

Overnight Parking Exception Request Form

Name: _____ Student ID: _____

Email: _____

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:

Start Date: _____ End Date: _____

I understand that the information provided here is confidential and that it will be reviewed and verified by the Director of Campus Center Operations and Conference Services 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 Campus Center Operations and Conference Services, Room 105. Students will be contacted within 72 hours via email of a decision based on this request, provided all documentation has been received.

Official Use Only

Approved: _____ Date: _____

Denied: _____ Date: _____