

BUFFALO STATE COLLEGE

Student Parking Registration

Please indicate: Fall/Spring or Summer

Banner ID# _____

OFFICE USE

Name _____
(PLEASE PRINT) Last First Initial

Permit Number _____

Home Address _____
Number and street

Amount Paid _____

Date _____

City State Zip Code

Receipt Number _____

Vehicle Information _____
Plate Number Registered Owner State Registered

I, hereby declare, that the information contained herein is accurate and I have obtained a copy of the Traffic and Parking Rules and Regulations issued by the College. I agree to obey and abide by them, including any amendments thereto duly adopted. Parking Permits are the property of Buffalo State College and, if lost or stolen, must be reported to the University Police Department. Vehicles on campus **must display** a Buffalo State College parking permit.

I authorize the State University of New York College at Buffalo to apply any of my title IV funds (if applicable) to my parking permit charges in addition to the regular institutional charges on my student account.

Date Signature
March 2007

Cut on dotted line above and return top portion of form to Buffalo State College

Student Parking Permit Information

COST

Academic Year (Fall & Spring semester) - \$70 for all student parking permits – full and part-time.

Summer session - \$10 for all student parking permits – full and part-time.

Parking fee may be deferred with financial aid.

REFUND POLICY

During the academic year, the parking fee is refundable within the first two weeks of class upon surrender of parking permit. Requests for refund must be made in writing to the Students Accounts Office, Moot Hall 260, with the permit attached. During summer session, requests for refund must be made prior to first drop/add period.

PERMIT APPLICATION PROCESS AND PAYMENT

Academic Year - To receive your parking permit through the mail before the semester begins, complete the Student Parking Registration form and return it to Parking Services, Chase Hall 126, before August 1 for the Fall semester or January 1 for the Spring semester. The charge will be added to your bill and your permit mailed to your permanent address of record. After August 1 (fall semester) or January 1 (spring semester), take your completed Student Parking Registration form to Parking Services, Chase Hall 126. You will receive your permit and the charge will be added to your bill.

To receive a permit after the first week of classes, take your completed Student Parking Registration form and payment to the Student Accounts Office, Moot Hall 260.

Summer Session - To receive a summer permit, take your completed Student Parking Registration form and payment to the Student Accounts Office, Moot Hall 260.

RESPONSIBILITIES OF THE PERMIT HOLDER

The person to whom the permit is issued is solely liable if the permit is lost or stolen. Report stolen permits to University Police, Chase Hall 110. Replacement permits may be purchased in Student Accounts Office, Moot Hall 260 for \$25.