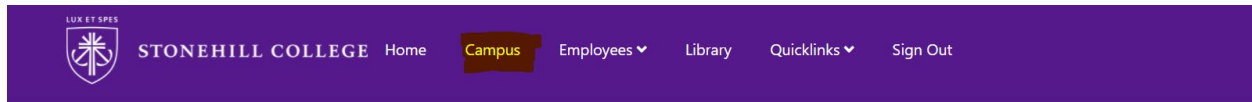


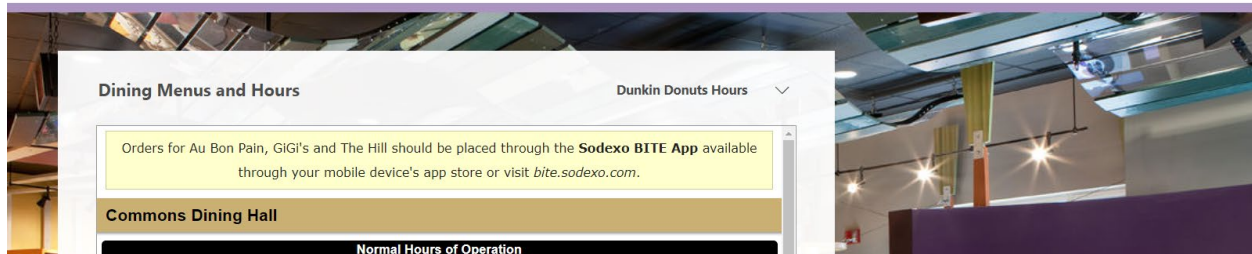
# Vehicle Registration

All faculty/staff and students with vehicles on campus must register with the college through MyHill/Campus tab/My Parking.

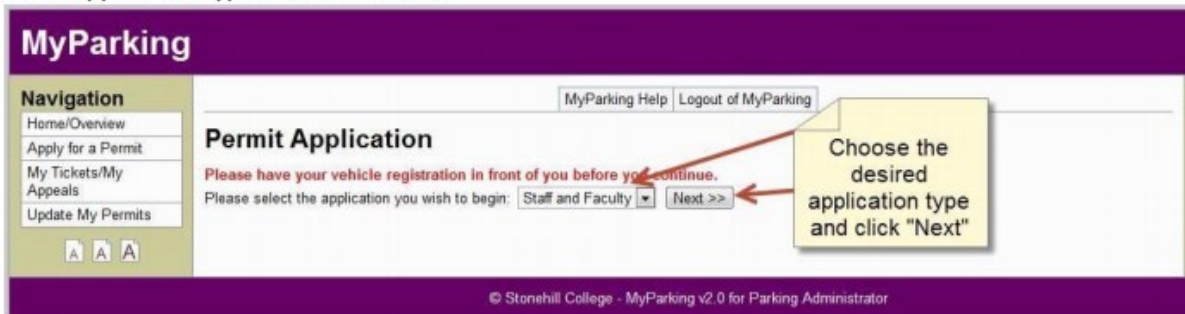


## Campus

- Building Hours
- Laundry View
- My Hill Card
- My Parking**
- Clubs & Orgs



The next page has a drop-down box in which students may choose between resident, commuter, full and half-year applications. Faculty and Staff may choose only "Staff and Faculty" applications. Select the desired application type and click "Next":



You will then be presented with a parking agreement which describes many of the rules with respect to parking on campus. Read it all, select "I Agree", and click "Next":

## Navigation

- Home/Overview
- Apply for a Permit
- My Tickets/My Appeals
- Update My Permits



[MyParking Help](#) | [Logout of MyParking](#)

## Agreement for Staff and Faculty Stonehill College Parking Guidelines

All individuals parking on the Stonehill College campus must read and abide by the rules set forth below. We recommend that you print out this page and keep it in your glove box for future reference.

### Objectives

Parking and traffic regulations seek to:

- Provide students with the opportunity to maintain a vehicle while attending Stonehill College.
- Assure that students, employees, visitors and guests have an appropriate place to park.
- Establish and encourage a walking campus.
- Minimize congestion, noise and safety problems.
- Enforce safety for pedestrians and vehicular traffic.
- Assure that access for emergency vehicles and equipment is maintained at all times.

