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I. Introduction and General Information

A. Anyone operating or parking a vehicle on campus is responsible for being familiar with and complying with all traffic and parking regulations.

B. Parking permits allow parking in assigned parking lots or parking areas within lots. The purchase of a parking permit DOES NOT GUARANTEE space availability unless specific assignment of a space is made. The vehicle operator is responsible for finding a legal parking space.

C. In accordance with State of Minnesota Statute 169.34, no vehicle shall be parked in crosswalks, landscaped areas, driveways, fire lanes, within 15 feet of fire hydrants, along yellow painted curbs, in front of any removable barricade, on sidewalks, No Parking areas, or in a space which obstructs traffic.

Parking is enforced year round including during all breaks and excluding specific Holidays listed under Section V, Letter D.

D. All persons operating vehicles in the University area shall do so at their own risk. No responsibility shall be assumed by the University, City of Moorhead, or State of Minnesota for loss of property, damage to the vehicle while parked or being driven on campus property, damage which may be incurred through the process of impounding the vehicle, immobilizing the vehicle, or for any other damage or loss sustained while on the University campus.

E. The maximum speed limit within the University campus is 15 miles per hour.

F. Minnesota State University Moorhead reserves the right to cite, immobilize, or tow any vehicle in violation of parking regulations. This will be done at the owner’s expense. Drivers with repeated violations or who commit a serious parking violation may have their parking privileges revoked.

G. The Vice-President for Finance and Administration is authorized by the President to make all necessary operational decisions affecting parking regulations/policies and shall be directly involved in the development of proposals affecting lot construction, landscaping, and other parking facility improvements.

H. No vehicle shall be used for temporary lodging while on the campus. All persons found in violation will be referred to the proper authorities.

I. All University permits must be properly displayed by being hung from the vehicle’s rear-view mirror with no obstructions.

J. Authority for establishing traffic and parking regulations on the State University campuses is granted to the State University campuses by Minnesota Statute Section 169.966, subd. 8 (1988) and the Minnesota State University Board of Trustees. These regulations are effective beginning with the 2008-2009 academic year, and have been approved by the Minnesota State University Moorhead President pursuant to Minnesota
Statute Section 169.966, subd. 8. The Board of Trustees may delegate its responsibilities under this section to a State University President. Actions of the President shall be presumed to be those of the Board. The University President shall file with the Board President the results of any public hearings and the subsequent adoption of any proposed rule, regulation, or ordinance enacted pursuant thereto. These rules shall remain in effect until amended.

**Further information may be obtained from the Parking Office.**

K. These regulations herein apply to the Minnesota State University Moorhead campus as defined in Section VII. Streets in and around campus, disability zones, and fire lanes are governed by State law and City of Moorhead ordinances unless otherwise posted.

L. The Public Safety Dept. reserves the right to decide that any vehicle parked on campus be moved at any time. Failure to vacate may result in citation issuance, immobilization or towing of the vehicle at the owner's expense.
II. Registration and Fees

A. Registration
To park on the Minnesota State University Moorhead campus, all students, faculty, staff, and others associated with the University need to register their vehicles and obtain a parking permit with the Public Safety Dept. The Public Safety Dept. must be notified if there is a change in the ownership of the registered vehicle listed on the permit registration form. **ALL lots will be monitored beginning the first day of class.** All citations must be paid prior to purchasing a new permit.

Permits must be registered for online at www.mnstate.edu/parking or at the Public Safety Dept.: 1616 9th Ave S. Hours are 8:00 AM-4:30 PM Monday through Friday. Day permits are available 24 hours a day.

B. Types of Permits/Fees/Privileges
Contact Public Safety at 218-477-2675 with any questions.

**General**
Cost: $165/year, $100/semester
The red general permit allows vehicles to park in general lots. All general lots start with the letter G. General lots are enforced from 7:00 AM to 4:30 PM Monday through Friday, excluding holidays mentioned herein (see Section V, Letter D, part 3). General lots are red on the parking map.

