

SOUTHERN ADVENTIST UNIVERSITY

Vehicle Code of Regulations

Introduction

Roadway and parking regulations are in effect at all times. All student, faculty, and staff operated vehicles parked on campus must register and display a current Southern Adventist University parking permit. Parking on university property is done at driver/owner's own risk. Southern Adventist University assumes no liability for damage to vehicles parked on university properties.

Visitors and guests are encouraged to obtain a complimentary parking permit upon their arrival. Vehicles are to be in compliance with this policy, the Tennessee Vehicle Code, and City of Collegedale ordinances.

Driving and Parking at Southern

Roadway speed limit is 20 mph.

Parking lot speed limit is 15 mph.

Drivers must yield to pedestrians in roadways and crosswalks.

Persons operating vehicles on university property must have a valid and current driver's license, current state registration for the vehicle being operated, and proof of vehicle insurance.

Vehicle accidents should be reported to Campus Safety. Vehicle accidents with injuries should be reported by calling 911 as well as Campus Safety.

All students, faculty, and staff must park in a lot correlating to their parking decal, in accordance with posted signage in marked spaces or parking areas.

Parking private vehicles, for the sole purpose of advertising them for sale, is prohibited.

Storage of vehicles on campus is by permission only.

Vehicles must be in drivable condition, displaying current state registration.

Motorcycles may park in regular vehicle parking spaces or in the triangular parking aisle end areas hashed with white or yellow paint. The motorcycle must not obstruct free flow of traffic.

Permits

Vehicles may be registered online at <https://portal.permitsales.net/driverportal/SAU> or in certain circumstances in person at the Campus Safety office.

Pricing of registration is listed below in Registration Fee Schedule 1.1 – All purchases must be made with either credit card or applied to student account

Registration is to be completed by the vehicle driver/operator within three business days from the time the vehicle is first parked on university property.

After registration, a permit decal will either be mailed to the driver/operator or can be obtained in person at the Campus Safety office.

Decals are placed on the inside of the driver's side, lower corner of the windshield. No portion of the decal is to be obstructed or covered.

Registered vehicles are restricted to parking lots and areas corresponding with the color-coded permit decal except during open parking hours. See "open parking" section for additional details. See chart 1.2 for details on color-coded system.

Motorcycles, trailers, and motorized scooters over 50cc are to be registered, but do not need to display the decal. The permit does not need to be displayed on the vehicle. Motorcycle operators are encouraged to use designated motorcycle spaces.

Free temporary parking permits are available for use on a vehicle being operated on campus for up to two weeks to assist in situations where the operator may have a borrowed vehicle.

Guests and Visitors

Complimentary parking permits are available to University guests and may be obtained at the Campus Safety office during regular business hours. Short-term permits are available for occasional visits to campus, while guests visiting frequently throughout the year may obtain a 1-year decal.

Registration Exceptions

Persons requiring special parking privileges may apply for a parking exception at the Campus Safety Office during regular business hours.

Open Parking Hours

During open parking hours, all currently registered vehicles may be parked in any lot, except for the visitor parking lot in front of Wright Hall. Open Parking is available Monday to Thursday 5:30pm to 2:00am, and Friday 12:00pm to 2:00am the following Monday (during the weekend). Individually reserved spaces are not included in open parking hours unless otherwise indicated on the signage.

Registration Fee Schedule 1.1

Permit Type	Fall Semester Price	Winter/ Summer Semester Price	Winter / Summer Semester Price purchased after May 1 st
Guests and Visitors	Free	Free	Free
Faculty/Staff	Free	Free	Free
Volunteer	Free	Free	Free
Undergraduate Student	\$55	\$55	\$15
Graduate Student	\$25	\$25	\$15

Enforcement, Tickets, and Fines

Violations of this policy are documented by issuance of citations to the registered driver of the vehicle in violation. Citations are the responsibility of the person who registered the vehicle even if the registered person has lent the vehicle to another person. Each parking violation will be cited independently and must be paid or appealed separately. Citations must be paid or appealed within 14 days of issuance or they will be doubled and billed to the registered driver.

Appealed citations are reviewed and adjudicated by the university Traffic Appeals Committee. Traffic Appeals Committee decisions are final. Unapproved appeals must be paid within 14 days from the date of the decision.

Fine Amounts

\$25.00 – All Parking citation fines, unless otherwise listed below.

\$208.75 - Unauthorized parking in handicap parking space

\$40.00 - Parking in a Fire Lane

\$55.00 - Failure to Register Vehicle

Fix-It Citations

For the citations types listed below, if corrections are made before ticket due date expires, and the corrections are verified by Campus Safety, the person to whom the ticket was written may request the ticket to be dismissed.

- Expired state registration
- failure to correct vehicle information
- failure to display parking permit
- failure to display parking permit properly

Signage

Sign example 2025/26

