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- 1.1 The authority to regulate traffic and parking comes from Title 18, Section 7505 (Violation of Governmental Rules Regarding Traffic) of the Consolidated Pennsylvania Statutes, which allows each Commonwealth agency to promulgate rules and regulations governing both parking and vehicular traffic on properties under the jurisdiction of that agency. The Commonwealth sets fines and costs for violations of such regulations.
  - 1.2 It should be noted that Title 75, The Pennsylvania Vehicle Code, is enforced on all properties of the University, and that all roadways are considered highways for enforcement purposes. The Vehicle Code defines a highway as "The entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel. The term includes a roadway open to the use of the public for vehicular travel on grounds of a college or university or public or private school or public or historical park."
  - 1.3 The University Police have joint jurisdiction with Millersville Borough Police in certain areas located around University Property. Under PA Act 48, the Municipal Police Jurisdiction Act, 42 PA.C.S., Chap 89, Sub Chap. D., relating to statewide municipal police jurisdiction, also applies.
  - 1.4 Parking fees and fines are set by the University and are used to offset the cost of maintaining the University's parking system, including parking lot maintenance, signage, and equipment. Questions concerning the fees and the use of the funds should be directed to the Budget Office.
  - 1.5 Parking regulations help to ensure that there is an orderly system in place for all who use vehicles when coming to campus. They also ensure the safe operation of all vehicles while at the University. You are encouraged to voluntarily comply with these regulations; individuals who disregard them will receive appropriate penalties and sanctions.
  - 1.6 ~~XXXXXXXXXXXXXXXXXXXX~~

Department Monday through Friday. For the first week of the fall and spring semesters, the Department is open Monday through Friday hours will return to normal on Friday of each day.

- 1.8 The University Police Department is the Department's bus phone number 874-3570 parking office number 874-3570. For all other emergencies, dial 911 from campus. For information

notes on the vehicle 666aETleO-5(a) The driver (must wear) 664aazard, the operator must wear a seat belt. For more information, see the Department's website at [www.666aazard.com](http://www.666aazard.com).

- 2.3 Any vehicle 666aETleO-5(a) determined to be a

- 2.4 Vehicle 666aETles found in violation of parking regulations will be cited with a 666aETleO-5(a) citation. The citation will be issued at the location of the violation and the driver will be notified of the citation.

- 2.5 All vehicle 666aETles must display a 666aETleO-5(a) citation.

- 3.3 An additional secondary vehicle permit can be purchased for \$15. To purchase an additional permit for a secondary vehicle, you must drive the secondary vehicle to campus, stop in the parking office in the Boyer Building with the vehicle registration and student ID. A secondary permit is available to Commuters only. The secondary vehicle must be a family-owned or personal-owned vehicle. You may not register a friend or roommate's vehicle.

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- 4.1 To meet the needs of students without vehicles or who wish to use public transportation, the University uses a shuttle operated by Red Rose Transit Authority to provide regular stops in and around campus. Members of the campus community can also ride (Rt. 16 Millersville Inbound/Outbound to Lancaster City and MU Xpress) public buses free of charge.

For more information on the shuttle service offered to MU students go to ([www.millersville.edu/shuttlebus](http://www.millersville.edu/shuttlebus))

- 4.2 The campus is also served by two 24-hour taxi services. Transportation to area medical facilities can be arranged free of

. During this grace period you must obtain a parking permit and have it displayed on your vehicle by the beginning of the second week of the semester.

- 5.1.6 Parking permits are available to purchase from our website, [www.millersville.edu/police](http://www.millersville.edu/police). Follow the steps to apply online for your parking permit. You must present a valid University ID card when picking up a parking permit in the parking office. If you are a visitor, you must have a valid Driver's license. If you are a vendor, you must present your business credentials.
- 5.1.7 Permit Ownership – A parking permit signifies that an individual has been granted the privilege of parking on University property. Any citation (other than moving violations) will be assigned to the person who registered the vehicle. When the vehicle is not registered, the University will assign the violation to the student for any vehicles registered in their name or to their family.

5.2.3 Commuter students are not permitted to register a vehicle whose owner/operator is a resident

5.5.1 Student parking permits stickers must be affixed on the rear window on the outside of the vehicle. If the operator decides to place the permit in any manner where it is not clearly visible, they are responsible for the issued ticket. The permit must be displayed at all times when the vehicle is parked on University property except evenings and weekends.

