



How To Avoid Parking Citations

Top 10 Most Frequently Asked Questions

*University of Central Arkansas Police Department
(501) 450-3111*



1. Who needs to purchase a parking decal?

All registered student, faculty and staff are required to display a current decal on their vehicle prior to parking on campus. This includes those individuals who attend or instruct only night classes. Students and instructors who are on campus only at night may come by the UCA Police Department Dispatch Center (open 24 hours a day) and make arrangements for the purchase of their permit.

2. Where do I put the decals on my car?

Students must permanently affix the large decal to the driver's side rear bumper or lower left corner of the rear window. The small decal must be permanently affixed to the driver's side upper or lower corner of the front windshield. Decals must be affixed using the decal's adhesive backing. Faculty and staff must place their hang tag on the inside rear view mirror.

3. What do I do when I get a new car?

Students' permits are the responsibility of the purchaser and must be removed prior to sale or transfer of the vehicle. Bring the pieces of the decal to the UCA Police Department to purchase a replacement set for the cost of \$2.00 before parking on campus, or obtain a temporary permit until you are able to come in during business hours. Faculty and staff may transfer their hang tag to any vehicle which they park on campus.

4. What do I do when I have to drive a different vehicle?

Temporary permits are available to students who have purchased a current year decal. These permits may be obtained without cost for a period of one to seven days and can be obtained at the UCA Police Department at any time during the day or night. Students must simply present their student ID or driver's license. These are limited to 4 temporaries per semester unless special circumstances are approved by the Parking and Traffic Services Office. Faculty and staff who forget their hang tag may also obtain a temporary permit at no cost.

5. What if I loan my vehicle to someone else?

If a permitted vehicle is loaned to another driver, its proper operation and any parking citations assigned to that vehicle while operated by another driver remains the permit holder's responsibility. Instruct other individuals operating your vehicle on campus where they can park and to follow all parking and traffic laws.



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6. What if a non-student comes to visit me on campus?

Instruct your visitor to come to the UCA Police Department with their driver's license and obtain a visitor's temporary permit. These are available 24-hours a day. This will avoid a citation for no permit being issued to your visitor.

7. When does the fine on campus traffic and parking citation double?

A citation fine doubles at 4:00 p.m. on the 30th day after the date of the citation was issued. The doubling of a fine is computer generated and is not a discretionary action. Remember that the 30th day will not necessarily fall on the same date of the following month after which a citation was issued, but may vary depending on how many days are in each month.

8. Why can't I park at a red curb?

It is a state law that red curbs are designed for emergency vehicles only and must be kept clear for emergencies at all times. Red curbs also designate those areas which must be kept clear to limit traffic hazards. Do not park in zones marked with red paint or where prohibited by a sign. Vehicles blocking traffic lanes and loading zones or parked on lawns or areas not designated for parking will receive citations and are subject to tow at the owner's expense. In unpaved parking lots, park only at bumper blocks.

9. Can my car be towed or impounded for illegal parking or for excessive fines?

Yes. Your vehicle may be towed and impounded if it does not display a current parking permit, is parked in a space reserved for the disabled, is parked in a restricted zone, is parked in violation of any UCA parking regulation or has unpaid parking or traffic citations. Your vehicle will not be released until all citations and towing charges have been paid.

10. What is the meter parking for?

Meter parking is a convenience parking for any UCA student, faculty or staff member who has a current decal displayed on their vehicle and needs to park for a brief period of time. The meters are also used by visitors (persons not affiliated with the University). Two hour meter parking is enforced 8:00 a.m.- 4:30 p.m. Monday-Friday. Fifteen minute loading/unloading meters are enforced 24 hours a day 7 days a week. A UCA parking permit is required at all meters.