Introduction

The rules and regulations set forth here have been developed to control traffic and parking for the safety and security of all persons utilizing the parking areas at Armstrong. Anyone operating a motor vehicle on property owned, operated or controlled by Armstrong State University is subject to these regulations unless otherwise exempt by state and federal laws, except as otherwise provided herein.

The Laws of the State of Georgia and the Rules and Regulations of the University shall apply to the university campus and other lands of the university. It is the responsibility of all persons utilizing the university roadways and parking facilities to be aware of these regulations and obey such regulations. Armstrong State University does not assume any responsibility for damages to any vehicle or contents by reason of theft, vandalism or any other cause.

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Article I. Authority to Regulate Traffic

Section 1: Privilege to Operate/Park a Motor Vehicle on Campus
Permission to operate or park a motor vehicle or scooter on the grounds owned, operated or controlled by Armstrong State University is a discretionary privilege bestowed by the university. Such privilege may be denied, revoked, suspended or modified by authorized representatives of the university.

Section 2: Authority to Enforce Traffic Regulations
In accordance with this authority, it is the duty of the Chief of Police and the designated employees of the Armstrong Police Department to enforce the provisions of these rules and regulations, provided, that to expedite traffic or safeguard pedestrians in the event of fire or other emergency or special events, officers of the Metro Police or State Patrol or Savannah Fire Department may direct or control traffic as conditions may require notwithstanding the provisions of these rules and regulations.

Section 3: Authority to Post Traffic Signs
The Police Chief or his/her designee is authorized to place and maintain all official traffic and parking signs, signals, markings and safety zones required on the campus and other lands of the university, including the placement of permanent or temporary signs and markings as may be
specifically required by emergencies or other special circumstances. Operators of vehicles used in and about the campus and other lands of the university shall conform to such signs, signals, markings and safety zones.

**Section 4: Interference with Signs**
Any person who willfully, intentionally and without right defaces or otherwise tampers with, removes, moves, interferes with or destroys any traffic or parking regulating sign, light, signal, barricade or marking device lawfully erected or placed on the campus or other lands of the university shall be subject to University disciplinary procedures and/or prosecution under the applicable criminal statute of the state.

**Section 5: Parking Regulation Changes**
The Police Chief or his designee may at times during the year suspend, change or revise the normal operating parking regulations to meet the needs of the university community and its operating functions.

**Section 6: Public Safety**
Public safety and university maintenance vehicles are exempt from parking and traffic regulations when used in appropriate manner for official purposes.

**Article II. Operation of Vehicle**

**Section 1: Speed Limit**
All vehicles will be operated at all times at a speed that is reasonable and proper and in a safe manner. At no time will a speed on any campus roadway or other lands of the university in excess of 20 miles per hour be considered reasonable and proper except as otherwise posted and for vehicles engaged in emergency work. At no time shall a vehicle be operated within any campus parking lot at a speed in excess of 10 miles per hour except as otherwise posted.

The University Bike path is closed to all motorized vehicles, including scooters and mopeds. Motorized wheel chairs for individuals with mobility limitations are permitted on the path. Bicycles and other non-motorized conveyances are limited to 15mph while travelling on the path.

**Section 2: Operating Condition of Vehicles**
Motor vehicles parked on university property must be kept in such condition of mechanical repair that they can be removed at any time under their own power. Vehicle maintenance, repair, or storage is not permitted on the Armstrong Campus. Vehicles may not be covered while parked on campus. Vehicles leaking fluids or posing other environmental hazard may be towed immediately at the owner’s expense by the Armstrong Police.

**Section 3: University Buildings**
Motorcycles, motor scooters or other motor vehicles may not be parked or operated in a manner
so as to cause undue noise or disturbance, or be parked so as to obstruct entrance and egress to and from any university building, parking lot or other facility. No motor vehicle may be parked or operated within the pedestrian walkways of a residence area, academic or administrative building, or on land or property not so appropriately designated or designed for motor-vehicle use/parking, unless specifically authorized by the Police Chief or his/her designee. No vehicle shall at any time be put or left in any building or stairwell except authorized university vehicles, which shall be garaged in an appropriate structure.

Section 4: Illegal Parking/Operation
No person shall park or operate a vehicle or allow or permit any vehicle registered in his/her name or under his/her control to stand or park in any street, highway, driveway, fire lane, parking lot or pedestrian sidewalk or crosswalk on campus or other land of the university in violation of these rules and regulations (except when in compliance with the direction of a police officer, traffic or parking sign or signal). When the driver cannot be identified, the registered student/faculty/staff/owner of the motor vehicle will be held responsible for all parking violations noted against the vehicle, and shall be held liable for all such violations.

