



POLICY TITLE

Campus Ground Access and Maintenance Fee and Vehicle Registration

POLICY NUMBER

7-1003

Responsible Office: <i>Public Safety</i>	Effective Date: <i>03/01/2024</i>
Responsible Official: <i>Vice Chancellor of Finance and Administration</i>	Last Reviewed Date: <i>02/01/2024</i>
Policy Classification: <i>Finance</i>	Origination Date: <i>02/07/2007</i>

I. POLICY STATEMENT

Baton Rouge Community College (BRCC) provides secure, safe, and accessible campuses for students, faculty, and staff. The Campus Grounds Access and Maintenance Fee and Vehicle Registration policy purpose is to secure, keep and support physical and virtual access to campus resources and initiatives.

II. POLICY RATIONALE AND SCOPE

This policy applies to all BRCC students. The Campus Ground Access and Maintenance Fee collected will be used to secure, keep, and support physical and virtual access to campus resources and initiatives. The Baton Rouge Community College (BRCC) Police Department handles regulating vehicular traffic, parking of motor vehicles, motorized vehicles, and bicycles used on campus. All BRCC employees, students, and visitors using a motor vehicle on campus must register their vehicle with BRCC police to receive and maintain a parking permit.

III. POLICY AUDIENCE

This policy applies to all BRCC students, staff, faculty, and visitors.

IV. POLICY COMPLIANCE

Employees, students, and visitors must adhere to campus parking regulations. Failure to follow campus vehicle parking and operation regulations and/or state law will be strictly enforced and may result in fines.

V. POLICY DEFINITIONS

Student: Any student enrolled at BRCC.

Staff: Any part-time or full-time staff member employed at BRCC.

Faculty: Any part-time or full-time faculty member employed at BRCC.

Campus: Any BRCC instructional site.

Campus and Ground Access Fee: A flat fee that will be charged to every student enrolled at BRCC regardless of course modality. This fee cannot be waived.

VI. POLICY IMPLEMENTATION PROCEDURES

Employees, students, and visitors can obtain a [parking permit](#) through a secure portal issued by the BRCC Campus Police Department.

- A. The Campus Ground Access and Maintenance Fee will be assessed upon registration at \$50/per semester not to exceed \$150 per individual, per year (beginning with the Fall 2024 semester).
- B. Students must obtain a parking permit each semester.
- C. Visitor – All visitors must obtain a temporary parking permit from the BRCC Police Department located in the Bienvenue Student Center

VII. POLICY HISTORY AND REVIEW CYCLE

This policy revision supersedes its previous version. This policy is to be reviewed and revised, as needed, within three years of the effective date.

VIII. POLICY EXCEPTION

There are no exceptions to this policy.

IX. POLICY RELATED INFORMATION

BRCC Public Safety Policy 7-1001, Campus Parking Regulations
LCTCS Finance Policy 5.011, [Campus Grounds Access and Maintenance Fee](#)

X. POLICY URL

www.mybrcc.edu

XI. POLICY APPROVAL – APPOINTING AUTHORITY



Willie E. Smith, Sr., Ed.D.
Chancellor

03/01/2024

Date
Effective Date of Policy