The Chief Auxiliary Officer, pursuant to the authority of University of West Georgia (UWG) Policy 7.13, establishes the following Parking Regulations:

A. Compliance Statement
Students, Faculty, Staff, and Visitors must abide by the Parking Regulations at all times when on the Carrollton Campus or Newnan Center of the University of West Georgia. All faculty/staff and students are required to display current UWG Faculty/Staff Decals or student parking hangtags while parked at the Newnan Center. See, UWG Procedure 7.13.1, Parking Services Management for more information about registration. Parking Regulations at the Carrollton Campus and Newnan Center will follow the same rules, definitions and guidelines as set forth in the Parking Code for the University of West Georgia's Carrollton Campus.

B. Definitions
1. Appeal Judge – a staff member appointed by the Senior Vice President of Business and Finance to consider a parking appeal at the first level of appeal.
2. Bicycles - non-motorized vehicle with two or three wheels, saddle, and fully operative pedals for human propulsion; includes “Electric Assisted Bicycles”.
3. Campus - UWG-owned or leased buildings, grounds and property, including sidewalks and streets within campus boundaries.
4. Electric Assisted Bicycle – bicycle with an electric motor to assist in the operation of pedals; for the purposes of this procedure, ”Electric Assisted Bicycle” will be used interchangeably with ”Bicycle”.
5. Greenbelt - public use pathway for non-motorized traffic (See, UWG Procedure 7.4.1).
6. Moped – motor-driven cycle with an engine not exceeding 50 cubic centimeters (cc.).
7. Motorcycle - motorized two or three wheel vehicle with an engine size of 50 cc. or greater. For the purposes of this procedure only, reference to “Motorcycle” shall include vehicles designated by manufacturers as “Scooters” and “Mopeds” except when otherwise designated by name. The certificate of origin for the vehicle must state: “Manufactured for lawful highway use” to be operated on Campus. Motorized vehicles that are not manufactured for lawful highway use should not be operated on the UWG Campus.
8. Motorized Cart - cart-type vehicle that is powered by an electric or internal-combustion engine which is generally used to transport people. These include, but are not limited to, golf carts, utility terrain vehicles (UTVs), low-speed vehicles (LSVs), and utility carts.
9. Parking Appeals Committee – a committee appointed by the Provost and Vice President of Academic Affairs which is composed of the Student Judicial Chairperson, one faculty member and one staff member, none of whom work in Parking Services or the University Police Department.
10. Residential Freshmen - Until a residential student completes two semesters living on campus, or
completes 30 credit hours, he/she is considered a Residential Freshmen and should park at designated Residential Freshmen lots that are primarily located at the Athletic Complex. The Associate Vice President of Auxiliary Enterprise and Business Services can review and grant exceptions including the following: the student is married; 21 years of age or older; prior or current military service or an appeal regarding night-time job conflict.

11. Scooter - a lightweight motorcycle with an enclosed engine between 50 cc. and 350 cc. that is designed for drivers to sit with legs together on a platform or floorboard.

C. Regulations

The Parking Code is in effect at all times. Additionally, University Police have authority to enforce Georgia’s Motor Vehicle Code at all times. See, O.C.G.A., Title 40, §§40-1-1 ff.

1. Permissible Parking/Operations on Campus.
   a. Bicycle/Moped parking is only permitted in campus bicycle racks. Bicycles should use the bicycle lane where available and must ride with the flow of traffic on streets. Bicycles are defined as vehicles by the State of Georgia, with the same rights and responsibilities on public roads as motor vehicle drivers. Georgia Bikes Inc., with generous assistance from Bike Law, the Governor’s Office of Highway Safety, and the Tony Serrano Century Ride, produced the Bicyclist Pocket Guide – Bicycling in Georgia: Rights & Rules; click here for access to that user friendly guide, Bicyclist Pocket Guide.
   i. UWG encourages all UWG students, faculty, and staff bike riders on campus to register their bikes with UWG Parking and Transportation at the Parking Services Office, 678 839-6629, parking@westga.edu, located on the first floor Row Hall.
   ii. Any bicycle that is found on campus and determined to be abandoned, will be removed. If the bicycle is registered, UWG Parking and Transportation will put forth reasonable efforts to find/contact the owner.
   iii. When parking on campus, bicycles should be locked to a “Bike Rack”, bicycles are prohibited from being locked to handrails or other fixtures on campus.
   iv. When locking your bike to a “Bike Rack”, UWG encourages cyclists to always use a high quality “U” shaped lock; avoid using lightweight cables, chains or ties.
   v. Attach bicycles to bike racks through the frame and at least one wheel.
      Do not leave any free or easily detachable items on bikes.
      Bicycles are prohibited from the inside of UWG facilities or on UWG fields.

