



UNIVERSITY POLICY

Policy Name:	Parking for Employees in Legacy UMDNJ Positions				
Section #:	30.2.2	Section Title:	Parking	Formerly Book:	00-01-10-145:00
Approval Authority:	Executive Vice President, Strategic Planning and Operations & COO		Adopted:	07/01/1987	Reviewed: 2/27/2017
Responsible Executive:	Vice President, University Facilities		Revised:	03/10/2005; 4/2013; 10/1/2013; 2/27/2017	
Responsible Office:	Institutional Planning and Operations		Contact:	info_dots@ipo.rutgers.edu	

1. Policy Statement

This policy covers Rutgers University employees who are employed within legacy UMDNJ positions.

2. Reason for Policy

To establish a policy and procedure for administering the parking program on all University owned, rented, or leased property, including satellite locations, and on all roadways adjoining such properties.

3. Who Should Read this Policy

All Rutgers employees who are employed in legacy UMDNJ positions.

4. Resources

Department of Transportation Services
<http://rudots.rutgers.edu>

5. Definitions

This policy is subject to the following definitions:

Parking Hangtags - the necessary plastic or paper parking identification displayed as directed. Parking hangtags include, but are not limited to, reserved, guaranteed and general hangtags, temporary hangtags, five-day hangtags and one-day parking hangtags.

Temporary Personnel - individuals who perform a service to the University and will be on assignment at University facilities for a specified time.

Guaranteed Parking - a block of parking spaces designated and available only to those individuals who purchased parking privileges at the guaranteed rate at a specified location.

Reserved Parking - an assigned space dedicated by parking hangtag number to the individual who purchased that space.

General Parking - any space not guaranteed, reserved, metered, or otherwise designated.

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All policies are subject to amendment. Please refer to the Rutgers University Policy Library website (policies.rutgers.edu) for the official, most recent version.

Metered Parking - spaces in some surface lots available for a set period of time as displayed on the meter for job and student applicants, contractors, vendors and visitors.

Visitor Parking - the parking meters, the valet parking at the front entrance of University Hospital (at the Newark Campus), the park and lock facility in the Doctor's Office Center Parking Deck (Newark Campus), or other designated areas.

Satellite Location - any University owned, leased, or rented property not located on any of the following campus locations: Newark, Piscataway, New Brunswick, Camden, Stratford, or Scotch Plains.

6. **The Policy**

The annual motor vehicle registration fee for employees wishing to register their vehicles for the use of surface campus parking facilities is 1/10th of one (1) percent of the employee's annual salary for employees earning less than \$25,000. Thereafter, the rate increases 2/100th of one (1) percent (.0002) for each additional \$5,000 of salary or portion thereof, the new rate to be applied to the entire salary. Example: The rate for \$25,000 to \$29,999 is .0012; for \$30,000 to \$34,999 is .0014; for \$35,000 to \$39,999 is .0016, etc.

Any vehicles using any University campus parking must be registered with the appropriate permit through the Department of Transportation Services.

Parking regulations are always in effect. The University does not guarantee a parking space.

The permit holder assumes all risk of accident and expressly agrees that the University shall not be liable under any circumstances for injury to person, or loss, or damage. It is also the responsibility of each permit holder to understand and abide by all applicable rules and regulations issued through the various parking/transportation offices.