Student Annual Permit Policy

Definition & Purpose
This policy provides limited parking for students with a valid UW Madison Campus ID who commute to UW campus from other communities (outside Madison). Students are encouraged to use alternate modes of transportation to campus. All faculty, staff and students are required to pay for parking on campus.

Policy
- Student Annual Base Lot Permits may be assigned to UW students with a valid UW Madison Campus ID and NetID. Student Annual Permits will be assigned based on space availability and priority.
- Refer to the Annual Base Lot Permit Policy for display options.
- UW Transportation Services prioritizes student parking according to the following criteria:
  1. Commuting students from outside Madison (beyond 1 mile of the city transit system).
  2. Working students, using their vehicle at least 3 times/week for employment off campus. A signed letter or email from the employer, listing scheduled work hours is required.
  3. Students with special needs or residing outside of the city transit system.
- Student Annual Base Lot Permits may not be transferred or sold.

Restrictions
- Transportation Services has the right to reserve lots/ramps for event parking on campus. Parking may be sold in advance or at the gate on a first come basis. Lots that are restricted for an event will be posted at the entrance to the lot and/or on our webpage at www.transportation.wisc.edu.
- Transportation Services has the authority to close a lot for construction, maintenance or safety issues. Permit holders will be notified in advance of lot closures.
- Student Annual Permits are not valid in restricted areas; such as, fire lanes, meters, reserved stalls, disabled stalls without a State DOT permit (in assigned lot only), loading zones, construction areas, sidewalks, disabled access aisles, driveways, or grass areas. Parking with permits in restricted areas will result in a citation.
- Permits are primarily for use during a regular (40 hr M-F) workweek. Permitted vehicles may not park in a stall for more than 72 hours without authorization from UW Transportation Services.
- Only one vehicle (registered to your permit) may be parked on campus at a time.
- Failure to follow UW Transportation Services policies may result in your parking privileges being revoked.
- All citations and other unpaid fees that are due to UW Transportation Services must be paid prior to applying or accepting an annual permit assignment.

Related References
- Alternative Transportation Options Policy
- Permit Rate Policy available on Transportation Services webpage
- Lot Full Alternate Parking Policy
- Motorcycle Parking Policy
- Moped/Motor Scooter Permit Policy
- Payment/Refund/Cancellation Policy
- Annual Base Lot Permit Policy
- Accessible Parking Policy

**Policy Revisions:**

<table>
<thead>
<tr>
<th>Policy Number</th>
<th>Effective Date</th>
<th>Date Approved</th>
<th>Revision Dates</th>
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3/2005 – Clarify Student Employment off campus  
3/2007 – Require payment of all fees & citations prior to applying for or accepting parking. |
|               |                   |              | File Location                                                                                                                                     | P:\Trans\Share\ExternalPolicy\TSBusinessPolicy2012-13 |