

KEY POINTS

PERMIT REQUIRED

A current DBU Parking Permit Decal is required to park on the DBU main campus. Parking Permit Decals allow parking in designated parking areas only (see map).

QUICK STOPS

DBU’s parking regulations do NOT allow an exception for vehicles improperly parked, even if hazard lights are flashing.

24/7 AREAS

Fire lanes, handicapped, and reserved parking spaces are reserved 24 hours a day, 7 days a week.

ENFORCEMENT

Parking enforcement may include a citation, multiple citations, vehicles immobilized (boot), and/or towing of the improperly parked vehicle.

CHANGING VEHICLES

Parking Permit Decals are issued for one specific vehicle and may not be transferred to another vehicle. A temporary permit is required for short-term vehicle parking.

**Display of Parking Permit Decal** Parking Permit Decals must be displayed on the outside of the rear window of the vehicle, in the lower driver’s side corner. If the vehicle is a convertible or has a removable top, the decal may be placed on the lower passenger’s side corner of the front windshield. No more than one Parking Permit Decal may be displayed on any vehicle.



**Vehicle Security** The University Police Department strives to provide the best possible protection for vehicles parked on the DBU Campus. However, DBU is not responsible for missing, stolen, or damaged property. When a vehicle is parked in any lot, all valuables should be locked in the trunk or secure location, and the vehicle should be locked at all times with the windows rolled to the top.

**Visitor Parking** A visitor is defined as a person who will be on campus for a short period of time and is not an employee or student of DBU. Visitor parking is provided on the southwest side of Blackaby Hall. Any visitor not parking in visitor parking must acquire a visitor’s parking hangtag from the University Police Department. Visitor hangtags are valid for a period not to exceed three days. Visitors to Colonial Village or Williamsburg Village must park in the lower lots. Students who receive visitors to campus will be responsible for any parking violations of their guests.

**Vehicle Parking** Vehicles parked along curbs or sidewalks may not be backed in. Vehicles parked in spaces other than along curbs or sidewalks may pull through, but not back in.



**Motorist Assistance** The University Police Department offers motorist assistance if the vehicle is located on campus. Assistance is provided 24 hours a day by contacting the University Police Department at 214.333.5555 or by visiting the office on the main level of the John G. Mahler Student Center.

**Shuttle Service** The Patriot Shuttle service is offered to all campus community members throughout the day and evening during the fall and spring semesters. Shuttle service is available Monday–Thursday 7:30 a.m.–11:00 p.m., Friday from 7:30 a.m.–3:00 p.m., and Sunday from 6:00 p.m.–11:00 p.m. Shuttle service is provided 24 hours per day to aid disabled individuals. The University Police Department offers the service of an escort to and from student, faculty, or staff vehicles parked on campus. Contact the University Police Department at 214.333.5555 for escort assistance.

**Parking Regulations** Dallas Baptist University’s parking and traffic regulations are established to ensure the safety and well-being of all persons who enter the DBU campus. Accidents, thefts, and any suspicious activity should be promptly reported to the University Police Department at 214.333.5555. The Department is licensed by the Texas Commission on Law Enforcement (TCOLE) and reserves all the rights and privileges thereof.

All persons who use University parking are required to register their vehicle(s) with the Campus Security Office or the University Police Department. Enforcement of parking regulations begins with the first day of class. Securing a parking permit does not guarantee a parking space, nor does the lack of a parking space in a certain lot constitute valid justification for violating parking regulations.

Permits are issued to faculty, staff, and students. Commuter students are defined as those students who reside off campus. Residence Hall students are defined as those students who reside in one of DBU’s Residence Halls, have 30 or more credit hours, and are not in their first year of college. Freshman students are defined as those students who reside in one of DBU’s Residence Halls, have less than 30 credit hours, and are in their first year of college. Apartment/Townhome/Brownstone/Ford Village students are defined as those students who reside in Colonial Village, Williamsburg Village, or Ford Village.

**Handicapped Parking** Access to handicapped parking is permitted only with a valid handicapped license plate or a temporary handicapped hangtag issued by a government agency. The handicapped person must be the primary driver to access handicapped parking spaces. Parking in or blocking a designated space without proper authorization will result in a citation. Illness or temporary injury is not a valid reason for use of these spaces.

**Traffic Regulations** Vehicle registration is limited to street-legal, insured vehicles. All individuals driving on the DBU campus must hold a valid driver’s license from a state within the USA. Drivers must also hold the State of Texas minimum vehicle liability insurance. Drivers driving non-registered vehicles must acquire a temporary parking hangtag from the Campus Security Office or the University Police Department. Temporary hangtags are valid for a period not to exceed 30 days and may be renewed upon approval by the DBU Chief of Police.

Failure to observe traffic signs, speed limits, and general driving regulations may result in a violation citation.

**Parking Violations** Parking violations and improper operation of a vehicle will subject the driver/owner of the vehicle to sanctions, including, but not limited to, fine, immobilization boot, towing the vehicle, and/or loss of on-campus parking privileges. Warnings may be given during the first two weeks of a long semester, but no warnings are given after this time. Violation citations, with assessed fines, will be given on the first two offenses. A third violation may result in use of an immobilization boot, which requires immediate payment of the boot fee and other associated fines. Subsequent violations may result in towing and impoundment of the vehicle (at the owner’s expense) and/or suspension of on-campus parking privileges.

Major vehicle repairs may not be conducted on campus. Vehicles with excessive mud dropping from the vehicle may be subject to citation. Vehicles may not be washed on campus due to environmental regulations.

Vehicles may be towed or impounded at the expense of the driver/owner when vehicles are found in unauthorized parking areas. Unauthorized parking areas include, but are not limited to, fire lanes, reserved or restricted parking spaces, or if your vehicle is blocking entrances, exits, loading docks, or other vehicles. Vehicles that are no longer operable, or those preventing the effective operation of the University, are also subject to removal.

**Appealing a Citation** Any person receiving a citation from Campus Security or the University Police Department may submit an appeal. Appeals must be submitted using the “Citation Appeal Form,” available in the Campus Security Office or the University Police Department Office or online at [www.dbu.edu/security](http://www.dbu.edu/security). Appeals must be submitted within 10 business days of the citation issue date in order to be considered by the Citation Appeals Committee. Consideration of an appeal is limited to mitigating circumstances only. Failure of the vehicle owner to know and/or understand parking regulations is not a cause for appeal. Appeals will be reviewed within two weeks of appropriate appeal submission. Appeal decisions will be communicated by mail.

Violations & Fines		
\$105 Altering or destroying campus property	\$45 Failure to park in correct parking lot	\$80 Parked in a handicapped space
\$55 Blocking crosswalks or driveways	\$80 Failure to register vehicle	\$55 Parked in a reserved parking space
\$35 Double parking or blocking other vehicles	\$55 Failure to stop when asked by an officer	\$40 Parked in unauthorized parking area
\$35 Removal of immobilization boot	\$55 Failure to yield right of way to pedestrians	\$105 Parked within 15 feet of fire hydrant
\$55 Failure to display permit decal properly	\$30 Operating motor vehicle in prohibited areas	\$55 Parked on grass or lawn area
\$30 Failure to observe stop sign	\$80 Parked in a fire lane	\$55 Operating vehicle in unsafe manner
\$40 Failure to park correctly		

VEHICLE PARKING REGULATIONS & REGISTRATION



police@dbu.edu



214.333.5555

DALLAS BAPTIST UNIVERSITY



