Check out the ABAC Police web site at
http://www.abac.edu/police
(229) 391-5060
PARKING

The campus has ample parking spaces for students, faculty, and visitors. It is the responsibility of all members of the campus community to acquaint themselves with the rules and regulations regarding parking on the Abraham Baldwin Agricultural College (ABAC) campus. The ABAC Police Department regulates traffic and parking on this campus pursuant to Georgia law 20-3-21.

General Guidelines

A. The college reserves the right to refuse, restrict, or revoke the privilege of having a motor vehicle on College property. ABAC is state property. Uniform rules of the road (OCGA Title 40) are applicable, as well as the appropriate rules and regulations of the Board of Regents. **The College reserves the right to remove, at the owner’s expense, or to lock down with an immobilization device any vehicle that is illegally parked, abandoned, or determined to be a hazard by ABAC Police.** The registrant of a vehicle is legally responsible for the safe and proper use of said vehicle while on the campus.

B. FACULTY/STAFF parking areas are identified and clearly marked throughout the campus. All privately owned vehicles belonging to Faculty Staff will be parked in an authorized parking space or area designated for Faculty Staff.

C. ABAC does not assume any liability resulting from damage to a registrant’s or visitor’s vehicle, nor of damage resulting from a registrant’s or visitor’s vehicle. ABAC Police is the primary agency responsible for law enforcement and traffic/parking management on the ABAC campus.

D. The driver of any vehicle that becomes involved in an accident on campus will stop his or her vehicle and contact ABAC Police at (229) 391-5060. The driver will remain on the scene until the accident investigation is completed.

E. The speed limit in all parking lots is 10 MPH. Speed limits on roadways are posted.

F. All privately owned two and three wheeled motorized vehicles are subject to the provisions of the parking services regulations.

G. Student workers of all types are considered students as far as parking regulations are concerned.

Registration of Vehicles

H. Motorcycle parking is available in designated spaces around the campus as well as any open space associated with your parking decal.

I. All motor vehicles that are to be parked on campus by students, faculty, and staff must be registered with ABAC Police and display a current parking decal by the end of the first week of each semester. The only exception: See #2 under student parking.

J. In the event a student, faculty/staff member drives another vehicle that is not registered they must apply for a temporary parking permit. Temporary Permits are issued by the ABAC Police when faculty, staff and students are driving a vehicle temporarily. These permits are free and can be picked up at the police department in Evans Hall.
K. Parking registration applications are available online @ www.abac.edu/police (click on parking decal signup form).
Once registration is completed a form should be printed out and returned to the ABAC Police Department and a decal will be issued. The ABAC Police Department is located in Evans Hall behind the J. Lamar Branch Student Center. The phone number is 391-5060. Normal business hours are Monday–Thursday 8:00 - 5:30, Friday 8:00 - 3:00.

L. Parking Fees:

1. Parking fees are for the period beginning fall semester and ending the last day of finals summer term. Parking decals have an expiration date printed on them which correlates with the end of summer term. Parking fees for decals purchased during the year are not pro-rated. Parking fees are paid with tuition.

2. Student Parking Fees: $30 per semester paid with tuition (multiple vehicles may be registered).

3. Faculty and Staff parking permits: no charge. Three-year decals are issued to college employees with the expiration date on the decal. Faculty and staff will not need another decal until the expiration date unless a different vehicle is driven to campus.

4. Faculty and Staff parking spaces are reserved for Faculty and staff only. Faculty and staff parking spaces are reserved from 7 a.m. to 5:30 p.m. Monday - Friday. A number of reserved spaces are clearly marked 24-hour Reserved. These spaces are reserved throughout the year.

5. Faculty and staff parking spaces are for faculty and staff only. These spaces are not to be utilized by anyone else. Faculty and staff are to utilize faculty/staff spaces only and not park in unauthorized spaces. Employees are expected to set the example for students.

M. Current parking decals are to be displayed on the rear bumper or on the outside of the rear window on the driver’s side. Parking permit decals allow the registered vehicle to park only in designated parking areas. Vehicles may only park in actual parking spaces. Permits are not transferable from one vehicle to another or from one registrant to another. In the event that a vehicle is transferred out of the registrant’s name or control, it is the responsibility of the registrant to remove the decal and return it to the ABAC Police office in order to replace the decal. If a registrant needs to use another vehicle on campus for a short time, temporary permits are available from the ABAC Police office during normal business hours.

