

Priority Parking Permit Process

Purpose

The purpose of this document is to establish a process for the allocation of priority parking permits for St. Olaf students to ensure fair and equitable distribution of parking resources at St. Olaf College.

Regulations

- Priority parking permits will only be issued to current St. Olaf students.
- Priority parking permits may be issued for the following upper campus lots: Hill-Kitt Treeline, Ytterboe, Lot B, Lot C, Ellingson, and Lincoln Lot.
- Priority parking permits are valid for the semester in which they are issued.
- To qualify for a priority parking permit, students must be sponsored by the associated academic department requesting the priority parking permit. Approved reasons are outlined below.
- Priority parking permit fees are not waived. The student is responsible for paying all associated fees.
- Students that receive a priority parking permit are responsible for reading, understanding, and following the St. Olaf College Parking Policy.

Criteria for Eligibility

The sponsoring academic department must provide a clear and compelling justification for why they are requesting priority parking for their students. This could include reasons such as:

- Nursing clinicals.
- Social work practicum.
- Student teaching.
- Field experience for education courses that are outside of the alternate transportation options. Department approval is required.

Priority parking permits will be issued for one semester only. Justification must be re-submitted to parking@stolaf.edu each semester for consideration.

Notification of Approval & Distribution

Priority parking permit submissions will be considered following the submission deadline. Department contacts will be notified via email regarding the status of their submission. Priority parking permits will be distributed with standard parking permits.