**Reserved**
Cost: $250/year, $145/spring semester, $70/summer
The purple reserved permit allows a vehicle to park in the designated lot that is listed on the permit. The lot will be designated to the individual at the time of purchase.

Any vehicle parked in these lots or spaces without an authorized purple permit displayed is subject to citation, immobilization, or towing at the owner’s expense.

Overflow parking into General lots is authorized only in a case-by-case basis. Reserved permit owners must gain permission from the Parking Office (477-2675) in the event of a need for overflow parking.

**Retired**
Cost: **Provided free to MSUM retirees**
The yellow retired permit is issued to retired faculty and staff. Use of this permit for any other purpose than to conduct business with Minnesota State University Moorhead representatives can result in revocation of parking privileges on the campus. Vehicles with the retired permit properly displayed may park in General lots, or Metered spaces for short periods of time.

**Vendor/Contractor**
Cost: $85/year, $55/semester, $25/summer
The teal vendor/contractor permit is issued to sales representatives, vending agents, contractors and others in similar positions using unmarked vehicles for their business use only. Use of this permit for any other purpose than to conduct business with Minnesota State University Moorhead representatives can result in revocation of parking privileges on the campus. **Vehicles with the teal permit properly displayed may park in General lots and Metered spaces.**

If the vendor vehicle is marked on the exterior with a company logo/
information a vendor permit is not required. Marked vehicles are to follow the same parking guidelines as those with a vendor permit. (Leaving a note on the dash does not qualify as a marked vehicle).

**Speech and Hearing Clinic**
**Cost: Provided free to clinic clients**
The maroon permit is issued to clients of the SLHS clinic and is to be used while conducting clinic business only. Vehicles with the maroon permit properly displayed should park in the spaces designated for SLHS use in G-10 lot. When those spaces are all occupied, overflow parking is allowed in G-10 lot. Permits are only valid during scheduled SLHS appointment times.

**Early Education Center Permit**
**Cost: Provided free to center families**
This properly displayed permit is for individuals whose children are enrolled in the center. This is for 15 minutes only in lot D-1 or in designated spaces on 6th Avenue. Enforced M-F 7 am-5:30 pm.

**All Zone**
**Cost: $310/year, $175/semester, $90/summer.**
The black all zone permit allows the registered vehicle owner to park in any legal parking space. When properly displaying the permit, the vehicle is also allowed to park in metered or reserved parking spaces for short periods of time. A home lot must be designated upon registration.

**Day Permits**
Day permits are issued at a rate of $5.00 per day from the Public Safety Dept. located at 1616 9th Avenue South and are available 24 hours a day.
Day permits must be properly displayed from the rear-view mirror or the vehicle is subject to a citation. **Day passes are valid in lots listed on pass ONLY, and DO NOT override any reserved space unless specified.**

**Affinity Plus**
The reserved spaces on the northeast end of the CMU are for Affinity Plus Credit Union. To park in these spaces a designated permit must be hanging on the rear view mirror at all times. These permits may be obtained at Affinity Plus Credit Union.

**Disabled Parking**
Disabled parking is provided in specifically designated close-in areas. Because lot maintenance needs to be shared by all permit holders, the University requires that staff, faculty and students with vehicles displaying a valid state-issued disabled parking permit (including temporary state-issued disabled parking permits) or license plate are also required to display an MSUM parking permit while parked in any University-owned disabled parking stall.
If the designated parking stalls are full in the area you choose to park, you may park in any metered parking stall for a maximum of four (4) hours. After four hours, you must either relocate your vehicle or pay the posted metered rate.
III. Policies and Regulations

A. Space Definition
A legal parking space is defined by painted curbs, painted lines on the lot, or stationary/fixed (secured) parking guides which designate a single parking space. Oversized vehicles that extend beyond the space defined by the yellow lines are to be parked in lot FI. It is the responsibility of the vehicle owner/operator to familiarize themselves with the legal parking spaces within the lots.

