



2021/2022 Clark University Parking Rules and Regulations



Please read the following information carefully if you plan to bring a car to campus, as parking is limited and based on a first-come, first-serve basis:

General

These rules and regulations are intended to promote the safety and convenience of the entire University community and to allow for maximum use of our available parking facilities. To that end, they will be strictly enforced. Sanctions include ticketing, booting, towing and revocation of parking privileges. Additionally, students with outstanding citations may not be eligible to purchase a decal for the following year or receive copies of transcripts from the University.

Any person wishing to park a vehicle on Clark University property must purchase a parking decal. Parking decals will be issued in accordance with the provisions listed here and must be permanently affixed to the vehicles for which they are issued.

All persons who operate or park a vehicle on Clark University property are required to be familiar with, and abide by, the regulations outlined herein.

ALL PARKING ON CLARK UNIVERSITY PROPERTY IS AT THE VEHICLE OWNER'S RISK. CLARK UNIVERSITY IS NOT RESPONSIBLE FOR LOST OR DAMAGED PROPERTY.

Registration Procedure

Parking decal applications are processed through the University Police Department beginning on July 1st. We offer several payment options for purchasing a parking decal, including, cash, checks, or credit/debit cards (if purchasing online). Parking lot information and motor vehicle parking decal application forms can be found at <https://www.clarku.edu/offices/university-police/campus-parking-permits/>. If you choose to mail in a payment for your decal, please fill out the 2021/2022 Motor Vehicle Parking Decal Application and mail it along with your payment to:

Clark University Police Department
950 Main Street
Worcester, MA 01610
Attn: Parking

Any parking decal purchases made prior or during the first semester of the academic year will be charged the yearly rate (see below) and are NON-REFUNDABLE. This applies to students who transfer out of the school anytime during the school year as well as to Faculty and Staff.

Decals will be held at the police station to be picked up upon your arrival to campus, unless otherwise specified. Depending on your affiliation with the University, one of the following is applicable to you:

- Student resident overnight decals (RLH) are valid from September 1st through May 31st of the following year.
- Faculty, staff, and student commuter decals are valid from September 1st through August 31st of the following year.

- Hampton property tenant decals (Non-RLH) are valid from June 1st through May 31st of the following year.
- Students who wish to house their vehicle overnight on campus during either the Winter intersession or Summer months are required to purchase a parking pass from the University Police station in the amount of \$75 for the Winter intersession and/or \$150 during the Summer.

If a resident student is bringing a vehicle to campus with an out-of-state registration, a “Nonresident Driver Statement” must be filed with the decal registration. This form can be found at

<https://www.clarku.edu/offices/university-police/campus-parking-permits/> and mailed to:

Clark University Police
950 Main Street
Worcester, MA 01610

Parking decals are to be placed on the inside of the rear passenger window. Out-of-state decals should be placed above or below the rear view mirror on the inside of the vehicle windshield.

Commuter Decal (Red):

Decal Cost: \$40 per year

ALL commuting students (including HECCMA, SPS, SPS UG and graduate students), Faculty, and Staff must purchase a commuter decal if parking in a commuter lot (see campus map for locations) between 7:00 a.m. and midnight. Commuter lots are NOT 24-hour lots. Vehicles parked in these areas during restricted periods will be ticketed and subject to wheel clamping/towing.

If you purchase a commuter decal, you are entitled to park in any of the commuter lots listed below, however, you are not guaranteed a spot in any one lot.

- 112/114 Woodland St (limited spots)
- 926 Main Street Lot
- Admissions Lot
- Alumni House Lot
- Charlotte Street Lot
- Claremont Street Lot
- Commuter section of the parking garage accessed through Downing Street
- English House Lot
- IDCE Lot
- IDRISI Lot
- Traina Center Lot

Gated Parking Garage (Dark Blue):

Decal Cost: \$350 per year

The designated overnight, gated section of the parking garage is accessed by Shirley Street. Entrance to the garage is gained by swiping a Clark University ID/One Card, which is activated by the parking office at the time of purchase.