Section 5: Registered Vehicles
Motor vehicles that are properly registered and insured may be parked on campus only in a parking area, stall or space when bearing a valid Armstrong decal or permit, valid for that area and appropriately fixed to the vehicle. Use of other parking facilities except during hours designated or by special written authorization constitutes illegal parking. Parking of any motor vehicle within a building is prohibited, except as noted herein. Large trucks, trailers, boats, and other non-passenger vehicles may not be parked on campus without the permission of the Armstrong Police Department.

Section 6: Unused or Abandoned Vehicles
Any vehicle found without a valid vehicle registration or showing other signs of nonuse or disrepair will be considered an abandoned vehicle and be removed from university property at the direction of the Police Chief or his/her designee. Abandoned vehicles may not be on campus longer than 72 hours. Vehicles that pose a public safety hazard may be removed immediately. Vehicles left on campus by students who are not enrolled in classes during the current semester shall be considered abandoned. All expenses incurred in the removal of an abandoned or public safety hazard vehicle will be the responsibility of the registered owner.

Section 7: Disabled Vehicles
The registered owner of a vehicle that is temporarily disabled on university property is responsible for contacting the Armstrong Police at (912) 344-3333 to report the location, description, and estimated time of repair or removal of the vehicle. No disabled vehicle will be towed to the campus without authorization from the Armstrong Police. Armstrong Student, Faculty, or Staff Vehicles may not be disabled on campus for a period longer than 72 hours. Non-Armstrong Community disabled vehicles may not be disabled on campus longer than 24 hours. Vehicles violating this time frame may be towed at the owner's expense. Disabled vehicles that pose a public safety hazard may be removed immediately at the owner’s expense.
Vehicle repairs are not permitted on the campus, except with the permission of the University Police.

Section 8: Motorized golf carts and utility vehicles:

University owned motorized golf carts and motorized utility vehicles may be operated on campus by individuals who have attended and passed golf cart training conducted by Facility Services. Violation of the university policy on golf cart use may result in the immediate revocation of permission to operate the vehicle on campus. Privately owned carts may not be operated on campus, except as authorized by the Chief of Police.

Section 9: Parking: Armstrong Center, Liberty Center, Dead End Streets and undeveloped property.

The university will enforce the University’s Parking Regulations in the following locations:

1. All university parking located at the Armstrong Center. See Article V, Section 2.
2. All university parking located at the Liberty Center as deemed appropriate by the Chief of Police
3. All undeveloped University property located adjacent to or across the street from the main campus.
4. Parking is not permitted at the dead end of Science or University Drive, except as authorized by the Chief of Police or his/her designee.
5. Anyone found in violation of this section is subject to the appropriate sanctions as outlined in Article VII.

Article III. Armstrong Vehicle Registration

Section 1: Obligation to Register
Each student, faculty, staff member, vendor, or visitor who operates or parks a motor vehicle, including motorcycles and scooters, on the property of Armstrong State University must obtain a university parking permit. Faculty/staff parking permits may not be used on vehicles driven by students.

Section 2: Registration Time Period
All parking decals are generally valid from August 1st through July 31st, except that Commuter Student parking decals are valid only while the student is currently enrolled in classes at Armstrong. Residential Student parking decals are valid only while the student has a current housing contract and is currently enrolled in classes at Armstrong. Residential decals expire at end of each semester. Faculty/Staff parking decals are valid only while the individual is currently employed at Armstrong. Vendor and contractor parking decals are valid only for a semester at a time and then only while the individual is working on an Armstrong project or contract. Armstrong Police may remove invalid parking decals. Parking decals are obtained through the online system: https://armstrong.t2hosted.com/cmn/auth_ext.aspx
Article IV. State Registration Procedures

Section 1: Obligation to Register
All vehicles operated or parked on the Armstrong Campus must comply with The State of Georgia’s motor vehicle registration requirements and all operators must comply with the State of Georgia’s operator licensing requirements. Individuals, who maintain residency in another state, must comply with that state’s vehicle registration and operator licensing requirements.

Section 2: Where to Register
Questions concerning motor vehicle registration in Georgia can be answered by the Georgia Motor Vehicle Division at 1145 Eisenhower Drive, Savannah, Ga 31406 and operator licensing questions can be answered by the Department of Driver Services, 1117 Eisenhower Drive, Savannah, Ga 31406.

