



## STUDENT PARKING – LOTTERY APPLICATION & INFORMATION

### Spring 2022 Term

Due to our neighborhood location, NUNM does not have enough parking spaces to accommodate all students who wish to park on campus. We hold a lottery each year to allot student parking permits, with preference given to seniority and proven hardships. Students who do not receive a parking permit during the lottery process will be placed on a wait list and assigned parking permits as they become available. Parking enforcement and ticketing is not in effect during the first week of Fall term. Beginning the second week of classes, all vehicles parked on campus must display an NUNM parking permit or risk being ticketed.

- Parking Lottery Applications must be returned to the Safety & Security Office (Academic Building, Room 125) by 5 p.m., Friday, March 18, 2022.
- Lottery will take place Friday, March 25, 2022, and students will be billed accordingly.
- Passes will be placed in student mailboxes by Monday, March 28, 2022.
- Permitted students can park in any non-reserved white space. **Do not park in the white/yellow spaces that are marked “RESERVED” or “VISITOR.”**
- The parking fee is \$107 each term.
- Payment is due to Student Accounts (Administration Building, Suite 200) no later than April 4, 2022.
- Daily permits may be purchased at the NUNM Bookstore (Academic Building, Room 115) for \$5. Make sure you plan in advance so that you have a permit available on the morning you need it. The NUNM Bookstore does not open until 9 a.m.

#### ***It's the first day of the term and I don't know where to park – help!***

You may park in the lot ONLY if you have a hang-tag permit displayed on the rearview mirror in your car. All others will be subject to ticketing. Please do not park in reserved or visitor spaces.

#### ***How does NUNM know that I can park in the lot?***

Your hang-tag permit must be placed on your rearview mirror, facing out, so it can be seen from the front of the car EVERY DAY. The hang-tag permit may be used on any car for which you provided information on your parking application. Carpoolers must switch the tag each day. Tickets will NOT be amended if you forget to hang your permit.

#### ***All spots are full – what do I do?***

If you come to school and cannot find an empty student space, do NOT park in reserved or visitor spaces. You will have to find a space on the street for that day.

#### ***During what hours are student spaces restricted?***

Student parking spaces are valid from 6 a.m. – 5 p.m., Monday through Friday year-round, unless otherwise instructed by the Director of Security. Evening and weekend parking in all non-reserved student spaces with white striping is open to all students, staff, and faculty. There is no overnight parking in the NUNM lots.

#### ***Can I park on the street?***

The City of Portland WILL ticket cars parked longer than 2 hours. NUNM has no control over street parking regulation.

# IA. STUDENT PARKING LOTTERY APPLICATION

Return this form to the Safety & Security Office (Academic Building, Room 125) by 5 p.m., Friday, March 18, 2022. If you are also submitting a request for hardship consideration, include that form with your application.

## NOTE: INCOMPLETE FORMS WILL NOT BE PROCESSED.

This includes your signature on the bottom of this page. Incomplete forms will be returned to your mailbox and must be resubmitted. If you resubmit after the above deadline, you will be placed on the waitlist.

## STUDENT INFORMATION

Name \_\_\_\_\_ Year in School \_\_\_\_\_  
Email Address \_\_\_\_\_ Phone \_\_\_\_\_

## VEHICLE INFORMATION

### CAR #1

License Plate Number \_\_\_\_\_ State \_\_\_\_\_  
Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

### CAR #2

License Plate Number \_\_\_\_\_ State \_\_\_\_\_  
Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

## SIGNATURE

I have read, understand, and agree to adhere to the NUNM transportation guidelines preceding this page.

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

Continue to next page to request a hardship consideration.

