



BEGINNING WITH THE FALL SEMESTER 2017,
VCU will employ a No Car Protocol for first-year
residential students.



Rationale



Enforcement of Protocol



Automatic Exemptions



Protocol Waivers

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- Students entering their second year (i.e. third semester) at the University are eligible to register a vehicle on campus even if they have not completed enough credits to obtain

- Students wishing to register a vehicle on campus must be eligible to register a vehicle on campus and may have no completed degree credit or sophomore standing. Students who begin as freshman in the spring semester of an academic year are permitted to register a vehicle on campus for the coming fall semester.
- Pre-college credits, advanced placement credits and CLEP credits, do not change student status as a freshman or first-year college student.

Protocol Waivers

Students who can demonstrate a compelling need or who would suffer undue hardship due to this Protocol can petition for a waiver.

Waiver requests must be approved prior to bringing the vehicle to campus and in order to be eligible to purchase a parking permit. Your signature on your Waiver request verifies your understanding of the Student Code of Conduct as stated in the [VCU Student Code of Conduct](#). Falsified information may result in revoked parking privileges or judicial action.

Please allow two (2) weeks for the approval process. Petitions for approval are not automatic and are generally given only when a student's transportation circumstances cannot be accommodated by local or campus transportation services.

Requests for Waivers based on part-time employment - Approval will be granted upon successful verification of employment and schedule meeting the minimum 20 hours per week requirement. Parking & Transportation reserves the right to verify continuation of employment throughout the semester. Failure to provide updated information may result in suspension or loss of privileges. Requests should include a signed, notarized letter on company letterhead from employer stating days and hours of employment and the employer's telephone number.

Request for Waivers based on medical reasons or a disability - Approval will be granted if the student provides the appropriate documentation to establish a need for this accommodation. Accommodations based on medical issues, whether temporary or permanent, also require a letter from a licensed physician indicating the nature of the condition (impact and duration) and detailing the need for the accommodation.

Requests for Waiver based on extenuating family circumstances - Approval will be granted if the Requests for Waivers based on part-time employment - Approval will be granted upon successful verification of employment and schedule meeting the minimum 20 hours per week requirement. Parking & Transportation reserves the right to verify continuation of employment throughout the semester. Failure to provide updated information may result in suspension or loss of privileges. Requests should include a signed, notarized letter on company letterhead from employer stating days and hours of employment and the employer's telephone number.

Request for Waivers based on medical reasons or a disability - Approval will be granted if the student provides the appropriate documentation to establish a need for this accommodation. Accommodations based on medical issues, whether temporary or permanent, also require a letter from a licensed physician indicating the nature of the condition (impact and duration) and detailing the need for the accommodation.

Requests for Waiver based on extenuating family circumstances - Approval will be granted if the student provides the necessary documentation to positively prove the need.

Requests for Waiver based on University obligation or commitment - Approval will be granted if the student provides the necessary documentation from a University sponsor/coach/instructor indicating a legitimate need. This letter should explain in detail the nature of the problem, the reason(s) for the student to have ready access to their own transportation and the time-frame being projected for this need.

Requests for Waiver based on University obligation or commitment - Approval will be granted if the student provides the necessary documentation from a University sponsor/coach/instructor indicating a legitimate need. This letter should explain in detail the nature of the problem, the reason(s) for the student to have ready access to their own transportation and the time-frame being projected for this need.

FRESHMAN WAIVER REQUEST

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