



## Resident Freshman/Sophomore Parking Waiver Petition Form

### Personal Information

Name:	
ID Number:	
Address:	
City, State, Zip:	
E-mail Address:	
Phone Number:	
Graduation Year:	

### Reason for Parking Waiver:

- Off-Campus Employment (minimum 20 hours per week)
- Medical
- Extenuating Family/Personal Circumstances

### Documentation in Support of Petition

Please attach or include necessary documents with this page. Please see the instructions of page 2 for required documentation. Petitions will not be reviewed without appropriate documentation.

### Signature

My signature is verification that I am the person identified in the Personal Information section and that my supporting statements and documentation are true and accurate. I understand that if I receive a parking permit I will be required to park at SugarLoaf and follow all College parking rules and regulations. I understand that failure to follow outlined rules may result in monetary fines, disciplinary action and/or having my permit revoked. Parking permit waivers are granted for one year only.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Incomplete, late or illegible applications will not be considered. The decisions of the Parking Committee are final and there is no further appeal process.**

**Submit completed application to [parking@chc.edu](mailto:parking@chc.edu).**

## Instructions for Resident Freshman/Sophomore Parking Waiver Petition Form

Students who wish to petition for a waiver may do so by completing and submitting a Resident Freshman/Sophomore Parking Waiver Petition Form and other supporting documents. Documents must be submitted to the Parking Committee to [parking@chc.edu](mailto:parking@chc.edu) by August 1<sup>st</sup> (Fall Semester Waivers) or December 15<sup>th</sup> (Spring Semester Waivers); late applications will not be accepted. Submitting a request for a waiver **does not** constitute approval. Students should not bring their vehicles to campus until they receive a decision from the Committee. Committee Decisions will be delivered via e-mail by August 15<sup>th</sup> (Fall Semester Waivers) or January 5<sup>th</sup> (Spring Semester Waivers).

**The following are situations for which appeals will not be granted (this list is not exhaustive):**

- ✘ To travel home on weekends/breaks
- ✘ To participate in sports, social or co-curricular activities
- ✘ To perform volunteer work
- ✘ 3<sup>rd</sup> year student without Junior standing
- ✘ To seek employment
- ✘ Received vehicle as a gift

### **Documents Required:**

**Off-Campus Employment** – Waivers in this category are offered on a **very** limited basis. Applications must include a signed letter on company letterhead from employer stating days and hours of employment, a recent pay stub and an explanation of why employment cannot be reached via public transportation. Students must provide proof of at least 20 hours/week to be considered.

**Medical Reasons** – Applications must include a letter from a licensed physician indicating a legitimate medical need. This letter should explain in detail the nature of the problem and the reason(s) for the student to have ready access to their own transportation. Students must also explain why the doctor can not be reached via public transportation.

**Extenuating Family/Personal Circumstances** – Applications must include a letter justifying the reason for exception and any appropriate supporting documentation.

**Incomplete, late or illegible applications will not be considered. The decisions of the Parking Committee are final and there is no further appeal process.**

**Submit completed application to [parking@chc.edu](mailto:parking@chc.edu).**

## Other Ways to Get Around!

Chestnut Hill College's urban location is easily accessible by public transit. Having a car on campus is not required to enjoy all that the city and surrounding area have to offer. In fact, using the College Shuttle system, CHC Bike Share and public transportation are often easier, more economical (often free!) and environmentally friendly ways to get around.

### **CHC Shuttle Service**

Chestnut Hill College operates a shuttle between the Logue Library and SugarLoaf; at times the shuttle will also make trips to the Chestnut Hill SEPTA R7 and R8 stations and the athletic fields at Plymouth-Whitemarsh High School (as needed). On weekends, a Shopper Shuttle will travel between Logue Library, SugarLoaf, the R8 station, Plymouth Meeting Mall and the Metroplex.

Detailed schedules are posted on the College's website, at shuttle stops on campus and on the flat screens around campus. Shuttle drivers can also inform you of any schedule updates.

### **CHC Bike Share**

CHC Bike Share is open to all students and employees with a valid CHC ID and in good standing with the College. There is no rental fee to use a CHC Bike Share bike. To be eligible to participate in CHC Bike Share, the student or employee must complete a CHC Bike Share Membership Agreement. The use of a CHC Bike Share bike includes a helmet, u-lock, or cable and key. All Bike Share Equipment is picked up and returned to the Griffin's Den located in the Ground Floor of Fournier Hall. Use of the Equipment is strictly on a first come, first served basis. Reservations will not be accepted.

### **Public Transportation**

The SEPTA L Bus picks up on Germantown Avenue directly across from the College's main entrance. The L Bus provides service between the Plymouth Meeting Mall and the Olney Transportation Center. The (free) CHC Shuttle Service provides access to both the SEPTA R7 and R8 Regional Rail stations in Chestnut Hill. Both the R7 and R8 provide access to Center City Philadelphia, including access to Amtrak's 30<sup>th</sup> Street Station for Amtrak all along the Northeast Corridor. The R7 can be taken through to Trenton, NJ for access to NJ Transit and from there New York's Penn Station and Amtrak all along the Northeast Corridor. Regional Rail can also be used to visit friends at many of the Philadelphia area colleges and universities including Penn, Temple, Drexel, St. Joe's and Villanova.