



Parking Tag Permit Checklist & Form FALL 2017, SPRING 2018, SUMMER 2018

This academic year, SOWELA Technical Community College is issuing a new Gold Student Parking Tag Permit.

To receive your parking tag for the Fall Semester, students need to complete the attached Parking Tag Permit Form and bring the completed form, along with your Vehicle Registration Form (you will need to bring the Vehicle Registration Form for any vehicle you will be parking on campus), Student ID Card, Driver's License to the Student Success Center located in the Sycamore Building.

For the following semesters (Spring & Summer 2018), students **MUST** bring their Gold parking tag(s) to the Parking Tag Office to have them validated. Failure to have your parking tag(s) validated for these semesters will result in receiving a "Expired Tag" ticket and/or a vehicle boot on the 3rd parking violation. You will also be required to obtain a new Student ID when having your Parking Tag validated at the beginning of EVERY SEMESTER.

Please complete the Parking Tag Permit Form on the website and ensure that you bring the items listed below to acquire your Student Parking Tag Permit(s) and ID:

1. Driver's License or State issued ID card
2. State Authorized Handicapped Parking Tag (if applicable)
3. Vehicle Registration for each vehicle you will be driving on campus

EVENING STUDENTS: You are also required to obtain a Parking Tag and ID each semester, even though you attend evening classes. Students who work during the day and are unable to obtain their Parking Tag/ID during our regular office hours should contact the Facilities Office @ (337) 421-6535 or (337) 421-6536 to make an appointment. We will be happy to meet with you and ensure you have everything you need for the current semester.

NOTE FROM SECURITY: The Security Officers will begin issuing parking violations at the beginning of every semester, so it is **imperative** that you obtain your parking tags **PRIOR** to the first day of school. (A car boot will be placed on violating vehicles upon receipt of a 3rd violation).

You have from today's date until the beginning of the Fall 2017 Semester to obtain everything you need to park legally on STCC Campus.

Please observe and adhere to these instructions and dates!!!!

Thank you,
Facilities Department
(337) 421-6535, (337) 421-6536

REVISED – July 21, 2017