



PARKING APPLICATION INFO

SCHOOL OF ARTS & SCIENCES

Dear SJC Student:

Please read this information carefully! The procedures for obtaining a parking tag for Spring 2008 are outlined below.

In support of "Green SJC" initiatives, we are offering a special "car pool tag" for any car containing 3 or more students who travel together. The cost is \$25 per semester!!! Due to the cost of gas and the need for conservation of resources, we encourage you to call your friends to take advantage of this offer.

***DATE APPLICATION SHOULD BE RECEIVED BY THE OFFICE OF STUDENT LIFE:
FRIDAY, JANUARY 18TH AT 4 P.M.***

1. *Submit (via mail or in person) the enclosed Application for Parking. Be sure that all requested information is complete and accurate, especially license plate number and description of your vehicle. Send to: Office of Student Life, St. Joseph's College, 245 Clinton Avenue, Brooklyn, NY 11205*
2. *Application must be accompanied by a check or money order in the amount of \$50. payable to St. Joseph's College. Your social security number must be on the check. If submitting the application in person, you may pay in cash. Credit card payments must be made in the Business Office; bring receipt to Rm. 101 with your application.*
3. *Parking lots will be open to all students January 22-25 to allow time to pick up tags. As of Monday, January 28, only students with valid parking tags will be permitted to enter lots.*
4. *Parking tags will be distributed beginning Tuesday, Jan. 22nd to students whose applications have been accepted and processed. You must bring your SJC ID card and the car registration in order to receive a tag. No exceptions!*
5. *Student teachers and others who need parking afternoons only (after 12 noon) should come to the office to file an application for a ½ Day Tag.*
6. *Note that your application is not considered "complete" unless all of the requested information has been provided. Incomplete applications will be placed in a "wait" file.*
7. ***VERY IMPORTANT:***
 - ***THE NUMBER OF TAGS IS LIMITED. SUBMISSION OF THIS APPLICATION FOR PARKING AND PAYMENT OF \$50. DOES NOT GUARANTEE THAT YOU WILL RECEIVE A TAG.***
 - ***POSSESSION OF A PARKING TAG DOES NOT GUARANTEE A SPACE.***
 - *Our lots operate on a first come, first served basis.*
 - *If you do not get a parking tag, the \$50. fee will be refunded promptly.*
8. *Please call 718-636-6811 or 718-399-2602 or stop by the Student Life Suite if you have any questions or concerns. We review our procedures after each semester, so be sure to give us your opinion.*

ST. JOSEPH'S COLLEGE MAKES EVERY EFFORT TO PROVIDE PARKING FOR STUDENTS. WE USE A VALET SYSTEM TO MAXIMIZE ALL AVAILABLE SPACE. PLEASE COOPERATE FULLY WITH INSTRUCTIONS FROM PARKING ATTENDANTS!