Panther Plus Carpool Program

Parking Policy

There must be a minimum of 2 Chapman University staff, faculty, or commuter students who are committed to carpooling at least 3 days per week for one full academic year. At least one participant in each carpool group must be a full time staff, faculty, or commuter student.

- Each participant will be required to purchase a parking permit at the part-time employee rate of $175.00. If a participant wishes to waive the cost of their permit, they may do so; however, carpool groups will then split the cost amongst each other. A minimum of two permits must be purchased.

- Participants must register their vehicle on-line at www.chapman.edu/vr and present an approved carpool application at the Public Safety Office to obtain a carpool hangtag and annual parking permit.

- Issued 1 permit per paid individual for display in the vehicle. All vehicles using a carpool permit must also have a valid annual permit affixed to the left front windshield of the vehicle. If an alternate vehicle is driven to campus, a complimentary temporary hangtag permit must be obtained from Public Safety to display with the valid Carpool Hangtag. All vehicles driven to campus must be registered in the VR System.

- Issued 1 Carpool Hang-tag per carpool group for display in the vehicle.
  - Hangtag to be used only on the days you carpool.
  - Hangtag will be registered under all VR records of carpool group participants with valid permits.

- Issued 1 transponder per carpool group to access Lastinger/Barrera structure.

- Park in Carpool Preferred Reserved Spaces in the Lastinger Structure, Barrera Structure, Dodge Lot, Palm Lot, and West Palm Industrial Complex Lot.
  - These spaces are authorized to be used only on the days you carpool.
  - These spaces are available on a first-come-first-serve basis.
  - If the Carpool Preferred Reserved Spaces are occupied, the carpool group may park in any non-reserved space in the Lastinger Structure, Barrera Structure, Dodge Lot, Palm Lot, and the West Palm Industrial Complex Lot.

- On non-carpool days, each participant with a valid permit will be required to park in any non-reserved space in the West Campus Parking Structure.
• Each faculty or staff participant will be required to complete a Payroll Deduction Form for their pass or pay in full at the Cashier’s Office. Student carpool participants will have the parking fee adjusted on their student accounts once the carpool application has been approved by HR.

• Any misuse of the hang tag, transponder or parking in the carpool spaces on a drive-alone day will result in loss of carpool privileges, and carpool participants will also be required to pay the difference for a standard parking pass. Vehicles are also subject to citation when parked in a Carpool space, Barrera Structure, Knott Studios Lot, Palm Lot or West Palm Lot on non-carpool days.

• Carpool participants are held responsible for the transponder. If it is lost, the replacement cost is $25.

• Participants in the Panther Plus Carpool Program are not eligible to participate in the Rideshare Incentives quarterly drawings.