Semester Parking Permit (Pilot)

Definition and Purpose
The document defines the student parking permit pilot for graduate and senior students with a valid Georgia Tech Campus ID who may need to purchase permits on a semester basis. All faculty, staff, students and visitors are required to pay for parking on Campus.

Rules and Regulations
- Students with a valid GT Campus ID must apply online at https://driverseat.pts.gatech.edu each semester for the Semester Parking Permit assignment.
- Semester permits are sold by the semester and are valid for the semester in which the permit was purchased.
- Semester permits will be available for all "ER" and "WR" parking locations (ER51, ER53, ER54, ER55, WR29, WR30), E52, E40, E81 and W02 (based upon lot and permit availability).
- Fall Semester Permits are valid for use from August 15 through December 31. Spring Semester Permits are valid for use from January 1 through May 15.
- A semester permit option will not be available for summer academic terms. Customers needing permits for the summer may purchase a prorated Annual Individual Permit or temporary monthly permit.
- September 15 will be the deadline for all Fall Semester Permit sales and returns for refund
- February 15 will be the deadline for all Spring Semester Permit sales and returns for refund.
- Semester Parking Permits are for use in their assigned location; and Semester permit holders may park in non-residential and gated parking areas from 5:00 p.m. – 8:00 a.m. Monday – Thursday. (BuzzCards can be used to access gated areas after hours). Permits may also be used from 5:00 p.m. through 8:00 a.m. Monday for weekend access. **After-hours access for the E45 and E81 parking zones is granted from 5:00 p.m. – 6:00 a.m. weekdays. The E40 parking lot at Turner Place is unavailable to non-E40 permit customers after-hours; E44 and E82 parking locations are also not available for after-hours parking.**
- Semester Parking Permits may not be transferred or sold.
- Semester Parking Permits must be properly displayed and correct license plate numbers must be on file with GT PTS. Vehicle owners/drivers are responsible for inputting and updating their license plate number. Vehicle information can be updated by logging on to your Driver's Seat account at https://driverseat.pts.gatech.edu.
- One (1) Permit (hangtag) will be issued per Semester parking assignment.
- A permit exchange fee is charged for Semester permit exchanges prior to the return/exchange deadline.
- The permit holder is responsible for returning the permit to GT PTS when parking assignment is no longer needed – through the return deadline. Refunds will not be processed until the permit is returned to GT PTS.
- Semester parking permit hangtags must be hung from the vehicle's rear view mirror. All items should be removed from the vehicle's mirror or window that block the permit from view. The permit must be visible by Parking Enforcement Officers when the vehicle is parked on campus.
- The permit holder is responsible for using their BuzzCard (or GT PTS issued gatecard) to enter gated lots. GT PTS staff are not authorized to raise the gate for customers except on those occasions where the gate system is malfunctioning.
- Semester parking permit holders may request a maximum of four (4) courtesy temporary parking permits per parking semester (one per month). Each Temporary Permit may not exceed one day.

Restrictions

- Parking and Transportation Services has the right to reserve lots/decks for event parking on campus. Parking may be sold in advance or at the gate on a first come basis. Lots that are restricted for an event will be posted at the entrance to the lot, permit holders will be notified by email, and/or on our website at www.pts.gatech.edu.
- Parking and Transportation Services has the authority to close a lot for construction, maintenance or safety issues. Permit holders will be notified in advance of lot closures.
- If your assigned lot is full, permit holders are asked to park in a permit stall that is in the next closest non-gated lot to your original assignment. Immediately report your lot as full on our website at http://www.pts.gatech.edu by completing an **out-of-area request**. **Note that permit holders may not park in the E44 parking location as an alternate out-of-area location.**
- Semester Parking Permits are not valid in restricted areas; such as fire lanes, meters, reserved stalls, motorcycle stalls, service vehicle stalls, loading zones, construction areas, sidewalks, disabled access aisles, driveways, grass areas or lots staffed during Special Events.
- Unauthorized parking with permits within restricted areas will result in a citation or impoundment of the vehicle.
- Only one vehicle (registered to your permit) may be parked on campus at a time.
- Failure to follow GT PTS rules and regulations may result in your parking privileges being revoked.
- All citations and other unpaid fees that are due to GT PTS must be paid prior to applying or accepting an annual permit assignment.
- At all other times the lot may be open to other lot permits or may be reserved for other uses.
- The semester permit is available as a waitlist award option through the semester permit purchase deadline.
- Student classifications are determined by the Institute and cannot be altered by PTS.

Related References
Annual Individual Parking Permit
Lot Full Alternate Parking

Effective Date	Permit Year 2016-17
Date Created	March 23, 2015
Date Approved	
Date Reviewed by Legal	
Revision Dates	
File Location	