Motor Vehicle Regulations

The following regulations shall govern the operation and parking of motor vehicles on the campus of Indiana State University at all times of the year unless specifically noted. Parking regulations are subject to enforcement 24 hours a day, 365 days a year.

Students and staff who bring vehicles to campus will be held responsible for the registration and proper operation of the vehicles. It is the responsibility of each member of the University community to read, understand, and abide by the regulations. Ignorance of the regulations is not an acceptable reason for appeal of a violation.

The ISU Parking Garage is a 24-hour parking garage and bus station located at 750 Cherry Street. Members of the Indiana State community may purchase monthly parking permits from Indiana State Parking Services.

Article I—Parking Permit Registration

Section A: General Guidelines

1. Parking permits will be required on all self-propelled vehicles that call for a state license or any other vehicle capable of being operated under its own power.

2. All faculty, staff, and students who own, possess, operate, or have the use of a motor vehicle on any property owned, leased, or used by Indiana State University including University Apartments, must purchase and properly display a current and appropriate parking permit from the rear-view mirror. (See Section D #2 for exceptions.)

3. The enforcement boundaries are identified as Third Street (east), the Seaboard Railroad (east), the Conrail Railroad (north), and Cherry Street (south). Enforcement also includes the University Apartments area; Remote Lot N (11th and Chestnut Streets); and Bob Warn Field parking (1st and Locust Streets) and remote lots west of Third Street.

4. Online Fees: Garage Permit $267.00* Faculty/Staff $134.00* Student $134.00* Student Resident $134.00* Handicap $134.00* Remote $74.00* Motorcycle $70.00*  

*Permits purchased in the office are subject to a $15.00 surcharge.

5. Faculty, staff, and students are required to obtain a parking permit at the Parking Office within 48 hours (excluding weekends) after arriving on campus or beginning employment.

6. A handicap permit is required for all disabled faculty, students, or staff for use of handicap spaces on all University property including on street parking. Proper medical documentation is required before issuance of an Indiana State handicap permit. (See Article III)

7. One parking permit may be purchased per student or employee. The exception being, students and employees who operate a motorcycle/moped and a motor vehicle on University property must purchase a motorcycle permit in addition to a regular permit.

8. Parking Services maintains sole authority to sell parking permits and to register drivers.

9. Resale of a parking permit or purchase of a parking permit from anyone other than Parking Services is a violation and is subject to a $300.00 fine and vehicle towing/boating at the owner's expense. Do not share, sell, or give your permit to others. All fines received on the permit will be charged to the original purchaser.

Section B: Limitations

Faculty, staff, students, or visitors may not obtain or furnish a parking permit for a non-qualified user of the parking permit. Therefore, obtaining or attempting to obtain a parking permit, furnishing a parking permit, or using a parking permit for which the intended user is not qualified, is expressly prohibited by this regulation. (See Article VI)

Section C: Types of Registration

Garage/Student permit will allow the permit holder to park in the garage and any student (excluding Resident Lots 10 and 14 after 9:00 pm, Sunday – Thursday), remote or staff/student lot (no staff-only lots).

Garage/Faculty & Staff will allow the permit holder to park in the garage and any staff, remote or staff/student lot (no staff-only lots).

Faculty/Staff Parking Permits—Allows the user to park in any staff lot or staff/student lot on the Indiana State campus or any Indiana State remote lot (excluding metered, pay or specialty lots; i.e. Psychology Lot). Faculty members, exempt and non-exempt full-time employees, and non-student temporary employees shall be defined as staff for purposes of vehicle registration.

Student Parking Permits—Allows the user to park in any student lot or staff/student lot on the Indiana State campus or any Indiana State remote lot (excluding metered, pay or specialty lots; i.e. Psychology Lot). 

Student Parking permits are not allowed in lots designated as "Resident Parking" after 9:00 p.m. Sunday-Thursday (Lots 10 and 14). Graduate students, undergraduates, graduate assistants, graduate fellows and all others enrolled shall be defined as student for purposes of vehicle registration.

Resident Student Parking Permits—Allows the user to park in any student lot (including "resident parking") or staff/student lot on the Indiana State campus or any Indiana State remote lot (excluding metered, pay or specialty lots; i.e. Psychology Lot). Graduate students, undergraduates, graduate assistants, graduate fellows and all others enrolled shall be defined as student for purposes of vehicle registration.

Resident Student Parking permits are only available to students living in ISU residential facilities.

Remote Parking Permits—Remote parking permits are available for faculty, staff, and students. Remote parking permits allow the user to only park in the Indiana State Remote lots. Remote lots include the Lot D Extension** (9th and Eagle, behind Lot D), Lot I (2nd and Tippecaneo), Lot N (11th and Chestnut Streets), and Lot K (2nd and Chestnut), Baseball Lot (1st and Locust), Lot Q (9th and Spruce), and the Indiana State University Apartments (1st and Farrington and 1st and Crawford). All remote lots will be open to any faculty, staff or student.

