

**EFFECTIVE AUGUST 1, 2023**

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## INTRODUCTION

The University of Texas at Arlington Parking & Transportation Services publishes parking regulations as a resource for the campus parking community. Please read this document thoroughly as it is your guide to parking options at UTA.

By obtaining a parking permit, the permit holder agrees to become familiar with and abide by these regulations. Regulations may change throughout the academic year as they are regularly reviewed and improved by Parking & Transportation staff and the University Parking Advisory Committee. Please read emails sent to your UTA email account from Parking & Transportation Services. Notification emails will be sent when there are any changes or updates to parking regulations. Parking information, updates, or changes in parking regulations will also be posted under the [News and Announcements](#) section of the Parking & Transportation Services [website](#) and/or on [Twitter](#). Students, faculty, staff, residents, or visitors requesting consideration of a rule change should contact the Director of Parking & Transportation Services.

Parking permits remain the property of UTA and may be revoked at any time. If a person no longer has an association with or leaves UTA, the permit will be deactivated.

Sections 51.201 et seq., 54.005, 54.505, 65.31 and Chapter 68 of Title 3 of the Texas Education Code, and the Board of Regents of The University of Texas System, grant authority to the University of Texas at Arlington Parking & Transportation Services to implement parking regulations, to regulate and control the use of parking facilities, to issue parking permits, and to determine penalties for parking violations. These regulations apply to any person who parks a motor vehicle on the UTA campus or on any property owned or controlled by UTA.

The operation of a motor vehicle on the UTA campus, or any property owned or controlled by UTA, is considered a privilege granted by the university. All persons who park a motor vehicle on the UTA campus, or any property owned or controlled by UTA, must possess a UTA parking permit at all times. In addition, parking lots or garages are subject to closure for special events or construction without reimbursement to permit holders. Alternative parking arrangements will be made in these cases.

Purchasing a general parking permit does not guarantee a parking place on campus in a specific lot or location. UTA assumes no responsibility for theft, damage, or loss of any vehicle (or its contents) parked or operated on the UTA campus or property owned or controlled by UTA. Both Parking & Transportation Services and the UTA Police Department have the authority and responsibility to enforce parking regulations in and on UTA property, to include off-site properties and facilities owned or controlled by UTA. Regulations are enforced 24 hours a day, 365 days a year. The university may exempt any aspect of the parking regulations.

For the purpose of these regulations, *park* or *parking* shall mean the stopping or standing of an attended or unattended vehicle, except for the immediate loading or unloading of passengers or cargo. Activating a vehicle's hazard lights does not exempt a person or a vehicle from obeying parking regulations.

A *permit* is defined as a permission to park subject to the restrictions of said permit. Therefore, a permit may take a physical or electronic form.

A *vehicle*, for permit requiring purposes, is a device that can be used to transport persons or property and for which registration is required by the Texas Department of Transportation.

No part of the parking regulations shall supersede state or federal law. These regulations shall not supersede contractual agreements as they pertain to the College Park Garage usage.

Parking & Transportation Services is dedicated to continuously improving the quality of services provided to our customers. Members of the campus community are encouraged to contact [parking@uta.edu](mailto:parking@uta.edu) to provide feedback, comments, or ideas on how service can be improved.

### Location, Contact Information, and Office Hours

**Location:** The Parking & Transportation Services office is located at 710 S. Davis Drive, Arlington, TX 76013.

**Office Phone:** 817-272-3907 | **Email:** [parking@uta.edu](mailto:parking@uta.edu)

**Hours:** Monday through Friday 8:00 a.m. - 5:00 p.m.

## PARKING PERMITS

Unless properly parked in a metered or pay-by-plate space, a visitor space, or a space used for the Shops at College Park (validation required), any license plate on campus is required to be attached to a valid parking permit. Permits allow the authorized holder to park a single vehicle in lots designated by the type of permit issued.

All permits must be renewed at the beginning of each academic year or when the previous permit expires. Students, faculty, staff, residents, and visitors will not be permitted to register for a new parking permit until all outstanding fines from the previous year(s) are either paid in full, on a current payment plan, or in appeal status.

Holds may be placed on student records when citations are 30 days past due to ensure payment of outstanding fines or fees. MyMav holds will prevent registering for classes and receiving a transcript or diploma. Outstanding debts may be referred to a third-party collection agency.

Announcements regarding permit registration dates will be made available to the campus community via the News and Announcements section of the Parking & Transportation Services [webpage](#), the UTA MavWire and Trailblazer e-publications, [Twitter](#), and may be sent via text alerts and/or UTA email.

## PERMITS

Parking & Transportation Services uses electronic permits (e-permits). E-permits are enforced using License Plate Recognition (LPR) technology. LPR cameras are mounted on department vehicles and designated parking facilities to read a vehicle's license plate number. The system will compare the license plate number to a list of license plates connected to valid parking permits. Printed permits have been discontinued.

Eligible students, faculty, staff, residents, or visitors are only allowed to utilize a permit that is assigned to their classification. Parking & Transportation Services receives status information for students from the Registrar's office and for employees from Human Resources. Parking & Transportation Services staff are not allowed to alter a person's status without direct authorization from the Director of Parking & Transportation Services. If your classification changes, you are responsible to change your permit to the correct classification.

Parking e-permits are purchased and issued to a specific individual (generally one permit per person).

**Ownership is not transferable and cannot be shared with another customer.** Giving, selling, sharing, or other illegal use of a parking permit will result in deactivation of the permit, revocation of parking privileges and the violator(s) may be assessed a fine, and/or be referred to the Office of Community Standards for

disciplinary action. Parking & Transportation Services reserves the right to contact the UTA Police Department to pursue criminal prosecution in addition to disciplinary action by the university.

**View the digital parking map for each permit type at  
[www.uta.edu/park](http://www.uta.edu/park)**

<b>STUDENT COMMUTER PERMITS</b>	<b>Parking At All Times</b>	<b>Parking on weekdays 5:00 PM-7:00 AM</b>  (Unless other times marked)	<b>Parking on Weekends 7:00 PM Friday-7AM Monday.</b>
<p><b>MAVERICK PARKING GARAGE PREFERRED</b> This is a reserved space permit that is held for a group of permit holders. Towing is enforced in this space between 7AM and 4PM unless otherwise posted.</p>	<p>Maverick Parking Garage preferred stalls, hourly parking stalls on upper decks, any faculty/staff (if you are faculty or staff) or student (if you are a student) lots, General Parking lots, and remote parking lots.</p>	<p>Non-ADA spaces Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p><b>MAVERICK PARKING GARAGE NIGHTS ONLY</b> This is a permit option available for access to the garage from 4:00 PM until 7:00 AM Monday-Friday and all day on weekends. The permit allows either Faculty/staff or Student Commuter and General lots at all times.</p>	<p>This is an upgrade permit that gives the permit holder access to either Faculty/Staff (if you are faculty or staff) or Student Commuter lots (if you are a student) at all times</p>	<p><b>Starting at 4pm:</b> All levels of the Maverick Garage.</p>	<p>Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p><b>STUDENT UPGRADE- LOT 34</b> This is a pilot program for students wishing to upgrade their parking to reserved Lot 34. Quantities are limited</p>	<b>DISCONTINUED</b>		
<p><b>STUDENT UPGRADE- LOT 36</b> This is a pilot program for students wishing to upgrade their parking to reserved Lot 36. Quantities are limited</p>	<p>Lot 36 and Student Commuter lots including the West Campus Parking Garage, designated spaces for Students in College Park Garages and General Parking lots</p>	<p>Lot 49 (after 2pm), Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Lot 36 and Lot 49, Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>