B. Permit Space Coverage
The parking permit shall correspond with the permit sign posted at the entrance to the parking lots, inside parking lots, or on streets. It is the responsibility of the vehicle owner/operator to be aware of the locations of legal parking spaces.

C. Permit Placement
Permits must be hung from the rear view mirror of the vehicle. Failure to properly display the permit (such as permits on the dash, front seat, visor, or floor) may result in the issuance of a citation. Permits should be clearly visible from both the front and back windows. Citations may be issued if there are other objects hanging from the windows or mirror blocking view of permit.

D. Substitute Vehicles
When using a substitute vehicle, the permit holder will either use their regular permit, or if regular permit is not available, may obtain a day permit from the Public Safety Dept. at no charge. Parking permit holders must contact the Public Safety Dept. and identify the substitute vehicle being used. Individuals will not be allowed to park more than one vehicle in University lots at the same time using the same permit number.

E. Permit Resale/Transfer
Permits may only be sold by the University and not offered for resale or exchange between, among, or by individuals. See Section III, Letter J. Each vehicle using a permit must be registered with the Public Safety Department. A prorated refund may be issued, or the permit may be exchanged for another permit type.

F. Parking for the Disabled
Employee or student vehicles displaying a valid state-issued disability parking permit (including temporary state-issued disability parking permits) or license plate are also required to display a valid MSUM parking permit while parked in a disability parking stall on campus or on any other property controlled by the University. Visitor vehicles displaying a valid state-issued disability parking permit (including temporary state-issued disability parking permits) or license plate who are parked longer than four (4) hours in a disability parking stall on campus or on any other property controlled by the University also require a valid MSUM parking permit.

In compliance with Minnesota Statutes 169.345 and 169.346, use of disability parking spaces is restricted only to those vehicles with a State-issued disability permit. Minnesota state law requires disability parking spaces be enforced on a 24-hour
basis, 7 days a week, including holiday periods. Violators’ vehicles will be cited or immobilized. Should disability spaces not be available, disabled visitors with a State issued disability permit may use general and metered spaces. Individuals with temporary disabilities should apply to the State for a disability parking certificate. (The University’s Accessibility Resources Office is available for assistance in applying for exclusive State-issued certificates.) MSUM is committed to providing access to the campus parking areas in accordance with Minnesota law. If additional assistance is needed contact Public Safety. Quick errands, deliveries, or drop offs are not valid excuses for parking in or obstructing disability spaces.

G. Reserved Space Parking
1. Areas in certain lots are posted as reserved. Any vehicle not authorized to park in these reserved areas will be subject to citation, immobilization, or towing at the owner’s expense, pursuant to Minnesota Statute 169.041.
2. Reserved permits are valid in the assigned lot only. Parking in unauthorized areas on campus may result in a citation or immobilization.

H. Permit Application and Selection
1. Permits are issued on an annual basis (Fall to Fall). Each permit is valid only for the time period indicated on the permit. Use of an expired permit is not authorized (See Section III, Letter J.)
2. To obtain a permit, an individual must register online and pick it up at the Public Safety Dept., 1616 9th Ave South. Information can be obtained from the Public Safety Dept. as to what permits are available.
3. All citations must be paid in full prior to obtaining a parking permit. The Parking Dept. reserves the right to apply outstanding citations to student accounts.
4. Permits must be displayed in all lots by Monday, August 27, 2018.

I. Lost or Stolen Permits
Lost or stolen permits must be reported as such to the Public Safety Dept. (477-2675). The first replacement permit is $10.00, a non-refundable service fee. Any further replacement will cost the value of the permit desired, prorated by the academic year. In case the missing permit is found, it is to be returned to the Public Safety Dept. immediately. Use of a permit that has been reported missing may result in an autoboot and applicable citations. (See Section III, Letter J.) Violators may be subject to disciplinary action, criminal charges, and appropriate parking sanctions. Providing inaccurate information in an attempt to obtain a permit may result in fraud charges.

