



The parking policies of Concordia College are reviewed annually and revised as necessary. Compliance with these regulations is necessary in order to promote orderly parking.

All motorized vehicles (car, van, motorcycle, motorbike, scooter, etc.) and bicycles are expected to be registered and obey these parking and traffic policies.

### General Parking and Traffic Regulations

Parking or driving on campus lawns, sidewalks, and service courts by unauthorized persons is prohibited.

When a vehicle is operated in a manner that threatens the safety of persons or property, the college reserves the right to press charges in civil and criminal court. The college also reserves the right to have vehicles immobilized or towed at owner's expense for the following:

- Vehicles with three or more citations**
- Vehicles parked in fire lanes, loading zones, on sidewalks or grass, or blocking access or traffic flow
- Unauthorized vehicles parked in spaces reserved for:
  - Hall directors
  - Accessibility
  - Reserved
  - Service and delivery
  - Barricaded lots
  - Guest/Visitor
  - Public Safety
- Unregistered vehicles
- Abandoned or inoperative vehicles
- Vehicles remaining in lots after snow removal notices have been posted. (Notices will be posted 24 hours in advance of plowing to advise vehicle owners that their vehicle must be moved from that specific lot.)
- Vehicles must be parked within yellow-striped parking spaces. Vehicles parked outside these designated spaces are subject to ticketing, immobilization, or impound.

### Parking Lots and Hours

- G Lots**
- Permit required for employees, off-campus students, and visitors/guests; 7 a.m.-4 p.m. Monday-Friday
  - No parking allowed from midnight-7 a.m.

- S Lots**
- Permit required for on-campus students and visitors/guests; 24 hours, Sunday-Saturday

- R Lots**
- Permit required for employees and visitors/guests, no student parking; 7 a.m.-4 p.m. Monday-Friday
  - No parking allowed from midnight-7 a.m.

- T Lot**
- Permit required for Transportation Services vehicles and drivers reserving a fleet vehicle

**Permits** | Beginning in the 2025/2026 academic year, Concordia will implement a \$100 annual parking fee for students who choose to park on campus. Employee parking permits will be issued at no cost.

**Employee Permits** | Employees may park in any lot of the same color and permit code designated on their permit. Obtaining a permit does not guarantee a spot to park. Employees are not allowed to park in guest/visitor stalls at any time and are subject to a parking citation if they park in these stalls.

**Student Permits** | **Students are issued only one permit.** Obtaining a permit does not guarantee you a spot to park. Students may park in any lot of the same color and permit code designated on their permit.

**Temporary Parking Permits** | Temporary Parking Permits are issued by Parking Services for campus guests, vendors, contractors, and vehicles that will be parking for a short period of time. If you have an unregistered vehicle on campus for a short period of time, you must obtain a Temporary Parking Permit at the Parking Services office. Vehicle license plate numbers will be required when requesting a temporary permit.

**Bicycle Permits** | All bikes must be registered through Parking Services. Bikes should not be chained or locked up to trees, garbage cans, fences, railings, etc. Bikes should only be chained or locked up to a bike rack. Once registered, the appropriate permit must be placed on the bike. Unregistered bikes may be subject to impound at owner's expense.

**Metro College Alliance/PSEO** | Metro College Alliance students must register their car with their primary institution and the permit must be displayed on the vehicle. Parking for Metro College Alliance students is located in the G lots. PSEO students must register their vehicles and will work with Parking Services and the Office of Admission to get their vehicle registered.

**Permit Placement** | Permits must be placed on the lower left outside corner of the back windshield as viewed from behind the vehicle. Peel off the backing and press firmly to clean/dry window.

**Lot Designation and Proper Parking** | Concordia College lots are reserved for use by specific permit holders. Signs are posted at each lot entrance. Your parking permit code will match the lot signage code. Parking is permissible in designated spaces only. Any vehicle that does not have the specific permit required for the lot in which it is parked, or is not parked in a designated space, is subject to a parking citation. Students and employees may not park in any guest/visitor stalls and are subject to a parking citation if they park in these stalls.

**Accessible Parking** | Designated accessible parking is available in lots throughout the campus and identified with standard markings: blue paint and signage. State-issued Disability Parking Certificate holders are allowed to park in any designated accessible parking stall and in any non-reserved parking stall on campus. Vehicles with an ADA permit must also register for a Concordia permit if they will be parking in a non-reserved parking stall.

### Away on College Business and Long-Term/Low-Use Parking

Faculty, staff, and students who need to have their vehicles on campus while away on college business should contact Parking Services as to which lot would be best to park in during this time.

### Parking Citations

Parking Services and Public Safety staff patrol the lots day and night year-round. They, along with hall directors, are authorized to write parking citations. The penalty is specified on the citation. The following guidelines are used per citation:

Improper Lot	<b>\$ 20</b>
Failure to Display Permit	<b>\$ 20</b>
Fire Lane/Blocking Access	<b>\$ 40</b>
No Overnight Parking	<b>\$ 20</b>
Not in Designated Space	<b>\$ 20</b>
Overtime Parking (timed parking stalls)	<b>\$ 20</b>
Reserved	<b>\$ 20</b>
Unregistered Vehicle	<b>\$ 20</b>
Visitor Parking	<b>\$ 20</b>
False Citation	<b>\$ 30</b>
Boot Fee	<b>\$ 80</b>
Boot Damage	<b>\$ 500</b>
Accessible	<b>\$ 200</b>

Vehicles with three or more citations are subject to being immobilized or towed. All fees are the responsibility of the owner. Unpaid fines must be paid prior to a vehicle being released from auto-boot or impound.

All employee parking fines may be paid during office hours in Parking Services, which is located in the Mugaas Plant Operations Center, 8 a.m.-3:30 p.m. Payments may be made by cash, check, or money order payable to Concordia College. Parking Services does not accept credit cards or debit cards.

Student parking fines will be transferred to their student account in the Business Office. If parking fines are not paid, a hold will be placed on student's account.

#### Payments may also be mailed to:

CONCORDIA COLLEGE  
ATTN: PARKING SERVICES  
901 8TH ST. S., MOORHEAD, MN 56562

#### Parking Services Contact Information

Online: ConcordiaCollege.edu/parking  
Email: parking@cord.edu  
Phone: 218.299.3267

### Parking Citation Appeals

All parking citation appeals must be made online within 10 days of receipt of a citation. The appeal form is available online at **ConcordiaCollege.edu/parking**. Remember that being parked in an area for a short time does not absolve you and rarely are accessible, fire lane, or boot/immobilization violations excusable.

Appeals will be responded to within 10 business days.