TRAFFIC AND PARKING REGULATIONS

The following traffic and parking regulations are designed for the safety of all members of the College community. We ask your cooperation in complying with them and all other campus policies and procedures. Thank you for your cooperation.

VEHICLE REGISTRATION

With the exception of official visitors, all motor vehicles on the campus, including motorcycles, must be registered with the College. If there is an occasion when you have to drive an unregistered vehicle onto the campus, you must obtain a temporary parking pass from campus Public Safety.

PARKING PERMITS

All students, faculty, staff and administrators must have a valid parking permit in order to park on College property. Permits can be obtained on-line through the student or faculty/staff portal. Click on the parking permit link and follow the instructions for registering your vehicle, more than one vehicle can be registered with the College. After completing the registration process, a parking permit will be mailed to the address you provide. Permits are transferable to other vehicles.
ALL vehicles must be registered with the College. For those persons who do not have access to a computer at home, computers are available at all campus libraries and computer laboratories.

DISPLAY OF PERMIT

All permits are to be displayed in the front windshield on the lower right (passenger) side. Failure to properly display a permit may result in a summons being issued. The permit decal can be moved from one vehicle to another, so long as each vehicle has been properly registered with the College.

Parking permits obtained through misrepresentation or other unauthorized means are void, and appropriate disciplinary action will be taken against offenders. Parking permits are issued to the person and not to the vehicle.

SPEED LIMIT AND PEDESTRIANS

The speed limit is 15 miles per hour while on the College campus. Pedestrians have the right of way in all marked and striped pedestrian roadway crossings. Please be courteous and yield to pedestrians and oncoming vehicles.

PARKING

Parking spaces are designated for use by members of the College community according to the following color coding:

WHITE for students
RED for faculty, staff and administrators
BLUE for handicapped

Motor vehicles must be parked between the lines. Parking along any roadway or in restricted areas is not permitted. The College, having marked approved spaces, is under no obligation to mark all areas where parking is prohibited.

Parking is permitted in designated spaces only. These spaces are marked by parallel lines.

RESTRICTED AREAS

FIRE ZONES (yellow):
Areas within 15 feet of a fire hydrant or fire standpipe are fire zones. Each loading zone is a fire zone. No parking is allowed in fire zones at any time.

FIRE LANES (yellow):
Fire lanes in parking fields and elsewhere are identified by yellow striping. No parking or "standing" is permitted in these lanes at any time.

PARKING FOR THE PHYSICALLY DISABLED (blue):
Only those having a town or state permit may park in these areas.

SIDEWALK and GRASSED AREA
Motor vehicles may not be parked on any sidewalk. Parking on the grass is prohibited unless permitted by Public Safety personnel.

DISABLED VEHICLES
If your vehicle becomes disabled, notify Public Safety immediately. A disabled vehicle must be removed from the campus within 24 hours or it will be considered abandoned. If a vehicle is abandoned, it will be removed at the expense of the owner.

ENFORCEMENT OF RULES AND REGULATIONS

Campus Public Safety guards are authorized to enforce these and other rules and regulations and to prevent violations thereof.

Failure to obey the directions and instructions of Public Safety personnel will subject you to a penalty or disciplinary charges under the student code of conduct. You must carry your College ID card at all times while on campus.

PENALTIES FOR VIOLATIONS

The following violations are subject to a fine as indicated:	Fine
Parking in an area reserved for the physically disabled.	$100
Excessive speed or endangering the lives or safety of others	50
Failure to stop, to obey signs, signals or Public Safety personnel; or to remove vehicle	50
Failure to yield to pedestrians.	50
Parking in a fire zone or fire lane or within 15 feet of a fire hydrant.	50
Failure to register vehicle with College	25
Driving or parking on restricted roads or areas.	15
Obstruction of a trash container or crosswalk.	10
Parking in other than designated area.	10

APPEALS FOR STUDENTS / FACULTY / STAFF

INDIVIDUALS WHO HAVE RECEIVED A COLLEGE SUMMONS ARE FULLY RESPONSIBLE FOR THE SUMMONS. To appeal a summons, you must complete and submit a Summons Appeal Violation form on-line. The link for the form is located online at MySCCC for students and faculty. Log in and click on Vehicle Registration.
ALL APPEALS MUST BE SUBMITTED ON-LINE. Appeals MUST be submitted within seven (7) days of the date on the summons. Appeals will not be accepted after seven (7) days. The results of the appeal will be forwarded to your Suffolk County Community College e-mail address. No other notification concerning the appeal will be made. Fines for appeals that are denied are billed by the College.

APPEALS FOR ALL OTHERS

INDIVIDUALS WHO HAVE RECEIVED A COLLEGE SUMMONS ARE FULLY RESPONSIBLE FOR THE SUMMONS. If you are not a SCCC student, faculty or staff member you can appeal a summons by obtaining and submitting an appeals form at any Campus Business Office. Appeals MUST be submitted within seven (7) days of the date on the summons. Appeals will not be accepted after seven (7) days. You will be notified by mail of the result of your appeal. Should the appeal be denied any obligation must be paid within five (5) days of the appeal notification. Fines for appeals that are denied are billed by the College.

Listed below are the telephone numbers of the Public Safety Offices on all three campuses.

.. Ammerman Campus – (631) 451-4242
.. Eastern Campus - (631) 548-3636
.. Grant Campus - (631) 851-6777

December 2010

PLEASE REMEMBER TO LOCK YOUR VEHICLE AND CONCEAL ALL VALUABLES. THE COLLEGE ASSUMES NO RESPONSIBILITY FOR YOUR VEHICLE OR ITS CONTENTS WHILE ON CAMPUS.