



Please follow all driving regulations as you would anywhere else—we will enforce moving violations.

Observe stop signs, pay attention to one-way roads, and only park in areas designated for students.

The campus speed limit is 10 miles per hour.



Fines and Tickets: Avoid 'Em!

If you commit a violation on campus, the following will occur:

- First three tickets: \$50 or \$75 fine each, depending on violation
- Total of four tickets: Student will be referred to the Student Affairs Office
- Further violations (total of five or more tickets):
 - ~ Immobilization or towing
 - ~ Loss of privilege to park and drive on campus for 15 weeks
- Towing at your expense and risk

Violating suspended parking/driving privileges may result in permanent loss of vehicle privilege and/or suspension from CIA.

Law enforcement officers may also take action against violations of New York State parking regulations for people with disabilities.

Ultimately, all traffic and parking fine money goes to a good cause—student scholarships.



Appeals: The Proper Channels

You may appeal fines for parking or moving violations within five days of receiving a ticket. Appeals may be submitted online by completing the Traffic and Parking Violation Appeal form available on CIA Main Menu under “Quick Links.”

Ticket appeals are reviewed by the student solicitor general of the Judiciary Board.

Tickets issued for the following reasons cannot be appealed:

- Parking permit was not properly displayed on vehicle.
- Parking in designated fire lane.

Also, fees paid for boot removal or towing cannot be appealed.



Your Guide to Student Parking

Parking on Campus: Exercise Your Privilege

Two important things you should keep in mind: having a car on campus is a privilege, not a right, so please follow all the policies outlined here. Also, the CIA campus is a walking campus—no matter the location, you can get from point A to point B in a reasonable amount of time on foot. You'll find some common campus walking times on the map in this brochure.

Parking Permits: Your Space Awaits

To obtain your parking permit, stop by the Campus Safety Office, which is located adjacent to the maintenance garage behind Roth Hall and open 24 hours a day, every day. **All vehicles parked on campus should have the authorized CIA decal properly affixed to the rear window on the lower left.** If you don't display this decal in the designated position, your vehicle may be ticketed, immobilized, or towed.

To be eligible for parking, you must have valid registration and insurance for the vehicle you own or drive. CIA is free from any liability arising from private vehicles parked on campus.

If you commute to campus, you must obtain a commuter parking decal for your vehicle. Students with a state-issued parking permit for people with disabilities may park in all designated parking spaces, with the exception of the Anton Parking Garage. Please provide Campus Safety with a copy of your parking permit for people with disabilities, and note that the permit must be in your name.

Vehicles being used on a temporary basis must be registered with Campus Safety, where a temporary permit will be issued. Also, during periods of high traffic volume, especially student move-in days, Campus Safety must regulate the

number of vehicles near the residence halls to keep fire lanes available. For student move-in, only the vehicles of new students (including returning externs) are permitted to enter the residence hall areas.

During busy periods such as graduation and moving-out days, all residents and visitors will be directed to appropriate parking lots.

You must notify Campus Safety if you're planning to leave your vehicle on campus for summer or winter break, or during your Global Cuisines and Cultures trip; this parking privilege is based on the availability of spaces. **You may not leave your car on campus during your externship semester or during your semester off campus for the bachelor's concentrations.**

If your vehicle becomes disabled and is blocking a fire zone or obstructing traffic as a result, please report immediately to Campus Safety so remedial action can be taken. Vehicles left on campus without valid registration plates attached will be removed from campus at the owner's expense. If the vehicle is sold, yet not currently registered, the last owner will be responsible for owed fines or towing expenses. Please don't abandon a vehicle on campus; we can assist you in disposing of the vehicle at no charge.



Welcome to the CIA campus!

We hope your stay here will be a happy and memorable time for you. This parking guide is designed to familiarize you with CIA's parking regulations and make it easy for you to park your car and conveniently reach any destination on campus.



Parking and traffic regulations not outlined in this guide are explained in the college's Student Handbook.

FAQs

We've Got Answers

Any more questions?

Call Campus Safety at 845-451-1268 (ext. 1268 on campus)

Q: Where do I park if the commuter lot is full?

A: You will find space available in the residential parking lot north of the athletic fields.

Q: Friends are coming to visit me on campus. Where do they park?

A: In residential parking lots with a guest pass from the Residence Life Office. The signed guest pass will be used as a parking permit. You are responsible for your guests when they're on campus.

Q: What do I do if my ID card doesn't work?

A: Stop by the Campus Safety Office and we'll make sure your card is programmed for the appropriate parking lot entry. If you are stuck at a gate with cars behind you, use the call box conveniently located next to the card reader to contact Campus Safety.

Q: Why do I need a parking permit?

A: Your parking permit will allow Campus Safety officers to get in touch with you in case your lights are left on, your car has sustained some damage, or other such situations in which we'll need to contact you about your vehicle.

Q: If I bring a new car to campus, do I need to get a new permit?

A: Yes, please stop by the Campus Safety Office to obtain a permanent permit or to request a temporary permit if you'll only have that car on campus for a short period.

Q: What do I do when it snows?

A: You are responsible for shoveling out your vehicle. Shovels are available in Campus Safety.

Lot Locations

* Convenience Parking

This is available near each of the residence halls for quick pickup and drop-off situations of 15 minutes or less. These spaces—painted with green lines for easy identification—are for everyone’s convenience, so the time limit will be strictly enforced. Four-way hazard flashers must be used. See the campus map for the locations of these areas.

Please note that, with the convenience spaces now available, we will be strictly enforcing parking regulations and ticketing all vehicles parked in unauthorized areas such as fire lanes (see “Please do not park” below right).

† Weekend Student Parking

You may use the two-tiered parking area near the Student Commons (the Gruyère Parking Lot) and the Champagne faculty/staff parking lot adjacent to the cemetery from 6 p.m. Friday to 6 p.m. Sunday; ticketing or towing will begin promptly at 6 p.m. on Sunday.

Please note: commuter students may park in the Morel lot during Saturday and Sunday library hours.



KEY

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|---------------------------------|-------------------------------|--------------------------------|------------------------------|
| Convenience Parking* | Commuter Student Parking | Campus Safety Office | |
| Bike Rack | Resident Student Parking | Weekend Student Parking† | |
| 1 Layer Cake Parking Lot | 3 Macaroni Parking Lot | 5 Champagne Parking Lot | 7 Gruyère Parking Lot |
| 2 Caviar Parking Lot | 4 Cheddar Parking Lot | 6 Asparagus Parking Lot | 8 Morel Parking Lot |

Walking Distances

- Roth Hall to the last parking space in the commuter lot: 2 minutes, 49 seconds
- Roth Hall to Rosenthal: 3 minutes, 13 seconds
- Roth Hall to Juniper Lodge: 5 minutes, 20 seconds
- Metz Hall to the last parking space in the northernmost resident student parking: 11 minutes, 52 seconds

Please Do Not Park:

- Outside painted spaces in parking lots
- In areas marked by “No Parking” signs
- On the grass or other unpaved areas
- In fire lanes or fire zones
- In an unauthorized parking lot (i.e., designated faculty, staff, visitor parking areas and Anton garage)
- In designated recreational areas
- Overnight in front of or around the Student Commons (parking for commuters is permitted only while using the facility)
- In a parking space for people with disabilities without an approved permit