

## GENERAL GUIDELINES

Parking permits are required to park at the 1604 or DTC campus unless the vehicle is parked in a short-term paid space.

Lost or stolen parking permits should be reported immediately to PTS. Permits can be replaced for a fee of \$10.

Parking and traffic rules and regulations are in effect whether or not classes are in session.

Parking lots may be subject to closure for special events or construction. Please check the PTS website for information regarding disruptions or closures.

## PERMITS

### Faculty/Staff Permits

Class "RG" - Reserved Garage Permits  
Price: \$550 for 12 months

Class "AG" - Class "A" Garage Permits  
Price: \$445 for 12 months

Class "R" - Faculty/Staff "Reserved" Surface Permit  
Price: \$445 for 12 months

Class "A" - Faculty/Staff "A" Surface Permit  
Price: \$245 for 12 months

Class "B" - Faculty/Staff "B" Surface Permit  
Price: \$125 for 12 months

### Student Permits

Class "S" - Commuter Student Garage Permits  
Price: \$260 for 12 months

Class "CG" - Commuter Student Flex Permits  
Price: \$180 for 12 months

Class "H" - Resident Student Permits  
Price: \$170 for 12 months

Class "C" - Commuter Student Surface Permit  
Price: \$120 for 12 months

Class "CE" - Night Runner Commuter Student Surface Permit  
Price: \$120 for 12 months

Class "CN" - Twilight Commuter Student Permit  
Price: \$60 for 12 months

### Faculty, Staff or Student Permits

Class "K" - Remote Parking Permit  
Price: \$75 for 12 months

Class "M" - Motorcycle Parking Permit  
Price: \$42 for 12 months or \$20 with the purchase of a vehicle permits

Detailed permit descriptions are available online at [www.utsa.edu/parking/permitsMain.htm](http://www.utsa.edu/parking/permitsMain.htm)

## CITATIONS

Citation payments can be made online with either MasterCard or Discover at <https://asap.utsa.edu>. Additionally, payments may be made in person at any of the Fiscal Service Office (FSO) locations in the MS, JPL and DTFS from 8 am to 5 pm. Payments for citations are due within 14 calendar days of the date of the citation.

## IMMOBILIZATION (BOOTING)

PTS or UTPD may immobilize (boot) or impound (tow/relocate to a storage area) the vehicle of any person who accumulates four (4) or more unpaid parking or traffic citations or that is in possession of a lost, stolen or altered parking permit. All outstanding citations must be paid in full prior to the release of the vehicle. Vehicles booted for longer than 36 hours may be impounded (towed to a storage area) after notice has been posted on the vehicle. The owner and operator are severally responsible for any booting, towing, or storage fees.

## APPEALS

Citation appeals must be filed within 14 calendar days after the date of citation. Appeals can be filed online ([www.utsa.edu/parking/appeal](http://www.utsa.edu/parking/appeal)), via e-mail, fax, mail (see PTS Contact Information), or in-person, by appointment, at the PTS office. A phone call does not constitute an appeal.

## ROWDY RESCUE

Rowdy Rescue is a free program operated by UTSA that provides customer assistance to any vehicle on the 1604 campus with battery assists or unlocking vehicles when keys are locked inside. Call UTPD at (210) 458-4242 to have the Rowdy Rescue vehicle dispatched for assistance.

## UTSA SHUTTLE SYSTEM

You may ride free of charge on any of the UTSA Shuttle buses. PTS operates two on-campus routes, the Lot 13 route, and two apartment routes. Bus service between the UTSA 1604 and Downtown campuses is available through an agreement with VIA Metropolitan Transit. UTSA students, faculty and staff can ride the VIA Express routes 93 or 94 at no charge with a valid UTSA ID Card.

## PARK & RIDE

Two VIA Park & Ride locations offer the convenience of parking without a permit and accessing campus using the VIA routes 93 or 94 for free. The University Park & Ride is located below the IH10 and Loop 1604 interchange. The Crossroads Park & Ride is located at 151 Crossroads Blvd.

## BIKING

Beginning with the 2007-08 academic year, bicycle permits are required. Permits will be issued at no charge and may be applied for online at [www.utsa.edu/parking/bikeREG.htm](http://www.utsa.edu/parking/bikeREG.htm). Bicycles must be parked and ridden in accordance with current parking and traffic regulations as well as state and local ordinances. Parking is permitted only at bike racks. Bicycles affixed to sign posts, handrails, or other property are subject to impound

## WALKING

The easiest way to access campus and the surrounding area is often by foot. Pedestrians must obey all traffic control devices. Pedestrians have the right-of-way at marked crosswalks, in intersections, and on sidewalks extending across a service drive, building entrance, or driveway.

## SHORT TERM PAID PARKING

UTSA Parking & Transportation Services welcomes you! Our goal is to make parking at UTSA as convenient as possible for all of our campus visitors. Every vehicle parked in a UTSA parking space must display a valid parking permit. These permits indicate where and when the permit holder is authorized to park.

Short-term paid parking spaces are located on the roof of the DTC Parking Garage. These spaces are available at the rate of \$1 per hour. The locations of the Pay Stations at the DTC Campus are as follows:

Parking Garage - Level G (Roof)  
Buena Vista Building - First Floor Lobby  
Frio Street Building - First Floor Lobby  
Durango Building - First Floor Lobby



This new system allows the payment of parking fees at any of the four pay stations by entering the number of the parking space in the Parking Garage that your vehicle is parked in. It also allows adding time (money) without returning to your vehicle, up to five-hours parking limit.



## CONTACT INFORMATION

Parking and Transportation Services  
One UTSA Circle  
San Antonio, TX 78249  
[www.utsa.edu/parking](http://www.utsa.edu/parking)  
email: [parking@utsa.edu](mailto:parking@utsa.edu)

Office hours – Monday – Friday, 8:00 a.m. to 5:00 p.m.  
(except official university holidays)  
Phone (210)458-PARK (7275)  
Fax (210) 458-7341

The University of Texas at San Antonio  
**PARKING & TRANSPORTATION**  
Driven for You.

# UTSA

Downtown Campus Parking Brochure ♦ 2007-08

