

Registering and Parking Permits

Registering Vehicles

All student vehicles shall be register at the start of each college semester. This may be completed as a portion of the academic registration process or at the time the vehicle is brought onto TSTC property. Late registrants shall purchase and display valid parking permits on the day of their registration. All faculty/staff shall register their vehicles at the times of their employment. All faculty and staff parking permits expire on August 31 of each year and new permits shall be purchased by September 5 of each year. All students, faculty and staff members must present a valid state driver's license at the time of registering vehicles. Proof of ownership may be required. Students may register a vehicle only if the vehicle is owned by the student or by a member of the immediate family. Company or leased vehicles are the exception.

Exclusive Ownership

Ownership of all parking permits remains with TSTC and shall not be transferred to any other vehicle or person. All students, faculty and staff who establish residence or become engaged in gainful employment in the State of Texas, must register and title their vehicles within 30 days.

Display of Permits

All issued parking permits must be properly affixed to all vehicles. Permits that are taped or affixed by unauthorized material will subject the holder to a citation. Permits are not transferable. Student parking permits shall be affixed on the outside of the rear windshield on the right. Faculty and staff permits shall be displayed properly hanging from the rear view mirror; or shall be affixed to the right-hand side of the rear windshield. Lost or stolen parking permits shall be replaced by payment of \$1.00.

Parking Permits Not Issued

TSTC Parking Permits shall not be issued to any student, faculty or staff member who has outstanding TSTC citations. Refunds for parking permits shall be issued to students that are not accepted by TSTC. No other provisions are provided.

Housing Permits

All TSTC Housing students shall obtain a housing permit after they have purchased a TSTC Parking Permit. TSTC Housing Permits are free of charge, and shall be displayed on the right-hand side of the rear bumper or rear windshield of the student's vehicle.

Parking Violations

Failure to regard the following parking designations is a violation at TSTC:

- Failure to display parking/housing permit
- Visitor Parking ONLY
- No Parking on Grass
- No Parking Anytime
- Improper display of parking/housing permit
- Reserved Parking ONLY
- Handicap Parking ONLY
- Service/Maintenance ONLY
- Improper parking (i.e. two spaces, undesignated area)

State of Texas traffic laws are also enforced.

Citation Appeals Process

Request for Appeal

All faculty, staff and students may request to have an issued parking violation reviewed. All appeals for issued citations must be filed no later than 10 working days after the citation was issued. TSTC Citation Appeals packets may be picked up at the TSTC Police Department in the Auxiliary Building. Citations not appealed within the 10 working days shall be deemed final.

Cost and Fines*

Citation Fines

1st Citation:	\$5.00
2nd Citation:	\$10.00
3rd Citation:	\$15.00
Late Fee (after 30 days):	\$5.00

Permit Fees

Faculty/Staff:	\$30.00
Student:	\$10.00 per semester
Continuing Education:	\$3.00 per semester
Duplicate Permits:	\$1.00 each additional
Duplication of Reports:	\$2.00 each

**All monetary transfers will be handled at the Business Office.*

For special parking circumstances contact the TSTC Police Department at 956.364.4220.



Traffic Rules and Regulations

956.364.4220 | 956.873.2677



Discover TSTC.
Discover Yourself.



General Traffic Regulations

Speed Limit

The speed limit shall be 20 mph on all college and city streets, or as legally posted and 10 mph within all college parking lots. The passing of other vehicles in crosswalks or within 50 feet of a college or city street is a violation of state law.

Right-of-Way

All vehicles shall yield to all pedestrians entering the street in marked crosswalks and within 50 feet of a college or city street. All students, faculty or staff pedestrians shall yield the right-of-way to vehicles while walking on or crossing streets at places other than crosswalks. Pedestrians are required to use crosswalks.

State of Texas Transportation Code

In addition to all TSTC Parking and Traffic Rules and Regulations, all State of Texas Transportation Codes shall apply to all traffic within TSTC property and streets. The operating of any vehicle or bicycle on TSTC property is a privilege, granted by TSTC, and is not an inherent right of any student, faculty or staff.