### Automobile Registration

- Vehicle owners must register their vehicles with the college. Parking decals can be purchased at the Campus Police Department.
- Parking decals must be permanently affixed to the lower left corner of the windshield. Hangtag permits must be properly displayed from the rearview mirror. Failure to properly display a current parking permit will result in fines and/or towing. All previous parking permits must be removed.

**Campus Police reserve the right to tow any illegally parked vehicle at the owner's expense.**

### Towing

Any vehicle parked on campus property is subject to towing if deemed necessary by campus police.

- **Monday through Friday 5:00 pm – 11:00 pm**
  - Lot 2 & 9 Any valid parking space
  - Lot 17 North of Roche Commons

Part-time students are issued a rearview mirror hangtag permit from the Registrar's Office. This hangtag is not valid for overnight parking.

### Other Information

- Operators of vehicles with tinted windows should contact Campus Police to make special arrangements
- Vehicles not registered, improperly registered, or without proper license plates are subject to towing. Vehicles that cannot be readily moved, or are inoperable shall be towed.
- Report changes in license plates, makes, models, owners, etc., to the Campus Police Department immediately.

### Safety Tips

- Always lock your car doors.
- Keep your windows completely closed.
- Walk on well traveled and well lit roadways.
- Be aware of your surroundings. Walk with confidence and purpose.
- Ask a classmate or friend to accompany you to your vehicle. Use the buddy system!
- **BE AWARE!** As you approach your vehicle, **OBSERVE EVERYTHING!**
- Look around and under the vehicle as you approach. Quickly check inside, both front and back seats.
- Have your keys in your hand as you approach your vehicle. Do not linger, get right in and lock your door.
- Never leave mail, tempting valuables, or other property visible within your vehicle.
- Secure valuables out of sight, or leave them at home.
- Memorize Emergency **BLUE LIGHT** phone locations.
- Trust your instincts, leave at the first sign of danger and immediately call Campus Police at 508-565-5555.

I Agree    I Do Not Agree  
I acknowledge all terms and conditions by clicking "I agree".

You will then be directed to select your vehicle's Make (i.e. Toyota). Populating this drop-down box will make visible a second drop-down box in which you may select your vehicle's Model (i.e. Sienna). Provide the required information (marked by an asterisk) and click "Continue":

**MyParking**

Navigation: Home/Overview, Apply for a Permit, My Tickets/My Appeals, Update My Permits

MyParking Help | Logout of MyParking

### Permit Application

- Enter the information exactly how it appears on your registration  
- Incorrect information may lead to a ticket

* Vehicle Make/Model	Choose a vehicle make...
* Vehicle Year	
* Vehicle Color	Black
Vehicle Color 2	None
Vehicle Color 3	None
* License State/Plate #	Choose a state... [ ]
Is the license plate a handicapped plate?	<input type="radio"/> No <input type="radio"/> Yes

\* Required

Continue >>

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**MyParking**

Navigation: Home/Overview, Apply for a Permit, My Tickets/My Appeals, Update My Permits

MyParking Help | Logout of MyParking

### Permit Application

- Enter the information exactly how it appears on your registration  
- Incorrect information may lead to a ticket

* Vehicle Make/Model	Toyota	Sienna
* Vehicle Year	2004	
* Vehicle Color	Silver	
Vehicle Color 2	None	
Vehicle Color 3	None	
* License State/Plate #	MA	27PJ40
Is the license plate a handicapped plate?	<input type="radio"/> No <input type="radio"/> Yes	

\* Required

Continue >>

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You're done! You may now print a receipt if you desire.

**PICK UP: Campus Police, Madigan Carriage House Monday-Friday 8:30am-4:30pm. Contact our office (x5100) if you are unable to come during normal business hours to schedule pick up.**

Faculty and staff are issued AFS decals at no charge. 2 vehicles may be registered although only 1 transponder. Transponders are used for vehicle access to campus after hours. Your Hill ID card may be used for access at call box when not driving the vehicle with transponder. As always, you may use intercom or gatehouse attendant at 123 entrance to access campus if you find yourself without transponder or ID card.

**Decal placement: All Stonehill parking decals should be place on front windshield left side (facing out) this places the decal opposite the MA state inspection sticker. Transponder can be placed vertical or horizontal to right or top of AFS decal.**

