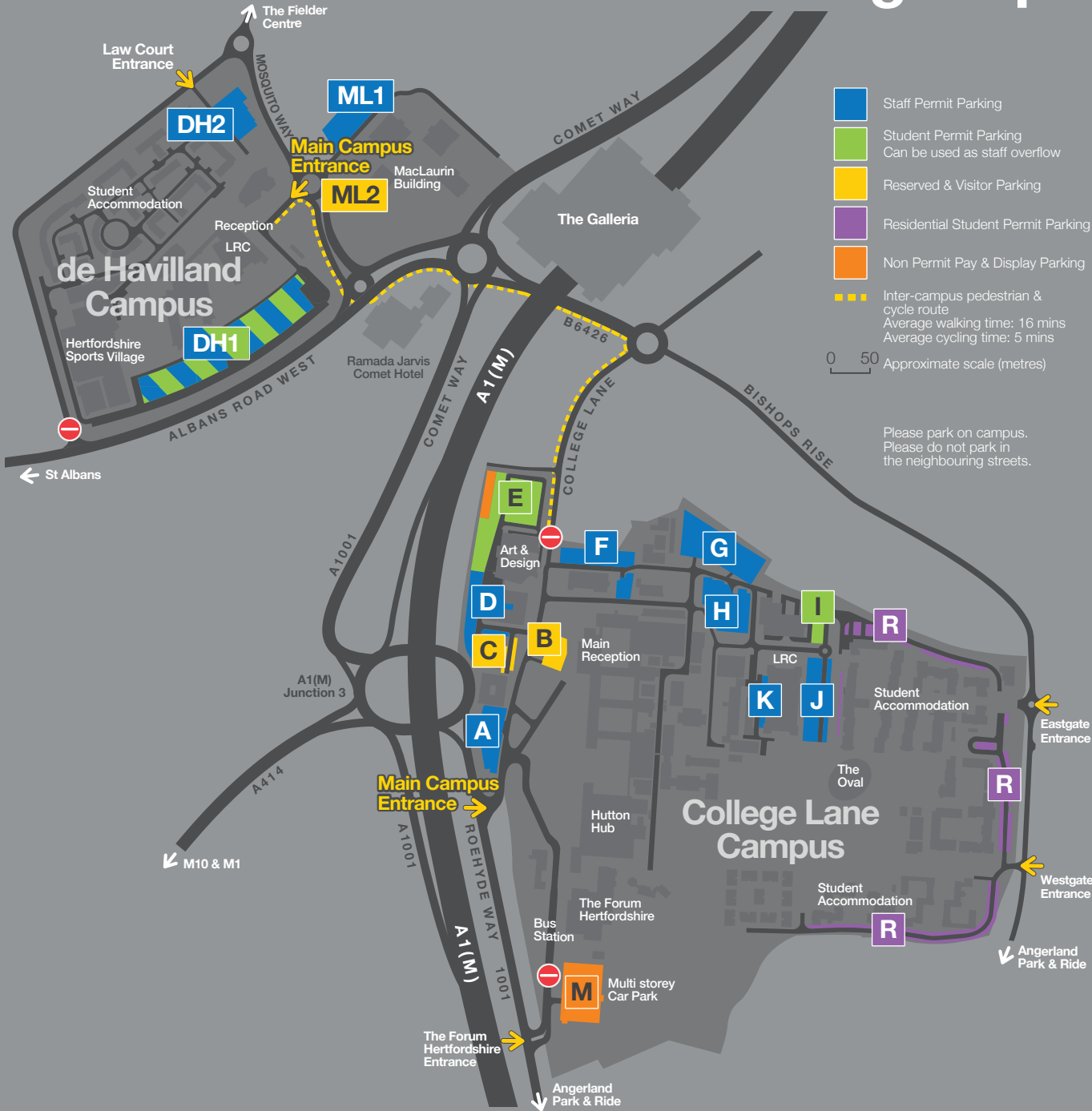


# Parking Map



**Student parking**  
for commuting students

College Lane & de Havilland

# Student parking

## Everything you need to know about parking for commuting students

Welcome to the University of Hertfordshire. You'll find our campuses are easy to get around and well served by public transport. But if you're commuting to the University by car, there are a few things you need to know.