b. Motorcycles must park in a regular parking space and in the same manner as an automobile. Two (2) motorcycles may park in one (1) vehicle parking space in the appropriate zone.

c. Mopeds are only allowed to park in bicycle racks on Campus.

d. UWG Motorized Carts. Parking is permitted in parking lots in accordance with the other sections of this code and cart spaces that have been constructed for this purpose.

e. Vehicles designed for living or sleeping. Overnight or extended parking of campers, vans, buses, etc. utilized as living and sleeping quarters within the university’s boundaries is not permitted unless approved by the Associate Vice President of Auxiliary Enterprises and Business Services.

f. Loading/Unloading. Special parking permissions may be granted by Parking Services for short
periods of time for loading and unloading. Similarly, certain spaces near Resident Halls may be used for loading/unloading by any student with a valid student hangtag. The maximum length of this time for use of these spaces is 20 minutes. Violators will be ticketed and may be towed at the discretion of Parking Services.

g. University Service Vehicles. Service spaces are limited to use by the university service vehicles, personal vehicles with valid permits, and contractors/vendors on official business.

h. Police/Emergency/Emergency Service Vehicles. Police and/or service vehicles may stop or park irrespective of the parking regulations while performing necessary official business. Service vehicles may not be left unattended blocking a fire hydrant or traffic flow or access for persons with disabilities.

i. Metered Spaces. Parking meter hours of operation are from 7:00 a.m.-5:00 p.m., Monday-Friday. Parking meters are available to anyone; however, hangtags/decals must be displayed for faculty/staff and currently enrolled students. Meters accept nickels, dimes, and quarters only. Time is purchased at the rate of ten cents for ten minutes. Depending upon the meter, the maximum number of minutes which can be purchased is limited regardless of the amount of coins inserted. All meters have a maximum of 30 minutes except the Bookstore meters which have a maximum of 40 minutes. Expired meter citations can be issued twice a day if a vehicle is not moved from a metered space within a four-hour period.


a. Parallel parking against the flow of traffic on the street is prohibited.

b. Motorcycles are prohibited from driving on sidewalks or around parking control gates.

c. UWG Motorized Carts may not park or operate:
   i. On landscaped and lawn areas.
   ii. In front of electrical transformers and other equipment that could require immediate access.
   iii. On sidewalks, ramps, and other conveyances that serve pedestrian traffic or serve as a means of egress from a building.
   iv. On streets, driveways, and parking lot access points, unless in designated parking spots.
   v. In any location, or in any manner, that would impede emergency responders.
   vi. In any location that would impede the normal operations of the campus.

   i. Bicycles/Mopeds should take care to avoid the obstruction of walkways, railings, doorways or ramps intended for use by pedestrians or persons with disabilities.

3. Other Considerations.

a. Inoperable Vehicles. If a vehicle becomes inoperable in an area other than an authorized parking area, the operator should notify Parking Services at 678-839-6629 as soon as possible along with the approximate length of time before the vehicle will be moved. Parking Services does not provide roadside assistance services.

b. The University is not responsible for loss or damage. Parking is at the risk of the driver. The University does not carry insurance for damage or loss to vehicles or contents. It is recommended that individuals:
   i. Avoid leaving valuable items in vehicles.
   ii. Call University Police (678-839-6000) to report damaged or stolen property.
iii. Pay attention to warning signs and park away from athletic fields and unlit areas.

c. **Towing.** The owner is liable for all parking citations issued before Parking Services is notified of any requests to approve Parking Code exemptions. The time limit for vehicles inoperable or in a visible need of repair on campus is 48 hours. After 48 hours, the vehicle will be towed from campus at the owner's expense. Please refer to the next section on Towing/Impoundment.

D. **Towing/Impoundment**

Motor vehicles in violation of this Parking Code or Georgia's Motor Vehicle Code may be towed/impounded at the owner's expense. The vehicle operator/owner is responsible for any wrecker fees and storage fees except where noted.

1. A release form must be obtained in order to regain possession of an impounded vehicle. The form may be obtained from Parking Services from 7:00 a.m. to 5:00 p.m., Monday–Friday, or the University Police (678-839-6000) from 5 p.m. until 7:00 a.m., Monday–Thursday, and from 5 p.m. Friday through 7:00 a.m. Monday, and during university holidays.

