



Student Parking Changes –

Implemented Fall 2015

Dear Students of Laney College,

In recent years, the search for an empty parking space in the Laney College parking lot has become extremely difficult for 20,000+ registered students who attend our college annually. In addition, 200+ faculty and staff experience similar challenges when they park in the lot and arrive to serve students daily on campus. With the assistance of Peralta Police who monitors our parking lots, we have learned the reasons for these occurrences. There is a tremendous increase in the number of unauthorized vehicles from the local community and BART commuters, unsafe usage of the lot when vehicles park in no-parking zones and disabled parking. Finally, there are vehicles consistently blocking driving lanes and fire department access lanes which impede traffic.

The college parking lot at 8th and Fallon Street currently has 900 plus parking spaces and they are restricted for active employees and registered Laney College students (who purchase a semester or daily parking decal and properly display it in their vehicles). Given the deteriorating events in our constrained parking lot, we have determined that our current method of distribution of parking permits and monitoring the usage of the parking lot does not effectively reduce unauthorized use and abuse of the parking lot by these outside persons.

Our commitment to the college community is to ensure accessibility and availability of parking spaces, legal traffic flow in the parking lot, ensure proper and appropriate use and provide for life safety in the parking lot.

In support of this commitment, effective fall 2015 the college administration implemented the following “CHANGES” to student parking control measures to improve student parking needs. In addition, we are currently working with Peralta District General Services to increase the number of parking spaces available:

1. **Student Temporary Parking Permits (Decal FREE)**

All Peralta Community College District students will receive a “FREE” temporary parking permit at the Laney College Bursar Office which is valid from Tuesday, January 19, 2016 to Friday, February 19, 2016 AND if they meet the following conditions:

- Student is enrolled with a majority of their classes at Laney College.
- Student’s account balance is current and there are no outstanding fees and/or the student is in process for a BOG fee waiver.
- Students must complete a temporary parking permit application with the student name, valid student ID and pertinent vehicle information. Once permit is issued, it must be displayed in the windshield of the vehicle.

2. **Student Semester Parking Permits – (Decal \$40 per semester)**

All Peralta Community College District students can purchase a semester parking permit for \$40 at the Laney College Bursar office starting Monday, February 8, 2016 AND if they meet the following conditions:

- Student is enrolled with a majority of their course units at Laney College and registered for four (4) or more credit units
- Student’s account balance is current and there are no outstanding fees unless the student is in process for a BOG fee waiver.
- Students must complete a parking permit application with the student name, valid student ID and pertinent vehicle information. Once permit is issued, it must be hung on the rearview mirror.

3. **Daily Parking Permits (decal FREE but \$2/day parking meter fee required)**

All Peralta Community College District students can receive a “FREE” daily parking permit at Laney College Bursar office starting Monday February 8, 2016 AND if they meet the following conditions:

- Student is enrolled with three (3) or fewer credit units
- Student’s account balance is current and there are no outstanding fees unless the student is in the process for a BOG fee waiver.
- Students must complete a parking permit application with the student name, valid student ID and pertinent vehicle information. Once permit is issued, it must be hung on the rearview mirror and you must pay a \$2 per day parking meter fee AND display both the paid receipt and daily parking permit in your windshield.

Vehicles not displaying a permit are subject to citation, immobilization or tow away, **California Vehicle Code Section 22658.**

Pickup applications for temporary student parking permits, student’s semester and daily parking permits starting Tuesday, February 19, 2016 or one (1) week before the spring semester. Students can pick up an application from the Bursar’s Office on campus or download a copy from online at: http://www.laney.edu/wp/business_office/bursar-services-cashiers-office/.

However, students will not be eligible to receive a Student Semester or Daily Parking permit until after Sunday, February 7, 2016 and which is the “LAST DAY TO DROP A CLASS”. Beginning, Monday, February 8, 2016 and after the drop date, the Bursars Office will verify whether students are enrolled in classes. Effective immediately, this is a pre-condition for students to purchase and receive semester or daily parking passes.

Students can submit the Semester and Daily Parking permit application any time after Tuesday, January 19, 2016 in person at the Bursar’s Office or email the application to: LANEYPARKING@PERALTA.EDU. Once your application is received and your student enrollment is verified after the last drop date, then the Bursars Office will enter a \$40 parking fee on to your student account for Semester Parking fees. For approved Daily Parking permits, there is no fee charged to your student account but you will be required to pay a \$2 per day parking meter fee at the parking lot.

In person, students can pick up the approved Semester Permit (after payment) or Daily Permit (FREE) at the Bursars Office beginning February 8, 2016. If you email your Daily Permit or Semester Permit application to the Bursar Office, it will be processed beginning February 8, 2016 and the permit will be available for pickup from the Bursars Office no more than two business days later.

The normal business hours for the Bursars Office are Monday-Friday, 8:00 a.m.-4 p.m. During the first two weeks of the semester, the office hours are extended to 7 p.m. Monday – Thursday. The Bursar Office address is 900 Fallon Street, Building A-Room 201, Oakland, CA, 94607

Thank you for your parking lot use and patience as we continue to make improvements to serve you, our students as part of ensuring your successful educational experiences. If you have any comments, questions or suggestions, please contact me.

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