Section 3: Insurance Requirements
The owner of the vehicle is required to maintain required insurance coverage established by Georgia statute. Failure to observe these regulations may result in substantial fines for the owner of the vehicle and/or the driver and towing/impoundment of the vehicle. Vehicles without the required insurance coverage may be towed immediately.

Article V. Types of Permits

While there is sufficient parking space on campus for the majority of the university’s needs, possession of an Armstrong permit does not guarantee that there will be space available if the lots/spaces are full. The university does not provide off-campus parking.

All Permits, except residential, vendor and temporary permits expire on July 31st before the start of the new academic year. See Article III for additional details. Any vehicle found in violation of any provision of the parking rules and regulations may be subject to ticketing, immobilization, towing at the owner’s expense, and revocation of parking privileges.

All permits, except motorcycle/scooter and temporary permits shall be placed on the outside rear windshield on the lower left corner (driver side). Convertibles may have the permit placed on the front windshield on the lower left (driver) side. Motorcycle/scooter permits shall be placed on a front fork or fairing, not obstructed by parts or framework. Placement so that permits may be removed easily is not permitted. Temporary and multiple vehicle permits hang from the inside rearview mirror with the permit number visible through the front windshield.

Section 1: Faculty-Staff Permit
Any full-time employee of the university is eligible for this designation. Part-time faculty and staff employees, except student workers, may be eligible for this designation as approved by the Parking Supervisor or the Chief of Police. Motor vehicles bearing such a permit are eligible to
park in areas designated as Faculty/Staff parking. There is no charge for the first decal; however a second decal may be purchased by full-time faculty/staff for $5.00. Students may not park in faculty/staff spaces except as specifically addressed in this document. No faculty/staff may authorize a student to park in faculty/staff spaces. Spouses, children, or other family members may not use the decal to park on campus.

**Reserved Spaces:** Parking in this area is by **special parking pass** issued by Parking Services.

### Section 2: Commuter Student Permit

Commuter students are eligible for this designation. Motor vehicles bearing such a permit must be titled in the student’s name or the name of an immediate family member and cannot be used on campus by any person except the registered student. These vehicles are eligible to park in areas designated by a corresponding white Student curb signage or unmarked areas in the Victor Hall Parking Lot, Science Center Parking Lot, Sports Center Parking Lot, University Drive and University Hall Parking Lot. A commuter student may only park in the Armstrong Center Parking Lot when attending a class located in the Armstrong Center. Between the hours of 4:30 PM and midnight on weekdays and between 6 AM and midnight on weekends, commuter students may park in Faculty/Staff parking spaces (Note: on Holidays and during breaks, Faculty/Staff spaces are still reserved, except as noted above). All university non-residential housing students, whether part time or full time, are eligible for this permit. The cost of a commuter permit is $50 if purchased in the fall; $35 in the Spring Semester; or $25 in the Summer Semester. If the permit holder leaves the university or becomes academically ineligible, no refunds are permitted. Permits are not transferable to another individual. If a commuter student leaves the University, their permit is no longer valid and he/she is required to immediately surrender the permit to the Armstrong Police.

Commuter students may have only one (1) commuter decal; however a commuter student may also purchase a motorcycle/scooter decal for $5. If a commuter student has more than one vehicle, he/she may purchase Multiple Vehicle placard instead of a commuter decal. The Multiple Vehicle placard costs $75 if purchased in the fall; $60 if purchased in the Spring; and $40 if purchased in the summer. The Multiple Vehicle placard cannot be used by other individuals or on vehicles not registered to the placard.

### Designated Commuter Parking Areas

- Victor Hall Parking Lot
- Science Center Parking Lot
- Sports Center Parking Lot
- University Hall Parking Lot
- Curb Parking marked with “Student” signage.
- Armstrong Center Parking Lot **only** while attending class at the Armstrong Center.

This permit allows the operator to park his/her motor vehicle in the designated areas from 6 a.m. to midnight. Overnight Parking requires a special temporary permit: see "Overnight Parking Regulations," [Article V., Section 8](#).
Section 3: Resident Student Permit
All resident housing students are eligible for this permit. All vehicles bearing this permit are eligible to park 24 hours a day in their assigned area. Motor vehicles bearing such a permit must be titled in the student’s name or the name of an immediate family member and cannot be used on campus by any person except the registered student. The cost of a resident permit is included in residential housing fees. Residential Students may have only one vehicle on campus and are not eligible for additional permits. If the permit holder leaves the university, no refunds or transfers are permitted. Vehicles with residential housing parking decals may not park outside of their designated areas on campus, except as noted within the parking rules and regulations. If a permit holder moves out of housing, the permit is no longer valid and he/she is required to immediately surrender their residential housing permit to the Armstrong Police.

