Color-coded Parking Regulations
Parking lots are color specific, allowing movement within assigned color areas throughout the school year.

Colored Parking Permit Information:
- Green: Faculty / Staff / Visitors
- Red: Kent Hall / Alpha Hall / Indiana Hall / The Lodge
- Orange: Epsilon Hall / Gamma C / Kaufman Hall
- Black: Alpha Hall
- Blue: Commuter and Lamp Post
- Brown: Westminster Hall, Lancer Lofts

A map of the designated parking areas according to permit color is available online at www.grace.edu.

Parking permits must hang on the rearview mirror, facing out through the front windshield, and be in a completely upright, visible position, without any obstructions. If the permit is placed in any other location on the car, the vehicle is considered not registered.

Tampering with, transferring, trading, or altering the Grace College parking permit in any way will result in a $65 fine as well as other disciplinary action. This action is considered fraudulent. All parking permits are the sole property of Grace College.

Parking permits must be returned at the end of the school year or upon withdrawal from school.

GENERAL REGULATIONS
The following regulations, which may be amended, govern the operation of motor vehicles on Grace College campus at all times of the calendar year. Grace College is designed to be a walking campus.

Accident Reporting
Any accidents involving a vehicle on campus must be reported to Campus Safety immediately.

Vehicle Registration
All vehicles must be registered through Campus Safety and display a current Grace College Parking permit at all times while on campus. Any questions concerning vehicle registration may be directed to Campus Safety at 574.269.5344.

1. It is required that all students register a vehicle driven by them at the beginning of the school year or within 24 hours after acquiring a vehicle during the school year. Registration is free for the 2015-2016 school year.
2. Registrations must be updated on the Portal anytime during the school year when the student changes vehicles or receives a new license plate. This information must be updated with Campus Safety within 24 hours.
3. Registration is done online at portal.grace.edu.
4. Any student properly licensed and carrying insurance may own or use a motor vehicle on campus.
5. Registration of vehicles is solely for the purpose of identification and does not guarantee you a parking space.
6. Tags must be displayed in vehicles at all times.

Vehicle Information
The following defines the specific traffic policies and regulations that apply to all faculty, staff, students, and visitors operating vehicles on Grace College property.

1. When operating a motor vehicle on Grace College campus, it is imperative that proper driving safety is followed.
2. All common laws, as well as all Indiana State laws and Local Ordinances may be enforced on Grace College property. Violations will result in citations being issued and revocation of driving privileges.
3. All motor vehicles are to be properly licensed and possess, at the minimum, liability insurance.
4. All drivers that operate a vehicle on Grace College property are responsible for and will be held to these rules.
5. The term “vehicle” includes cars, trucks, motorcycles, motor scooters, mopeds, golf carts, and any other motor propelled vehicles.

Failure to Register
A $35 fine will be charged for failure to register a vehicle within the required time frame. After the first citation, you will then be given 24 hours to register your vehicle. Further citations may occur until your vehicle is registered. Contact Campus Safety to register may result in your vehicle being booted or towed at the owner’s expense. If your vehicle is booted, you will be required to pay $100 to have the boot removed. If your vehicle is towed you will need to contact the towing company directly. Contact Campus Safety for name of towing company.

General Information on Parking
Grace College is designed to be a walking campus. Parking in each lot is on a first-come-first-serve basis. Finding a legal parking space is the driver’s responsibility.

There are two open lots located on the Grace College campus. These lots are open from 6 am to midnight everyday of the week. Visitors and any vehicle with any visible color permit may be parked in an open lot from 6 am to midnight, everyday. These lots are located at the following locations: Robert and Frances Gordon Student Recreation Center (GRC), and Manahan Orthopaedic Capital Center (MOCC).

Commuters should use the open lots as needed.

There is no overnight parking (from midnight to 6 a.m.) in the Manahan Orthopaedic Capital Center (MOCC) or the Robert and Frances Gordon Student Recreation Center (GRC) without prior permission from Campus Safety.

There are two exemptions to the color-coded parking regulations (as long as permit is visible):
Exemption 1 - Monday through Friday from 6 a.m. to midnight, the Westminster lot is considered an open lot. Any color permit may use this lot during this time frame.
Exemption 2 - Monday through Friday from 4 p.m. to midnight and during the day Saturday and Sunday, all green-colored lots are considered open, but all vehicles must be in their assigned lot by midnight. Saturday through Thursday and 1 a.m. on Friday and Saturday.

There is no overnight parking midnight to 6 a.m. in any of the green or open lots without prior permission from Campus Safety only.

Visitor Parking
Visitor spots are for visitors only. All overnight visitors are required to park in a non-green lot.

Appeals Process
All appeals must be completed within seven days of receiving a citation. A copy of the citation must accompany the appeal. Appeal forms are located on the portal in the Campus Safety section.