J. Fraud
Any person involved in the use, sale, or manufacture of fraudulent, stolen, or missing permits, or any other attempt to defraud the Public Safety Department is subject to disciplinary action, criminal charges, and appropriate parking sanctions. Repeated use of an expired permit is considered fraud.
Displaying previously issued citations on any vehicle parked on MSUM campus is considered fraud.
K. Government Vehicle Parking

Government vehicles may park in any marked parking space except reserved or disabled parking spaces. Misuse may result in applicable citations.

L. Refund Policy

- Parking permit owners may return their parking permit for a full or partial refund of sale price if done so within the following guidelines:
  - Fall and Spring Semesters:
    - 1st through 5th business day of term: 100%
    - 6th through 10th business day of term: 75%
    - 11th through 15th business day of term: 50%
    - 16th through 20th business day of term: 25%
    - After the 20th business day of term: 0%

- Summer permits are not refundable.

- The refund amount will be reduced by any outstanding citations.

M. Map Adjustments

The University reserves the right to adjust lot or permit designation as shown on the campus parking map. Lot designations may be modified following review and recommendation of the Facility, Grounds and Safety Committee. Notice of such changes will be published via campus media.

N. Metered Parking

Regular permits do not override meters, with the exception of State-issued disability permits, retired, special, no zone, and vendor/contractor permits. Meters are located at a centralized paystation in lots M-1 and M-5 and may be utilized for a maximum of four (4) hours. Residence hall meters are monitored 24 hours a day with the exception of holidays mentioned herein. Lot D-1 is monitored from 7:00 AM until 5:30 PM. Each meter is marked with the maximum time allowed. Vehicles parked in expired meter spaces are subject to citation. If parking meters are not working, do not park your vehicle in that metered parking space. Report any problems to the Public Safety Dept. (477-2675) or (477-2449).

O. Battery Jump-start/Vehicle Unlocks

Public Safety has a free jump-start and vehicle unlock service for vehicles that are located on or near MSUM property. This service is available on a first-come, first-served basis, as time permits and at the discretion of the Public Safety Department. Contact Public Safety at 218-477-2449.

P. Snow Removal

1. The University reserves the right to cite and/or tow vehicles, at owner’s expense, which obstruct snow removal operations, pursuant to Minnesota Statute 169.041.

2. Snow removal of driving areas and parking spaces will begin following each substantial snowfall. Snow will be piled in individual lots until it can be hauled away. Do not park near piled snow.

3. Notices will be sent to residence halls with snow removal information not less than 24 hours before the comprehensive snow removal operation begins. The information will include a snow removal schedule and alternate lot designa-
tions for temporary parking during snow removal operations. All vehicles must be moved to designated lots prior to the snow removal operations. **Snow removal vehicles have the right of way during snow removal operations.**

4. The Public Safety Dept. reserves the right to declare that any vehicle parked on campus be moved for snow removal. Failure to comply within 24 hours of contact (established or attempted) may result in citation or tow of the vehicle at the owner’s expense.

**Q. Permit Upgrades**

- If a permit owner is allowed to upgrade their permit type during the Fall Semester, the customer shall pay the difference between full year permit prices.

- If a permit owner is allowed to upgrade their permit during the Spring semester, the customer shall pay an upgrade fee of the difference between the Spring pro-rated price of the new permit and the Spring pro-rated price of the original permit.
IV. Short Term Parking

A. Short Term Parking Permits
Short term parking permits may be issued to persons holding paid permits when their registered vehicles are unavailable at no cost.

1. If a substitute vehicle is used and the original permit is not available, a temporary permit will be issued and will include all the privileges of the original permit.

2. Meetings, conferences, and larger public events: it is the responsibility of the event coordinator to arrange with the Public Safety Dept. for parking accommodations for guests at least 2 business days in advance of the meeting or conference. Permits are obtained from the Public Safety Dept.

There is an online form at mnstate.edu/parking to request parking, permits, and/or day arrangements.