Residential Lots may be closed between semesters for maintenance and security reasons. Residential students who leave vehicles on campus between semesters may be assessed $10 per day for parking.

Designated Residential Parking Areas
Compass Point Permit: Limited to Residential Lots 1 and 2
Windward Commons Permit: Limited to Residential Lot 1
Terrace or Crossings Permit: Limited to Terrace and Crossings compounds

Section 4: Universal Permit
All Residential and Commuter Students are eligible for this permit. Vehicles bearing this permit are eligible to park in their assigned residential lots or commuter student parking spaces from 7 a.m. to midnight. The cost of the Universal Permit is $75 when purchased in the fall; $60 if purchased in the spring and $40 for summer semester. A very limited number are available. These permits are non-refundable.

Section 5: Service/Vendor Vehicle Permit
All vendors or outside contractors doing business with Armstrong State University are eligible for such a permit. Motor vehicles bearing such a pass are eligible to park in commuter student parking facilities on campus when in performance of their official business or other areas as approved by the Chief of Police. Service/Vendor permits expire each semester. Sodexo management may park in the Student Union Loading dock area for no longer than 15 minutes when making a delivery or pick-up and the vehicle has its hazard lights activated.

Section 6: Motorcycle Permit (Includes motorized Mopeds and Scooters)
All persons operating a motorcycle, scooter, or moped on campus are eligible for this permit. The cost of a motorcycle/scooter/moped permits is $25 for the school year; $25 for the Spring and Summer Semesters. Motorcycles, scooters or mopeds bearing such a permit are eligible to park in the assigned motorcycle/scooter parking areas from 6 a.m. to midnight. Residential students with registered motorcycles, scooters, or mopeds may park in their designated motorcycle/scooter residential parking areas and faculty/staff registered motorcycles may park in faculty/staff parking. Refer to "Overnight Parking Regulations," Article V., Section 8.
Motorcycle/scooter parking in any other area on campus is **strictly prohibited**. Motor vehicles bearing such a permit must be titled in the student’s name or the name of an immediate family member and cannot be used on campus by any person except the registered individual. Faculty/staff motorcycles may park in faculty staff spaces.

**Designated Parking Areas:**
- Sports Center Parking Lot - motorcycle/scooter area
- Residential Parking Lot 2 - motorcycle/scooter area (restricted to residential students)
- University Drive motorcycle/scooter spaces behind Fine Arts Building
- University Terrace/Crossings motorcycle/scooter area (restricted to residential students)

**Section 7: Handicapped Permit**
All community members with a temporary or permanent handicap state issued permit are eligible for an Armstrong Handicap permit. The proper documentation should be presented to Parking Services for approval before the appropriate permit can be issued. The cost for a university handicap permit is the same as the appropriate Armstrong commuter/faculty/staff/residential parking permit. The fee for this permit will not be waived. Motor vehicles bearing a university handicap permit are eligible to park in all parking spaces designated by a blue-and-white handicapped sign. This permit allows the operator to park his/her motor vehicle in the designated parking spaces from 6 a.m. to midnight. Refer to "Overnight Parking Regulations," Article V., Section 9.

Please be advised that Armstrong State University handicapped permits are valid only in Armstrong State University parking handicapped parking spaces and not on other city or town streets or parking areas and a vehicle parked in a handicapped space on campus must display a state handicap parking permit as well as an Armstrong handicap permit or runs the risk of being ticketed for not displaying the proper decals.( Note: display of the Armstrong Handicap Permit without the state handicap permit is a state violation and subject to the issuance of a state traffic citation.)

Temporary mobility impairment permits may be issued to students who have adequate medical documentation to demonstrate an impaired ability to walk. These permits may park in faculty/staff spaces, but not handicap spaces. These permits are only issued for short periods of time and require medical documentation. The Chief of Police may designate temporary mobility impairment spaces if appropriate.

**Section 8: Visitor and Temporary Parking Permits**
Temporary parking permits are required for all visitors wishing to bring motor vehicles on campus for short intervals. 30 minute parking in a visitor space without a visitor permit is allowed for visitors. Visitor parking for more than 30 minutes in a calendar day requires a visitor permit. Permits are available from Parking Services located in the Police Department. Vehicles bearing such a permit may park in any commuter or visitor space. Vehicles with student decals may not park in visitor spaces for any length of time.
Visitors must register their vehicle and pick up a Visitor Parking Permit from Parking Services located in the Police Department.