<p><b>STUDENT UPGRADE- LOT 49</b> This is a pilot program for students wishing to upgrade their parking to reserved Lot 49. Quantities are limited.</p>	<p>Lot 49 and Student Commuter lots including the West Campus Parking Garage, designated spaces for Students in College Park Garages and General Parking lots</p>	<p>Lot 36 (after 2pm), Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Lot 36, Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p><b>LOT 49 and 36 NIGHTS ONLY</b> This is a permit option available for access to the off-campus Student Upgrade stalls within Lot 49 and Lot 36 from 4:00 p.m. until 7:00 a.m. The permit allows parking in Student Commuter and General lots at all times.</p>	<p>This is an upgrade permit that gives the permit holder access to Student Commuter lots at all times and the reserved stalls in Lot 36 and 49 stalls from 4 p.m.-7 a.m.</p>	<p>N/A</p>	<p>Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p><b>STUDENT COMMUTER</b> This is the most common student permit purchased and allows for access to student commuter lots across campus.</p>	<p>Student Commuter lots including the West Campus Parking Garage, designated spaces for Students in College Park Garages and General Parking lots</p>	<p>Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p><b>REDUCED RATE PERMIT</b> This is a reduced rate permit that is available for faculty/staff and students to park in LOT GR and LOT 29 and either walk to campus or ride the MavMover.</p>	<p>LOT GR and LOT 29 only until 7 p.m. weekdays. Student, Faculty / Staff, and General lots after 7 p.m. and on weekends. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p><b>After 7PM</b>, Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff, Reserved and ADA spaces labeled with a reserved AT ALL TIMES.</p>	<p>Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff, Reserved, and ADA spaces labeled with a reserved AT ALL TIMES.</p>
<p><b>REMOTE PARK &amp; RIDE</b> This is a reduced parking permit option for commuting students to park in remote lots and ride the MavMover shuttle bus to the heart of campus via the Park &amp; Ride.</p>	<p>Lots 25, 26, 27 and Accessible parking stalls (with valid placard) in Lots 25, 26, and 27 only until 7 p.m. weekdays. Student Commuter, Faculty / Staff, and General lots after 7 p.m. and on weekends. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p><b>After 7PM</b>, Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff, Reserved and ADA spaces labeled with a reserved AT ALL TIMES.</p>	<p>Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff, Reserved and ADA spaces labeled with a reserved AT ALL TIMES.</p>
<p><b>MOTORCYCLE</b> This is a general motorcycle permit valid in motorcycle stalls only.</p>	<p>Areas designated for Motorcycles</p>	<p>Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>



FACULTY/STAFF PERMITS	Parking At All Times	Parking on weekdays 5:00 PM-7:00 AM  (Unless other times marked)	Parking on Weekends 7:00 PM Friday-7AM Monday.
<b>MAVERICK PARKING GARAGE RESERVED-SPACE</b> This is a reserved space permit that is held for a unique customer. Towing is enforced in this space between 7AM and 4PM unless otherwise posted.	Maverick Parking Garage reserved stalls, preferred stalls, hourly parking stalls on upper decks, any faculty/staff (if you are faculty or staff) or student (if you are a student) lots, General Parking lots, and remote parking lots.	Non-ADA spaces Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
<b>MAVERICK PARKING GARAGE PREFERRED</b> This is a reserved space permit that is held for a group of permit holders. Towing is enforced in this space between 7AM and 4PM unless otherwise posted.	Maverick Parking Garage preferred stalls, hourly parking stalls on upper decks, any faculty/staff (if you are faculty or staff) or student (if you are a student) lots, General Parking lots, and remote parking lots.	Non-ADA spaces Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
<b>MAVERICK PARKING GARAGE NIGHTS ONLY</b> This is a permit option available for access to the garage from 4:00 PM until 7:00 AM Monday-Friday and all day on weekends. The permit allows either Faculty/staff or Student Commuter and General lots at all times.	This is an upgrade permit that gives the permit holder access to either Faculty/Staff (if you are faculty or staff) or Student Commuter lots (if you are a student) at all times	<b>Starting at 4pm:</b> All levels of the Maverick Garage.	Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
<b>RESERVED SPACE</b> This is a reserved space permit that is held for a unique customer. Towing is enforced in this space between 7AM and 7PM unless otherwise posted.	Assigned Reserved space, Faculty / Staff and General Parking lots	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
<b>SHARED-ZONE</b> *Pilot Program This is a reserved-zone permit that is held for a unique group of customers. Towing is enforced in this space between 7AM and 7PM unless otherwise posted.	Any space in the assigned Reserved Zone, or in the general Faculty/Staff parking lots .	Any other shared-zone parking lot (after 2pm), Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff Reserve numbered stalls which are ALWAYS labeled with a Reserved until 7PM.	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff Reserve numbered stalls labeled with a reserved AT ALL TIMES.
<b>FACULTY / STAFF GENERAL</b> This is the most common Faculty/Staff permit purchased and allows for access to faculty/staff lots across campus	Faculty / Staff lots, designated spaces in College Park Garages and General Parking lots. Excludes West Campus parking garage.	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls

		until 7PM or AT ALL TIMES.	labeled with a reserved AT ALL TIMES.
<p>FACULTY / STAFF / RESIDENT</p> <p>This is a permit available for select Facilities Management, University Housing, faculty living on campus, and Apartment &amp; Res Life faculty/staff.</p>	Faculty / Staff lots, designated spaces in College Park Garages, General Parking lots and Area of Residence	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
<p>REDUCED RATE PERMIT</p> <p>This is a reduced rate permit that is available for faculty/staff and students to park in LOT GR and LOT 29 and either walk to campus or ride the MavMover.</p>	Lot GR and LOT 29 only until 7 p.m. weekdays.	<b>After 7PM</b> , Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff, Reserved and ADA spaces labeled with a reserved AT ALL TIMES.	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff, Reserved and ADA spaces labeled with a reserved AT ALL TIMES.
<p>DISABLED VETERAN (DV)- FACULTY/STAFF</p>	<p>- Faculty / Staff lots, designated spaces in College Park Garages and General Parking lots. Excludes West Campus parking garage.</p> <p>- If ADA eligible, an e-ADA permit needs to be issued after verification. .</p> <p>-.</p>	Non-ADA spaces in Student Commuter, Faculty/Staff, and General lots.	Non-ADA Student, Faculty/Staff, and General lots.
<p>ADA-FACULTY/STAFF</p>	<p>-ADA stalls in all student lots, faculty/staff lots, Maverick Garage, College Park Garages, West Campus Garage, and Upgrade lots.</p> <p>-Non-ADA stalls in all faculty/staff lots only, unless otherwise restricted with signage or paint.</p> <p>-Street Meters (without paying) so long as you don't overstay the maximum time limits (look for posted limits on signs).</p>	Non-ADA spaces Student Commuter, Faculty/Staff, and General lots.	Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
<p>MOTORCYCLE</p> <p>This is a general motorcycle permit valid in motorcycle stalls only.</p>	Areas designated for Motorcycles	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.

RESIDENT PERMITS	Parking At All Times	Parking on weekdays 5:00 PM-7:00 AM  (Unless other times marked)	Parking on Weekends 7:00 PM Friday-7AM Monday.
<p>DUAL - RESIDENCE / STUDENT COMMUTER</p> <p>This is an upgrade permit option that allows residential students to also park in general student parking lots and in the faculty/staff LOT 38.</p>	<p>All Resident, Student Commuter, LOT 38 and General lots</p>	<p>Resident, Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Resident, Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p>RESIDENT SOUTH</p> <p>Centennial Court, The Heights on Pecan, residents</p> <p>This is a general resident permit for residential students living on the south side of campus. It allows access to resident south lots only.</p>	<p>Centennial Court, the Heights on Pecan, and General Parking lots.</p>	<p>Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p>RESIDENT EAST</p> <p>Arlington, KC Hall, Vandergriff, and The Lofts residents</p> <p>This is a general resident permit for residential students living on the east side of campus.</p>	<p>Designated spaces for Resident East permit holders in College Park Garages (4th and 5th floors of College Park South and 2-5<sup>th</sup> floors of Park Central where "Resident East signs are located), CPW, Lipscomb West, KC North, KC South, and General Parking Lots. Excluding College Park lower levels marked for Faculty/Staff/Students.</p>	<p>Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>
<p>RESIDENT WEST</p> <p>Residents of Timber Brook, Meadow Run, University Village, Arbor Oaks, and West Hall</p> <p>This is a general resident permit for residential students living on the west side of campus.</p>	<p>Arbor Oaks, Meadow Run, Timber Brook, University Village, Lot WC, and General Parking lots. <b>Excludes West Campus parking garage.</b></p>	<p>Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.</p>	<p>Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.</p>

**PLEASE NOTE:** LOT WC and portions of Timber Brook will close on January 1, 2024 for construction of Phase 2 of the West Campus residence hall. Spring 2023 parking will be available for Resident West permitholders in Meadow Run, Arbor Oaks, and University Village. Additional or alternative parking options may be available depending on capacity and demand. All communication regarding this change will be prominently posted on-site, in emails, and at [www.uta.edu/pats](http://www.uta.edu/pats).

MOTORCYCLE This is a general motorcycle permit valid in motorcycle stalls only.	Areas designated for Motorcycles	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
ADA-RESIDENT PERMIT	-All ADA stalls in all resident lots, student lots, faculty/staff lots, Maverick Garage, College Park Garages, West Campus Garage, and Upgrade lots, unless otherwise restricted with signage or paint. -Non-ADA stalls in Resident North, South, East, or West only, unless otherwise restricted with signage or paint. -Street Meters (without paying) so long as you don't overstay the maximum time limits (look for posted limits on signs).	Non-ADA spaces Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Non-ADA Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.

