

## Overnight Parking Exception Request Form

Name \_\_\_\_\_ Student ID: \_\_\_\_\_

Email: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Major: \_\_\_\_\_

Please explain below your reason(s) for this request. Attach copies of any supporting documentation. Please note that all exceptions are for academic or university business reasons only. An example of an academic reason is when a student is required to remain on campus after 2:00AM at night for research in a lab. This must be supported by your academic department. University business may be when students are away on a field trip sponsored by an academic department or for purposes of attending a conference as a member of a recognized university organization. Indicate the dates for when overnight parking will be needed.

I would like to be considered for permission to park overnight on campus due to:

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I understand that the information provided here is confidential and that it will be reviewed and verified by the Dean of Students and/or his representative(s). Providing false information to a university official is a violation of the student conduct code and would lead to disciplinary action.

**Complete this form and return it to the Dean of Students Office, Room 255 Campus Center.** Students will be contacted within 72 hours via email of a decision based on this request, provided all documentation has been received.