N. Each person is responsible for the permit issued and for any infractions that result from the misuse of the decal. When a registrant realizes that the decal is stolen or lost, a report must be filed with ABAC Police.

O. Vehicles are not to be backed into parking spaces. Vehicles found parking in this manner will be ticketed for improper parking.

Tickets received for parking infractions through the practice of loaning/borrowing of vehicles will ultimately be the responsibility of the student to whom the vehicle/decal is registered.
Parking Regulations

P. Student Parking

1. Parking areas are designated as Student or Faculty/Staff. Students are not permitted to park in the Faculty/Staff parking areas except between 5:30 P.M. and 7:00 A.M. There are certain Faculty/Staff spaces that are reserved 24 hours. (Other restricted parking areas are Handicapped, Loading zones, Fire lanes, red curbing, ABAC Police, and Visitor spaces.)

2. Students with ONLY EVENING CLASSES are not required to register vehicles with ABAC Police. However, all the rules and regulations for parking do apply. If the student is on campus at any time during the day prior to 9:30 a.m., a permit is required.

3. Handicapped students may park in marked Handicapped parking spaces after obtaining a Handicapped Permit from your local Georgia State Patrol Office.

4. Students are not permitted to park in Visitor spaces at any time.

5. Student vehicles will not be parked or driven on sidewalks, walkways, grass or on the maintenance driveways at ANY TIME.

6. Students living at ABAC Lakeside will be issued a designated decal for that housing facility. ABAC Lakeside residents must park at ABAC Lakeside. The ABAC Lakeside parking lot will be restricted to ABAC Lakeside Residents only.
   During normal business hours (7:00 a.m. - 5:30 p.m.), ABAC Lakeside residents will not be allowed to park in any other parking areas on campus except 15 minute zones to conduct business or in Handicapped spaces if they have the proper state issued permit.
   Lakeside residents may park in any student parking area other than those designated for ABAC Place residents after 5:30 p.m. and before 7:00 a.m. Monday through Friday and on weekends.

7. Premier Parking is located in the lot on the south end of the ABAC Place Apartments. Premier Parking is for those students who register and receive a Premier Parking decal through housing in addition to the ABAC Place parking decal.

Q. Student Parking Tickets

1. Students receiving a parking violation will pay the fine at the cashier’s desk at the Student Center, Second Floor, between the hours of 8:30 and 4:30 Monday - Thursday, 8:30 and 2:00 Friday. The ticket must be presented in order to pay the fine.

2. Students receiving a parking violation have the right of appeal for 7 calendar days from the date of ticket issuance. Appeals are made in the ABAC Police Department, and the student must present the ticket at that time in order to appeal the ticket. If an appeal has not been completed within this time the ticket stands.

   If a student receives a ticket and has extenuating circumstances or there is a bonafide mistake with the ticket, the student can take the matter up with the Chief of ABAC Police or his designee. The Chief or his designee will either void the ticket or instruct the student to appeal the ticket.

   After the ticket has been appealed, students have two options: 1) decide if they want to appear before the Traffic Court or 2) decide if they want to write a written appeal. If students want to appear before the Court, they will be given an instruction sheet which explains the time and place of the proceeding. They will be notified by the court at the end of the session if their appeal has been granted or denied. If students elect to write their appeal, a form will be supplied and when completed will be turned over to the Traffic Court by ABAC Police.

Students are not allowed to appeal tickets for parking in faculty/staff spaces, handicap spaces or fire zones.
Students can determine the status of written appeals by phoning 391-5060 or visiting the ABAC Police office in Evans Hall.

The ruling of the Traffic Court is final and binding. If grounds exist for an appeal, the student will have seven days from the date of the Traffic Court hearing to appeal to the Judicial Council in writing. The appeal is not designed to simply rehash the same evidence and arguments. The student must show that the treatment of the case by the Traffic Court was either unfair, inequitable, and/or arbitrary and capricious. The appeal must be submitted in writing to the Office of Student Life during the seven day period. If the Judicial Council finds merit in the appeal, they can agree to hear the case. If the Judicial Council agrees to hear the appeal, their decision is final. The decision of the Traffic Court stands if the student fails to submit the written appeal within the allotted time or if the Judicial Council refuses to hear the appeal. There is NO appeal beyond the Judicial Council.