<b>OTHER PERMIT TYPES</b>	<b>Parking At All Times</b>	<b>Parking on weekdays 5:00 PM-7:00 AM</b>  (Unless other times marked)	<b>Parking on Weekends 7:00 PM Friday-7AM Monday.</b>
RETIREE This is a complimentary permit for retirees that have honorably retired from UTA.	Faculty / Staff and General Parking lots	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
LIFETIME ALUMNI This is a complimentary permit for Lifetime Alumni members.	Student and General Parking lots	Student Commuter, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved until 7PM or AT ALL TIMES.	Student, Faculty/Staff, and General lots. Excludes Faculty/Staff stalls labeled with a reserved AT ALL TIMES.
University Service Vehicle (USV) This permit is meant for employees whose job requires access to parking across campus.	USV reserved parking spaces while actively loading/unloading, and unreserved parking spaces across campus.		

<p>Vendor/Contractor This permit allows for contractors parking in USV stalls across campus and unreserved parking spaces near the projects or service zone.</p>	<p>USV reserved parking spaces while actively loading and unloading, and unreserved parking spaces across campus.</p>
<p>First Baptist Church These permits are issued exclusively by the First Baptist Church office for members visiting the church for official functions.</p>	<p>Parking in the First Baptist Church spaces on the 1<sup>st</sup> and 2<sup>nd</sup> floor of Park North only.</p>
<p>City of Arlington</p>	<p>Parking in the City of Arlington spaces on the 4<sup>th</sup> floor of Park North only.</p>
<p>Loading Zone Permit Select loading zones allow anyone to utilize them so long as they “start their clock” at the time of parking. A short-term complimentary permit is issued when the customer starts their clock</p>	<p>Designated loading zones while the permit is active. The time is limited to the posted time. Additional time is available for purchase.</p>

## VENDOR AND CONTRACTOR PARKING PERMITS

Vendors and contractors are required to obtain a parking permit for vehicles parked on campus or UTA owned or controlled property. University departments utilizing the services of a contractor or vendor are required to notify their vendors to obtain a parking permit at the Parking & Transportation office on or before their first day of work. Permits issued are valid through the academic year and must be renewed annually. Vendor permits are valid in any faculty lot, University Service Vehicle signed stalls while loading or unloading, within the fenced zone of construction projects they are working, or any other lot designated by PATS for contractor parking. Vendor permits are not allowed on sidewalks at any time or on the University Mall from 11 a.m. to 2 p.m. weekdays in accordance with [Procedure CO-CV-PR-03](#) (mall access).

Employees of companies who park their personal vehicle in UTA parking facilities, or any property owned or controlled by UTA, to perform their duties are required to purchase a vendor permit or short-term daily, weekly, or monthly permit. Company vehicle ownership will be determined by DMV records.

Parking & Transportation Services provides three payment options for vendors with personal vehicles:

- 1) Department pays for vendor parking via the Department Portal
- 2) Employee pays for self via credit/debit card or check
- 3) Company pays for employee via credit/debit card or check
  - Company-paid permits are transferable from vendor to vendor. Employee-paid permits are non-transferable.

## UNIVERSITY SERVICE VEHICLE (USV) PERMITS

**UTA-OWNED VEHICLES:** All UTA-owned vehicles should make every effort to park in a Reserved for Service Vehicle space (USV). These are scattered near facilities across campus. USV-permitted vehicles are not allowed on sidewalks at any time or on the University Mall from 11 a.m. to 2 p.m. weekdays in accordance with [Procedure CO-CV-PR-03](#) (mall access). If a USV reserved stall is not available, parking is allowed in Faculty/Staff or Student Commuter general stalls. At no time should USV-permitted vehicles block a fire lane.

**PERSONAL VEHICLES:** If an employee's personal vehicle is needed as a service vehicle, the director, chair, or dean of the employee's department must articulate and verify the need for a Service Vehicle permit and submit the request to the Director of Parking & Transportation Services annually. Personal vehicles are only allowed to park in the USV reserved stall when actively loading or unloading, or in emergency situations.

Personal vehicles must relocate to their permitted lot when not being used specifically as a service vehicle.

## VISITING STUDENTS, FACULTY, OR STAFF

Students, faculty, or staff from other UT System institutions may bring their university parking permit and proof of purchase with their name/date on it to the Parking & Transportation Office and be issued a comparable reciprocal UTA permit for one vehicle. Visiting students, faculty, or staff from non-UT campuses are eligible to purchase a comparable permit or other short-term permit at the published rate.

## OUTSIDE GOVERNMENT AGENCY PERMITS

Outside government agency employees, who are on official government agency business and providing a service to the university, will not be charged for a daily permit.

## VOLUNTEER PERMITS

Volunteers registered with Human Resources are eligible to receive a Student semester permit at no cost. Volunteers must meet the requirements of the volunteer HR policy and will have an approval email from Human Resources that must be provided to PATS for verification. Volunteers may park in any Student Commuter lot on campus. Volunteers who have not been registered by Human Resources must purchase a Visitor permit.

## Purchasing Permits:

### PERMIT DATES

Permit Type	Available for Sale	Effective Dates	Last Day for a Refund
Academic Year	8/1/23	8/1/23-8/16/24	Spring Census Date
Fall Semester	8/1/23	8/1/23-12/31/23	Fall Census Date
Spring Semester	11/1/23	1/1/24-5/10/24	Spring Census Date
Summer	4/15/24	5/11/24-8/16/24	Summer Census Date
Daily	8/1/23	1 calendar day expiring at midnight	No refunds
Weekly	8/1/23	7 calendar days expiring at midnight	No refunds
Monthly	8/1/23	30 calendar days expiring at midnight	No refunds

## STUDENTS

All student and resident permits are ordered by selecting the *Login* button at MavPark on the Parking & Transportation Services webpage [www.uta.edu/pats](http://www.uta.edu/pats). Once the permit is ordered and the appropriate vehicle information entered, the permit becomes valid on the effective date.

## GRADUATE TEACHING ASSISTANTS

Graduate Teaching Assistants (GTAs), Graduate Research Assistants (GRAs), and Graduate Advising Assistants (GAAs) who are teaching or conducting research funded by UTA, and who are appointed for at least 20 hours per week in UT Share, may be eligible for faculty/staff parking privileges. Eligible GTAs and GRAs may purchase a faculty/staff permit with the approval of the appropriate department chair and dean. The Dean should complete and submit the [GTA Form](#).

## INTERN PERMITS

Paid or unpaid interns that have an academic arrangement between another University and UTA but are not enrolled in classes at UTA or a reciprocal UT System school, can have the department pay for their parking permit or they can pay for the permit themselves, whichever the department prefers. The intern will pay the prorated Student Commuter rate for their period of time on campus.

## UNIVERSITY EMPLOYEES

All permits are ordered by logging into Mavpark on the Parking and Transportation Services webpage [www.uta.edu/pats](http://www.uta.edu/pats). Once the permit is ordered and the appropriate vehicle information entered, the permit becomes valid on the effective dates. Payroll deduction payments will be drafted over a twelve-month period from October through September of each academic year. Human Resources and Payroll Services determine payroll deduction eligibility. Unpaid faculty and staff citations and parking permits can be withheld from an employee's final paycheck if payroll deduction is selected. When a faculty/staff member terminates employment after the last day for a refund, the Faculty/Staff permit will be deactivated, and any remaining payroll deduction permit balance owed on their future paycheck will be withheld from the employee's final check.

Faculty or staff who have accepted positions at UTA but have not begun employment may receive a complimentary 7-day permit until their information is migrated from UT Share. The hiring department may email [parking@uta.edu](mailto:parking@uta.edu) or visit the Parking Office on the new employee's first day.

A customer's status, as established by the university, determines the permit they are required to purchase. When a customer has more than one status (i.e., student and staff member), a hierarchy has been established:

1. Faculty/Staff
2. Student/Resident
3. Non-Campus Related

#### TEMPORARY EMPLOYEE PERMITS

Departments can elect to pay for parking related to the personal vehicles of their temporary employees. For temporary agencies with a UTA standing contract, PATS will provide a monthly internal payment plan at the 12-month prorated annual cost of a Faculty/Staff permit instead of charging the temporary employee the monthly Visitor fee. The supervisor should email [parking@uta.edu](mailto:parking@uta.edu) to verify the temporary employee's status.