2. Vehicles may be impounded for any of the following reasons:
   a. Non-registered vehicles having three or more unpaid parking fines.
   b. Vehicles parked in such a manner to create a fire/safety hazard or obstruct the free flow of traffic.
   c. Parking in designated tow-away zones, at red curb areas, blocking a fire hydrant, on or blocking a sidewalk, in handicapped spaces (unauthorized) or blocking a handicapped ramp or curb cut, or on the grass, lawns, or athletic fields.
   d. In case of emergency or in the interest of public safety.
   e. After attempted contact with the owner, when a vehicle is presumed to be abandoned, or in a visible state of disrepair.
   f. Vehicles that have five outstanding violations may be impounded.

E. **Color Coding/Permits/Signs/Meters and Designated Hours of Operation**

Many curbs at the University have been painted to indicate assigned parking on Campus. In addition, some parking lots/spaces have been reserved for special permit parking only and are identified by signs. The following curb/surface color scheme, and/or appropriate signs, shall designate parking on campus. In the event of a discrepancy between a sign and a curb color, the sign shall take precedence.

1. **Color Codes (See 2017 Bus Route and Parking Zone Map)**
   a. **YELLOW.** No parking zone anytime. Violators are subject to citation and impoundment.
   b. **RED.** Emergency lanes. No parking anytime. Violators are subject to citation and impoundment.
   c. **GREEN.** Faculty/staff parking.
   d. **WHITE.** Open parking for all currently registered vehicles (except Residential Freshmen from Monday at 7:00 a.m. through Friday at 12:00 p.m.).
   e. **BLUE.** ADA parking for state-issued ADA hangtags ONLY. This will be enforced 24/7, and individuals without ADA hangtags and assigned ADA decals (see, registration here) are subject to citation and impoundment.
   f. **GREY.** Residential First Year Student parking.

2. **Faculty/Staff (GREEN/WHITE)**
Hours of Operation. 7:00 a.m. to 5:00 p.m., Monday through Friday unless otherwise designated by signage on class days and during final examination periods. This is to include fee payment, pre-registration, registration, and drop/add days. Faculty/Staff parking becomes open parking for students (except Residential Freshmen) between the hours of 5:00 p.m. to 7:00 a.m.; with the exception of parking reserved 24/7, such as reserved for Deans or those areas marked by signage (e.g. Back Campus Drive) or gates.

3. Student (GREY/WHITE/PERMIT)
   a. Hours of Operation. Designated parking is in effect 24/7.
      i. “E” (East Residential/east side of campus) Hangtags. Permitted E-drivers may park in the 24-hour restricted. These areas are designated by signs and include the residential areas of Gunn Hall, Bowdon Hall, and The Oaks. Permitted drivers may also park in any designated Open Parking Lot (White).
      ii. “W” (West Residential/west side of campus) Hangtags. Permitted W-drivers may park in the 24-hour restricted areas on the west side of campus. These areas are designated by signs and include the residential areas of Tyus Hall, University Suites, Center Pointe Suites, and Arbor View Apartments. Permitted drivers may also park in any designated Open Parking Lot (White).
      iii. “C” (Commuter) Hangtags. Permitted C-drivers may park in restricted Commuter lots and any designated Open Parking Lot. Permitted drivers may also park in any designated Open Parking Lot (White).
      iv. “RF” (Residential Freshmen) Hangtags. Permitted RF-drivers may only park at either the Residential Freshmen parking lots at the Athletic Complex (Parking Lots C, D, E, and G) or the designated RF signed spaces of the Evergreen and Tyus Hall Parking Lots, from Monday 7:00 a.m. until Friday 12:00 p.m. Permitted drivers may also park in any designated Open Parking Lot (White) after Friday 12:00 p.m. until Monday at 7:00 a.m.
      Football Game Days for RF Permit Holders. Prior to home football game days and other designated events, Residential Freshmen will receive detailed instructions to temporarily move their vehicles to other lots on campus without penalty. The failure to follow these instructions will result in citations or impoundment.
      v. “G/V” (Greek Village) Hangtags. Only permitted G/V-drivers may park in the Greek Village Housing Complex. Permitted drivers may also park in any designated Open Parking Lot (White). No other Student permits (E, W, C, and RF) are authorized to park in the Greek Village Housing Complex.
   c. Change of Status. Any student moving from one residence hall or seeking to change from one zone to a different zone, must obtain the appropriate hangtag from Parking Services. This does not apply to Residential Freshmen, who must utilize RF zones or Open (White) zones. There will be NO charge for a replacement hangtag provided the original hangtag is surrendered to Parking Services.