B. Guest/Visitor Parking
Day permits may be obtained from the Public Safety Dept. 24 hours a day, 7 days a week. Day permits may override parking meters if specified on the individual permit. Altering a Day Permit will result in a fraudulent permit fine and an autoboot fine. (See Section III, Letter J.)

Guests may also park in the F-1 lot free of charge 5:00am to 3:00am. No overnight parking permitted (3:00am to 5:00am).

C. Pay Lot Rates
The pay lots are located on 11th Street at 9th Avenue (Lot M-1), and 6th Avenue (Lot M-5). The pay lot rate is $2.00 per hour. Parking is free in these lots from 4:30 PM to 7:00 AM weekdays and all day on weekends and designated University holidays. (See Section V, Letter D, Number 3.)

D. Vendor/Contractor
Vendor/contractor parking requires a permit from the Public Safety Department. This is to be used by the vendor/contractor only during service hours. It is not transferrable. See Vendor/Contractor under Section II, Letter B. Refer to Section III, Letter J.

E. Loading Zones and 15 minute parking spaces - Enforced 24 hours a day
Designated loading zones are solely for loading and unloading purposes. Trucks and other types of commercial vehicles may be parked in these zones only during actual loading/unloading operation. Private vehicles are not to exceed 15 minutes of parking in these areas to conduct their loading/unloading. Parking in loading zones for purposes other than loading/unloading may result in a fine and/or autoboot.
V. Enforcement and Penalties

A. Ticketing, Immobilization, and Towing
The University reserves the right to cite, immobilize, or tow vehicles parked on campus in violation of any rule established in the current Traffic and Parking Regulations pursuant to Minnesota Statute 169.041. The person who registers the vehicle and obtains the permit is responsible for the vehicle’s operation on campus, and for all charges against the vehicle including ticketing, immobilization, and/or towing of the vehicle. The registered vehicle owner is ultimately responsible for all charges.  

1. Failure to pay any citation within 10 calendar days will result in a $10.00 penalty. In addition, a hold may be placed on the responsible party's student records until all outstanding amounts are paid.

2. The University may tow a vehicle due to snow removal, repair work, violation of regulation or abandonment. Any vehicle that has not been moved in 30 days will be considered abandoned. (See Section III, Letter P.)

3. Vehicles with three or more outstanding parking citations that are 10 days late or a balance due of $75 or more, with at least one citation 10 days outstanding will be immobilized and assessed a $50 fee. There is an additional storage charge of $10 a day for vehicle autoboost. This charge will be invoked after 24 hours.

Immobilized vehicles will remain autoboosted until the outstanding fine is paid. Responsible parties/owners of immobilized vehicles should contact the Public Safety Dept. at 477-2675 or 477-2449, 24 hours a day, 7 days a week.

B. Persistent Violators May Have Their Parking Privileges Revoked

1. Registered owners with repeated violations of University parking rules and regulations may have their parking privileges revoked by the Director of Public Safety and/or the Parking Manager. Cases may be referred to the Facility, Grounds and Safety Committee or the Student Disciplinary Committee for consultation. The registered owner will be notified of the recommended resolution by U.S. Mail.

2. Registered owners remain responsible for any outstanding parking fines.

3. A vehicle with a revoked parking permit will be immobilized each time it is found parked on the University campus.

4. Revoked permits are non-refundable.

C. Emergency Flashers
Using emergency flashers does not allow drivers to park their vehicles in disability areas, fire lanes, metered spaces, no parking zones, or regular lot spaces. (See Section IV, Letter E, Loading Zones.)

D. Enforcement Coverage
Parking regulations remain in force for all lots during breaks and the summer.

1. All lots are enforced from 7:00 AM to 4:30 PM Monday through Friday, unless otherwise noted. All vehicles that park in these lots without the proper permit are subject to a citation, autoboost, or towing pursuant to Minnesota Statute 169.041. Some spaces within the parking lots...
marked otherwise (ex. 15 minute loading areas, marked meters, no parking zones) are subject to enforcement appropriate to their defined enforcement timeframes.

