

## RESTRICTED RESIDENCE HALL PARKING PERMIT REQUEST FOR FIRST-YEAR STUDENTS

Student ID Number: \_\_\_\_\_

Last Name: \_\_\_\_\_

First Name: \_\_\_\_\_

MI: \_\_\_\_\_

Hall: \_\_\_\_\_

Unit/Room: \_\_\_\_\_

Email: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Room Phone: \_\_\_\_\_

A limited number of restricted residence hall parking permits are available to first-year students who live in a Purdue residence hall, Purdue Village or Hawkins Hall and meet one or more of the criteria outlined below. This permit is valid **ONLY** in the lot east of the Purdue Airport in spaces posted requiring Restricted Residence Hall permits. **Complete all fields on this form, save it, and upload the form and required documentation to the online parking portal for review.** Parking Facilities will notify you through email if your request is approved. Upon approval, you'll be able to purchase a restricted residence hall parking permit online.

### Reason(s) for your request and documentation that must be included:

- Regular Medical Visits Off-Campus** (recurring off-campus medical appointments)
  - Physician's letter stating frequency and duration of treatment/visits.
  
- Class(es) Off Campus** (does not include classes held at the Purdue Airport)
  - Current class schedule with student's name and classification.
  - Letter from instructor.
  
- Reserve/Active Military Duty** (does not include ROTC unless serving in the Reserves)
  - Letter from a direct supervisor or copy of duty schedule.
  
- Off-Campus Employment** (minimum of three (3) days per week)
  - Letter from student's employer on company letterhead stating specific work schedule.

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|--|---------------|-----------------|--|
|  |               |                 |  |
| <i>For Parking Facilities Use Only</i> |               |                 |  |
| <b>Approved</b>                        | <b>Denied</b> | <b>Recorded</b> |  |
|  |               |                 |  |