

Policies and Procedures Handbook

Illinois Institute of Technology

Procedure No.: D.3

Date of Issue: 05/06

Subject: Enforcement of Parking Rules

Page 1 of 1

Parking at IIT is allowed only in designated lots, areas and spaces. All students, staff, faculty, apartment and dormitory residents, building tenants, university-affiliated employees and their guests are eligible to utilize campus parking. All vehicles must display a valid IIT permit or utilize paid (meter/paybox) visitor parking. Detailed parking rules can be found at <https://www.iit.edu/acaps/parking/parking-policy> ;

below is a summary of those policies.

Parking permits can be obtained from the HawkCard & Parking Services Office in the Hermann Hall mezzanine level. Annual permits are valid September 1st through August 31st of each year. A grace period for annual permit renewal will be designated at the discretion of Parking Services.

Color coded parking hangtags are assigned according to the customer's affiliation with IIT. Authorized parking lots and corresponding permits needed are shown on the following link. <https://www.iit.edu/about/campus-information/mies-campus/mies-campus-map>

Parking violations are enforced through the issuance of citations. Fines should be paid at the HawkCard & Parking Services Office or mailed within 7 days of the ticket issue date. Outstanding fines are subject to late penalty fees.

Parking citations may be appealed; however, appeals must be received online at <https://www.iit.edu/acaps/parking/parking-enforcement/appeal-citation> or submitted in writing no later than the seventh day after the citation was issued.

Vehicles may be towed from campus for the following reasons:

1. The vehicle prevents university support operations from being completed.
2. The vehicle appears to be abandoned or inoperable.
3. The vehicle is parked in a fire lane or in any area that obstructs traffic or pedestrian flow.
4. The vehicle is parked in a posted reserved, handicap or "tow zone" area.
5. The parked vehicle is deemed a safety or security hazard.
6. The vehicle has three or more outstanding fines, and no actions have been taken to pay or appeal the fines.

The vehicle owner is responsible for all charges related to towing, including any storage costs. Vehicles towed as "Repeat Violators" will continue to be ticketed and towed until a satisfactory payment arrangement is made with the HawkCard & Parking Services Office.