Students/faculty/staff may obtain temporary parking permits when their registered vehicle is inoperable. Persons issued these temporary permits must present documentation that the registered vehicle is inoperable. These permits may be issued only for one (1) week at a time. Registered vehicles that are inoperative for more than a week may require additional documentation. These temporary permits are not valid in visitor spaces.

Generally temporary parking permits are not available for students who have not purchased a parking decal; however if a student has a decal and has mitigating circumstances on the need for a temporary parking decal (other than an inoperative vehicle), he/she may be eligible for no more than 3 days of temporary permits in a semester.

Temporary permits must be placed face up on the driver’s side of the front dash with the registration and date information showing through the windshield.

Twenty-minute Visitor spaces alongside the mailroom are for residential students/faculty/staff mail pick-up or drop-off.

**Section 9: Overnight Parking Permit**

Persons wishing to park a motor vehicle on campus overnight must register with the Police Department. Overnight parking is defined as parking for any period of time between midnight and 6 a.m. Overnight parking is prohibited on the campus unless the vehicle bears a valid overnight parking permit. Vehicles bearing such a permit may park in their assigned area. The Police Department will designate the appropriate overnight parking area to be used. Commuter students engaged in university approved activities after midnight may obtain an overnight parking pass.

Commuter students and visitors wishing to visit residential students past midnight must present documentation of compliance with student housing regulations before an overnight permit may be issued. (Note: No more than 2 consecutive nights and 4 total nights in a calendar month will be permitted.)

Overnight camping or sleeping in a vehicle is not permitted and pets may not be left in an unattended vehicle. No Pets are permitted on campus between midnight and 6 AM.

**Section 10: Other University Permits**

Savannah State University and Coastal College of Georgia students, who have a current parking decal from their home school and who are enrolled in a class at Armstrong may be eligible for a gratis Armstrong parking permit. Vehicles not displaying Armstrong parking decals are subject to citation even if the student is taking classes at Armstrong.
Liberty Center students may receive a gratis Liberty Center decal as long as they do not take any classes on the main campus. If they register for a class on the main campus, they are required to obtain the commuter student decal. Liberty Center permits may be used on the main campus while attending to university business at the Library, Victor Hall, or Burnett or attending official University functions, but not while attending a class.

Volunteers for the university who are not Armstrong students may receive temporary parking permits that allow them to park in specified areas. Student volunteers may only park in student parking.

Section 11: Special Parking Permits

The Chief of Police may authorize the issuance of special parking permits to address specific university needs as he/she determines necessary.

Permits issued by The Armstrong Police Department are the only valid parking permits for the university. No other department or division is authorized to issue parking permits.

Section 12: Replacement Permits

Lost or stolen decals may be replaced for $5.00 by presenting a copy of a police report on the loss of the decal. Persons who purchase a new vehicle may receive a replacement decal at no cost by returning the original decal and presenting documentation showing the original vehicle was sold or otherwise disposed of by the registered person.

Section 13: Vehicle Storage Permits

Permits are not issued for the storage of vehicles on campus. Commuter Students, Faculty, and Staff may not leave vehicles on campus for more than 72 hours unless there is a university business necessity and prior arrangements are made with the police department. Individuals not enrolled in classes for the current semester may not leave vehicles on campus with the intent to return in the following semester.

Section 14: Revocation of Permits

Decal Ownership: a parking decal signifies an individual has been granted the privilege of parking on Armstrong property. The University reserves the right to revoke this privilege for cause.

Individuals who have separated from the university no longer are authorized to have parking privileges on campus. For the purposes of this section, separation means termination of employment or no longer actively enrolled in classes. In these instances, the Armstrong Police may order the removal of the individual’s parking decal and the revocation of parking privileges.
Article VI. Out-of-State Student Registration

Section 1: Obligation to Register

The State of Georgia requires that all out of state vehicles be properly registered and licensed in their home state.

Section 2: Insurance Requirement

The owner of the out of state vehicle is required to maintain adequate insurance coverage as established by the State of Georgia. Failure to observe these regulations may result in substantial fines for the owner of the vehicle and/or the driver and impoundment of the vehicle.

Article VII. Violations

Section 1: Authority to Regulate Parking Fines

The University has established the following motor vehicle violations and fines as well as the efforts in enforcing such violations and the collection of all fines.