#### RETIRED FACULTY / STAFF PERMITS

Faculty or staff that have honorably retired from service are eligible for the same parking privilege as full-time faculty and staff at no charge. Confirmation from Human Resources is required, and the permit must be renewed annually. If the retiree returns to UTA as either an employee or a student, the retiree permit becomes invalid, and the retiree is required to purchase the appropriate permit.

Rehired retirees appointed in UT Share for one hour per week or less are eligible for a department-paid parking permit at the current department-discounted rates. Rehired retirees working regular part-time positions at UTA must purchase their own permit.

#### REFUNDS

Beginning **September 21** of each academic year, permit refunds will be prorated by the month. No refunds for semester permits will be given after the semester census date. No refunds for annual permits will be given after the Spring census date. All annual permits returned before Spring census date will be refunded at the Fall semester-permit proration. No refunds for summer permits will be given after 7 days after purchase as indicated in the current University Academic Calendar. No refunds will be given on short-term permits (daily, weekly, or monthly). All outstanding parking fines with Parking & Transportation Services must be paid in full prior to refund issuance. Proper identification must be provided in order to receive a refund.



## VISITOR PARKING OPTIONS

A visitor is defined as a person who is not a student, resident, or employee of UTA. Visitors typically use the campus parking facilities for a short period of time while conducting business, attending events, or other similar, short-term purpose. Free visitor parking stalls are not available for a student, resident, or employee.

Parking options for visitors include public pay-by-plate parking in the West Campus parking garage, Maverick parking garage, street meters, parking spaces designated for visitors, and student parking lots with a daily, weekly, or monthly paid permit. Non-visitors can also use paid-visitor parking stalls by paying the additional meter fee to use the space Departments can arrange parking for their official visitors prior to the visitor's arrival. Departments must use the department parking portal provided by PATS.

### METERED SPACES:

Several areas on campus provide short-term metered parking. Most machines accept payment via Honk Mobile or Park Mobile, a pay-by-phone or pay-by-app option. Other meters accept a combination of coins only or coins, cash, and credit cards. Metered spaces are operational 7:00 a.m. to 11:00 p.m., Monday through Friday or as marked on site. Meters are free on weekends excluding event lots when pay-in-lane parking is occurring. Permits are not required when parking at a meter between 11:01 p.m. and 6:59 a.m. Monday-Friday or on weekends. Vehicles are not allowed to remain parked past the maximum time indicated by the meter or signage and metered parking sessions are only valid for the zone, time and plate affiliated with the paid session.

### VISITOR SPACES:

UTA has numerous parking spaces throughout campus allowing visitors to park for designated periods for up to two hours. These areas include Davis Hall, Wetsel, and the Center for Innovation. Students, faculty/staff, and residents are not allowed to park in free visitor parking areas. A free department-issued permit is required to use these stalls.

### GARAGE HOURLY PARKING:

Visitor parking is available on Levels 3-4 of the Maverick Parking Garage located at 708 S. West St., on the lower level of Park South garage located at 500 S. Center Street, or the south side of Level 1 in the West Campus Garage located at 804 UTA Boulevard. Pay stations are located on the ground levels near the elevators. Visitors may also use Honk Mobile or Park Mobile to purchase parking at these locations. Visitors should park, note their license plate number, then visit the pay station to purchase parking for their desired duration.

### DAILY/WEEKLY/MONTHLY VISITOR PARKING PERMITS:

Daily/Weekly/Monthly visitor permits can be purchased online at [uta.edu/pats](http://uta.edu/pats) by using either the visitor or UTA login. Additionally, short-term permits may be issued at the Parking and Transportation Services office, located at 710 S. Davis Dr., during regular business hours or using the pay-by-phone service through Honk Mobile or Park Mobile. University departments may request a permit at free or discounted visitor permit rates for official visitors and guest speakers by completing a permit request form at [uta.edu/pats](http://uta.edu/pats).

## OFFICIAL DEPARTMENT VISITORS VIA THE DEPARTMENT PORTAL:

Visitors invited by a department may have parking arranged for them. The department host will direct their visitors to the designated parking area. Campus departments can arrange and pay for parking permits for their official visitors via the department portal at the current department discounted rates. Rates are based on location and time of day. PATS will IDT the cost center or grant account for parking permits obtained through the portal. Departments using grant accounts must ensure the grant covers parking-related expenses. Departments wishing to create a department portal should complete the [department portal](#) request form found on the PATS website. Departments whose visitors receive a citation can have the department pay the full value of the citation instead of the visitor. The citation cost will be processed via an IDT.

## STUDENT ORGANIZATION VISITORS

Student organizations hosting an official visitor should contact their sponsor to arrange parking via the MavPark Portal. Discounted parking is available via the Department Portal at the current department discounted rates based on location and time of day. Student organizations will submit Form 2-6: Payment Approval Voucher or pay by credit card or check to settle any parking or event fees at least 3 days before the event.

## SPECIAL EVENT PARKING

Parking & Transportation Services assists customers in preparing for special events that are held on campus. Reserved parking, parking attendants, and other services are available upon request. The MavPark Special Event Parking Form should be submitted as soon as possible prior to the event, but it must be submitted at least five (5) business days prior. An event parking fee is charged based on the number of spaces requested and the length of the event. If parking demands for an event exceed the number of spaces previously agreed upon, the invoice will be adjusted after the event has concluded to reflect the actual number of spaces used. Charges are based on the rates as listed under the *Special Event Rates* section of the current rate sheet. Some events and functions require management by parking enforcement personnel. Several payment options are available for special events including *lot buyout* by the event promoter, *pay to enter lot*, or *pre-purchase* via an event registration form. The Parking and Transportation events team can help determine which option is right for your event. Since 2019, departments whose visitors receive a citation can have the department pay the full value of the citation instead of the visitor. The citation cost will be processed via an IDT.

Parking & Transportation Services may close or block off lots, spaces, areas, or garages reserved for those attending a special event. Parking alternatives will be made available for displaced permit holders with no reimbursement. Additionally, residential students will occasionally be required to relocate personal vehicles parked in event lots.

Parking & Transportation Services reserves the right to reject event proposals if it is determined that the event may cause an unacceptable disruption to the campus community. If this occurs, the event organizer will need to establish off-campus parking arrangements to support the event.

Any event that requires parking for non-permit holders must be coordinated with Parking & Transportation Services. Parking arrangements for chartered buses and large vehicles must be coordinated with Parking & Transportation Services and UTA Police.

Parking & Transportation Services will take one or more of the following steps to inform permit holders of special events at least 72 hours prior to a closure:

1. Information may be sent via text message, mailed, or e-mailed to all permit holders with parking privileges in the lots or garages affected by special event parking.
2. Informational signs may be posted at the entrances to lots reserved for special events.
3. Information may be posted in the Announcements section of the Parking & Transportation Services webpage.
4. Information may be disseminated via the [MavWire](#) and/or [Trailblazer](#) e-publications.

## UNIQUE LOCATIONS

### COLLEGE PARK GARAGES

The College Park Garages are located on the east side of campus between Spaniolo Drive and Center Street just north of the College Park Center. The garages are divided into three sections: Park North, Park Central, and Park South. Students, faculty, staff, residents, vendors, First Baptist Church employees, City of Arlington employees, and College Park retail employees are required to possess a permit to park in these garages. Permit holders must park in designated areas according to the type of permit they possess.

Timed parking zones near the College Park Garages as well as the parking spaces designated for the Shops at College Park are intended for customers of The Shops at College Park. Active permit holders may park in designated customer parking only when frequenting The Shops and must either validate their parking at participating businesses or pay the hourly fee.

This garage contains fixed-license plate recognition technology that scans the vehicle license plate upon entering and exiting the facility to ensure parking compliance. Customers will have a 15-minute grace period upon entering the facility to find parking and purchase an hourly/daily parking session at the pay station or on Honk Mobile or Park Mobile app. Violations will be generated automatically, but all citations are reviewed by PATS staff prior to being issued.

### MAVERICK PARKING GARAGE

The Maverick Parking Garage is located just east of the Library at 708 S. West Street, and offers hourly and daily public parking for students, faculty, staff, residents, and visitors. Customers may park by paying an hourly or daily fee or by purchasing a reserved permit at [uta.edu/pats](http://uta.edu/pats). This is the only area of campus where students can purchase a reserved parking space. Two permit options are available including *Reserved Permit* and *Preferred Permit*.

### WEST CAMPUS GARAGE

The West Campus garage is located at 804 UTA Blvd and has 1,491 parking stalls. It offers a small number of short-term hourly and permit parking stalls. Visitor parking is available in the *visitor pay-by-plate area* located on the south side of the 1<sup>st</sup> floor. Student Commuter permit parking is available throughout the rest of the garage. Customers may park by paying an hourly or daily fee or by purchasing a Student Commuter permit at [uta.edu/pats](http://uta.edu/pats). The garage is open to faculty/staff and resident permits after 5 p.m. and on weekends and open to Remote Park & Ride and Reduced-Rate permits after 7 p.m. and on weekends.

