

# Procedure 2-6: Parking

College employees register all vehicles operated on San Jacinto College property with the Police Department. The campus Business Office issues employee parking permits. These permits are then displayed on appropriately registered vehicles.

A college employee who drives a vehicle that does not display a current parking permit may obtain temporary clearance for parking on campus by calling the Campus Police Office to give the license plate number and description of the vehicle.

Faculty and staff parking places on each campus are designated by the word "Staff". Immediate family of personnel may drive a vehicle on campus but must park in the student parking lot. College employees do not park, under any circumstances, in a visitor area on any campus.

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