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- 5.6.1 All University faculty and staff members who wish to park on campus are required to have a valid staff parking permit.
- 5.6.2 All regular Staff permits must be displayed on the rearview mirror with the yellow side facing the windshield; it must be displayed at all times when the vehicle is parked on University property from Monday to Friday, 8 a.m. to 4 p.m.
- 5.6.3 Faculty and Staff are requested to park in yellow-lined areas only. If all yellow-lined parking areas are filled, staff may park in a white-lined space. Please keep in mind that when you park in a designated student parking space you are taking up two parking spaces, one that is reserved for you, in the yellow-lined area, and the student's space in which you are parked.
- 5.6.4 Faculty / Staff permits are exclusively for use by the members of the University Faculty or Staff and are valid for any vehicle that you operate. We ask that you register each vehicle with the parking office so we have your information on file. You are limited to one parking permit without charge. Second permits are charged at the rate outlined in the Permit Fees section.
- 5.6.5 Only the person who registered the permit, and their spouse/partner may use a Faculty/Staff permit; the vehicle may not be parked on University property by anyone other than the employee, their spouse or significant other. Staff permits are subject to seizure by the University Police if used by anyone other than the faculty or staff member, their spouse, or significant other. Dependents attending class on campus or at Penn Manor High School may not use staff permits. Violations of this section will result in the permit being revoked.
- 5.6.6 Student employees may not be issued Faculty/Staff permits. There will be no exceptions.
- 5.6.7 Permit Returns – Faculty or Staff ending employment must return their permit to the Human Resources Office or return it to the parking office at University Police. If you have any outstanding parking fines you will be responsible to pay them.
- 5.6.8 Currently issued staff permits expire 8/31/2025. At that time staff and faculty will need to renew their permits. If you are a current faculty / staff member and do not have a valid permit with this expiration date, please contact our office to ask about renewing or receiving a new permit.
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- 5.7.1 Visitors are always welcome at Millersville University. There are a limited number of visitor parking spaces specifically marked for visitors. Visitors are required to obtain a day parking pass PRIOR to parking on campus. Permits for visitors can be obtained using our online process from our website [www.millersville.edu/police](http://www.millersville.edu/police) or from the Parking office in the Boyer building. All entrances and most parking lots have signs stating a permit is required to park on Millersville campus and where to go to obtain a visitor pass.
- 5.7.2 All visitors to the University must display a visitor parking permit. There is no charge for a day pass. Permits for visitors can be obtained one day in advance using our online service or the day of at our parking office.
- 5.7.3 Visitor permits are in the form of an e-permit and must be clearly visible on the vehicle's dashboard when on campus.
- 5.7.4 A first-time (not a current student, faculty, or staff member) who receives a parking ticket for either not displaying a valid permit or parking in staff spaces may be granted a visitor courtesy void. Information provided on the ticket will instruct a visitor on what to do if a ticket has been issued for one of the above violations. The University will excuse only one violation per vehicle. \_\_\_\_\_  
\_\_\_\_\_. This courtesy void applies only to the vehicle and does not apply to the actual operator of the vehicle that was ticketed.
- 5.7.5 Organizations or offices planning events that will bring a number of visitor vehicles to campus must contact the University Police Department Parking Division to make arrangements for permits and parking. The contact person for your office or organization should send an email with as many details as possible, and as far in advance of your event as possible, to [parking.division@millersville.edu](mailto:parking.division@millersville.edu)
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- 5.8.1 Vehicles operated by people doing work with the University must display a parking permit. Free one-day permits are available at the parking office. Representatives of service companies may apply for a parking permit using the online Vendor permit process. There is a \$15 fee charged for this permit and it is good for one year from month of purchase. Contractors (verified through Facilities Management) can apply online and receive a parking permit free of charge.
- 5.8.2 Vendors with highly recognizable vehicle logos performing routine deliveries/pick-ups at University buildings and requiring less than fifteen minutes are exempt from any permit requirement.
- 5.8.3 Vendor permits must be displayed from the vehicles rearview mirror.



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5.9.1 Motorcycles are exempt from the permit requirement.

5.9.2 Motorcycles can park in any legal lined, non-reserved parking space.

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5.10.1 Government vehicles displaying OFFICIAL USE municipal, state or federal license plates are exempt from the permit requirement.

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5.11.1 The University may enter into special arrangement with off-campus facilities to provide long-term or temporary parking as need arises. Specific limitations and restrictions will apply to these areas on an individual-area basis, and will be provided to those operators utilizing those areas. Unless otherwise noted in those individual off-campus area

7.1.1 Purchase of a parking permit in another person's name;

7.1.2

9.2 All Millersville University traffic and parking regulations apply and are enforced all year, 24



- 12.1 There are six (6) electric vehicle charging stations on campus, two (2) in the Ganser Loop, two (2) in the McComsey parking lot, and two (2) in the Stayer parking lot.
- 12.1.1 Charging stations are for Millersville University faculty/staff/students only.
- 12.1.2 Permits are required to be displayed on the vehicle.
- 12.1.3 Vehicles must move within two (2) hours of being fully charged.
- 12.2 Other Restriction:
- 12.2.1 Weekdays between 9 a.m. - 4 p.m. parking in an electric vehicle space is only for Faculty/Staff and Commuters. Vehicles must move within two (2) hours of being fully charged. Resident students may not charge vehicles during this time.
- 12.2.2 Resident students may charge their vehicles overnight between 4 p.m. – 9 a.m. and weekend hours. Residents must adhere to the rules and regulations above and move within two (2) hours of being fully charged.
- 12.2.3 All vehicles are subjected to enforcement if they are in violation of regulations.
- 12.2.4 Vehicles found in violation of the rules above will be ticketed for either:
  - 12.2.4.1 Failure to Display Valid Permit (if no permit)
  - 12.2.4.2 Restricted Permit Violation (if over the 2-hour limit)



13.1.1 All reserved parking spaces are reserved for the use of the following vehicles: (1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17) (18) (19) (20) (21) (22) (23) (24) (25) (26) (27) (28) (29) (30) (31) (32) (33) (34) (35) (36) (37) (38) (39) (40) (41) (42) (43) (44) (45) (46) (47) (48) (49) (50) (51) (52) (53) (54) (55) (56) (57) (58) (59) (60) (61) (62) (63) (64) (65) (66) (67) (68) (69) (70) (71) (72) (73) (74) (75) (76) (77) (78) (79) (80) (81) (82) (83) (84) (85) (86) (87) (88) (89) (90) (91) (92) (93) (94) (95) (96) (97) (98) (99) (100)





15.13 Fines and fees can be paid at the University Police Parking office (Boyer building) or by dropping the ticket in one of the fine boxes conveniently located on campus. Please do not send cash in the mail. Use a check or money order and make



operator becomes an element of appeal. Documentation is required for all appeals based on causative necessity.

- 16.4 If you feel that you have been treated unfairly under appeal, you may submit a new (de novo) second appeal to the University Traffic Safety Committee. The request must be submitted by filling out the second appeal form (available at the parking office) within 72

17.1.10