Handicap Parking Permits—Handicap parking permits are available for faculty, staff, and students who are qualified under Indiana Code 9-18-22. Persons with short-term medical needs should consult with Parking Services. (See Article III)

Motorcycle/Moped Permits—Allows the user to park in any surface lot or motorcycle space. The operation and/or parking of all motorized vehicles on the sidewalks, pedestrian paths, bicycle racks, or lawns of property owned, leased, or used by Indiana State University is expressly prohibited. Moped and motorcycles shall affix the parking permit to the front fork of the vehicle. Per Indiana BMV, all mopeds/scooters driven on public streets will be required to have valid license plates.

Guest Daily Permits are available for individuals visiting campus for $3.00/day. A Guest Daily Permit will enable the individual to park in any surface lot (excluding metered, pay or specialty lots; i.e. Psychology Lot) for the day. Guests may also utilize the Parking Garage (750 Cherry) for $1.00/hour or $6.00/12-hour period or the West Visitor's Pay Lot (5th and Chestnut) for $2.00/hr or $12.00/12-hour period. Short-term parking is also available in the Pavilion Visitor's Pay Lot (7th and Larry Bird). Students, faculty, and staff are not considered visitors and may not display a guest permit at any time.

Temporary Parking Permits are available for short-term parking needs.

Section D: Display of Parking Permit

1. All parking permits are available at Parking Services. Staff, student, handicap and remote parking permits are issued for the school year and expire midnight
Article III—Disabled Parking

Handicap parking on Indiana State University property requires an Indiana State handicapped permit. The Indiana State Disabled permit can be requested by the disabled person with medical documentation. This documentation must include an expiration date so it is possible to determine the length of time the permit will be needed. Short-term disabled parking permits are also available with medical documentation. If you do not have current documentation on file, please contact the Parking Services office at 812-237-8888. Under Indiana Code 5-16-9-5(b), any person who knowingly parks in a parking space reserved for a person with a physical disability while displaying a placard to which neither the person nor the person’s passenger is entitled commits a Class C infraction.

Disabled spaces, fire and service vehicle zones, and unloading/loading zones (indicated by signs) will be strictly enforced at all times. Students with disabilities can learn about and arrange for auxiliary aids and services to meet their individual needs by contacting the Student Academic Services Center at 237-2300 in Gillum Hall. While Indiana State honors all valid disabled permits, staff and students are required to purchase a permit to park in the lots between 7:00 a.m.—5:00 p.m.

Article IV—Visitor to Campus

The University West Visitor’s Pay Lot, a large, 24-hour parking lot, is located west of the Huiman Memorial Student Union between 4th and 5th on Chestnut Street. Parking is available for $2.00/hour or $12.00/12-hour period unless the lot is reserved for a special event. For more information, contact Parking Services at 237-8888.

Guest permits are available for individuals visiting campus for $3.00/day. A Guest Daily Permit will enable the individual to park in any surface lot (excluding metered, pay or specialty lots, i.e., Psychology Lot) for the day. Guests may also utilize the Parking Garage (750 Cherry Street) for $1.00/hour or $6.00/12-hour period. Short term parking is also available in the Pavilion Visitor’s Pay Lot (7th and Larry Bird) and the North Visitor’s Pay Lot (North of IMSU) for $1/hr up to 2 hours. Students, faculty, and staff are not considered visitors and may not display a guest permit at any time. Students, faculty, and staff are responsible for their visitors.

Article V—Enforcement

1. Enforcement of University traffic and parking regulations, which include state laws and city ordinances, is the responsibility of the Public Safety Department. Indiana State Police officers have the authority to halt vehicles, issue tickets for violations, remove vehicles improperly parked, enforce all regulations, and make arrests (Indiana Code 1971 20-12, ch. 3.5).

2. A parking ticket issued by authorized Public Safety personnel for violations of these rules must be presented to the Parking Services office at the Public Safety Department within five working days (excluding weekends) of the date issued. After five working days, tickets are processed and billed to individual accounts through the Office of the Controller. Once a ticket has been billed, Parking Services cannot accept payment.

3. The person in whose name a parking permit is registered with Indiana State University is held responsible for any parking ticket involving the vehicle whether incurred by the registrant or the operator of the motor vehicle. Therefore, these regulations should be made known to any other person who may operate the vehicle with/without the permit displayed.

4. The operator of a motor vehicle on campus shall observe these regulations and is held responsible for all moving violations committed, whether the vehicle is registered in the operator’s name or not.

5. Violators of state and city laws may, at the discretion of the Public Safety Department, be prosecuted in state or city courts.

6. Motor vehicles operated by faculty, staff, and student that display a parking permit may park in areas designated as parking lots by signs posted for which they have the appropriate permit.