2. D-1 and 6th Avenue areas used for Early Education Center drop-off and metered parking are enforced from 7:00 AM to 5:30 PM, Monday through Friday.

3. Permits will not be required on the following University designated holidays: Labor Day, Thanksgiving Day, December 24th, December 25th, New Year’s Day, Martin Luther King Day, Memorial Day, and Independence Day. Class break periods and non-instructional days are not holidays.

E. Emergency Parking Situations
To obtain a day permit in the event of vehicle breakdowns or emergency parking situations, contact the Public Safety Dept. (477-2675) or (477-2449). (See Section IV, Letter B.)

F. Violations
Individuals may be penalized by citation, immobilization, or towing at the owner’s expense for any violation. Permit holders are responsible for any citation issued to vehicles in which their permit appears. (See Section I, Letter F, and Section V, Letter J.) It is unlawful for any person, as the permit holder of a vehicle or as the registered owner of a vehicle to park, stop or leave unattended, or to cause, allow, or permit to be parked, stopped, or left standing whether knowingly or unknowingly, any such vehicle in any place not designated for parking.

The fact that a person parks in violation of any law, policy, or regulation and does not receive a citation, does not mean that the law, policy, or regulation is no longer in effect.

G. Immobilization Fees
1. Immobilization fee of a vehicle is $50.00, in addition to applicable fines. (See Section V, Letter A.)
2. If the autoboot is damaged or missing after being placed on a vehicle, the vehicle owner will be responsible for the replacement cost at $500.00 and may result in criminal charges.
3. Towing fee for a vehicle is at the discretion of the local towing company hired to provide this service to the University, pursuant to Minnesota Statute 169.041. All towing fees are the responsibility of the vehicle owner. Contact the Public Safety Dept. (477-2675) or (477-2449) to obtain the telephone number of the towing company.

H. Fine Payment
All fines and penalties assessed on MSUM parking citations are to be paid within 10 calendar days.
1. Pay the fine by mailing the notice of violation and check or money order to:
   Public Safety Dept. | MSUM
   PO BOX 120 | Moorhead, MN 56563
   Make check or money order payable to:
   Minnesota State University Moorhead
   Please do not send cash by mail
2. Pay the fine in person at:
   MSUM Public Safety Dept.
   1616 9th Ave South | Moorhead, MN 56563
3. Pay the fine by phone 24/7: 218-477-2675

All fines and penalties assessed on City of Moorhead parking citations (including fire lane and parking violations) are to be paid to the City of Moorhead as indicated on the citations. There is a drop box for citation payment at the Public Safety Dept., 1616 9th Ave South. Credit Cards are not accepted at Public Safety for Moorhead Police citations.

I. Late Payment Penalty

If payment is not made within 10 calendar days, the following sanctions may be applied:

1. A $10.00 late fee will be assessed in addition to the original fine.
2. A hold may be placed on student records for non-payment of late citations.
3. Failure to pay 3 or more citations may result in the immobilization of the vehicle. (See also Section V, Letter G.) Autoboot fees of $10.00 per day will be invoked beginning 24 hours after autoboot placement.
4. The Public Safety Dept. reserves the right to apply all or any outstanding charges to the student account.

J. Motorcycles

Motorcycles are allowed to park in designated motorcycle areas only. Those parked in any other lot or area will be subject to citation. All motorcycles are to be removed from campus when snow removal is required. They may return when snow removal is not required.

Motorized Scooters/Mopeds either gas powered or electrically powered are not allowed to be driven on any MSUM sidewalks. Motorized Scooters/Mopeds are allowed to park in designated motorcycle parking areas only.

K. Bicycles

Bicycles are required to be parked in bicycle racks in designated areas. Such means of transportation are not to be chained to lamp posts, trees, building components, etc. If bicycles are found chained to these objects; chains will be cut and the bicycle will be impounded by the Moorhead Police Department.

