



**2017-2018  
Parking Permit Application  
Graduate/ Teaching/ Research Assistant**

*Complete all information. Incomplete applications will not be processed.*

Area:  Locust  Forbes  Surface  Locust **Evening Only**      Term:  Annual  Academic  Semester

Status:  Campus Resident  Commuter      School of Study: \_\_\_\_\_

Living Learning Community: \_\_\_\_\_      Email: \_\_\_\_\_  
REQUIRED for Resident Status

Name: \_\_\_\_\_  
Last                      First                      Middle Initial                      Last 4 digits of SS #

Local address: \_\_\_\_\_  
Street                      City                      State                      Zip Code                      Cell Phone

**VEHICLE INFORMATION: If this information is not completed, we will be unable to process your permit request.**

Plate No. \_\_\_\_\_ State \_\_\_\_\_ Year \_\_\_\_\_ Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

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**PLEASE READ CAREFULLY**

*The Duquesne University parking permit is a license, not a bailment.*

The purchase of a parking permit is authorization to park within a specified area or areas on University controlled property. No liability is created by the granting of parking or vehicle operating privileges on property owned, leased or otherwise controlled by the University. The University assumes no responsibility for the care or protection of vehicles or their contents while operated or parked on University property. Officers of the Department of Public Safety do patrol all University parking facilities.

All parking permits and proximity cards remain the property of Duquesne University and must be surrendered upon demand. Parking permits are intended for the exclusive use of the purchaser and are not transferable. The unauthorized transfer of a parking permit will result in the loss of parking privileges and could result in the issuance of traffic citations and/or towing. The purchaser is responsible for any and all university citations issued to the vehicles listed and/or issued to any vehicle in which their permit is displayed. Commuter parking permit holders are only valid to park on campus between the hours of 5:00 a.m. until 2:00 a.m. **No commuter permit holder is permitted to park any vehicle on Duquesne University property between the hours of 2:00 a.m. through 5:00 a.m.** Any violation will be subjected to a citation.

**In any case, lack of space is NOT considered a valid excuse for violation of any parking regulation.**

My signature indicates that I have read and agree with the conditions of this application.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**METHOD OF PAYMENT:**

Student Account\*       Cash       Visa       Discover

Payroll Deduction via Student Account\*       Check       MasterCard

\* Must complete the attached "Payment Authorization Form"      Amount \_\_\_\_\_

**FOR OFFICIAL USE ONLY BELOW**

Hangtag No. \_\_\_\_\_ Proximity Card No. \_\_\_\_\_ Expiration Date \_\_\_\_\_



**2017-2018 Parking Permit  
Payment Authorization Form**

**STUDENT ACCOUNT**

**Title IV Funds Authorization**

In accordance with Federal Regulations, students must sign below authorizing the University to apply any financial aid received including all federal sources, toward any and all charges assessed to the student's account.

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Student Name (please print)

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Student Signature

Date \_\_\_\_\_

Banner ID Number D0\_\_\_\_\_

Amount Requested\_\_\_\_\_

**PAYROLL DEDUCTION**

I authorize the Payroll Department of Duquesne University to deduct from my earnings the amount requested below for payment toward a University Parking Permit. I understand the amount will be divided equally 8 pays per fall and spring semester (8 pays total for semester permit/ 16 pays total for academic or annual permit).

I agree to contact the office of Student Accounts to make other payment arrangements in the event that I stop receiving pay from the University or my pay does not cover the balance owed.

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Student Name (please print)

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Student Signature

Date \_\_\_\_\_

Banner ID Number D0\_\_\_\_\_

Amount Requested\_\_\_\_\_