

Parking @ SJU: The Quick Facts

- 1.** Permanent and limited term full-time and part-time staff, Academic Staff, and Contract Academic Staff are **eligible to obtain a parking permit**. The University may elect to issue single term parking permits to non St. Jerome's University Employees if space permits.
- 2.** **Parking permit hang tags** must be hung from the rear view mirror of the vehicle with the permit facing outward.
- 3.** Please report any **misplaced or lost parking permits** to Kierra Cali (kcali@uwaterloo.ca).
- 4.** **Parking Services at the University of Waterloo** provides monitoring and enforcement services to St. Jerome's University parking lots for consistency in parking management across the entire campus. Enforcement includes 24 hour, 7 days a week monitoring. Tickets, fines, and subsequent appeals by an employee or visitor at St. Jerome's University are managed by University of Waterloo Parking Services. St. Jerome's University does not have a role in the adjudication process of parking infractions or disputes.
- 5.** Parking is available for **scheduled visitors** in the lot outside of the Main Entrance of Sweeney Hall. If you are expecting a visitor or guest speaker for your department, please request a visitor parking pass through the RT system (<https://www.sju.ca/rt>) by selecting the Visitor Parking Form. Visitor parking passes can be picked-up by your visitor from the Front Desk upon their arrival during hours of operation (8:30am – 4:30pm). If your visitor is visiting outside of the University's hours of operation, please arrange with the front desk ahead of time to retrieve your visitor's parking pass.
- 6.** If you are hosting **an event on campus**, please contact Kierra Cali (kcali@uwaterloo.ca). Our parking lots are reserved for ongoing permit holders from *8:30am until 5:00pm* Monday – Friday. We will do our best to accommodate event parking by working with UW Parking Services where necessary to coordinate additional parking.
- 7.** **Pay per entry** parking is available in Lot B after 5 p.m. and on the weekends.
- 8.** **Resources:** Our Campus map and parking guidelines are available on the parking page of our website (www.sju.ca/parking). Information about University of Waterloo Parking Service can be found at <https://uwaterloo.ca/parking/>.