4. Residence Life Coordinators and Residence Directors (Decal). Individuals working as Residence Life Coordinators and Residence Directors will be issued a special decal to attach to their hangtag, which
permits them to park in certain restricted parking spaces identified by signs. These spaces or decals are not to be “loaned” to ANYONE.

5. **Graduate Assistants (Decal).** Graduate Assistants are permitted to park in the gated Townsend Center lot or Open Parking Lots (White), in addition to their assigned student permit zone for Commuters, Residential, or Open parking.

6. **Visitors (SIGNS/PERMIT).** Spaces designated by signs or as otherwise marked by University Units for the use of visitors will be enforced 24/7. Faculty, staff, students, and service vehicles may not park in designated visitor spaces at any time. Violators are subject to citation and impoundment.

7. **“EV” or Electric Vehicle Charging Spaces (SIGNS).** These publically available spaces are reserved for electric vehicles (EV) only. EVs must be in active session connected to the charger to use the spaces. Any non-electric vehicles or EVs not in active session are subject to citation and impoundment.

8. **Metered Spaces (METER).** Please refer to C.1.d

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**F. Schedule of Fines and Payment for Violations of the Parking Code**

<table>
<thead>
<tr>
<th>Violation</th>
<th>Fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fraud. Counterfeiting a hangtag with intent to defraud; obtaining a</td>
<td>$100</td>
</tr>
<tr>
<td>hangtag by fraudulent means; displaying a hangtag that was not assigned</td>
<td></td>
</tr>
<tr>
<td>to the driver by Parking Services; obtaining a hangtag/decal for an</td>
<td></td>
</tr>
<tr>
<td>unauthorized person; false registration of a vehicle.</td>
<td></td>
</tr>
<tr>
<td>Alterations. Altering any Parking Services permanent or temporary permit</td>
<td>$100</td>
</tr>
<tr>
<td>ADA Parking Violation. Unauthorized parking in a handicap space or</td>
<td>$100/towing</td>
</tr>
<tr>
<td>falsely using an official State-issued handicap hangtag</td>
<td></td>
</tr>
<tr>
<td>Habitual violator. Five or more violations by a UWG student, staff, or</td>
<td>$100/towing</td>
</tr>
<tr>
<td>faculty member.</td>
<td></td>
</tr>
<tr>
<td>Failure to Observe Restricted Parking. Parking at RED and YELLOW curbs,</td>
<td>$50/towing</td>
</tr>
<tr>
<td>a fire hydrant/fire lane, blocking a dumpster, roadway, service vehicle</td>
<td></td>
</tr>
<tr>
<td>space, reserved space or any other designated/signed tow-away zone</td>
<td></td>
</tr>
<tr>
<td>Removing a barricade or cone installed by Parking &amp; Transportation</td>
<td>$50/towing</td>
</tr>
<tr>
<td>Services. The removal of a barricade or cone negatively impacts parking</td>
<td></td>
</tr>
<tr>
<td>management for a specific lot.</td>
<td></td>
</tr>
<tr>
<td>Obstructing Access. Parking on a sidewalk, lawn area, driveway, athletic</td>
<td>$35/towing</td>
</tr>
<tr>
<td>field</td>
<td></td>
</tr>
<tr>
<td>Misuse of Designated Zones. Parking in reserved areas without proper</td>
<td>$35</td>
</tr>
<tr>
<td>permit (Faculty/Staff, Yellow Curbs, Student Zones, etc.)</td>
<td></td>
</tr>
<tr>
<td>Parking Outside of Lines. Double Parking or parking on or outside of</td>
<td>$35</td>
</tr>
<tr>
<td>white line/space</td>
<td></td>
</tr>
<tr>
<td>Meters. Failure to abide with use of parking meters</td>
<td>$25</td>
</tr>
<tr>
<td>Improper Parking. Parking against the flow of traffic</td>
<td>$25</td>
</tr>
<tr>
<td>Registration. Non-registered vehicle, failure to display a valid</td>
<td>$20</td>
</tr>
<tr>
<td>hangtag</td>
<td></td>
</tr>
<tr>
<td>Display. Hangtag improperly displayed/obstructed from view</td>
<td>$20</td>
</tr>
<tr>
<td>Unauthorized Use. Unauthorized use of “Special Parking Permit for Meters</td>
<td>$10</td>
</tr>
<tr>
<td>and Service Spaces</td>
<td></td>
</tr>
<tr>
<td>UWG Department Vehicle parked in unauthorized space. UWG Departments</td>
<td>Will depend</td>
</tr>
<tr>
<td>will be charged for any parking violations involving a department vehicle</td>
<td>on the specific</td>
</tr>
<tr>
<td>including parking in designated reserve spaces, ADA spaces, etc.</td>
<td>violation</td>
</tr>
</tbody>
</table>
All citations including those issued to Faculty and Staff must be paid (cash or check) in the Bursar's Office.