This garage contains fixed-license plate recognition technology that scans the vehicle license plate upon entering and exiting the facility to ensure parking compliance. Customers will have a 15-minute grace period upon entering the facility to find parking and purchase an hourly/daily parking session at the pay station or on Honk Mobile or Park Mobile app. Violations will be generated automatically, but all citations are reviewed by PATS staff prior to being issued.

## THE SHOPS AT COLLEGE PARK CUSTOMER PARKING

The nine designated shops at College Park, the UTA Bookstore, the Dan Dipert University Welcome Center, and Starbucks at the Bookstore have free limited parking in the Shops at College Park retail lot. Visitors must validate their parking session at the posted on-site signs free 1 hour of free parking. Validations are limited to one free session per day. Customers who fail to validate their parking or overstay their validated time must pay the hourly rate to park on campus. Parking in these areas may be restricted during College Park Center event days.

## RESERVED SPACES AND ZONES

These permits are designated for an individual or group of permit holders from 7 a.m. to 7 p.m. Monday-Friday. Outside of these hours, Maverick Garage reserved permit holders can park in any non-ADA stall in the garage without paying an additional fee to park.

## PREFERRED PERMITS AND ZONE

These permits are designated for an area shared by all preferred permit holders from 7 a.m. to 4 p.m. Monday-Friday. If all preferred stalls are in use, preferred permit holders can use unmarked stalls at no additional cost. Outside of these hours, Maverick Garage preferred permit holders can park in any non-ADA stall in the garage without paying an additional fee to park.

Additionally, Maverick Parking Garage Reserved and Preferred permits are valid on the UTA campus in the permit holder's designated student or Faculty/Staff surface parking lots and in General Parking lots.

UTA surface parking lot permits are not valid in the Maverick Parking Garage.

This garage contains fixed-license plate recognition technology that scans the vehicle license plate upon entering and exiting the facility to ensure parking compliance. Customers will have a 15-minute grace period upon entering the facility to find parking and purchase an hourly/daily parking session at the pay station or on Honk Mobile or Park Mobile app. Violations will be generated automatically, but all citations are reviewed by PATS staff prior to being issued.

## UTA FORT WORTH

Students, faculty, and staff can access designated parking lot facilities at the UTA-Fort Worth campus, however, a permit is required. Student parking is limited, and free hangtags are distributed during the first week of classes each semester by the Fort Worth administration and/or professors. This parking permit is only valid at the UTA-Fort Worth campus and does not give parking permissions on the main Arlington campus.

Faculty and Staff who park at UTA-Fort Worth must purchase the General Faculty/Staff parking permit from the MavPark portal at [www.uta.edu/pats](http://www.uta.edu/pats). This permit is also valid on the UT-Arlington campus.

Additional parking information for this location can be found here: <https://www.uta.edu/academics/fort-worth/visit>

## UT ARLINGTON RESEARCH INSTITUTE (UTARI)

Students, faculty, and staff can access designated parking lot facilities at the UTA Research Institute (UTARI) campus. However, a permit is required.

Students parking at UTARI must have any type of UT Arlington student parking permit purchased from the MavPark portal at [www.uta.edu/pats](http://www.uta.edu/pats), including the Reduced and Remote parking permits. The MavPark parking permit is also available for parking on the main Arlington campus.

Faculty and Staff who parking at UTARI must purchase the General Faculty/Staff parking permit from the MavPark portal at [www.uta.edu/pats](http://www.uta.edu/pats). This permit is also valid on the UT-Arlington campus.

## GENERAL PARKING LOTS

*General* parking lots are designated on the parking map and allow for vehicles with any permit type to use them, with the exception that reduced rate and remote permits may not park in General lots until after 7:00 p.m. on weekdays. A permit is always required to park in these lots.

## PARKING FOR PERSONS WITH DISABILITIES (PWD)

ADA parking:

Parking in ADA STALLS:

Section 681.006 of the Texas Transportation Code authorizes institutions of higher education to require a vehicle to display a paid parking permit issued by UTA to assist with implementing disabled person parking privileges.

As a result, UT Arlington requires disabled persons to have three credentials to park in the ADA stall:

1. A **state-issued placard or plate** registered to the driver or occupant of the vehicle.
2. UTA will verify ownership with the DMV and then issue the customer an **e-ADA permit**.
3. A paid **UTA-issued** student, resident, faculty/staff, or short-term parking **permit**. Hourly meters count as a paid parking permit.

Customers whose vehicles display a disabled persons license plate or placard, a UTA e-ADA permit, and who have a UTA-issued paid parking permit may be parked for an unlimited period in a parking space or area that is designated specifically for persons with physical disabilities (PWD) if 1) the vehicle is being operated by or for the transportation of a person with a disability, and 2) the vehicle is displaying either the disabled persons license plate or placard.

Customers parking in ADA stalls without the e-ADA may be issued a \$250 citation as a method to verify placard or plate ownership. The driver will then have 14 days to submit a copy of their driver's license and the placard serial number or the license plate to PATS for verification. If the ownership is confirmed, the \$250 citation will be dismissed, and PATS will issue an e-ADA permit. If the driver or occupant is not the owner of the plate/placard, the \$250 citation will be upheld.

**PATS will verify placard or license plate ownership with DMV records. Customers abusing placards or license plates will receive a \$250 citation.**

#### Parking in SURFACE LOTS:

Eligible ADA customers may obtain a paid UTA-issued student or faculty/staff ADA-permit that will allow the vehicle to park in non-ADA designated spaces so long as the UTA-issued permit is attached electronically to the license plate. UTA-issued ADA permits will correspond to specific student, faculty/staff, or general permit lots based on the customer's employment status with UT Share or student status with MyMav. According to Section 681.006 of the Texas Transportation Code, PWD customers are not exempt from paying the parking fee to park in a surface parking lot. To obtain the e-ADA permit, purchase a qualifying faculty/staff or student permit in MavPark and click the "Do you require a disability permit?" after selecting your permit type. An upload box will appear, allowing you to upload your placard or license plate for DMV verification. Once verified, an e-ADA permit will be attached to your paid permit.

#### Parking in PAY-BY-PLATE GARAGES:

A paid parking permit and a state issued PWD plate or placard are required to park in all ADA stalls on campus. This includes the non-ADA spaces within a pay-by-plate parking garage including the Maverick Parking Garage, College Park garages, and West Campus Garage. According to Section 681.006 of the Texas Transportation Code, PWD customers are not exempt from paying the hourly or daily fee to park in the Maverick Parking Garage, West Campus Garage, or College Park garages. If the vehicle has an active, paid parking permit, either hourly pay-by-plate or long-term (i.e., semester or annual faculty/staff or student permit), the vehicle can use the ADA stalls at no additional cost. PWD customers without an active, paid parking permit who wish to park in the ADA or non-ADA stalls within the Maverick Garage, College Park garages, or West Campus Garage must pay to park.

#### Parking in METERED PARKING FOR PERSONS WITH DISABILITIES

Vehicles displaying a state issued PWD placard or plate are exempt from the requirement to pay in street meter parking spaces. However, the vehicle may not overstay the posted time limit for that meter (<http://www.txdmv.gov/motorists/disabled-parking-placards-plates>). Maximum time limits are posted on or near the street meters.

#### Parking in PAY-IN-LANE EVENT AREAS:

Section 681.006 does not exempt disabled person customers from paying for temporarily designated special event parking. Disabled person customers must pay to park during pay-in-lane events.

#### Disabled Veteran Parking

UT Arlington honors all distinguished service award customers with the parking privileges and accommodations guaranteed in the State of Texas and federal statutes. Distinguished service customers and disabled veterans should contact the Parking Office and/or the Veteran Programs office for additional details.

#### Parking in Handicap Stalls:

Section 681.008 of the Texas Transportation Code authorize institutions of higher education to require a vehicle to display a parking permit issued by UTA to assist with implementing Disabled Veteran parking privileges.

