2. Registration of Vehicles

A. Vehicle registration
1. All persons who own and/or use motor vehicles on campus, including any type of motor-driven cycles, must register them online or at the Transportation Services Office. A picture ID and current vehicle registration are required for registering a parking permit or a temporary visitor permit for all vehicles on campus.

2. Student parking permit hangtags are valid from September 1 through August 31 of each year. Faculty/staff parking permit hangtags are valid from January 1 through December 31 every two years.

B. All parking permits must be obtained immediately after bringing the motor vehicle to the campus. It is the responsibility of the owner to ensure that the decal or hangtag is visible at all times. On motorcycles, the decal must be displayed in plain view. Failure to properly display a permit means that the vehicle will not be considered registered.

C. Permits
1. The following regulations apply to University hangtags and permits:
   a. All old decals or hangtags must be removed from the vehicle before registration is considered valid. Students and faculty can bring their vehicles to Husky Motors (Building #44 on the waterfront) to have old decals removed free of charge.
   b. Parking permits that are stolen will be replaced free of charge with a copy of the police report. Individuals will be required to purchase a replacement permit, for parking permits that are lost.
   c. Reproducing or defacing a decal or hangtag in any way is prohibited and is subject to a violation.
   d. Residents must park their vehicles only in their assigned lot (see parking map for parking locations).
   e. If it becomes necessary to temporarily use a vehicle other than the one registered, students, faculty, and staff are required to obtain a temporary parking permit from the Transportation Services Office.

D. Vehicle registration fees
Everyone parking on University property must have a proper parking permit. For a list of current permit fees and options, visit www.mtu.edu/facilities/parking/registration-assignments.

3. Vehicle Parking

A. Space use
   Vehicles should always be parked in such a manner that a minimum amount of space is used. Park between the marked lines.

B. Obstructive parking
   No vehicle may obstruct the parking or running of any other vehicle.

C. Fire hydrants
   It is illegal to park within 15 feet of a fire hydrant.

D. Sidewalks and lawns
   Neither motor vehicles nor motor-driven cycles may be parked or driven on sidewalks, lawns, or running tracks without permission from the director of Transportation Services. Bicycles are subject to the same restrictions, except that they are to be ridden only along the sidewalks in accordance with the provisions of the Michigan Tech Traffic Ordinance.

E. Parking enforcement
   Parking rules and regulations are enforced 24/7. Residential parking lots are enforced 24/7.

2. Between the hours of 7:00 AM and 4:00 PM, Monday through Friday, all parking lots are restricted to proper permit holders, and meters are enforced 24/7.

3. Violations
   a. First offense: $25
   b. Second offense: $50
   c. Third offense: $75
   d. Fourth offense: $100

3. Parking lot assignments are as follows:
   Residence halls—Lots 4, 7E, 10E, 17, 21, and a designated overflow area.
   Commuter students—Lots 9, 10W, 23, 24, 26, 29, 32, and 95
   Graduate students—Lots 5, 23, 24, 26, 29, 32, 34, and 95
   Faculty/staff—Lots 2, 3, 7W, 8, 11, 12, 13, 14, 15, 16, 18, 23, 24, 25, 30A, 31, 33, and 95

G. Visitor parking
   University guests with a visitor permit may park in the areas designated as visitor parking or in metered spaces. Lot 27 is also available for a fee of $3/day.

H. Campus housing parking
   Students living in the residence halls receive parking assignments based on earned credit hours/application date. Passes for free one-half-hour parking (to load/unload) are available to residents at the hall reception desk. Students may park in faculty/staff lots 7W, 15, and 16 between 4:00 PM and 2:00 AM, but must be assigned an lot as of 2:00 AM. All residential housing lots are enforced 24/7.

I. Continuous visitor parking
   Campus housing visitors must first register at the hall residence hall reception desk and purchase a visitor parking permit at the Transportation Services website.

J. Theater parking
   Lots 5, 8, 9, 14, and the visitor lot by the Center for Diversity and Inclusion (Building #13) are open for theater parking during evening/weekend theater performances.

K. Lot 22
   A two-hour time limit is enforced for parking in SDC Lot 22 (at the main entrance to the SDC).

L. Metered parking
   1. Metered parking is available for a fee from 7:00 AM to 4:00 PM, Monday through Friday. Meter rates are 25 cents for 20 minutes. Meters only accept quarters and CashKeys, and can be purchased from the Transportation Services office.
   2. Cashkeys can be purchased at the Transportation Services office in amounts of $25, $50, and $100 ($25 deposit required). CashKeys allow parking at a rate of $7.50 per hour and may only be used in one-hour increments.

M. Parking for persons with disabilities
   Designated parking spaces for persons with disabilities are provided for use by current parking permit holders. Metered parking may be parked on parking permit holders, and meters are not required to purchase a replacement permit, for parking permits that are lost.

N. Winter overnight parking
   To allow for snow removal, parking is prohibited on campus between 2:00 AM and 7:00 AM, from November 1 through January 31 of each year as follows:
   1. Occupants of campus housing must park in their assigned lots.
   2. Employees who work an assigned shift may park in an assigned overnight parking space.
   3. Those needing to park on campus overnight may request a special overnight parking permit from Transportation Services. After 5:00 PM on weekdays, holidays, or on weekends, contact Public Safety and Police Services for permission.

O. Snow removal
   Transportation Services will post notifications in the residence halls 24 hours in advance designating which lots are planned to be cleared. It is the responsibility of vehicle owners to be aware of these notices and move their vehicles to avoid being ticketed and/or towed.

P. Motorcycle, mopeds, and snow vehicle parking
   All vehicles of this type must be registered. Designated parking areas are listed on the map with the residence halls. Designated parking areas are also be held responsible for any parking violation committed. Violations are enforced 24/7. Residents are held responsible in the event that their vehicle is not registered. The University reserves the right to restrict registration and withhold diplomas or transcripts if fines are unpaid.

Q. There will be a progressive violation fee for repeat offenders.

R. To view a list of specific violation rates, visit www.mtu.edu/facilities/parking/violations/transcripts if fines are not paid.

3. Payment of fines
   1. Parking violations must be paid online through the Transportation Services website within ten business days of issuance. After a period of 60 days, unpaid fines may be sent to a collection agency.
   2. Moving traffic violations must be paid or appealed at the 17th District Court in Houghton within five days of issuance.
   3. Appeals Process: The first step of the violation appeals process requires the online submission of the Contested Violation form to Transportation Services. The form can be found online at mtuparking.t2hosted.com. General questions regarding specific parking violations should be directed to Transportation Services.

5. Other Services

A. Motorist assistance
   1. To assist persons needing assistance dealing with vehicle problems, the University provides two 24-hour service vehicles equipped to assist with minor problems.
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