***Vehicles with dark blue decals MUST park in the gated section of the garage ONLY. The commuter section of the garage (entrance on Downing Street) is NOT a 24-hour parking lot and vehicles parked in this area without a commuter decal will be ticketed.

Residential Life and Housing (RLH) Designated 24-hour Outdoor Lots:

Decal Cost: \$240 per year

- 906 Main St Lot (Pink)
- 914 Main St Lot (Green)
- Blackstone Lot (Light Blue)

Hampton Property (Non RLH) 24-hour Outdoor Lots (Purple):

Decal Cost: \$240.00

- 13 Beaver Street
- 29 Maywood Street
- 39/41 Maywood Street
- 35 Maywood
- 112 Woodland Street
- 24 Loudon Street
- 1 Hawthorne
- 3 Hawthorne
- 70 Florence

Decal Replacement and Alternate Vehicle Instruction

If, during the course of the year, a replacement decal is needed due to a new vehicle purchase, the original decal MUST be returned to the parking office, located at University Police in the basement of Bullock Hall. The driver of the vehicle will be asked to fill out another parking application and will be given a replacement decal.

If, at any time during the year, a rental or substitute vehicle is parked on campus, a temporary decal must be obtained from the parking office and hung from the rearview mirror prior to bringing the vehicle on campus.

Regulations Concerning Snow Removal

The University requires all vehicles be moved, as necessary, during and/or after a snow storm to allow our Facility Management Department to safely and effectively remove snow from parking areas. Any motor vehicle obstructing snow removal operations may be subject to towing at the owner's expense.

Winter parking regulations are put in place by the City of Worcester and change periodically. For updated information, please call (508) 929-1300 or visit their website at www.ci.worcester.ma.us/dpw .

***Please note decal exceptions will not be made during snow storms and temporary parking decals will not be issued due to inclement weather.

Disabled Persons

The University provides several disability-only parking spots throughout campus. Please see the parking map located at <https://www.clarku.edu/offices/university-police/campus-parking-permits/> for specific locations. Proper decals or plates from the Registry of Motor Vehicles must be displayed when utilizing disability-designated parking spaces.

Parking Violations

Parking violations issued by Clark University Police Department may be paid via check or cash sent through the mail or in-person at the parking office (Bullock Hall basement). The office accepts checks or cash. Unfortunately,

we are not able to process credit cards. If you wish to appeal a violation, appeal forms may be found on the University Police parking site (<https://www.clarku.edu/offices/university-police/campus-parking-permits/>) and should be either mailed in to the parking office or dropped off in-person along with the violation on or before ten (10) days after citation date. Persons appealing citations will be notified by email within ten (10) days.

After three (3) parking citations, the violator's vehicle is subject to wheel clamping (parking boot) and/or towing. The boot will not be removed until all outstanding citations are paid in full. There is a \$75 fee for removal of the clamp.

Vehicles may be towed at the owner's expense, based upon an officer's discretion.

Temporary Guest Parking

Any guests staying overnight must purchase a temporary parking pass by visiting the University Police station, located in the basement of Bullock Hall. Overnight guest passes are sold for \$5/night with a 3-night maximum. Guests will be required to park in the commuter section of the parking garage.

Temporary Parking decals will not be issued during or before an anticipated snow storm.

**** UNIVERSITY POLICE WILL BEGIN ISSUING CITATIONS ON SEPTEMBER 1, 2021 TO ALL IMPROPERLY PARKED VEHICLES. BE SURE TO HAVE YOUR DECAL PURCHASED AND PROPERLY AFFIXED TO YOUR VEHICLE BY THIS DATE. ****

Refunds

Once a parking decal is purchased, no refunds will be granted for any reason. If you are planning on attending the University for only one semester during an academic year, the cost of your decal (with the exception of red commuter decals) will be prorated at 2/3 of the full cost.

Parking Office Information

The parking division of University Police may be contacted at:

- **Mailing Address:**
Clark University Police Department
950 Main Street
Worcester, MA 01610
Basement of Bullock Hall
- **Phone:** (508) 793-7598
- **Fax:** (508) 793-7617
- **Email:** aelinoff@clarku.edu

*****Parking Office hours are Monday through Friday 09:00am until 04:00pm.**