



## **Fall 2025 Parking Permits Protocol**

This procedure identifies the process for obtaining parking permits for students, faculty, staff, guests and visitors.

Codes, Regulations, and District Policies Related to this procedure

- Governing Board Policy 6750
- California Education Code section #76360
- California Vehicle Code section #21113

### **Hours of Operation**

Vehicles parked in Grossmont-Cuyamaca Community College District (GCCCD) property must have a valid parking permit.

Monday through Thursday	7:00am-10:00pm
Friday	7:00am-4:00pm
Saturday and Sunday	No citing for no permit

### **Student Permit**

- Virtual permits purchased through a self-service Website
- Students may add up to two license plates with the option to update once per semester
- Cost is \$40 per semester for either fall or spring semester or \$20 with CCPG waiver (financial assistance)
- \$18 for summer session
- Students, who may also work on a campus, are responsible for the purchase of a parking permit
- Departments have the option of purchasing a parking permit for student workers and volunteers

### **Faculty/Staff Permit**

- Physical Permits will continue until 2027 then the District will transition to Virtual Permits
- Current Physical Permits are valid for 3 years, Virtual Permits will remain on a 3-year cycle
- Faculty/Staff status is verified via WorkDay
- Staff permits (including adjunct and temporary employees) are forfeited upon departure from the district and should be returned as part of the checkout process.
- Once we transition to Virtual Permits, the need for the permits to be returned will be eliminated

### **Daily Guest Parking Permits**

- Virtual permits can be purchased using the QR code located on signs throughout the parking lots for \$2 a day
- Physical parking permit machines will be removed
- Guests are required to park in unmarked spaces
- Limited time visitor designated spaces are available at no charge

### **ADA Parking**

- Vehicles that display a valid ADA Placard or License plate are allowed to park in any designated space and will not be cited
- Vehicles cannot park in restricted spaces such as Fire Lanes or Fire Hydrants
- Vehicles that display a valid ADA Placard or License plate are not required to have a Parking permit
- ADA Placards and License plates are checked and verified by parking staff

### **Motorcycles or Scooters**

- Anyone driving a motorcycle or scooter must park in motorcycle designated spaces
- Parking permits are not required for motorcycles or scooters

### **Vehicle Covers**

- License plates must be clearly viewed at all times. Covering a vehicle on campus is not permitted.

### **Timed Visitor Parking Spaces**

- Visitor designated parking spaces are provided for free and have a time limit to allow visitors to conduct business on the campuses.
- Faculty, Staff, and Students are not authorized to park in Visitor Parking and will be cited.

### **Retiree Parking Passes**

- Free Parking Permits for retired GCCCD employees will be provided

### **Vendors and Consultants on Campus**

- Departments can request from CAPS a one-day guest pass to be provided to vendors and consultants
- Vendors and consultants will not park in Reserved or Staff spaces

### **Events**

- **For Fall 2025**, guests attending an event will park in a designated parking lot pre-determined by Parking Services
- Departments need to work with Parking Services no later than two weeks prior to the event for coordination

### **Hourly and Temporary Employees (not student workers):**

- A one Semester staff permit will be provided to the employees

### **Categorical Programs Students**

- Departments can purchase student permits for students if it is allowable under the funding source

### **Volunteers**

- Departments may purchase student permits for volunteers