Section 2: Parking/Traffic Violations

Any of the following parking/traffic issues shall constitute illegal parking/vehicle operation and subject the offender to the following penalties:

**Group A**

<table>
<thead>
<tr>
<th>Violation</th>
<th>Fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Obstructing a fire lane, fire exit or fire hydrant</td>
<td>$25</td>
</tr>
<tr>
<td>Reverse Parking Against Curb (that impedes pedestrian traffic)</td>
<td>$25</td>
</tr>
<tr>
<td>Obstructing a building entrance/exit</td>
<td>$25</td>
</tr>
<tr>
<td>Blocking a) stairway, b) ramp, c) gate, d) loading zone, e) driveway/sidewalk, f) dumpster or g) crosswalk</td>
<td>$25</td>
</tr>
<tr>
<td>Unauthorized overnight parking</td>
<td>$25 first offense</td>
</tr>
<tr>
<td>Visitor parking space violation</td>
<td>$25</td>
</tr>
<tr>
<td>Faculty/Staff space violation</td>
<td>$25 first offense</td>
</tr>
<tr>
<td>No Parking Zone/restricted area</td>
<td>$25</td>
</tr>
<tr>
<td>Handicap parking violation</td>
<td>$50</td>
</tr>
<tr>
<td>$40 second offense</td>
<td></td>
</tr>
<tr>
<td>$50 third offense</td>
<td></td>
</tr>
<tr>
<td>$40 subsequent</td>
<td></td>
</tr>
</tbody>
</table>
Large Truck/Trailer/Boat/RV ban violation $25
Permit Placement Violation $25
Limited time violation $25
Blocking other vehicles or traffic $25
Parking on a service access lane/in service space $25
Double parking $25
Use of an Armstrong Student Decal while not a student or a resident $25
Failure to register or properly display a valid parking permit
$25 first offense
$40 subsequent
Residential Community Parking Violation $25
Parking in a controlled area without displaying a proper permit $25
Parking on grass/sidewalk/bike path $25
Taking up more than one legal parking space $25
Permitting or use of a multiple vehicle placard for unauthorized use. $25

**Group B**

**Violation**

**Fine**

Excessive speed $50
Driving to endanger, improper operation $50
Failure to make a full stop at a stop sign or traffic-control signal $50
Failure to stop for a Armstrong Police officer $50
Driving or parking on lands not meant for motor vehicular use $50
Leaving the scene of an accident $50
Seat Belt Violation $25
Golf Cart operation by unauthorized driver $25
Unsafe Golf Cart operation $25
Noise Violation $50
Vehicle equipment violation $50
Failure to obey a traffic control device/sign $50
Driving over/on curbs, sidewalks, lawn, bike path  $50  
Improper backing  $50  
Failure to Yield to vehicle or pedestrian  $50  
Motorized vehicle or gas can in university building  $50  
Improper skateboard use  $25  

Section 3: Additional Fines  
The following offenses subject the offender to imposition of fines indicated, and/or loss of campus parking privileges for a period of time to be determined by the Chief of Police:

<table>
<thead>
<tr>
<th>Group C Violations</th>
<th>Fine</th>
</tr>
</thead>
<tbody>
<tr>
<td>Falsification of university vehicle registration/parking permit information</td>
<td>$100</td>
</tr>
<tr>
<td>Using fictitious, unauthorized, stolen, falsely made or altered university vehicle registration decal or permit</td>
<td>$100</td>
</tr>
</tbody>
</table>
| Movement/removal/tampering with traffic control sign/device or attempt to do so | $75 first offense  
$100 subsequent |
| Obtaining or using a parking decal or temporary permit under false pretenses | $75 first offense  
$100 subsequent |
| Damaging Immobilization Device | $300                  |
| Unauthorized use of, under the influence of, transportation of, or possession of Alcohol or other controlled drug or medicine on campus | $50 first offense  
$75 subsequent |
| Obstruction of a University Official | $100                  |
| Possession of unauthorized weapon on campus | $75 first offense  
$100 subsequent |
| Littering | $50                  |
| Smoking in prohibited public place/university housing | $50                  |
| Affray | $50                  |
| Placing soap, dye, or other items in a fountain | $100                  |
| Setting off an alarm when there is no emergency | $100                  |
| Tampering with a security or safety device | $100                  |
| Bullying | $100                  |
| Unauthorized feeding wildlife/feral cats | $50                  |
Section 4: Other Violations
Anyone operating a motor vehicle on property under the control of the university and in violation of Georgia Traffic Law and/or the Rules and Regulations of Armstrong State University shall be subject to immediate summons to the appropriate jurisdictional court and/or university administrative authority.