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## FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Hang-tag #: \_\_\_\_\_

By: \_\_\_\_\_

## **IB. HARDSHIP CONSIDERATION REQUEST**

*Return this form to the Safety & Security Office (Academic Building, Room 125) by 5 p.m., Friday, March 18, 2022, along with your Student Parking Lottery Application.*

### **Qualifying Hardships**

The following items may qualify a student to be given priority in the student parking lottery. A limited number of hardship forms will be approved, depending on the current parking availability. Additional documentation may be requested for verification. Submitting a hardship form does not guarantee that a parking permit will be issued. Below are examples of hardships:

- Distance from NUNM (20-mile commute or greater)
- Inaccessibility to public transit and/or public transit trips that regularly take more than an hour
- Work or volunteering commitments
- Family obligations

### **Medical Accommodations**

NUNM complies with all local, state, and federal laws, including the Americans with Disabilities Act (ADA). Students who require medical accommodations should contact the Director of Academic Success and Access for information on the accommodation process. This form is not to be used as an accommodation request.

### **HARDSHIP DESCRIPTION**

Please give a detailed explanation of your hardship. You may also attach any relevant documentation to support your claim.

## **STUDENT INFORMATION**

Name

Residential Address (for transportation hardship requests only)

## II. STUDENT CARPOOL PARKING APPLICATION

Return this form to the Safety & Security Office (Academic Building, Room 125) by 5 p.m., Friday, March 18, 2022.

### NOTE: INCOMPLETE FORMS WILL NOT BE PROCESSED.

This includes your signatures on the bottom of this page. Incomplete forms will be returned to your mailbox and must be resubmitted. If you resubmit after the above deadline, you will be placed on the waitlist. Additional vehicles may be listed on another page and attached to this form.

### STUDENT INFORMATION

Student 1 Name \_\_\_\_\_ Student 2 Name \_\_\_\_\_  
Student 3 Name \_\_\_\_\_ Student 4 Name \_\_\_\_\_

### VEHICLE INFORMATION

#### CAR #1

License Plate Number \_\_\_\_\_ State \_\_\_\_\_  
Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

#### CAR #2

License Plate Number \_\_\_\_\_ State \_\_\_\_\_  
Make \_\_\_\_\_ Model \_\_\_\_\_ Color \_\_\_\_\_

### SIGNATURES

I have read, understand, and agree to adhere to the NUNM transportation guidelines preceding this page and I agree that the people listed on this form are part of a group of people who I intend to regularly carpool with. Signature confirms that students have independently agreed to a carpool arrangement and NUNM is not responsible for the management of said agreements.

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

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### FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_ Date Paid: \_\_\_\_\_ Hang-tag #: \_\_\_\_\_  
By: \_\_\_\_\_

### III. INDOOR BICYCLE PARKING APPLICATION & INFORMATION

#### Indoor Bicycle Parking

A limited number of indoor spaces will be allocated by lottery to rent in the room behind the southeast bathrooms, across from Academic Building, Room 107. The cost is \$25 per term. If you obtain a space, you will be issued a key and the expense will be added to your tuition bill.

Applications must be submitted by 5 p.m., Friday, March 18, 2022. You will be notified by Monday, March 21, 2022, by note in your mailbox, if you have received a key. Keys can be picked up at the Safety & Security Office (Academic Building, Room 125).

#### Outdoor Bicycle Parking

The outdoor bicycle parking enclosure is available to NUNM bicycle commuters at no cost. The combination for the lock can be obtained from the Student Life Office (Administrative Building, Room 155), or in the Safety & Security Office (Academic Building, Room 125).

#### Indoor Bicycle Parking Application

*Return this form to the Safety & Security Office (Academic Building, Room 125) by 5 p.m., Friday, March 18, 2022.*

**NOTE: INCOMPLETE FORMS WILL NOT BE PROCESSED.**

#### STUDENT INFORMATION

Name	Year in School
Email Address	Phone

*By applying for indoor bicycle parking, I certify that I have read and understand the rules stated above.*

#### BICYCLE DESCRIPTION

Make	Type	Color
Other identifying information		

Date received (for office use only):