

## INTRODUCTION: First Year Resident Student Parking Waiver Petition Form

Students who wish to petition for a waiver may do so by completing and submitting a First Year Resident Student Waiver Petition Form and other supporting documents. Documents must be submitted to the Department of Public Safety (DPS) or may be sent electronically to: [dps@bryant.edu](mailto:dps@bryant.edu). Submitting a request for a waiver **does not** guarantee approval nor should acceptance of the request by DPS be construed as a commitment to approve the waiver.

Students who can demonstrate a **compelling** need or who would suffer **undue hardship** due to the restriction on first year resident cars may petition for a waiver. Waivers are reviewed by a committee made up of staff and students and will be kept to an absolute minimum.

### WAIVER REQUEST EXCEPTIONS

- Off-campus Employment (minimum 20 hours)
- Documented Medical Condition
- Extenuating Family Circumstances
- University Obligation or Commitment

Waiver requests must be approved prior to bringing the vehicle to campus. If approved, the student will be able to purchase a permit for the academic year. To submit a request for a waiver, students must complete the online waiver request form.

**After the waiver request deadlines, the application processed is closed.**

Submit waiver requests through the [dps@bryant.edu](mailto:dps@bryant.edu).

### DOCUMENTS REQUIRED:

1. **Off-Campus Employment** – Waivers will be granted in this category on a very limited basis. Waiver should include a signed, notarized letter on company letterhead from the employer stating days and hours of employment. Letter shall include employer's telephone number. A current payroll stub may also be required. Students must show 20 hours/week of regular, scheduled employment.
2. **Documented Medical Condition** – requires a letter from a licensed physician indicating a legitimate medical need. This letter should explain in detail the nature of the problem the reason(s) for the student to have ready access to their own transportation, and the time-frame being projected for this need.
3. **Extenuating Family Circumstances** – requires a legitimate written justification stating the reason for exception and all supporting documentation to positively establish your case.
4. **University Obligation or Commitment** – requires a letter from a University sponsor.

### WAIVER REQUEST DEADLINES

Fall Semester	August 15
Spring Semester (New University Admit Applicants Only)	January 17

The resident decal allows parking at designated locations. The resident decal is available for first year residents who have obtained permission to have a vehicle registered on campus. It is important to note that no student under consideration for an exception should bring vehicle to campus until approval to purchase a resident decal has been granted. Please allow two (2) weeks for the approval process.

### Rationale: First Year Resident Parking Waivers

In our efforts to support the continued growth and development of Bryant University and to facilitate the goal of a pedestrian-friendly, residential campus, first year resident students will be restricted from parking vehicles on campus. A limited number of exceptions to this policy may be granted. Exceptions are granted on a yearly basis with restricted deadlines established during the year.

**Definition: A first year resident student is a student living on campus who is in their first year of college. Non-traditional first years are 21 years or older. Non-traditional first years do not fall under this policy.**

Please direct all inquiries regarding the status of your appeal to the Department of Public Safety. (401-232-6001). Thank you for your cooperation.

**FIRST YEAR RESIDENT STUDENT PARKING WAIVER PETITION FORM**

**SECTION I – PERSONAL INFORMATION**

<b>Name:</b>	
<b>Bryant ID #:</b>	
<b>Residence Hall:</b>	
<b>Home Address:</b>	
<b>Email Address:</b>	
<b>Phone #:</b>	

**SECTION II – I am petitioning for a resident first year parking waiver (check one):**

<input type="checkbox"/>	Off Campus Employment
<input type="checkbox"/>	Medical
<input type="checkbox"/>	Extenuating Family Circumstances
<input type="checkbox"/>	University Obligation or Commitment

**SECTION III – DOCUMENTATION IN SUPPORT OF PETITION**

Please note that the petition should provide the required documents and any additional supporting documentation to positively establish your case. See instructions for required documents on the next page. Be sure to attach or include all necessary documents with this page.

**SECTION IV: SIGNATURE**

My signature is verification that I am the person in Section I – Personal Information above, and my supporting statement(s) and documentation are true and accurate.

I understand that the Bryant University Student Code of Conduct encompasses a wide range of behaviors which have specific importance to this waiver request. Honesty in presenting all the facts necessary for the Committee to make an informed evaluation and decision is expected.

My signature verifies my understanding of the Student Code of Conduct as stated in the Student Handbook and its relevance to the waiver request.

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

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(If the student is under the age of 18)

First Year Students who obtain a parking permit by providing falsified information, as well as upperclassmen who attempt to purchase a permit for a first year student, will have future parking privileges revoked and may face judicial action.

**SECTION V: COMMITTEE DECISION (office use only)**

Petition Approved	Date Petition Received: _____
Petition Pending (need additional documentation)	Student Notified Decision by Phone: _____
Petition Denied	Student Notified Decision by Email: _____
Committee Initials: _____	Date of Decision: _____