



Request for Waiver of Campus Parking Fee

The campus parking fee may be waived for students who have both demonstrated financial need and a hold a valid disabled person parking placard or plates issued by the Department of Motor Vehicles (DMV). Waivers are for students with permanent disabilities, temporary CA DMV Placards will not be accepted. Waivers must be requested each semester. Please complete each section below, incomplete responses will delay process and may cause for denial of this request

Instructions:

1. Complete the appropriate sections on the back side of this form, 1 – 3. Once you have received your permit please complete Section 5.
2. Take the completed form to the University Parking Services Office located in the ROTC Parking Modular (RPM) Suite 200. They're office hours are: Monday – Friday 8:00am – 5:00pm and they can be reached at 310-243-3725.

You will need bring the following items with you to the Parking Services Office:

- Driver's License
 - CA DMV issued Placard
 - Copy of the letter from the Department of Motor Vehicles (DMV) that accompanied your placard or plates. You may provide a copy of your vehicle registration if it designates disabled.
3. Once you've received signed verification from Parking Services, you will need to take the form to the Financial Aid Office for them to verify that you've demonstrated financial need. Please note that forms that have not been signed by Parking Services will not be signed by the Financial Aid Office. The Financial Aid Office is located in Welch Hall B-250 Office hours are: Monday – Thursday 8:00am – 6:00pm, Friday 8:00am – 2:00pm. They can be reached at 310-243-3691. Below is information regarding demonstrating financial need:
A Free Application for Federal Student Aid (FAFSA) or a CA Dream Act Application for the appropriate academic year is required to determine your demonstrated financial need. If you have not applied for financial aid, apply on-line at www.fafsa.ed.gov or <https://dream.csac.ca.gov/> as soon as possible.
 4. Take the completed request form to the University Cashier to receive your Parking Permit. The Cashier's Office is Located in in Welch Hall B-270.



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Please see instructions and general information on other side.

Semester for which waiver is requested (Check only one): Fall Spring Summer Year: _____

1. Personal Information

Name: _____ Student ID #: _____

2. Placard Information

CA DMV Placard/Plate Number: _____ Driver's License #: CA _____

CA DMV Placard/Plate Issue Date: _____ Expiration Date: _____

3. Statement of Certification: I certify that the above information is true, complete and that I'm enrolled for the term for which I'm requesting the waiver.

Student Signature

Date

4. The following sections are for University use only.

For University Parking Use Only:

Approved for Waiver (please circle): Yes No

Name: _____ Signature: _____ Date: _____

For Financial Aid Office Use Only:

Demonstrates financial need (please circle): Yes No

Name: _____ Signature: _____ Date: _____

For Cashier's Office Use Only:

Cashier, please verify that the request has been signed above by a staff member from University Parking and Financial Aid before processing waiver.

Permit Number: _____ Issue Date: _____

Name: _____ Signature: _____ Date: _____

5. By signing below, I acknowledge that I have received my University Parking Permit.

Signature: _____ Date: _____

7/2019