

## Commuter Student

### Vehicle Registration Information

Any student who wishes to park a vehicle on a university parking lot at any time of day or night--including after 4:00 p.m. weekdays, on weekends, during regular business hours of 8:00 a.m. – 4:00 p.m. weekdays, and during breaks, must register that vehicle with Transportation and Parking Services.

Commuting student vehicle registration begins **Wednesday, August 7 at 10:00 a.m.** During the purchase process, should your screen pause, continue to wait, as your order will be in queue. Do not refresh your screen or logout, as you could lose your place in the queue. Go on-line at <http://parking.wfu.edu> to register your vehicle. This website is also a great place to find information about parking during certain events like Thanksgiving, Winter Break or Spring Break.

If you sign on before 10:00 a.m., you will receive a message that reads “No Permits Available”

#### Important Notes:

- Do not create a guest account. Doing so will prevent you from purchasing a permit. If you have already created a guest account, please contact Transportation and Parking Services before August 7.
- It's highly recommended that you go online prior to August 7 and ensure your vehicle information is correct, including the correct license plate number.
- First year graduate students ***do not*** have the option for on-campus permits.

#### 2019/2020 Commuter Student Parking Options:

- **Commuter Student On-Campus Permits** - \$550
  - Limited availability sold on a first come, first serve basis. See Waitlist Below
- **Commuter Student Off-Campus Permits**
  - Limited availability sold on a first come, first serve basis. See Waitlist Below
  - First Assembly of God Church parking lots (Z3 and Z4) and designated area of Reynolda Village - \$330
  - University Corporate Center Satellite (UCC) – \$79
  - Here is a link to the parking map for reference to these parking locations. [https://prod.wp.cdn.aws.wfu.edu/sites/207/2018/07/WFU\\_4C\\_MAP\\_0718\\_parking.pdf](https://prod.wp.cdn.aws.wfu.edu/sites/207/2018/07/WFU_4C_MAP_0718_parking.pdf)
  - Shuttle service is provided to both the church and UCC lots. See link for schedules: <http://parking.wfu.edu/ride-the-wake/>
- If you select an Off-Campus Church Permit, you can bring your vehicle on campus after 4:00 p.m. weekdays and on weekends and park in any general and non-reserved spaces on campus. Additionally, you are authorized to use 15 and 30 minute spaces weekdays between 8:00 a.m. – 4:00 p.m. for quick errands on campus. Exceeding these time limits will result in a citation.

#### WAITLIST:

- Should on-campus commuter or off-campus church permits be sold out, you have the option to sign up on a waitlist for these permits. If space becomes available, additional permits may be offered to those on the waitlist, if your waitlist number is chosen.
- Signing up on the waitlist does not guarantee receiving an on-campus parking permit. If on-campus permits are sold out, you should order either the Off-Campus permits to park at the First Assembly of

God Church/Reynolda Village or Satellite permits to park at UCC. Both of these permits allow you to park on-campus in general or “non-reserved” spaces or lots from 4:00 p.m. – 8:00 a.m., Monday-Friday and all day on weekends. Parking on WFU property without displaying a valid permit (day or night) can result in citations.

### Special Notes:

- Students that purchase a permit and will be going abroad or graduating in the spring must return the permit by December 20, to receive a partial refund (1/2 the purchase price).
- Shuttle/bicycle riders or walkers who would like to park on campus after 4:00 p.m., Monday-Friday and all day on weekends, should purchase a UCC Satellite permit to avoid citations. You must be registered to park on WFU property, day or night. Avoid reserved spaces and lots, as the rules are enforced 24 hours a day, 7 days a week.

### Permit Distribution Information:

*Permits ordered on or before August 20, 2019:*

- **Pickup Date:** Saturday, August 24 and Sunday, August 25
- **Pick-up time** – 9:00 a.m. – 3:30 p.m.
- **Where:** Transportation and Parking Services, Alumni Hall, Room 138

*Permits ordered after August 20 or you did not pick up permits in Alumni Hall on above dates:*

**Pickup Time:** Mon. through Thurs. 8:30 a.m. – 4:30 p.m. and Fri. 8:30 a.m. – 3:00 p.m.

**Where:** Transportation and Parking Services Office in Alumni Hall, Room 138. **Expect long lines and delays for distribution at this location.** Your Wake Forest ID is required to pick up your permit.

Place both permits on your vehicle immediately after picking them up. Only park where the permit you ordered allows, as permits must be displayed on vehicles no later than August 30.

### Contact us:

Transportation and Parking Services

336-758-PARK

[Parking@wfu.edu](mailto:Parking@wfu.edu)

Location: Alumni Hall, Suite 138

Lobby hours: Mon. through Thurs. 8:30 a.m.-4:30 p.m. and Friday 8:30 a.m. – 3:00 p.m.

Because of the high volume of calls we expect, if you cannot speak to someone, please leave a detailed message with your question/concern, name, WFUID number and a return contact number. We will return the call as soon as possible. It's important to leave a return call back number in order for Parking and Transportation Office to return calls.