Article VIII. Payment of Fines/Immobilization/Impoundment Fees

Section 1: Payment of Fines
Fines and fees can be paid online at: https://armstrong.t2hosted.com/cmn/auth_ext.aspx.

Section 2: Failure to Pay Fines
Failure to pay fines may result in the suspension of parking privileges, immobilization of the vehicle, or interruption of the individual’s Banner account services.

Section 3: Penalty for Three or More Violations
Vehicles with Armstrong permits and three or more outstanding violations may be immobilized or towed.

Article IX. Appeals Procedure

Section 1: Right of Appeal
Any student, faculty, or staff member may appeal a citation to the Parking Appeals Committee. Group B or C violations may be cited into state court, at the officer’s discretion, in which case
they would not be appealed to the Parking Appeals Committee, but would comply with Georgia Court Rules for appeal.

Section 2:
All appeals must be made within 7 calendar days after the issuance of the violation and/or notice.

Section 3:
Additional information is available on the Armstrong Police web site:
http://www.armstrong.edu/Departments/police/police_parking_and_transportation

The appeal procedure is on-line and can be found at:
https://armstrong.t2hosted.com/cmn/auth_ext.aspx

Article X. Towing Policy

Section 1: Authority to Tow or Immobilize
A vehicle not displaying a valid Armstrong permit in the proper location or manner is subject to citation, immobilization, or towing. Vehicles parked in unauthorized spaces on campus, that are a hazard, nuisance, abandoned, disabled, public safety concern, have expired or fictitious registration, do not have required liability insurance, display a lost/stolen/forged permit/decal, or obstruct university business may be towed or immobilized. The Police Department is authorized to tow or immobilize any motor vehicle violating any of the parking violations listed under Article VII, Sections 1 through 4 inclusive.

Section 2: Immobilization of Vehicles
Registered vehicles with three or more outstanding parking violations will be subject to immobilization. Non-registered vehicles can be immobilized or towed with one outstanding parking violation. Vehicles immobilized for nonpayment of parking fines will not be released until all outstanding fines and the immobilization or tow fees are paid. Vehicles immobilized may be claimed at the Police Department. Immobilization device removal fees are $50 plus the current semester decal fee if the owner/operator is a student and does not have a current decal. Immobilized vehicles that are not claimed and fines paid within 48 hours of immobilization may be towed.

Section 3: Reclaiming Towed or Immobilized Vehicles
The owner may reclaim a vehicle towed or immobilized by payment of all outstanding Armstrong fines and fees including immobilization or towing, and storage charges. A complete record of why and where the motor vehicle was towed is on record with the Police Department. The Police Department does not arrange or provide transportation to the vehicle storage site.

Section 4: Towing Rates
All rates that charged by towing agencies for towing or immobilization services are set by the individual tow agency.
Article XI. Road Closure
In order to facilitate the maintenance of parking areas and roadways of the university or to efficiently direct traffic for special events and public safety incidents, parking is prohibited in accordance with the following schools status:

Section 1: University Closed:
When school has been canceled for any reason, the Police Department may close roads and/or parking lots as necessary. Parking may be prohibited in some areas. All vehicles not moved will be towed at the owner's expense.

Section 2: University Open:
When school is in session, the Police Department may close roads and/or parking lots as necessary to address special events, public safety incidents, road and lot maintenance, and construction projects. Parking may be prohibited in some areas. All vehicles not moved will be towed at the owner's expense.

Article XII. General Definitions

Section 1: POLICE OFFICER
Any officer of the Armstrong Police or other officers authorized to direct or regulate traffic and/or parking or to make arrests for any criminal offense committed at Armstrong State University or within the City of Savannah.

Section 2: STREET AND HIGHWAY
The entire width between the boundary lines of every way publicly maintained or when any part thereof is open to use of the public for purposes of vehicular travel.

Section 2A: DRIVEWAY
The entire width of land to use of vehicles for passage yet not designated as a street or highway.

Section 3: ROADWAY
That portion of a street or highway between the regularly established curb line or that part exclusive of shoulders, improved and intended to be used for vehicular traffic on the campus and other lands of the University.

Section 4: INTERSECTIONS

- A) The area embraced within the prolongation or connection of the lateral curb lines, or, if two streets or highways which join one another at, right angles, or the area within which vehicles traveling upon different streets, highways joining at any other angle may come in conflict.
- B) Where a street or highway includes tow roadways 30 feet or more apart, when every crossing of each roadway or such divided street or highway shall be regarded as a separate intersection. In the event of such intersecting street or highway also includes tow
roadways 30 feet or more apart, then every crossing of two roadways of such streets or highways shall be regarded as a separate intersection.