3. If a ticket is to be appealed by a student, it will be done within 7 calendar days after the date of the ticket. If an appeal is not made within that time, the student forfeits his or her right to the Traffic Appeals Court.

4. If a student receives multiple parking violations, ABAC Police reserves the right to restrict a student’s campus parking privileges. After being informed of parking restrictions, a student may not park his or her vehicle on campus or in a parking area specified. The vehicle may be immobilized on site or towed away at the owner’s expense.

5. Any student whose vehicle receives 4 (four) or more parking tickets is subject to having the vehicle being either immobilized on site or towed, at the student’s expense.

6. There will be NO PAYMENT PLAN for students who have accumulated multiple parking tickets. If your vehicle is immobilized on site or towed, your fines must be paid prior to the vehicle being released.

7. **If your vehicle is immobilized on site and it is determined that the boot has been tampered with in an attempt to remove or alter the boot, your vehicle will be towed. If the boot is damaged you will be charged criminally.**

8. Students that fail to settle debts with the college relative to parking violations will have their student accounts blocked which will result in their inability to register for classes and have transcripts sent to other colleges and universities until the debt is paid.

R. **Faculty/Staff Parking**

1. Faculty and Staff parking spaces are designated by F/S, staff or employee parking painted at the rear of the parking space or on the curbing. The primary parking areas for faculty and staff are in front of Weltner Hall, the lot north of the Dining Hall and behind the Health Sciences Building. Several campus facilities have designated F/S parking areas. **There is no F/S parking in the south lot with the exception of a few spaces for physical plant employees.** Faculty and staff are to park only in spaces designated for faculty and staff unless they possess a valid Handicapped permit.

2. Faculty/Staff vehicles are not allowed to park on the grass, sidewalk, driveways, ramps, student spaces, loading spaces, or any other non parking areas.

3. **Faculty/Staff are expected to set the example for students and visitors and shall follow the appropriate rules and regulations regarding traffic and parking that are found elsewhere in the ABAC Parking Regulations Handbook.**

S. **Faculty and Staff Parking Tickets**

1. Faculty and staff members receiving a parking violation will pay the fine at the cashier’s desk in the Student Center, Second Floor, One Stop Shop. The ticket must be presented in order to pay the fine.
2. When a faculty or staff member receives a parking violation, he or she has 7 calendar days from the date of the ticket to pay the fine or to appeal. Failure to do so will result in a copy of the ticket being sent to their supervisor.

3. Faculty/Staff desiring to appeal a parking violation may do so by writing a memorandum to the Chief of ABAC Police outlining the basis of the appeal. The ticket, along with the written appeal, should be sent to the attention of the Chief of ABAC Police. In order for the appeal to be considered, it must be received by the ABAC Police office within 7 calendar days of the parking violation date. All appeals will receive a written response.

4. It is the responsibility of the Chief of ABAC Police to report the status of unpaid Faculty and Staff parking violations to the Vice President for Fiscal Affairs and the appropriate department head. Employees will be notified at the end of each semester if they have any outstanding parking citations.

Parking Violation Fine Schedule

1. Failure to display current parking permit ..............................................$30
2. Student vehicle parking in a Faculty/Staff zone ......................................$50
3. Improper parking .............................................................................$30
4. Parking beyond limit in time zone .......................................................$25
5. Parking in unauthorized area (grass, sidewalk, out of zone) ...............$40
6. Parking in “Handicap” space without permit .......................................$100
7. Parking in designated fire lane or zone ..............................................$100
8. Parking in a visitor space ...................................................................$30
9. Immobilization fee .........................................................................$40

To view the Clery Act document and Abraham Baldwin Agricultural College crime statistics, visit our website at

http://abac.edu/police

Revised: 5/23/13
PHONE NUMBERS

ABAC Police
NON EMERGENCY LINE - 391-5060

Health Services .............391-5030
Student Activities ..........391-5140
Student Affairs ..........391-5130
Financial Aid ..........391-4910
Admissions ..........391-5004

For Emergencies:
Dial 911 or 9-911
if dialing from a campus line