In cases of required maintenance issues and to manage abandoned bicycles in bicycle racks, Public Safety may post signage on bicycle racks requiring bicycles be removed and moved to other bicycle racks. The notice will be posted on the bicycle racks for two weeks. Bicycles still attached to bicycle racks after the two week notice will have the chains cut and the bicycle impounded by the Moorhead Police Department. Owners should check their bicycles attached to bicycle racks on campus at least once every two weeks. Owners of bicycles left on campus are encouraged to register the bicycle including the serial number with the MSUM Public Safety Department in the property registration section at the following site: https://msumapps.mnstate.edu/security/students

MSUM Public Safety is not responsible for bicycle locks that are cut for violations of the above policy or that may need to be cut with no notice in cases of maintenance issues that may arise. Owners of bicycles parked on campus assume this risk when bringing a bicycle onto the MSUM campus.
L. Utilities and Vehicles
Recharging electric powered vehicles or using engine block heaters with campus utilities is not permitted. If found responsible parties may be charged with theft of services.

VI. Appeals
A. Only those citations issued by MSUM may be appealed through the University. All City of Moorhead citations must be appealed or paid to the City of Moorhead. Individuals who believe they have been cited, fined, towed, or immobilized in error may appeal the case. The appeals must fully state the grounds on which the appeal is based.

B. MSUM appeal forms must be filed within 10 calendar days of issue date online at mnstate.edu/parking. Appeals may not be submitted on behalf of someone else. Appeals will not be accepted after 10 calendar days from ticket issue.

C. The Parking Violation Appeals Committee will serve as the appeal body for all citations issued and render a decision in each case. Any challenges made to the committee’s decision will be reviewed by the Director of Public Safety.

D. The fine for a violation which has been appealed and subsequently denied must be paid to MSUM within 10 days after notification of the appeal decision. (See Section V, Letter A, Number 1.)

E. Students who discontinue class attendance based on extenuating circumstances or some situation out of their control may file a parking permit refund appeal to the Director of Public Safety if they seek to refund a portion of their permit after the 20th business day of a term. The appeal must be made in writing within 90 days before the end of the term for which a refund is requested (See Section III, Letter L.).
VII. M State, Concordia, NDSU & NDSCS Students/Faculty

All students registered at M State, Concordia, NDSU or NDSCS possessing an M State, Concordia, NDSU or NDSCS parking permit may also park in MSUM General lots for no additional fee.

VIII. Parking Permit Thefts and Vandalism

Secure your vehicle and report thefts

Permit holders should do all they can to avoid being victimized. These permits are easily stolen from the mirrors of unlocked vehicles. Always secure your vehicle when you leave it unattended. Be sure to notify the Parking Office (477-2675) or (477-2449) as soon as you believe your permit is lost or stolen. Once notified of a permit loss, these offices will attempt to spot check the lots to determine if the permit is being used by someone else. Vandalism should be reported to Public Safety. Check your vehicle daily.
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<th>Lot</th>
<th>Monday-Friday</th>
<th>Sat. and Sun.</th>
<th>Holidays</th>
<th>Breaks</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>7:00 AM-4:30 PM</td>
<td>No Ticketing</td>
<td>No Ticketing 7:00 AM-4:30 PM</td>
<td></td>
</tr>
<tr>
<td>Reserved</td>
<td>7:00 AM-4:30 PM</td>
<td>No Ticketing</td>
<td>No Ticketing 7:00 AM-4:30 PM</td>
<td></td>
</tr>
<tr>
<td>Metered Lots</td>
<td>7:00 AM-4:30 PM</td>
<td>No Ticketing</td>
<td>No Ticketing 7:00 AM-4:30 PM</td>
<td></td>
</tr>
<tr>
<td>D-1 Lot</td>
<td>7:00 AM-5:30 PM</td>
<td>No Ticketing</td>
<td>No Ticketing 7:00 AM-5:30 PM</td>
<td></td>
</tr>
</tbody>
</table>

See Section V, Letter D for specific Holidays.