Section 5: CROSSWALKS

- A) That part of a roadway at an intersection included within the connections of the lateral lines of the sidewalks on opposite sides of the street or highway measured from the curbs, or in the absence of curbs from the edge of the traversable and/or designated roadway.
- B) Any portion of a roadway at a intersection or elsewhere distinctly indicated for pedestrian crossing by lines or other makings on the surface.

Section 6: SIDEWALKS

- A) That portion of a street or highway between curb lines, or the lateral lines of a roadway, and the adjacent property lines, intended for the use of pedestrians.
- B) That portion of land designated as a walkway either connecting buildings, other walks, or streets and highways.

Section 7: STAND
The temporary parking of a vehicle while occupied by a person other than while actually engaged in loading or unloading, or in obedience to an officer or traffic sign or signals, or while making emergency repairs, or if disabled, while arrangements are being made to move such vehicle.

Section 8: PARK OR PARKING
The standing of a vehicle, whether occupied or not, otherwise than temporarily for the purpose of and while actually engaged in loading or unloading, or in obedience to an officer or traffic sign or signals, or while making emergency repairs, or if disabled, while arrangements are being made to move such vehicle.

Section 9: PARKING LOT
An area or areas of the campus or other land of the University set aside and clearly designated by authority of the Board of Trustees for the purpose of providing space for the parking of vehicles duly registered to park thereon.

Section 10: MOTOR VEHICLE OR VEHICLE
Every motorized device, including motorized scooters, in, upon or by which any person or property is or may be transported or drawn upon a driveway, street, or highway.

Section 11: CITATION
A notice, either a warning or a "ticket" upon which a police officer or parking control officer shall record an occurrence involving one or more traffic rule or regulation violations by the person cited.
Section 12: PARKING VIOLATION NOTICE
A citation (ticket) upon which a police officer or parking control officer shall record a violation of one or more parking rule or regulation violations by the person or vehicle cited.

Section 13: PARKING VIOLATION RECORD
A copy of the form written out for a parking violation on campus. The Armstrong Police Officer records all violations. Fines, if assessed, are payable to Armstrong Atlantic State University and by statute, are held by the University for use as a general fund.

Section 14: EMPLOYEE
All employees of the University: faculty, staff, administrative personnel, and all other persons similarly associated with the University, as well as employees of any governmental agency having offices on campus or other lands of the University and all persons hired under any grant or special appropriation of funds.

Section 15: STUDENT
Any person enrolled in one or more academic courses or programs offered by Armstrong State University.

Section 16: VISITOR
Any person, other than an employee, campus resident, enrolled student, contractor (employed on a campus project), or commercial vendor (doing business on campus) who parks a vehicle on the campus or other land of the University and who is required to register his vehicle with the Armstrong Police.

Section 17: CAMPUS RESIDENT
A person regularly residing on the campus or other lands of the University with the University’s permission.

Section 18: PARKING APPEALS COMMITTEE
All persons appointed by the University to hear all persons appealing parking violation citations received while parking on campus.

Section 19: BUSINESS DAYS
Any 24-hour period during which the University is open for business. This period does not include weekends, holidays or official closing due to weather or other circumstances.

Section 20: CALENDAR DAYS
Any 24-hour period between two (2) midnights.

Section 21: HOLIDAYS
Any 24-hour period recognized by the University as a holiday period. A list of the recognized holidays for the calendar year are posted by the Office of Human Resources.
Section 22: TRAFFIC/PARKING ENFORCEMENT OFFICER
Any employee of the police department authorized to direct or regulate traffic and/or parking on University property or on land or ways contiguous the campus

Section 23: FIRE LANE
An area used by emergency vehicles for emergency access to campus facilities, posted or not.

Section 24: OTHER SPECIAL PROVISIONS
Where properly designated by an authorized sign, certain areas are designated for selected access only, including (but not inclusively) “Reserved”, "Staff", "Service Vehicles", "Doorways", "Official/State Vehicles Only", etc. (or similar wording if not exactly so worded). These areas are reserved 24 hours daily, seven days per week, in the absence of posted official notice to the contrary.

Section 25: IMMEDIATE FAMILY MEMBER
Immediate family member means the individual’s parents, legal spouse, children, and brothers and sisters.

Section 26: WEAPONS
Any firearm, knife, sword, device capable of expelling or launching a projectile, explosive device, or any replica firearm, knife, sword, or other device that is made to closely resemble a weapon at first glance.