UT Arlington requires Disabled Veterans to have three credentials to park in an ADA stall:

1. **A state-issued placard or plate shown with the International Symbol of Access**, registered to the driver or occupant of the vehicle
2. UTA will verify ownership with the DMV and then issue the customer an **e-ADA permit**
3. A complimentary **UTA-issued e-DV student or faculty/staff permit**

A customer's vehicle that displays a Disabled Veteran license plate must obtain a free UTA-issued parking pass to park for an unlimited period in a parking space or area that is designated specifically for persons with disabilities. A Disabled Veteran plate requires a free UTA-issued e-ADA permit upon verification of credentials to park in an ADA space. Obtaining a free UTA-issued e-DV permit through Parking Services will allow the customer to park in specific non-ADA stalls as well. This subsection does not entitle a person to park a vehicle in a parking space or area that has not been designated specifically for persons with disabilities on the property of the institution unless the vehicle has been issued a DV parking permit required by the university.

Disabled Veteran customers parking in ADA stalls without the e-DV permit and ADA qualification may be issued a \$250 citation as a method to verify placard or plate ownership. The driver will then have 14 days to submit a copy of their driver's license and the placard serial number or the license plate to PATS for verification. If the ownership is confirmed, the \$250 citation will be dismissed, and PATS will issue an e-DV and e-ADA permit. If the driver or occupant is not the owner of the plate/placard, the \$250 citation will be upheld.

#### Parking in SURFACE LOTS:

Disabled Veteran customers may obtain a free UTA-issued student or faculty/staff disabled Veteran permit that will allow the vehicle to park in non-ADA designated spaces so long as the UTA-issued permit is attached electronically to the license plate. UTA-issued DV permits will correspond to specific student, faculty/staff, or general permit lots based on the customer's employment status with UT Share or student status with MyMav.

#### Parking in PAY-BY-PLATE GARAGES:

Section 681.008 (a-2) of the Texas Transportation Code excludes a controlled access parking facility if at least 50 percent of the number of parking spaces or areas designated specifically for persons with disabilities on the property of the institution of higher education are located outside a controlled access parking facility. UT Arlington's accessible parking is provided as close to the heart of campus as possible. As a result, a paid parking permit is required to park in the non-ADA spaces within a pay-by-plate parking garage including the Maverick Parking Garage and visitor section of the West Campus Garage. Disabled Veteran customers wishing to park in the Maverick Parking Garage and West Campus Garage must pay to park or have a valid permit for that particular location.

#### Parking in HOURLY STREET METERS:

Disabled Veteran customers displaying the Disabled Veteran license plate are exempt from the requirement to pay in street meter parking spaces. However, the vehicle may not overstay the posted time limit for that meter. Maximum time limits are posted on or around the street meters.

#### Parking in PAY-IN-LANE EVENT PARKING:

Section 681.008 (a-2) (2) does not exempt Disabled Veteran customers from paying for temporarily designated special event parking. Disabled Veteran customers must pay to park during pay-in-lane events.



## TEMPORARY ADA PERMITS AND ACCOMMODATIONS

Temporary accessible parking requests (i.e., medical needs) need to be issued through your doctor's office to obtain a temporary ADA placard. Temporary placards need to go obtained through the DMV. Once obtained, visit the Parking office or email [parking@uta.edu](mailto:parking@uta.edu) to obtain a complimentary e-ADA permit. Alternatively, students may request an accommodation through the UTA Access and Resource Center, and employees may request an accommodation through a Human Resources business partner.

### ENFORCEMENT OF ADA SPACES

#### Enforcement Goal

The enforcement goal is to ensure enough accessible parking locations are available to meet the campus demand, which directly relates to UTA's disabled customer safety and welfare.

Abuse of ADA parking locations is a common concern shared by colleges and universities nationwide. Colleges and universities are required by law to make their programs accessible to individuals with disabilities. A disabled individual's inability to find an accessible parking location on campus can interfere with this right to access. Our goal is to work together with our customers to ensure accessible campus parking is available for individuals with disabilities. This collaboration will help ensure disabled individuals have full access to UTA's programs and advance the safety and welfare of disabled individuals parking on our campus.

ADA placards and disabled license plates are accommodations required by the Americans with Disabilities Act and Texas state law for customers that need close parking, larger parking spaces, and other parking accommodations. UTA has many customers that use ADA placards and/or disabled plates not belonging to them or that park in ADA locations while waiting to pick up able-bodied customers on campus. This type of abuse renders accessible parking locations inaccessible to disabled individuals who have the right to use the locations. As an institution with a significant number of customers that need accessible parking, we have a duty to ensure enough parking is available for the safety and welfare of our disabled customers. The section below outlines UTA's authority to promulgate and enforce certain rules and regulations governing accessible parking on our campus.

#### Additional Permitting Requirements

Sec. 681.006 of the Texas Transportation Code states a parking placard or plate is ONLY valid when being used by the person with the disability or someone who is driving the person with the disability AND the vehicle actively displays the person with disabilities license plate or placard. Section 51.202 of the Texas Education Code allows for institutions of higher education to establish certain rules and regulations to protect the safety and welfare of its students, employees and property regarding the operation and parking of vehicles on its property. Under the authority of The University of Texas System Regent's Rules and Regulations, Rule 80109, UTA has established certain parking rules and regulations that require additional permitting to reduce abuse of these spaces.

#### Requesting Identification

Section 3 of Rule 80101 of the Regents' Rules and Regulations allows any authorized representative of UTA, including secondary delegates as determined by the rules promulgated by UTA, to request a person identify himself or herself in order to protect the safety and welfare of students, employees, and other participants in UTA's programs and UTA's property. Under the authority of this rule, when asked by an authorized representative, an individual is required to state truthfully (1) his or her name and complete address, as

substantiated by a current driver's license or other official documentation and (2) his or her legitimate business on UTA property. Pursuant to the authority of Section 4 of Rule 80101 and [Section 51.209](#) of the *Texas Education Code*, authorized representatives may refuse to allow individuals who do not identify themselves or who have no legitimate business to enter or remain on UTA property and may eject such individuals on their refusal to leave peaceably on request. Students, faculty, or staff who refuse to identify themselves in accordance with Rule 80101 are also subject to disciplinary action.

## Secondary Delegates

Effective August 1, 2019, UTA designated its Parking and Transportation (PAT) enforcement staff as secondary delegates with the authority given under Sections 3 and 4 of Rule 80101. Rule 80101 authorizes secondary delegates to request a person identify himself or herself in order to protect the safety and welfare of students, employees, and other participants in UTA's programs and UTA's property by enforcing UTA's disability related parking rules and regulations. This delegation allows in-the-field identification inquiries by PAT's enforcement staff and enhances the enforcement of disability placard and/or license plate ownership while occupying accessible parking locations.

## Enforcement Logistics

Operating under the authority granted above and to protect the safety and welfare of customers requiring accessible parking locations, PATS enforcement officers regularly enforce campus ADA parking locations.

If the disability plate/placard ownership on a vehicle located in an accessible parking location has not been verified with the DMV, PATS will issue a \$250 citation to the driver. The driver will have an opportunity to appeal the citation within 14 days by submitting a copy of the placard serial number or license plate to PATS for verification with a copy of their driver's license or other official ID. The customer can submit the appeal at [www.uta.edu/mavpark](http://www.uta.edu/mavpark) or by visiting the Parking & Transportation Office in person during normal business hours.

If proper ownership is confirmed, the \$250 citation will be dismissed, and PATS will issue an e-DV permit or e-ADA permit. Once the placard/plate is issued, the customer will need to renew the e-permit annually. They can do this through the permit-purchase process within MavPark by selecting the checkbox that states, "Do you require a disability permit?". If selected, an upload box will appear, allowing the customer to upload a copy of the plate/placard for PATS staff to verify with the DMV.

If the driver or occupant is not the owner of the plate/placard, the \$250 citation will be upheld.

Additionally, as of August 2019, PATS enforcement officers will be in parking lots to inspect temporary placards with the driver/occupant. Temporary placards include the registered owner's initials in the serial number. This allows staff to verify ownership or abuse quickly. As a reminder: A parking placard or plate is ONLY valid when being used by the person with the disability or someone who is driving the person with the disability.

## VIOLATIONS AND APPEALS

Citations are issued to violators of parking regulations to protect the privileges of legitimate parking permit holders. Parking citations may also be issued to enforce life and safety standards pertaining to fire lanes and

traffic control. Although these citations are civil in nature, recipients who do not take necessary actions to pay or adjudicate fines may be subject to university sanctions as well as debt recovery actions.

## ENFORCEMENT

The UTA Police Department and Parking & Transportation Services have the legal authority and responsibility to enforce parking regulations. Specifically, Section 54.505 of the Texas Education Code and Chapter 2308 of the Texas Occupations Code grant the authority to use fines, booting and towing to enforce traffic regulations on any property and facility owned, controlled, or utilized by The University of Texas at Arlington. A vehicle is considered to have re-violated every eight hours after receiving a citation for the same offense at the same location, or for every maximum time violation.

