morrisville, and NYS University Police.
2. The Vehicle & Traffic Laws of the State of New York are applicable and enforceable on this campus.
3. Parking decals are color coded as follows: Resident Student – **Orange**; Commuter Student - **Gray**

**B. VEHICLE REGISTRATION REQUIREMENTS (Sec.580.3)**

1. No student shall stand or park a motor vehicle on campus or property controlled by the college unless vehicle is properly registered with NYS University Police. **ANY VEHICLE NOT SO REGISTERED MAY BE TEMPORARILY IMMOBILIZED WITH A BOOT AND/OR TOWED ON SIGHT AND STORED AT THE OWNER'S EXPENSE.**
2. Students who bring a motor vehicle to Morrisville State College are responsible for any/all violations that occur with parking or operation of said vehicle.
3. Schedule of registration fees has been approved by the Chancellor or his designee: Resident student - \$90.00 Commuter student - \$75.00; Motorcycles - \$75.00. If you are a new student in the spring semester the registration fee is one-half of the full year's rate.
4. **ALL PARKING DECALS ARE SUBJECT TO 8% SALES TAX.**
5. **PARKING PERMIT DECAL MUST BE AFFIXED TO THE REAR INTERIOR DOOR WINDOW ON THE OPERATOR'S SIDE.** Failure to affix in the designated area is fineable under Section 580.3(d) of the SUNY Traffic and Parking Regulations.
6. A change or addition in vehicle may be registered for the fee of \$3.00 plus tax, after initial registration for the current school year of a previous vehicle. Each vehicle **MUST** be from the same household (vehicle registration must be shown.)
7. Students are only allowed to have two (2) vehicles registered at any one time. These two vehicles are not allowed on campus at the same time.
8. **ALL** guests **MUST** obtain a guest permit from NYS University Police. There is no charge for this permit. The guest pass is valid for three (3) days only.
9. Temporary parking permits are available for students and faculty/staff who have not previously registered a vehicle with the college or have a vehicle registered and bring a different vehicle onto campus temporarily. Permits can be obtained from NYS University Police free of charge. They are valid for one week; however, they may be extended for a longer period of time at the discretion of the University Police Chief or his designee. Student vehicles not previously registered will be parked in designated student lots noted on the temporary permit. Handicapped parking is available on campus. Special medical permits are also available from the NYS University Police Chief or his designee upon presentation of a certified statement from a medical doctor.
10. **Resident and Commuter students, full-time and part-time, who hold a part-time job on the Morrisville State College campus, whether for the College or for Morrisville Auxiliary Corporation, will not be considered Faculty/Staff and will be required to purchase the appropriate student decal.**

**C. REFUND POLICY (Sec.580.11)**

1. Students registering a vehicle will be entitled to a refund of one-half of the original amount paid from the day of fall registration until December 31 of that year. However, the second semester registration fee is one-half of the full year's rate and no refunds are considered for those registered only for the second semester.

**D. PARKING (Sec.580.11)**

1. No person shall park a vehicle on campus in such a manner as to interfere with the use of a fire hydrant, fire lane, emergency zone, or service drive, or unreasonably interfere with the free and proper use of a roadway or pedestrian way.

2. Student vehicles MAY ONLY PARK WITHIN THE OBVIOUSLY INTENDED LIMITS of the student parking lots (see attached map). Parking may be prohibited in one or more spaces within a particular lot. This will be indicated by hatch marks or a sign.
3. With four (4) EXCEPTIONS, students may park in faculty/staff areas ONLY from 5:00 pm on Friday until 12:00 midnight on Sunday:
  - a. Students may not park at any time in the area between Marshall and Galbreath Halls (Bldgs. 30 & 47 on map) nor at the Automotive Performance Center unless their vehicle bears an automotive pass issued by a faculty member on campus. These are the only "Specific Permit" areas on campus.
  - b. Students may not park at any time in the area reserved for dining hall employees at Seneca Dining Hall (W-Lot on the map).
  - c. **Declared Snow Emergency Period - From November 15 to April 1 of each school year, there will be NO overnight parking in any faculty/staff parking area throughout campus.**
  - d. Overnight parking is prohibited in any commuter parking lot throughout the entire school year.

E. **FINES (Sec.580.11(B)(1-4)**

1. Parking Violations result in a \$25.00 fine. Handicap parking violations result in a \$50.00 fine. A conviction of ten (10) parking violations will revoke parking privileges for the remainder of the academic year.
2. Fines are payable within five (5) days after violation issue date.
3. Fines not paid, create a HOLD on TRANSCRIPTS, GRADES, and DIPLOMAS until payment is satisfied, **late fees may be applied.**

F. **APPEALS (Sec.580.10)**

1. Appeals must be filed online at [www.morrisville.edu/up/parkingappeal.aspx](http://www.morrisville.edu/up/parkingappeal.aspx) within five (5) business days from date of issuance of a parking violation.
2. If no appeal is filed as above, the violation is considered proved and a fine is levied.

G. **TEMPORARILY IMMOBILED WITH A BOOT AND/OR TOWING (Sec.580.8)**

1. ANY MOTOR VEHICLE PARKED IN VIOLATION OF THESE REGULATIONS MAY BE TICKETED, TEMPORARILY IMMOBILIZED WITH A BOOT AND/OR TOWED AWAY AND STORED AT THE OWNER'S EXPENSE. IT IS A NEW YORK STATE VIOLATION TO PARK ALONG ANY CAMPUS ROADWAY. TICKETS FOR SUCH VIOLATIONS WILL BE ANSWERED AND PAYABLE BEFORE THE VILLAGE JUSTICE OF MORRISVILLE, NEW YORK. IF A VEHICLE HAS BEEN IMMOBILIZED AND REMAINS FOR THREE (3) DAYS, THE VEHICLE MAY BE TOWED AT THE OPERATOR'S/ OWNER'S EXPENSE.

H. **ABANDONED VEHICLES (Sec.580.7)**

1. It is a violation of the New York State Vehicle and Traffic Law to abandon a vehicle on a public highway or another person's property. In the absence of specific permission by the administration, all student vehicles must be removed from campus prior to the Winter and Spring recesses and prior to the end of the school year. Violators may be prosecuted under state law.
2. If you are experiencing a problem with your vehicle and it becomes inoperable and is in violation, notify NYS University Police directly. Such notification must be recorded to void a written ticket or tow.
3. If you must leave a vehicle on campus over a break period, you MUST notify NYS University Police in person. You will be directed where to park your vehicle. Failure to do so, may result in your vehicle getting towed at your expense.

**NOTE: Parking is on a first-come, first-served basis and totally at your own risk. The State University of New York does not carry any insurance covering damage to vehicles parked on state property.**