



CARPOOL PROGRAM REGULATIONS

CARPOOLING IS ONLY AVAILABLE AT THE SAN EIIJO CAMPUS.

A carpool consists of two or more (up to four) MCC students, staff and faculty members who commute together in the same vehicle to the San Elijo campus. Each carpool must be registered with the Admissions and Records office to be eligible for a free carpool hang tag and parking permit.

ELIGIBILITY

Any MCC student, staff, or faculty member may join if they meet the following eligibility requirements:

1. A valid MCC student, staff, or faculty photo ID card with current semester sticker.
2. Member may participate in only ONE registered carpool and only ONE semester hang tag permit is allowed per carpool.

REGISTRATION

1. Fill out a CARPOOL APPLICATION form at the Admissions and Records office.
2. All members of the same carpool must sign the form.
3. One person must be designated as the PRIMARY CARPOOLER (usually the driver and/or owner of the vehicle being used).
4. The PRIMARY CARPOOLER will be issued the following free of charge:
 - Semester hang tag
 - Semester parking permit
5. Display hang tag in vehicle. This will allow access to designated RESERVED CARPOOL spaces in the San Elijo campus parking lot (see map).

RENEWAL - Students

Students must renew in person at the Admissions and Records Office and their information validated each semester. This process occurs during the first four (4) weeks of the semester. The deadline for renewal will be posted each semester. To meet the renewal deadline, check with Campus Police or call 760-795-6640.

RENEWAL - Faculty and Staff

Faculty and staff carpools are renewed by mail three times per year (January, June and August). Failure to renew your Staff or Faculty carpool information will result in the information being dropped from the rideshare database.

CITATIONS

Violation of program regulations may result in a parking citation and inability to participate in the program. Parking citation inquiries should be directed to Campus Police at 760-795-6640.

MiraCosta College • San Elijo Campus

3333 Manchester Avenue, Cardiff, CA 92007 • (760) 944-4449



SAN ELIJO CAMPUS DIRECTORY

Administration/Student Information

Admissions and Records
Community Services
Counseling
Instructional Services
Provost, San Elijo Campus
Student Accounts

Student Center

Associate Dean of Student Services
Bookstore
Cafeteria
Health Services
Meeting Rooms
Student Activities
Student Services Office

100 ... Computer Labs
Library
Math Learning Center
Counseling
Tutoring
Writing Center

200 ... Art Studios
Classrooms
Multipurpose Room
Piano Lab

300 ... Classrooms
Faculty Offices

400 ... Classrooms
Faculty Offices
Science Labs

500 ... Classrooms
Faculty Offices
Language Lab

600 ... Classrooms
Faculty Offices

STUDENT CARPOOL APPLICATION

RESV ____ DATA ____

MCC Parking Permit #: _____ Notes: _____

Permit Holder

Last Name: _____ First: _____

Address: _____ City: _____ Zip Code: _____

Telephone: _____ E-mail: _____ ID#: _____

Make of Vehicle: _____ Model of Vehicle: _____

Vehicle License Plate #: _____ State: _____ Vehicle Color: _____ Vehicle Year: _____

I am looking for a MCC affiliate who lives in my zip code area to join our carpool: Yes: _____ No: _____

I certify that the above information is correct and that I will follow all carpool program regulations.

Signature: _____ Date: _____

OFFICE USE

OU#: SU _____ FA _____ WI _____ SP _____ PType _____ ID _____

.....
Last Name: _____ First: _____

Address: _____ City: _____ Zip Code: _____

Telephone: _____ E-mail: _____ ID#: _____

Make of Vehicle: _____ Model of Vehicle: _____

Vehicle License Plate #: _____ State: _____ Vehicle Color: _____ Vehicle Year: _____

I certify that the above information is correct and that I will follow all carpool program regulations.

Signature: _____ Date: _____

OFFICE USE

OU#: SU _____ FA _____ WI _____ SP _____ PType _____ ID _____

.....
Last Name: _____ First: _____

Address: _____ City: _____ Zip Code: _____

Telephone: _____ E-mail: _____ ID#: _____

Make of Vehicle: _____ Model of Vehicle: _____

Vehicle License Plate #: _____ State: _____ Vehicle Color: _____ Vehicle Year: _____

I certify that the above information is correct and that I will follow all carpool program regulations.

Signature: _____ Date: _____

OFFICE USE

OU#: SU _____ FA _____ WI _____ SP _____ PType _____ ID _____

.....
Last Name: _____ First: _____

Address: _____ City: _____ Zip Code: _____

Telephone: _____ E-mail: _____ ID#: _____

Make of Vehicle: _____ Model of Vehicle: _____

Vehicle License Plate #: _____ State: _____ Vehicle Color: _____ Vehicle Year: _____

I certify that the above information is correct and that I will follow all carpool program regulations.

Signature: _____ Date: _____

OFFICE USE

OU#: SU _____ FA _____ WI _____ SP _____ PType _____ ID _____

Sign-up Check List

- Commit to carpool with 2-4 MCC students, staff, or faculty.
- Fill out the CARPOOL APPLICATION form at Admissions and Records.
- Have all members in a carpool group sign the CARPOOL APPLICATION form.
- Present valid MCC picture ID (with current semester sticker) to Admissions and Records.
- Receive semester carpool hang tag and parking permit - free of charge. Display these in the vehicle when you are carpooling.

Carpool Program
Campus Police
760-795-6640