Special Considerations for Students.

UWG students can also pay citations through their BanWeb account with debit or credit card at https://www.westga.edu/student-services/bursar/payment-of-tuition-fees.php. Hours of operation and payment information can be found on the Bursar’s Office website. Holds are placed on UWG student accounts and registration until paid in full or citation(s) are resolved.

G. Parking Appeals

Any individual who is in receipt of a University citation may appeal.

1. Time Limit

All appeals must be made within ten (10) business days of the date of the citation.

2. Appeals Procedure

   a. Appeals must be submitted through the Parking Services portal at https://parking.westga.edu/ticket.php contacting another individual on Campus may result in your appeal being untimely.

   b. Students, Faculty, and Staff must include their campus e-mail address on the appeal form submitted. The citation (in-person/mail/fax) or citation number (online) will need to be included for proper consideration.

   c. Appeals may be submitted, Monday through Friday 8:00 a.m. to 5:00 p.m. (except holidays) by one of the following methods:

      i. Online, through the Parking Services website at https://parking.westga.edu here . Online appeals can be made 24/7

      ii. Handwritten appeals can be submitted in person, to Parking Services office, currently located on the first floor of Row Hall (must have citation attached to appeal form)

      iii. Mail to:

          Parking Services
          University of West Georgia
          1601 Maple Street
          Carrollton, GA 30118 (must have citation attached to appeal form)

      iv. Facsimile transmission to (678) 839-5504 (must have citation attached to appeal form)

   d. Please be aware that the appeal is only a document review; there is no hearing. Therefore, any evidence or documentation must be submitted with the appeal form. Individuals should clearly explain their situation with as much detail as possible.

   e. Notification of appeal decisions are made via the campus email address submitted with the appeal.

3. Violations/Explanations Not Subject to, or Accepted for, Appeal

The following citations and/or situations cannot be appealed:

   a. Parking in Yellow curb location

   b. Parking in Fire lane/Red curb location
c. Parking within 15 feet of a fire hydrant
d. Parking in an ADA space without the state-issued hangtag
e. Parking without authorization in a Metered space, or failing to pay the necessary Meter fees
f. Displaying someone else's hangtag
g. Inability to locate a space to park, subsequently violating the Parking Regulations
h. Lack of knowledge of the regulations (e.g., new to campus or have not reviewed the regulations), and subsequently violating the Parking Regulations is not an acceptable explanation for violation of the Parking Code.
i. Other vehicles were similarly parked improperly is not an acceptable explanation for violation of the Parking Code.
j. Parking in violation of the Parking Code only for a short period time; the length of the time the vehicle was parked in violation of the Parking Code is not an acceptable explanation for violation of the Parking Code.
k. Parking in an unauthorized space to avoid being late to class or appointment is not an acceptable explanation for violation of the Parking Code.
l. Inability to pay the amount of the fine does not void the citation.

4. Appeal Judge
Appeals will be reviewed and a decision rendered by an administrative Appeal Judge appointed by the Senior Vice President for Business and Finance. The Appeal Judge is authorized to grant or deny the appeal, or to waive or reduce the fine imposed.

5. Parking Appeals Committee
a. The Parking Appeals Committee is composed of the Student Judicial Chairperson, one Faculty Member and one Staff Member who are appointed by the Provost and Vice President of Academic Affairs. No member is affiliated with either Parking Services or University Police. No member of the committee or the Appeals Judge may rule on, or approve their own parking citation appeal.
b. All Appeal Judge’s decisions, including relevant information, will be forwarded to the Parking Appeals Committee for review.
c. The Parking Appeals Committee will review the decision of the Appeal Judge to ensure that the correct interpretation of the Parking Code was applied.
d. The Parking Appeals Committee shall be authorized to uphold, reject, or modify the decision rendered by the Appeal Judge. Upon request from the appellant, the Parking Appeals Committee may provide a detailed written decision response.
e. The decision of the Parking Appeals Committee is final, provided the decision complies with applicable Board of Regents policy.

