

Carpool Permit Application

Reserved carpool parking spaces are available in Faculty/Staff carpool zones from 6:00 am to 10:00 am, Monday through Friday. After 10:00 am, CSUF Faculty/Staff parking permits are valid in the carpool zones and CSUF Parking & Traffic Regulations for Faculty/Staff parking lots apply.

- Applicants must first be registered in the Commuter Choice program before applying for a Faculty/Staff supplemental carpool permit.
- Applicants should meet program requirements as specified in the Carpool Parking Policies and Procedures (see reverse side). For complete Commuter Choice Policies and Procedures please visit parking.fullerton.edu

1 Please complete entire form. An incomplete form will cause delays in enrollment.

Date

First Name

Last Name

Home Address

City/Zip

Cross Streets



2

Department Bldg./Room #

Campus Ext. E-Mail Address

3 Does your work schedule vary significantly day to day? Yes No

AM AM

Start Time PM End Time PM

How many miles do you travel to campus (one-way)?

4

Campus Wide ID (CWID)

5 Carpool Partners
Please list all CSUF faculty and staff members in the carpool.

Carpool Member (Name & Department)

Carpool Member (Name & Department)

Carpool Member (Name & Department)

6

Permanent or Semester Permit #

Parking Lot Preference

of days that you pledge to carpool each week:

Signature: _____ Date: _____

My signature below verifies that the information I have provided on this document is true and complete to the best of my knowledge. I have read the Commuter Choice program policies and procedures and agree to the terms. I understand that falsification of any information provided in this enrollment or on my monthly tracking forms will result in program disqualification.

For office use only

Review completed:

Issue Date:

Expiration Date:

Permit # issued:

Confirm Issued:

Denial issued:

Carpool Parking Program Rules and Regulations

Reserved carpool parking spaces are available in Faculty/Staff carpool zones from 6:00 am to 10:00 am, Monday through Friday. After 10:00 am, CSUF Faculty/Staff parking permits are valid in the carpool zones and CSUF Parking & Traffic Regulations for Faculty/Staff parking lots apply.

Transportation Services will only issue one (1) supplemental carpool permit to each carpool group. At a minimum, one participant from each carpool group must own a paid faculty/staff parking permit.

Expiration and Renewal Process

Carpool permits will be issued on a semester basis. Carpool permit renewals are the responsibility of the participant. Renewal information will be sent to the participant prior to the expiration date. Participants are required to review their records and are responsible to submit any changes.

Review Process

Carpool permit renewals are not automatic. All requests will be reviewed to ensure that the participant continues to meet program eligibility requirements.

Carpool Parking Probation

Carpool participants who have not met program requirements, specifically failure to submit tracking forms, will not be issued a new carpool permit. Participants will be placed on “probation” for three (3) months and must reestablish themselves in the program by submitting tracking forms during their probationary period. Renewal requests will be evaluated once the probationary period is over.

Carpool Parking Regulations

- A minimum of two (2) Faculty / Staff employees must be carpooling to campus together.
- Employees must live at least 2 miles away from campus, within a close proximity of each other or commute to campus along the same route (carpooling at least 50% of the commute). Picking up employees at a train station does not constitute a carpool.
- Applicants must pledge to carpool a minimum of two (2) times per week.
- You may only park in the reserved carpool spots on the days you actually carpool.
- Two (2) or more faculty/staff employees must be in the vehicle when parking in any carpool zone.
- Participants may not park in carpool spaces on days they do not carpool.
- The supplemental carpool permit must hang from the rearview mirror of the parked vehicle and must be displayed with a valid CSUF paid permit.
- Eligible participants may request Infrequent need Rideshare daily parking permits. **Tracking forms are required.**

Enforcement:

- Parking & Transportation staff will enforce carpool parking spaces to ensure all program regulations are being followed.
- Parking tickets will be issued to vehicles parked in reserved carpool spaces without the valid carpool permit. *Participants will be responsible for parking tickets issued to expired carpool permits.*
- Random audits will be conducted to ensure two or more employees are parking in the carpool spaces.
- Participants who do not follow the program regulations are subject to program disqualification.

For complete Commuter Choice policies and procedures, please visit parking.fullerton.edu