
Odessa College Parking Permit Application | 2017-2018

In an ongoing effort to increase campus safety and maintain a secure work environment, Odessa College has designed a new parking permit and revised the parking permit process. The new process will ensure that only authorized students, employees, and visitors have access to designated parking on campus. Parking permits are free, and do not guarantee parking. Please review the following guidelines and steps to obtaining a parking permit:

- An Odessa College parking permit will be required for registered students and current employees who park on campus.
- Parking permits will be valid for one year: September 1 – August 31st.
- Eligible students and employees will be provided one free permit per year.
- Student and employee parking permits must be renewed each year to ensure that Odessa College Campus Police have updated information regarding vehicle registration.
- Changes in vehicle registration or vehicle type during the year must be reported to Odessa College Campus Police.

Student Permits

Student parking permits and applications are available at the Wrangler Express Center. Students will receive a permit only after payment of tuition and fees. Students may purchase additional and/or replacement permits at the Wrangler Express Center throughout the year. The cost of an additional or replacement permit is \$4.00.

Employee Permits

Employee parking permits and applications are available at the Wrangler Express Center. Employment verification via the Wrangler Portal Employee Directory will be required prior to issuance of permit. Human Resources will verify employment for new and part-time employees.

An updated application will be required annually. Employees may purchase additional and/or replacement permits at the Wrangler Express Center throughout the year. The cost of an additional or replacement permit is \$4.00.

Continuing Education Student Permits

Continuing education students will be provided a temporary parking permit upon registration. Temporary permits and applications are available at the Continuing Education Office.

Visitor Permits

Campus visitors do not require a permit when parked in designated visitor parking. Campus visitors who plan to be on campus for a prolonged period of time, may obtain a temporary parking permit from the Odessa College Campus Police.

For your convenience, a parking permit application, additional guidelines and campus map are attached. Please complete the application and submit to HR.

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		Employee	Student	
First Name	Last Name	Circle One		ID Number
Mailing Address				
	Street	City	State	Zip
Physical Address				
	Street	City	State	Zip
Cell Phone		Home Phone		
Vehicle Information				
Make		Model		Model Year
License Plate		State	Color	
Signature			Date	
College Use Only				
Permit Number	Permit Type	Date Issued	Initial	