Issued by the Chief Auxiliary Officer, the day of July, 2018

Signature. Chief Auxiliary Officer

Reviewed by Vice President of Business and Finance:

Previous versions dated: 1.25.17, 2.23.15
Frequently Asked Questions (FAQs)

A. These FAQs can also be found at https://www.westga.edu/campus-life/parking/parking-faq.php.

1. Where & how do I pay a ticket?
To pay with cash or check you will need to go to the cashier's office at Aycock Hall. To pay with a credit card you would go on-line to your BanWeb account. Visitors - please contact Parking and Transportation to alert us of any tickets that you receive while on campus.

2. How do I appeal a ticket?
Go to http://parking.westga.edu/ Click on 'Look Up a Ticket' for the appeals form.

3. I appealed my ticket but the appeals committee denied it. What do I do now?
The Parking Appeals Committee is the final decision on all appeals. If your appeal is denied, you can request for a written decision. You must pay your ticket to avoid a hold.

3. If I'm a visitor, what do I need to do?
All visitors should visit the Welcome Center located at Bonner House on Front Campus Drive to register vehicle information and obtain temporary visitors permit. The Welcome Center can be reached at 678-839-2232 concerning any questions you may have or after-hours registration. Please alert the Parking and Transportation Office to any tickets received while visiting campus. Longer term visitors (more than three days) should visit, email, or phone the Parking Office www.parking@westga.edu or call 678 839-6628 for a temporary visitors permit.

4. How do I get a student hangtag?
Go to http://parking.westga.edu/ and register your vehicle on-line and visit the parking office at Row Hall to obtain your hangtag.

5. How do I get a faculty/staff decal?
Visit the Parking Office at Row Hall and fill out a vehicle registration form and pay $15.00 cash or check.

6. Why does my parking account say zero balance with parking, but I have a hold?
The tickets download to the Bursar's Office which leaves a zero balance with Parking, but your outstanding amount is owed to the Bursar's Office.

7. Who Is a Residential Freshmen?
Students who live on Campus and have not completed two full semesters of residence or have accumulated less than 30 earned credit hours as reflected in Banner.
8. Can Residential Freshmen park on campus?
   The only time Residential Freshmen can park in student parking zones is from Friday at 12:00pm until Monday at 7:00 a.m. or when directed by Parking Services for a special event: e.g. football game, concert, etc.

9. I'm a residential freshmen. My car won't start, and I need to move it from University Stadium for a home football game. What are my options?
   If your car is inoperable, contact the Parking Office and give them your student information including your hangtag number, the information on your car, and where it is located.

10. Can I use my hangtag in any vehicle?
    Yes, your hangtag must be displayed in any vehicle you drive to campus, unless that vehicle is currently registered to another student.

11. How can I get handicap parking?
    For permanent disabilities, please bring either the state-issued disability placard or disability license plate tag receipt for verification to the Parking Office. For temporary disabilities 30 days or less, students should provide documentation to the Accessibility Services office located in 123 Row Hall. The documentation, at a minimum, should be on letterhead, clearly state the disability, the duration mobility will be affected and signed by a doctor. A meeting (either in person or by phone) will need to be scheduled with an accessibility counselor to discuss the student’s needs. The meeting can be scheduled by calling 678-839-6428. For information about Accessibility Services and other accommodations available, please visit their website at www.westga.edu/accessibility. If you are a staff or faculty member, please see Human Resources who will review your existing medical request and if approved will request an ADA space to Parking & Transportation services.

12. What if I have a temporary tag on my vehicle?
    Visit Parking Office at Row Hall and receive a three week temp hangtag. You must know your VIN number or a current registered temporary tag with the State of Georgia.

13. When can I park Faculty/Staff (F/S) and meters without being ticketed?
    You can park in the F/S lots (NOT including Back campus Drive) and meters with a hangtag after 5:00 p.m. Friday through 7:00 a.m. on Monday.

14. Can I park on Back Campus Drive?
    Unless using the Convergent Learning Center reserved parking space, students may not park on Back Campus Drive, 24/7/365. Back Campus Drive is restricted to Faculty and Staff.
15. My car is in the repair shop, so I'm borrowing a friend's car. Can I use my hang tag in his car?
   Yes, the hangtag is required to be displayed.

16. My mom is visiting me on campus, but she's using my car for the day. Where should she park in the lot that corresponds to my hang tag or in a visitor lot?
   Since the car is registered to you, it will have to be parked in the lot corresponding to the hangtag.