### Where can I park?

You've got a few options:

- 1. Park and ride.** Located just off junction 2 of the A1(M) (postcode AL10 8HS), the park and ride is open to all students and staff. You won't need an e-permit but you'll have to buy a ticket for the shuttle bus, (currently £1 per day per vehicle) which stops at both College Lane and de Havilland campuses.
- 2. Park on campus without an e-permit (orange zones only).** You can park in the multi-storey car park next to the Forum without a permit. Also, some bays in car park E are available for non-permit holders.  
The following daily charges apply:  
**First 30 mins Free**  
**30 mins - 5 hours £3**  
**Over 5 hours £5**
- 3. Park on campus with an e-permit (green or orange zones only).** An on-campus e-permit is available to students who meet the criteria (See How do I get an e-permit?). If you have an e-permit, the daily charge is £3.00 per day. You can register for the scheme at [parkingpermit.herts.ac.uk](http://parkingpermit.herts.ac.uk).

Please be aware: parking is limited and we can't accept any liability for loss or damage to your vehicle or its contents while parked on site.

### Can I park on the roads around the campus?

We ask that you please don't park in the residential streets in Hatfield as it's unfair on our neighbours and some streets have permit systems in place so you could get a fine. If we receive complaints, we may have to take disciplinary action.

### How do I get an e-permit?

You have to meet one of the following criteria:

- You have a Blue Badge.
- You're a part-time student and you don't live in the Hatfield
- You're a postgraduate research student and you don't live in the Hatfield area.
- You have a child of primary school age or below or other extenuating circumstances (such as a medical condition).

### I have classes on both campuses, will an e-permit allow me to park at both?

No, an e-permit is only valid for the campus where your School of study is based. However, we have a free shuttle bus if you need to travel between the two.

### How do I register for an e-permit?

It's easy. Go to [parkingpermit.herts.ac.uk](http://parkingpermit.herts.ac.uk) and log in with your University username and password.

### When should I apply?

Once you're fully registered on your course for the current academic year.

### I need an e-permit for extenuating circumstances, what evidence do I need to provide?

If you have a child of primary school age or below, please upload a copy of your child's full birth certificate when you complete your application. This is the certificate that shows your name as a parent

If you're applying for other reasons, evidence can include:

- An authorisation form from your disability advisor.
- Doctor's / hospital letter explaining your need to park due to a medical condition.
- Formal documentation demonstrating your responsibility as a carer.

### If I have an e-permit, do I still need to pay?

Yes, unless you have a Blue Badge or authorisation from a disability advisor.

You can pay at the machines in each car park or use the RingGo service to pay by phone or online. Details are on the machines and at [www.myringgo.co.uk](http://www.myringgo.co.uk).

### Do I need an e-permit to park during evenings and weekends?

You only need an e-permit during the following times:

### College Lane Campus

Monday – Friday 08:00 – 17:30.

### de Havilland Campus and MacLaurin Building

Monday – Friday 08:00 – 19:00

You don't need a permit on bank holidays and privilege days when the University is closed.

### Can I park for free during University vacations?

Parking charges are the same during vacation and term time.

### If I have an e-permit but there are no designated bays in the student car park, where can I park?

Unfortunately, we only have limited space, so although your e-permit allows you to park on campus, it doesn't guarantee a parking space will be available. You can use the park and ride as an alternative.

### I drive a motorcycle, do I need a permit?

No, but you will need to register your motorcycle with [parking@herts.ac.uk](mailto:parking@herts.ac.uk). You can park for free as long as you're in a designated motorcycle bay. You'll find spaces in the multi-storey car park, the de Havilland main car and car parks A and H at College Lane.

### Can I have multiple vehicles on my e-permit?

Yes, you can have up to three vehicles registered. Only one can be on campus at any one time. Automatic Number Plate Recognition cameras are capable of recognising if you have more than one of your registered vehicles on campus; this may result in a Parking Charge Notice being issued.

### I have a new car, how do I change the vehicle registration details on my e-permit?

Just log in to [parkingpermit.herts.ac.uk](http://parkingpermit.herts.ac.uk) and update your details. Changes are live as soon as you click submit.

### I need to use a courtesy car / hire car, can I add this to my e-permit?

You can add a temporary vehicle at [parkingpermit.herts.ac.uk](http://parkingpermit.herts.ac.uk). It'll be valid for 21 days.

### How long is my e-permit valid for?

Unless specified your permit will be valid for the current academic year. You will need to apply again for the following academic year.

### I have more questions!

No problem. Drop us a line at [parkingpermits@herts.ac.uk](mailto:parkingpermits@herts.ac.uk) if your question relates to permits. For other questions please contact [parking@herts.ac.uk](mailto:parking@herts.ac.uk)