

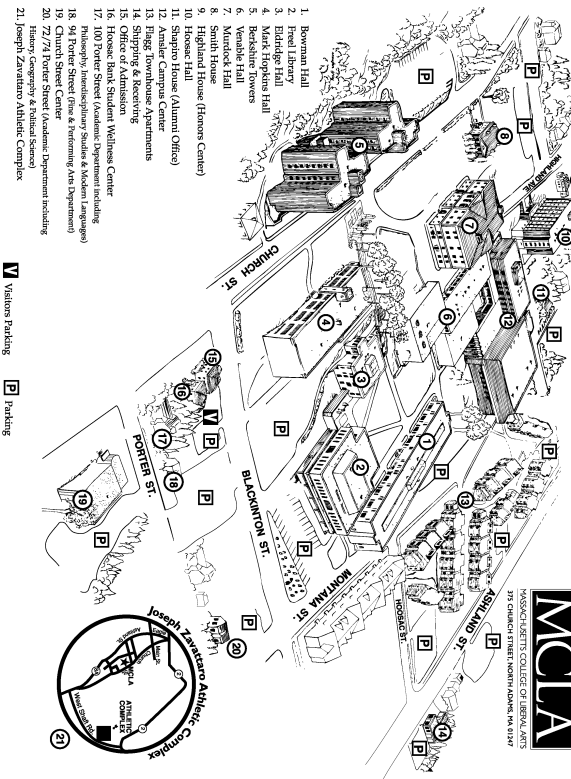
GENERAL PARKING INFORMATION

Parking decals are issued by the Department of Public Safety-Campus Police at a cost of **\$100** per semester for resident students and **\$30** per semester for commuting students. Resident students are eligible to apply for an on-campus parking permit every semester. Commuter students can purchase decals permitting them to park in designated commuter areas at the Campus Police Office. Decals are sold during the first week of the new semester—contact the Department of Public Safety-Campus Police for exact dates and times. **PARKING STICKERS ARE VALID FOR ONE SEMESTER ONLY.**

Any illegally parked vehicles on campus will be either ticketed or towed at the owner's expense. This rule is strictly enforced.

STUDENT VISITOR OVERNIGHT PARKING is allowed on weekends **ONLY** on Friday, Saturday, and Sunday preceding a Monday holiday. The weekend visitor **MUST OBTAIN A PARKING PASS** from the Department of Public Safety-Campus Police. Student visitors will be assigned certain lots which they must park in.

No parking is provided for student visitor's during the week. It is the student's responsibility to find parking off campus for their visitor.



Department of Public Safety-
Campus Police
375 Church Street
Phone: 413-662-5284
Fax: 413-662-5512

MCLA

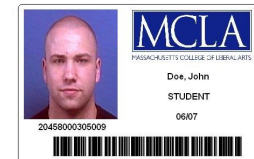
MASSACHUSETTS COLLEGE OF LIBERAL ARTS

PUBLIC SAFETY SERVICES

PARKING

0257

PARKING
1696
PERMIT



Department of Public Safety-
Campus Police
(413) 662-5284



SERVICES

MOTOR VEHICLE LOCKOUTS

If you lock your keys in your vehicle in one of the campus lots or adjacent streets, contact the Department of Public Safety-Campus Police at ext. 5284. An officer will be dispatched with a lockout tool and a waiver form which must be signed by you before the officer will attempt the lockout. There is no cost for this service.

MOTOR VEHICLE JUMP START

The Department of Public Safety-Campus Police has a car jump starter. If your battery is dead, call the Public Safety Office at ext. 5284 and an officer will be dispatched to jump start your vehicle. You must sign a waiver form before the jump start will be performed. There is no cost for this service.

PERSONAL SAFETY ESCORT SERVICE

The Department of Public Safety-Campus Police provides personal safety escorts which are available to all members of the college community. Escorts are provided, with certain restrictions, from one point to another within the area which is normally patrolled by Campus Police Officers. Generally, on-campus escorts are provided 24 hours per day, every day, unless otherwise indicated.

An escort can be arranged by calling Public Safety at 662-5284. In most instances a **walking** escort will be provided by a Campus Police Officer, generally within 5 to 10 minutes.

NON-EMERGENCY RELATED MEDICAL TRANSPORTS

The Department of Public Safety-Campus Police offers non-emergency related medical transports for community members who need transportation to and from local area doctor appointments, dentist appointments or to the North Adams Regional Hospital for general illness conditions. These transports are provided by a local taxi company. Transportation to these locations is not intended as a use for medical situations that are life threatening or require advanced medical services.

To arrange for a non-emergency related medical transport, call the Department of Public Safety at least 24 HOURS IN ADVANCE OF THE APPOINTMENT, to schedule a taxi ride.

LOST AND FOUND

As courtesy to our community members, the Department of Public Safety -Campus Police maintains an inventory of all property that is turned into our office under the status of lost and/or found. The Department of Public Safety is not required by law to do this. Property items that are lost or found that exceed a property value of \$25 OR consist of such items as personal identification, credit cards, ATM cards,

wallets, purses, jewelry, cameras, computers, cell phones, DVD players, CD players, I Pods, video gaming electronics, etc.. are inventoried, packaged if possible, labeled, recorded in our property reporting software and placed in a secure location at the Public Safety office. Property items that are lost or found that are under \$25 are placed in the lost and found bin located in the Campus Police Department lobby.

PROPERTY INVENTORY

The Property Inventory List enables students to keep a record of their most valuable possessions. The record includes the item description, size, color, serial number, date of purchase, and value of item. Having this information makes it easier for the police to identify and return an item if recovered after a loss or theft.

Items recommended for keeping a written record of are cameras, televisions, DVD players, cell phones, stereos, I Pods, calculators, computers and game systems.

STUDENT IDENTIFICATION CARDS

EACH AND EVERY STUDENT must have a MCLA identification card. The card **MUST BE CARRIED ON YOUR PERSON** at all times. It is your meal card, your laundry card, and it is needed to gain access to the dorm you live in and to gain access to various functions on campus. Identification cards may be obtained at the Department of Public Safety-Campus Police during the hours of 9:00 a.m. to 4:00 p.m. Lost or stolen cards can be replaced for a \$25 fee.