7. A parked vehicle which interferes with normal vehicular or pedestrian traffic may
be removed at the owner’s expense.

8. Any portion of a vehicle parked in a restricted area constitutes a violation, i.e., disabled, service vehicle, emergency, fire lane, yellow, and reserved parking. It is not necessary to receive a warning notice before a ticket is issued. Lack of a convenient space is not a valid excuse for parking in violation of the regulations.

9. Parking is permitted only in authorized spaces marked by lines in the appropriate zone designations. Vehicles parked with tires touching or over the stall markers are subject to ticketing.

10. Vehicles may be towed from the campus or immobilized if the vehicle violates University regulations, City of Terre Haute ordinances, and/or state laws pertaining to motor vehicles or if the vehicle constitutes a traffic/pedestrian hazard. The owner/registrant of the vehicle is responsible for any fines assessed and the cost of the towing. Vehicles may be towed for the following reasons, but not limited to:
   - Parking in a space identified for disabled parking while not displaying a proper permit.
   - Blocking a fire hydrant, walkway, disabled ramp, or roadway.
   - Parking in an emergency lane.
   - Abandoned/Inimmobile vehicles.
   - Five or more parking tickets (including warning tickets), paid or unpaid, from August 16, 2023–August 16, 2024.
   - Visitor’s Pay Lot violation.
   - Use of a lost, stolen, falsified, or fabricated permit.
   - Parking in a lot closed for an event. Notifications for lot closings will be sent to StateMents at least 2 days prior to the event.

Students who are booted more than two times may be subject to further disciplinary action for failure to abide by the Motor Vehicle Rules and Regulations. (See Article VII.)

Article VI—Ticket Procedures

Section A: Penalties

1. Falsely obtaining or using a parking permit that the user is not qualified to use (including possession or use of a lost, stolen, falsified, or fabricated permit) may lead to losing the privilege of having a motor vehicle on campus for the remainder of the current academic year. There is also a fine of $300.00 and vehicle impoundment at owner’s expense. Violators of state and city laws may, at the discretion of the Public Safety Department, be prosecuted in state or city courts.

2. Failure to obtain an Indiana State parking permit within 48 hours of bringing an unregistered vehicle on campus results in a fine of $25.00.

3. Parking in an identified Disabled parking space without a handicap permit is a fine of $100.00.

4. All other violations are a fine of $25.00.

Section B: Assessments

1. Violation assessments are made at Parking Services and are payable at the Office of the Controller after five working days of the date appearing on the ticket.

2. Students who do not pay tickets or fines could have their records encumbered and registration privileges revoked until the ticket or fine is paid.

3. Faculty and staff who have outstanding, unpaid tickets may be denied a parking permit until the ticket or fine is paid.

Article VII—Wheel Immobilization

Vehicles may be immobilized if the vehicle violates University regulations, City of Terre Haute ordinances, and/or state laws pertaining to motor vehicles and has accumulated five or more parking tickets (including warning tickets) paid or unpaid, for the 12-month period beginning August 16 and ending on August 15 each year.

Any attempt to move an immobilized vehicle or remove the wheel immobilizer (boot) may cause serious damage to the vehicle. Any damage caused by such an attempt is the sole responsibility of the driver. Unauthorized removal of a "boot" may lead to further disciplinary actions.

In order to have the wheel immobilizer removed, the driver must pay a $50.00 removal fee, as well as any and all outstanding tickets on file with Parking Services. Tickets that have already been billed to the Office of the Controller are not included in this figure. This amount must be paid in full with Visa/MasterCard/Discover or cash.

Students who are booted more than two times may be subject to further disciplinary action for failure to abide by the Motor Vehicle Rules and Regulations.

Article VIII—Appeals

A ticket may be appealed in writing via application forms provided by Parking Services, if requested and returned within five working days (excluding weekends) of the date appearing on the ticket. Tickets not appealed in a timely manner become the responsibility of the driver.

Article IX—Disabled Vehicles

If a faculty, staff, or student vehicle becomes disabled on University property, the owner must contact the Public Safety Department at 237-5555. Place a sign stating, "Disabled List, call Public Safety 237-5555," on the front dash. The vehicle must be moved off Indiana State University property within 48 hours of the call.

Parking Permit Refunds

Students who graduate in December, withdraw from the University or otherwise desire to return a parking permit or Faculty/staff leaving the University who purchase a parking permit by paying in full (as opposed to those who pay through monthly payroll deductions) may obtain a partial refund of parking permit fees under the following terms and conditions:

1. The parking permit must be returned either in person or by mail to Parking Services before a refund request will be considered.

2. A Fifteen Dollar ($15) administrative fee is charged for all refunds

3. All unpaid fines shall be withheld from the refund.

4. A full refund (minus the administrative fee and any unpaid fines) will be made for any permit returned within seven (7) days of the beginning of the fall semester.

5. One-half (1/2) of the parking permit fee will be refunded (minus the administrative fee and any unpaid fines) for any permit returned within seven (7) days of the beginning of the spring semester.

INDIANA STATE UNIVERSITY