## SPIRIT AND INTENT

Parking areas are maintained for the benefit of students, residents, employees, and visitors to every property and facility owned, controlled, or utilized by The University of Texas at Arlington. UTA's regulations are in effect to ensure that all permitted and authorized individuals have maximum access to suitable parking on campus parking facilities. Enforcement of parking regulations are performed with the express intent of maintaining accessible and safe parking and holding accountable those who choose not to abide by these regulations. The University reserves the right to enforce these regulations through any or all of the following actions:

- issuing university citations and collecting administrative enforcement charges for offenses.
- towing vehicles that interfere with the movement of vehicular or pedestrian traffic or that block a sidewalk, loading dock, ramp, crosswalk, entrance, exit, fire lane or aisle.
- booting and/or towing vehicles for unpaid parking fees.
- suspending or revoking permits.
- requiring the vehicle owner, operator, or the person responsible for the violations to appear at a university hearing for nonpayment of outstanding charges.
- submitting unpaid citation fines to a third-party debt collection service.
- prohibiting the student's readmission to UTA.
- placing a hold on a student's account that will prevent a student from registering for classes, obtaining transcripts, or graduating
- taking disciplinary action against students or employees who fail to abide by these regulations; or
- denying parking permits to those with overdue or outstanding charges.

If the UTA-affiliated person responsible for a vehicle parked on campus is known, that person will be held responsible for all violations incurred by the vehicle. If the UTA affiliated person is not known, the legal owner of the vehicle will be held responsible for violations involving the vehicle. PATS staff will review DMV registration and other available records in an attempt to identify the student or employee responsible for the violation. The student or the employee will be held accountable for parking citation(s) issued to vehicles owned or operated by their immediate family.

Persons who fail to pay the assessed fine or who fail to initiate the appeal process within 14 days after the date of the parking citation being issued waive their right to appeal.

## VIOLATIONS

CITATION TYPE & DESCRIPTION	Amount
<b>Parked over the lines-</b> Parking in a manner where the tires are on or over the lines designating the parking space, including the front of the space.	\$40.00
<b>Maximum time violation -</b> Vehicles parked in a time-controlled area over the indicated maximum time limit. Relocating within the same-time-controlled area on the same day is not permitted.	\$40.00
<b>Expired meter -</b> The meter for the indicated space is expired. There is no grace period.	\$40.00
<b>Loading zone violation -</b> Parked in a loading zone for an extended period of time while not actively loading/unloading or not having a short-term loading zone permit.	\$55.00
<b>Improper parking-</b> Unauthorized parking on campus areas not designated for parking or parking over diagonal no-parking lines.	\$55.00
<b>Not moving a vehicle when instructed -</b> The vehicle is not removed from a lot or garage after verbal, letter, email, and/or sign notification is made. This may be enforced by a citation and/or towing the vehicle. Separate tow fee may also apply if the vehicle was towed.	\$55.00
<b>Parked in a no parking zone -</b> Parked in an area that is posted no parking or where the curb is painted in a manner that indicates no parking.	\$55.00
<b>Parked within 15 feet of a fire hydrant -</b> Parked within 15 feet of a fire hydrant or other device used for fire suppression.	\$55.00
<b>Parked in a fire lane -</b> Parked in an area with red painted lines or posted as a fire lane.	\$100.00
<b>Sharing Parking Permit/Multiple Vehicles on Campus -</b> Each permit is allowed one license plate on campus per day. Customers may add up to 3 personally owned, rented, or leased vehicles to each permit as a convenience. However, each additional license plate will need a separate permit if it is to be on campus during the same day. The day resets at 11:59 p.m. nightly. Customers are not permitted to add another customer's vehicle to their permit to avoid purchasing a parking permit. Sharing a permit is not permitted. Customers can make 5 changes to vehicles on their permit throughout the year. All subsequent vehicle changes must be made in person in the Parking office.	\$100.00
<b>No Active Permit -</b> The vehicle is not in possession of a valid UTA parking permit.	\$55.00
<b>Parking in a reserved space -</b> Unauthorized parking in a space designated as reserved and marked by either a sign or paint. This may be enforced by a citation and/or towing the vehicle. Separate tow fee may also apply if the vehicle was towed.	\$75.00
<b>ADA accessible space violation -</b> Parked in a legally marked <a href="#">ADA</a> space without displaying a valid placard or license plate. This may be enforced by a citation and/or towing the vehicle. Separate tow fee may also apply if the vehicle was towed.	\$250.00
<b>Tampering with university equipment -</b> Tampering with, damaging, or attempting to tamper with, committing a theft, or attempting to commit a theft of equipment owned and/or operated by UTA.	Up to \$750.00
<b>Wrong Permit for Section of the Lot -</b> The vehicle has an active permit but is in the incorrect lot or section of the lot for the permit designation.	\$55.00
<b>Tow Fee -</b> A fee charged to UTA when a private tow company moves a vehicle. This fee is passed on to the vehicle owner through a separate tow fee citation.	\$75.00
<b>Late Fee -</b> A \$25 monthly late fee citation is added to the customer's MavPark account when payment for a citation is not received by the due date.	\$25.00
<b>Boot Fee -</b> A boot fee is assessed when a boot is used to immobilize a vehicle. This fee is assigned through a boot fee citation.	\$75.00
<b>Returned-Check Fee (NSF) -</b> A \$25 fee charged by the university when a check is returned	\$25.00
<b>Incorrect License Plate Provided-</b> A <i>No Active Permit</i> citation will be reduced to \$20 if, through appeal, it is found that the vehicle owner has an active parking permit at the time of the violation but either didn't update the license plate of the cited vehicle, or entered the license plate incorrectly.	\$20.00
<b>Idol Policy Violation-</b> Operators of all vehicles/equipment over 14,000 pounds shall turn off the engine when the vehicle/equipment is not performing its primary function and no later than five minutes after the	1 <sup>st</sup> Warning 2 <sup>nd</sup> \$50

## NOTIFICATION OF CITATIONS AND COLLECTION PROCEDURES

Vehicles found to be in violation of any of the above parking regulations may be issued a citation. Parking & Transportation Services will issue e-citations and/or physical citations to active permit holders and other known individuals. Violators will be notified by email and/or postal letter, and a written form of the citation may or may not be placed on the vehicle at the time of the violation. A \$10 discount will be applied to the citation fee if paid within 10 days of the citation issuance date. However, this discount will be removed if the citation is appealed.

### Notice of Violation

When a vehicle is associated with a violator known to UTA, a physical citation will be left under the windshield wiper of the vehicle. After several hours, an emailed violation notice may be sent to the UTA email address on file indicating the vehicle information, type of violation, date and time of violation, information on appealing the citation, information on payment, and potential penalties for non-payment. SMS text messaging may also be used if the violator opted into text message notifications when ordering their permit.

If the vehicle is not known to UTA, a notice will be sent via USPS to the responsible person, or the registered owner of the vehicle based on the DMV registration records. The notice will include the vehicle information, violation, date and time of violation, information on appealing the citation, information on payment of the citation, and potential penalties for non-payment. PATS staff will review DMV registration and other available records in an attempt to identify the student or employee responsible for the violation. The student or the employee will be held accountable for parking citation(s) issued to vehicles owned or operated by their immediate family.

### Past Due Notice of Violation

If payment for a citation is not received by the due date, a past due notice will be sent via email and/or USPS to the responsible person or the registered owner of the vehicle indicating the vehicle information, violation, date and time of violation, information on paying the citation, and potential penalties for non-payment.

As a courtesy to the violator, Parking & Transportation Services may send additional notifications of violations to the registered owner of the vehicle. However, any courtesy notice does not relieve the violator of the responsibility to pay the fine or respond within the mandated time limits.

A late fee of \$25 per month will be added to the customer's MavPark account when payment is not received by the due date.

### Submission to Collections

Parking & Transportation Services may refer delinquent accounts to a collection agency if payment for a citation is not received within 90 days after the citation was issued. The violator will be responsible for paying the collection agency fee. This fee is based on a percentage of the delinquent account, with a maximum of 30 percent of the delinquent account, together with all costs and expenses, including reasonable attorney's fees, necessary for the collection of the delinquent account. The delinquent account may be reported to one or more

of the national credit bureaus.

