

MPH students,

Each of you should have received the attached post card in the mail. Parking will be handled differently this year. UT is no longer issuing parking tags. They will be using a scanning device for license plates. BG, however, still issues tags. Here is what you need to know to avoid parking tickets.

The MPH parking pass will cost \$60 for the year, same as last year.

You will need to login to [myut.utoledo.edu](http://myut.utoledo.edu) to access the parking site. There is a tutorial stepping you through the process of registering for parking. You will need to know the make and model of your car as well as your license plate number.

Please select the MPH parking pass from the drop down list. For current students, you will only be able to reserve a pass. Your registration will be completed once summer grades are processed.

PLEASE NOTE: \$125 will be added to your student account for the parking pass. You are only responsible for paying \$60. The remaining \$65 should be removed once the reservation is processed. You will be sent an email once the reservation is processed.

If the \$65 is not removed by the middle of September 2011, please notify myself ([sheryl.milz@utoledo.edu](mailto:sheryl.milz@utoledo.edu)) or Mary Alderman ([mary.alderman@utoledo.edu](mailto:mary.alderman@utoledo.edu)). We will compile a list of students having difficulties.

As long as you pay the \$60 and all of your other tuition and fees, any later charges added to your account because of the \$65 will be removed.

To be able to park at BG, we will be working with BG parking services to arrange for tags. Later this week or early next week we will send out a form that must be completed to obtain a BG tag. The completed forms must be returned to Mary Alderman ([mary.alderman@utoledo.edu](mailto:mary.alderman@utoledo.edu)) ASAP. These forms will be emailed to BG, who will then enter the student into their system, and issue a parking tag. The tags will be brought to UT for you to pick up in Collier Building.

For those students taking courses on BG's campus fall semester, you must complete this form immediately so that your tag is issued quickly.

Please let me know if you have any questions.

Dr. Milz

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www.bgsu.edu/parking

### PARKING PERMIT ORDER FORM

CHOOSE ONE  BGSU ID \_\_\_\_\_  
 AFFILIATE \_\_\_\_\_

PERMIT TYPE

- A (Faculty/Staff)
- B (Resident)
- R (Commuter)
- D (Restricted)
- T (Temporary)
- Annual
- Academic
- Semester
- Other

PERMIT NUMBER \_\_\_\_\_

EXP. DATE \_\_\_\_\_

NAME \_\_\_\_\_

LAST FIRST M.I.

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

E-MAIL \_\_\_\_\_

PHONE 1 \_\_\_\_\_

PHONE 2 \_\_\_\_\_

VEHICLE 1

VEHICLE 2

MAKE YEAR MAKE YEAR

LICENSE STATE LICENSE STATE

AMOUNT METHOD OF PAYMENT

\$ \_\_\_\_\_  BILL TO BURSAR

DEPARTMENT CHARGE

CREDIT CARD

CASH/CHECK

#### DEPARTMENT BILLING INFORMATION

FUND DEPARTMENT CODE

BUDGET ADMINISTRATOR (PRINT)

BUDGET ADMINISTRATOR (SIGN)

TO THE BEST OF MY KNOWLEDGE, THIS INFORMATION IS CORRECT. THROUGH SIGNAGE, I CERTIFY THAT I AM RESPONSIBLE FOR COMPLYING WITHIN THE PARKING RULES AND REGULATIONS WHEN MY VEHICLE(S) IS ON UNIVERSITY PREMISES.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_