Parking Policies
All students operating or parking motor vehicles on campus must register their vehicles through the Office of Student Affairs. Here are a few rules to remember:

- Our students are welcome to park their personal vehicles on campus. Vehicle information should be kept current in the CRIS system. Failure to maintain accurate information about your vehicle can result in monetary fines.
- Temporary parking permits can be issued for a limited time if the current registered vehicle is out of service for a short period. Temporary permits can be obtained from the Office of Student Affairs during normal business hours.
- Parking lots are provided for the benefit of students, faculty and staff however, *Emmanuel College is not responsible for damage to / theft of vehicles or theft of items in the vehicle*. In the event of damage or theft a report can be filed with the Franklin Springs Police by calling 706.384.7118.
- Parking is prohibited in designated fire lanes or any yellow hashed area.
- All commuting students must park only in commuter lots.
- Resident and commuter students should not park in any designated staff/ faculty parking lot between 7:00 AM and 6:00 PM, Monday – Friday.
- Resident drivers must not park their vehicles in commuter lots between 7:00 AM and 6:00 PM, Monday – Friday.
- All resident students must park in their designated parking areas. For example: Drum residents must park in the Drum resident’s parking lot. Melton Hall residents must park in the Melton Hall parking lot.
- Improperly displayed / location of parking permits can result in fines. Place parking permit in one of the location indicated to properly display so the permit is unobstructed and can be clearly seen from behind the vehicle. These locations are applicable to all vehicles. All other locations are not acceptable
- Absolutely no parking in the visitor parking spaces if you are not a visitor. This parking is reserved for guests of Emmanuel College. Commuters are not considered visitors to the campus.

Proper Parking Permit and Hanging Tag Locations

Students: Place parking permit in one of the location indicated to properly display so the permit is unobstructed and can be clearly seen from behind the vehicle. These locations are applicable to all vehicles. All other locations are not acceptable.
Parking Violations
Parking violations are assessed and posted to the student’s account.

- Parking fines should be paid within 5 class days of the receipt of the ticket. Students with outstanding parking fines at the end of the semester may not be permitted to register for the following semester. Each violation will be assessed independently.
- Two or more fines may be applied if vehicle is in violation of more than one offense.
- Fines may be doubled in the event of chronic or excessive parking violations.

Parking Forms: Parking Ticket Appeal Application (Log in to CRIS to access the online form.)
Traffic tickets may be appealed through the Traffic Appeals Committee. The Traffic Appeals Committee meets as needed, and individuals who have submitted appeals will be notified by e-mail when the Committee plans to meet. Appellate applications may be completed online. Filing an Appellate Application does not guarantee the ticket will be forgiven or reduced. Applications for appeals must be filed within five (5) class days of the receipt of the ticket. Any appeal application received after that time will not be considered.