## NON-RESPONSE TO PARKING CITATION(S)

Failure to respond to a parking citation may result in the following:

1. **Students and Residents** – A MavPark hold will be placed on students parking account preventing any future permit purchase until all citations are paid. When citation(s) is/are 45 days past due, and/or outstanding citation balance is \$200 or more, and/or the vehicle has 4 or more outstanding citations, a MyMav registration hold will be placed on a student's account preventing the student from enrolling in classes, changing classes, obtaining transcripts, or obtaining a diploma. A late fee of \$25 per month will be added to the student's MavPark account. In addition, the vehicle will be eligible for immobilizing (\$75 booting fee) and/or impounding (\$75 towing fee in addition to tow company charges) at vehicle owner's expense. The student's parking permit may also be revoked. Unpaid citations will be referred to a collection agency.
2. **Faculty and Staff** – A MavPark hold will be placed on employee's parking account preventing any future permit purchase until all citations are paid. The vehicle will be eligible for immobilizing (\$75 booting fee) and/or impounding (\$75 towing fee in addition to tow company charges) at vehicle owner's expense when citation(s) is/are 45 days past due, and/or outstanding citation balance is \$200 or more, and/or the vehicle has 4 or more outstanding citations. A late fee of \$25 per month will be added to the faculty or staff's MavPark account. The employee's parking permit may also be revoked. Unpaid citations will be referred to a collection agency and/or withheld from a departing employee's final paycheck.
3. **Visitors** – Failure to pay citations will result in the outstanding balance being referred to a collections agency and vehicle immobilization (\$75 booting fee) and/or impoundment (\$75 towing fee in addition to tow company charges) at owner's expense. A late fee of \$25 per month will be added to the vehicle's MavPark account.

The appeal process allows for the redress of a parking citation believed by the appellant to have been issued in error. Appeals are to be submitted via the MavPark [portal at uta.edu/pats](http://uta.edu/pats) and by selecting *appeal a citation*. Appeals must be made within 14 days from the citation issuance date, or the right to appeal is waived and any associated fines are due. A \$10 discount will be applied to the citation fee if paid within 10 days of the citation issuance date. However, this discount will be removed if the citation is appealed. Citations paid are not appealable.

There must be substantial and valid evidence that the parking violation was not committed or that there were extenuating circumstances. Valid documentation of the evidence must be provided when the appeal is submitted.

The following reasons are not considered valid as a basis for appeal:

- lack of knowledge of the regulations.
- other vehicles were parked improperly.
- only parked illegally for a short period of time.
- failure of officer to cite previously for similar offense.
- running late.
- inability to pay the amount of the fine.

- no other place to park.
- left a note on the window/dashboard.
- do not check UTA email account.
- notification sent to old address; customer did not provide updated address.

## APPEAL PROCESS

Appeals will be adjudicated using the process listed below, and notification of the decision will be emailed to the address listed in the appeal. Faculty/Staff/Students must use their UTA email address. Each appeal receives one of the following decisions:

**Upheld** – the violation occurred as listed on the citation.

**Upheld – Fine Reduced** – the violation occurred as listed on the citation; however, a reduced fine will be charged. Reduction of the fine may be considered only if the appellant has not received a citation in the 12 months preceding the issue date of the citation being appealed.

**Reduced to a Warning** – the violation occurred as listed on the citation; however, a fine will not be charged. Reduction of the citation to a warning may be considered only if the appellant has not received a citation in the 12 months preceding the issue date of the citation being appealed.

**Dismissed** – the violation did not occur as listed on the citation.

The following standards are used when a citation is adjudicated at any level:

- review of the appeal statement and documentation submitted by the appellant.
- review of relevant parking regulations.
- review of the information on citation and permit records.
- review of any other information, such as area maps or digital photographs.

## ADMINISTRATIVE REVIEW

1. To begin the appeal process, the appellant must complete an Administrative Review request within 14 days of the citation being issued.
2. Navigate to the MavPark portal at [www.uta.edu/pats](http://www.uta.edu/pats), select *appeal a citation*, and enter the requested information.
3. The appellant should include a statement why the violation was not committed or detailing the extenuating circumstances. The appellant may upload supporting documentation including statements or photographs. Copies of any submissions become the property of UTA.
4. The appeal will be reviewed by an appeals staff member, a decision will be made, and the appellant will be notified by email to the appellant's UTA email address (if the appellant is a student, faculty, or staff) or to the address provided by the appellant (if the appellant is not affiliated with UTA).

## APPEALS COMMITTEE HEARING

The Parking Appeals Committee adjudicates student, faculty, staff, and visitor appeals. Three members constitute a quorum. The board meets on an as-needed basis during the semester, including summer sessions. The board will not meet during finals week, winter break, or spring break. When a customer's citation has completed the administrative review, the following actions may be taken by the appellant:

1. The appellant may pay the citation.
2. If the appellant is a student, faculty, staff, or visitor, the appellant may request a hearing with Appeals Committee.
3. Log into MavPark, view the citation, then click Submit an Appeal. The request must be submitted within 10 days after the date of the Administrative Review notification email, or the citation will not be appealable.
4. Prior to scheduling the hearing, the appellant may be required to pay the citation as a bond.
5. The appellant will be notified by email to the appellant's UTA email address (if the appellant is a student, faculty, or staff) or to the address provided by the appellant (if the appellant is not affiliated with UTA) as to the date, time, and location of the hearing. If a phone hearing is going to be set, contact information shall be requested by the Parking Office staff and will be used to contact the appellant at the scheduled hearing time.
6. The appellant will have a maximum of 10 minutes to present evidence why they believe the violation was not committed or detailing the extenuating circumstances. If the appellant fails to appear for the hearing, the committee will base their decision on the submitted evidence.
7. All decisions rendered by the committee are final and re-appeals are not available.

## BOOTING/TOWING PROCEDURES

### Booting

A vehicle is eligible for immobilization (booting) and/or impoundment (towing) for one or more of the following reasons:

- parked with four or more outstanding citations, unpaid citations totaling or exceeding \$200, or at least one citation 45 days or more past due.
- parked in a space designated for the disabled (PwD) without the proper plate, placard, or permit.
- parked in a *no parking*
- parked in a manner that obstructs traffic, a crosswalk, a fire lane, or a loading zone.
- parked in a *towing enforced area*
- parked in a reserved parking space without the proper permit.
- parked in the same space over forty-eight hours with a tow warning notification affixed.
- parked without valid vehicle registration or license plate.
- parked in restricted area or area reserved for event parking after posted time.
- If the unidentified driver has accumulated multiple citations without the ability for the university to send notice

Once booted, violators will have up to 72 hours to pay outstanding citations or start a payment plan before the boot will be removed. If not paid within 72 hours, the vehicle will be towed. Payment can be made at all times in the MavPark portal at [uta.edu/pats](http://uta.edu/pats) by logging in and searching for citations using the vehicle's license plate. Payment may also be made in person at the Parking & Transportation Services office located in Office and Classroom Building (710 S. Davis Dr., Arlington, TX) between 8 a.m. and 5 p.m. Monday through Friday (**Credit/Debit card payments only**). The boot will only be removed once all citation debts and the \$75 boot fee have been settled.



## Towing

A vehicle may be towed when one or more of the reasons above occur.

A violator whose vehicle is towed will be responsible for any associated fees or fines. If a vehicle is in the process of being towed, but has not yet been removed from UTA property, it is subject to a road charge fee by the tow company. All towing and storage charges are determined by the tow company and must be paid directly by the owner of the vehicle. Payments made to the tow company are not applied to unpaid fines due the university; therefore, a violator's vehicle may be towed again if parked again on campus with outstanding citations. A \$75 tow fee will be added to the violator's MavPark account for each tow.

## Abandoned/Disabled Vehicle Procedures

**Disabled Vehicles:** It is prohibited to leave a disabled vehicle of any kind parked without immediately notifying PATS at 817-272-3907. If the vehicle is obstructing traffic or creating a hazard, it must be removed immediately or will be towed at the owner's expense. If temporary parking of a disabled vehicle is approved by PATS, the vehicle shall not exceed 24 hours and must not create any obstruction or hazard.

**Abandoned Vehicles:** Any vehicle that is partially dismantled or wrecked, does not display a current license plate, or does not appear to be operable; and is left in such condition for more than 48 hours, shall be considered abandoned and impounded at owner's expense. It is prohibited to do vehicle maintenance of any kind on University property (streets, lots, parking garages and other areas). Notice of pending impoundment shall be posted prominently on the vehicle on the driver's side of the front window, on the rear windshield, or on the frame depending on the type of vehicle.

**Inhabitation of Vehicles:** No one may inhabit a vehicle of any kind (cars, trailers, campers, motor homes, trucks, buses, or other vehicles) on the university campus (streets, parking lots, garages, and other areas) except as approved by the director of Parking and Transportation Services. Violators may be cited for improper parking and the vehicles may be towed.