

FAQ

Why do I have to pay for parking?

The State of Wisconsin provides no tax money to the campus to construct or maintain parking facilities; therefore, a parking fee is levied to generate operating and construction funds. Currently UW-Green Bay has the lowest parking fee of all UW four-year campuses.

What is a Virtual Parking Permit?

A paperless permit that is identified by the vehicle license plate number. Every student and University employee who parks a vehicle on campus must purchase a Virtual Permit and enter license plate information into the parking system.

Who is responsible for the accuracy of the license plates in the system?

Permit holders are responsible for the accuracy of vehicle plate information. An online system is available 24/7/365 to add, update or delete vehicle plate information.

Why do I have to provide my license plate number?

UW-Green Bay has converted to a paperless virtual parking pass system. The Virtual Permit is identified by the vehicle license plate number.

Can I have more than one license plate assigned to my Virtual Parking Permit?

Yes, a permit may have more than one plate assigned, but only one of those plates is allowed on campus at the same time.

If two family members in any combination of University employee(s) or student(s) drive different cars to campus, do we both need a Virtual Permit?

Yes; a permit is required for each car on campus. The License Plate Recognition system recognizes that both of you have permits and will allow for both of these cars on campus at the same time.

What if my parent's visit campus and their plate is also on my permit?

Your parents can visit for free up to five times per semester even if they are on your permit. They do not need to get a paper pass – just park. After the fifth time, a free visitor permit is required and they need to fill out this [form](#) to have it issued to them.

Can I share my permit with others?

No, each person parking a vehicle on University property must have a permit. Permits can only be shared in a carpooling situation.

How do you enforce the parking permits if I do not have a physical decal?

Squad-mounted License Plate Recognition cameras are used to scan license plates and identify vehicles that are not in the Virtual Parking Permit system. That is why it is critical that you properly enter, add or delete your plates into the system.

Why can't a student buy a one-year pass?

The issuance of parking permits to students is an automated process. At the time students register for classes they are assessed a semester parking fee if they have a class on campus for the semester. The cost of two semesters equals that of a yearly pass.

I don't park a car on campus; how hard is it for a student to opt out?

Go to your SIS homepage and click the "opt out" of parking button. Just read the brief statement and check the "opt out" button. You are done. If you choose to opt in later, return to the SIS homepage and check the box to opt in.

As a student, how do I get a Virtual Parking Permit?

If you have signed up for a class that brings you to campus, you automatically have the Virtual Parking Permit fee assessed. The only thing you need to do is add your license plate information. Go to your SIS homepage and select add/update plates.

As an employee, how do I get a Virtual Parking Permit?

Go to your staff/employee homepage and click on the Virtual Parking logo. Add your license plates. You can either sign up for payroll deduction for a yearly pass or go to the Bursar's office to purchase a yearly or semester pass. If the period for payroll deduction is closed, you will need to go to the Bursar's office to purchase a permit.

Do we charge campus visitors to park?

Visitor parking is free but visitors do need a free Virtual Permit if they plan to be on campus more than five times per semester. We encourage visitors who plan to be on campus more than five times per semester to apply for a free permit early. Application for a free visitor permit is [here](#) or you can contact Parking to make a request.

What if I only come to campus a couple times per semester?

An unpermitted vehicle can be on campus during enforcement hours up to five times per semester – you do not need to supply license plate information or get a paper pass – just park. After the fifth time, a permit is required and plates must be added to the system. Students "opt into" parking in their SIS account and add license plates. UW personnel and others who work on campus must go to the Bursar's office to purchase a permit and enter their plates on the Faculty/Staff homepage. Visitors can fill out the application for a free visitor permit [here](#) or contact Parking to make a request.