

Vehicle Registration

All members of the University community, students, faculty and staff who operate or park an automobile, motor-bike, motorcycle, or any other motor operated vehicle on University property must purchase a current registration decal. Students must register their motor vehicles within 24 hours of academic registration.

No student or employee shall operate or park a motor vehicle on the campus unless such vehicle is properly registered with the Office of Safety and Security.

Vehicles may be registered online at <https://my.sbu.edu/custom/parking/student-form>. Decals may be picked up in the Parking Administration Office in Robinson Hall, between 9 a.m. and 3 p.m. Monday through Friday. A current state vehicle registration (or temporary registration) and University ID are necessary to obtain a parking decal.

Upon completion of registration, a decal will be issued and must be affixed to the driver's side rear passenger window. Properly registered motor vehicles must display the current decal only. Tickets will be issued to vehicles not registered with the Parking Administration Office or those not displaying a current decal.

Should you sell or transfer your registered vehicle or should you no longer be a student or employee of the University, you **must remove and return the registered decal to the Parking Administration Office immediately to void the registration**. Students and employees **must remove the permit (or parts thereof) and return it to the Parking Administration Office and a new permit will be issued free of charge.** If the permit is not returned, individuals will be required to pay for another permit. ***Decals are non-transferable. Any citations issued to this registered permit are the responsibility of the individual who purchased the permit.***

The cost for a parking permit is \$110 for the academic year (September-August). Permits must be purchased for the full year. If you are graduating in December and return your permit to the Parking Administration Office before the spring semester starts, you will receive a refund of half the purchase price.

Please note that having a permit DOES NOT guarantee a parking spot.

Parking Regulations

- Only motor vehicles displaying a current decal are entitled to use the campus facilities. Students and employees are required to use only designated parking areas.
- Within the parking areas, parking should be orderly so as to fully utilize the available parking spaces. Where striped areas are visible, motor vehicles must be parked within the stripes.
- All campus roadways are considered fire lanes and no parking is permitted unless otherwise specified.
- Motor vehicles may not be parked off the pavement, on the grassy areas, on pedestrian crosswalks, on sidewalks or at fire hydrants.
- Motor vehicles in loading/unloading areas must be moved as soon as they have been loaded or unloaded.
- Inoperative or unlicensed vehicles may not be parked anywhere on campus.
- Issuance of motor vehicle decals entitles the holder to park in the designated areas if space is available. **Lack of space will not be considered a valid excuse for violating any parking regulations.**
- Because of limited parking on campus, special attention must be given in order to maintain unrestricted access to all campus roadways. Students, employees and visitors must comply with all traffic and parking regulations. During special events, parking will be permitted in certain restricted areas as needed.
- Fire lanes are to be left open at all times.

Traffic and Parking

The parking and traffic regulations set forth have been established so that an orderly pattern of motor vehicle control may be achieved. The parking and traffic regulations shall apply to the roadways, parking lots, and sidewalks owned or controlled by St. Bonaventure University.

Traffic Regulations

1. Motor vehicles should at all times be operated so as not to endanger life and property.
2. The maximum permissible motor vehicle speed on campus is **15 mph**.
3. The speed limit in campus parking lots is **5 mph**.
4. All persons must observe and obey any duly posted signs regulating traffic and parking.
5. Motor vehicle operators should grant the right of way to pedestrians at all times.
6. Driving a motor vehicle on sidewalks, lawns or landscaped areas is prohibited. Speeding, reckless driving, driving/parking on sidewalks, grass or in any area not designated as a parking area will result in a ticket being issued to that vehicle. When a ticket is issued to a vehicle on campus, the individual to whom the vehicle is registered becomes the responsible party.