

A.S.U. POLICE DEPARTMENT PROCEDURES FOR OBTAINING A PARKING PERMIT

Faculty/Staff and Student Instructions

- From the ASU Web Page, click on Students/Faculty/Staff.
- Click on Banner in the Grey box on the left-hand side.
- Click login to secure area.
- Enter RAM ID Number, Personal Identification Number, and click login.
- Under the Grey Personal Info. Tab, click on ASUPD Services.
- Click on Purchase a parking permit.
- Click on desired permit type.
- Click on desired vehicle to register or if the vehicle is not in the system, enter all of the vehicle's information, click add a vehicle.
- Click on purchase a parking permit.
- After the charge is accepted, an informational screen is displayed. Print this page; this is proof of your registration in BOSSCARS, **not** a permit to be displayed on your vehicle. If you are paying electronically with a debit/credit card, return to Parking Home then click the online Payment Option, input the information, click Submit and **print the confirmation page.**



Security Sergeant George Albert, Parking Enforcement Officer and Mrs. Vanquisha Murray, Parking Service Coordinator, A.S.U.P.D. in 2014.

- If you are paying cash, it must be paid at the cashier's window at the business office in ACAD on the 2nd Floor to obtain a receipt between the hours of 9:00a.m.-4:00p.m., Monday through Friday.

To obtain a parking permit, bring the following to the ASU Police Department:

- Vehicle registration from Banner.
- Paid online receipt or receipt from the cashier's window.
- State Vehicle Registration issued from the DMV. Vehicle Registration sample is shown below:

DOUGHERTY COUNTY TAG OFFICE		STATE OF GEORGIA	
MOTOR VEHICLE REGISTRATION		MOTOR VEHICLE REGISTRATION	
*****	*****	*****	*****
PO BOX 1827	ALBANY, GA 31702-1827	11ANDROSHYTAGE1	2001 LINC LS 45
(229) 431-2325		Tag Number: 88792339	Expires: 12/31/2013
*****	*****	Valuation: 351621	\$1139
*****	*****	Title Number: 772471237896	Equip. No:
*****	*****	County: 008	District: 01
*****	*****	Mileage: 39,240	Plate: G
*****	*****	Pass Vehicle? N	Color: BGE
*****	*****	Classification: PASSENGER CAR/LIGHT TRUCKS	Insurance Status: VALID INSURANCE COVERAGE
*****	*****	Customer 1 No: 00002299402	Customer 2 No:
35882531			

All permits expire August 31st 2015. The annual parking permits fees are as follows:

Students.....	\$15
Faculty/Staff.....	\$25
Faculty/Staff reserved.....	\$60
Annual Visitor.....	\$12

(Visitor's permit must be paid at the A.S.U. Police Department).

(Free lockout services are offered by the A.S.U. Police Department).

All employees and students who will be parking a vehicle on campus must obtain and properly display a valid ASU parking permit. Park only in areas authorized by the permit classification. Parking regulations and permit enforcement is twenty-four (24) hours 365 days per year.

John Fields, Jr.

Chief of Police

A.S.U. Police Department



UNIVERSITY SYSTEMS OF GEORGIA
ASU POLICE DEPARTMENT
504 College Drive, Albany, GA 31705
Phone (229) 430-4711 Fax (229) 430-2788

Command Staff



John Fields, Jr.
Chief of Police



Gregory L. Elder
Assistant Chief of Police



CaDedria Hill
Major of Police



Roychard Hill
Lieutenant of Police



Daniel Diamond
Lieutenant of Police



Marcus Guess
Lieutenant of Police

Welcome to Albany State University

THINGS YOU NEED TO KNOW ABOUT PARKING ON A.S.U. CAMPUS

Access A.S.U.P.D. web site:
WWW.ASURAMS.EDU

Click on: About ASU, Offices, Fiscal Affairs,
University Police, About Us



SAFETY TIPS FOR STUDENTS







- Immediately report any crime, suspected crime, or suspicious circumstances/person to ASU Police day or night.
- Never leave your personal property unattended. If leaving your room, lock the door. If in any classroom office or in the library, take your possessions with you.
- When walking on or off campus at night, employ the “Buddy System” and walk with friends. Also, let friends know when and where you are going, how long you are going to be gone, and what time you are expected to return. This alerts them if you are overdue, and also gives them a reference point to locate you.
- Park your vehicle in a lighted parking area. Always lock your vehicle. Do not forget to take the keys out of the ignition. Do not leave CD’s, tapes, or other valuables in plain sight. Lock them in the trunk or take them with you.



A.S.U.P.D. Chief John Fields, Jr. providing safety tips to A.S.U. students in 2014.

WHERE TO PARK

Parking lots are designated by colors. The color of your parking permit indicates your designated parking area.

- Residential Students Permits (Brown) 
- Commuter Students Permits (Orange) 
- Faculty/Staff (Green) 
- Reserved (Yellow) 
- Visitor (White) 
- Handicapped (Blue) 

RESTRICTED PARKING AREA

- Handicapped Parking (Unless displaying a state issued Permit and/or license plate).
- Reserved Parking.
- Visitor Parking.
- Fire Lanes.
- Areas where signs and road markings prohibit parking.



Several areas on campus are designated as NO PARKING, FIRE LANE, YELLOW CURB or HANDICAPPED PARKING. Park only in the areas authorized by the permit classification.

TIPS FOR EFFICIENT PARKING

- Make sure that you arrive early enough to locate a parking space prior to classes.
- Learn the locations of assigned parking areas on campus where you can legally park.

CRIME PREVENTION

- Report suspicious activity and/or persons to ASU Police at 229-430-4711.
- Avoid unlighted areas.
- Be alert of your surroundings.
- Never get into a stranger’s vehicle.
- Keep vehicle and residential doors locked at all times.
- Never prop an exterior door open.
- Use bicycle locks.
- Never leave property unattended in classrooms, laundry rooms, and other areas.



Lt. Daniel Diamond and other A.S.U.P.D. Police Officers on duty at A.S.U. in 2014.