Designated Parking Spaces

Handicap, Police, Maintenance/Services, Service Drives, Fire Lanes and Tow-Away Zones shall remain clear of all unauthorized vehicles at all times.

Rights Reserved/Responsibility

TSTC Rights

TSTC reserves the right to enforce parking and traffic regulations through:

- the issuance of TSTC Parking and Traffic Citations and the State of Texas Citations.
- the suspension or revocation of the TSTC Parking Permit.
- the barring of readmission or withholding the grades, degrees, refunds and the official transcript of any student for nonpayment of outstanding citations.
- disciplinary action against employees or students who fail to abide by the TSTC Parking Regulations.
- the denying of parking permits to those with overdue charges.
- the immobilization of a vehicle for non payment of citations.

All traffic and parking regulations are in effect at all times.

Not Responsible

TSTC assumes no responsibility for:

- any vehicle or its contents at any time the vehicle is operated or parked on college property.
- fire, theft, damage or loss of vehicles parked or operated on TSTC property.

Not Liable

TSTC or its employees shall not be liable for any loss or injury sustained while on TSTC property. Any person who willfully or through negligence causes damages to any property belonging to or under the control of TSTC, shall be liable for any damages done to said property.

Authority

Pursuant to the authority granted by Sections 135.01 and 135.24 of the Texas Education Code, the TSTC Board of Regents has enacted Parking and Traffic Regulations to regulate and control parking, traffic and the use of parking facilities to provide for the issuance of motor identification and insignia (TSTC Parking Permit), and to provide jurisdiction over offenses.

All laws of the United States, the State of Texas, as well as the TSTC Traffic and Parking Rules and Regulations are declared to be in full force and effect on all property of TSTC Harlingen. All TSTC Police Officers are vested with all the powers, privileges and immunities as any other State of Texas Commissioned Peace Officer, while on the property under control of TSTC, and are empowered to enforce state laws.

Responsibility of Violations

All students, faculty or staff who have a vehicle in their possession, operate a motor vehicle on college property or allow another person to operate the vehicle, shall be responsible for all traffic or parking citations. The TSTC Police Department is not responsible for citations being removed from a vehicle once citations have been issued by the TSTC Police Department.

Parking Regulations

Parking

Parking is strictly limited to spaces on pavements between marked-off, painted lines. Any space not so designated may not be used for parking. Only vehicles conspicuously displaying proper college permits may enter or park on TSTC property with an exclusion for visitors.

Special, part-time students and other college students shall be required to purchase a TSTC Parking Permit.

Service and Emergency Spaces

Service and Emergency spaces are reserved for TSTC vehicles operated by TSTC employees as well as other TSTC service vehicles.

Handicap Parking

Students, faculty, staff and visitors with permanent impairment(s) may use a handicap parking space if their vehicle is displaying a State of Texas authorized handicap plate or placard issued by the Texas Department of Transportation. All persons whose vehicles display the handicap plates or placard are exempt from paying the parking permit fees, as long as they utilize a designated handicap parking space. Persons with temporary walking impairments can obtain a temporary handicap permit.

Parking Areas

Students shall park only in student parking lots. All student parking lots are considered open parking. All faculty and staff shall park in spaces designated as "Employee Only" or in any student parking lot.

Temporary Parking

Temporary parking permits for unregistered vehicles may be obtained at the TSTC Police Department. Temporary permits shall not exceed 10 days per semester.

Operation and Parking for Motorcycles

Motorcycles, motor scooters, mopeds or motor-assisted bicycles shall not be parked or otherwise secured in unauthorized places such as sidewalks, secured posts, railing or trees. Motorcycles, motor scooters, mopeds or motor-assisted bicycles shall not be ridden or operated on pedestrian walkways or sidewalks.

Operation of Bicycles, Skateboards & Scooters

Bicycles, skateboards, skates and scooters are to be used strictly as transportation and shall be prohibited from use in all campus buildings, their entrances, and wheelchair ramps leading to those buildings. Bicycles, skateboards, skates and scooters must never be operated on steps, stairways, access ramps, retaining walls, seat walls, benches, railings or similar architectural features. They are allowed only in the designated area located adjacent to the TSTC soccer field.