

Date: January 2019

RE: Student On-Campus Parking Permits

Dear Parents,

Due to the overwhelming number of requests for student parking permits last year, combined with the lower availability of spaces due to increased staff parking needs, and a requirement by the city to keep a percentage of our spots available for visitor and event parking, it is necessary to change the process to award student parking permits. The policy where only Seniors will be eligible for on-campus parking remains in place; however, permits may be awarded to Juniors only through the Development Office and the Quest Ball auction. Lastly, the fee for the 2019-2020 academic year has increased to \$450.

The policy and process changes are necessary due to the growing number of Senior students. Last year, over 400 students were in the 2017 graduating class and this will be the trend for the foreseeable future. As such, it is estimated that only 40-50% of eligible student drivers can be served.

Last year, a "first come, first served" process awarded permits to students through open enrollment. Due to low availability and high demand, families raced to enroll online at the minute the website began accepting requests. Registration attempts overwhelmed the server as many users repeatedly tried before having success. Subsequently, the parking permits sold out in a matter of minutes. All those unable to log on at that precise moment were disadvantaged in the process.

This year, a lottery system will be implemented giving all Seniors an equal opportunity to receive a parking permit. Lottery registration is only available during and through the open enrollment process. A \$25 nonrefundable registration fee is required to be eligible for the parking pass lottery. A drawing will occur at the end of March for those who applied during open enrollment, have paid their fees, and are in good financial standing for the current school year. Parents will be notified if their student's name is drawn, and then the \$450 annual fee must be paid by April 19, 2019. Payment not received by the due date will release the opportunity to the next student on the lottery list. This process will continue until the allocated number of parking permits is filled.

Additional parking is available to all students at the Fehren Park & Ride lot on Monterey Highway with shuttle bus service to campus.

Thank you for allowing us to partner with you in the education of your child(ren).

Best regards,



Rob Valiton
COO