

CAR PARK PERMITS FREQUENTLY ASKED QUESTIONS

Question	Response
Do the arrangements apply to all University staff?	Yes
What are the car park permit options and fees?	<i>Car parking charges are shown on the UW pages for both staff and students.</i>
Are there any discounts for regular car sharers?	<i>This is not something that is in our current policy.</i>
How much will parking be for staff who are Blue Badge holders and can they use the short stay parking?	<i>Official Blue Badge holders are not required to purchase a parking permit and are welcome to use any Blue Badge parking bay. We do, however, ask that you register your vehicle details.</i>
How many vehicle registrations can I have on one permit?	<i>The system will allow you to input details for two vehicle registrations.</i>
How do I change my car details?	<i>You can change your registration details by going to the 'Parking Permit' link on the staff / student page, changing the registration number and clicking "Update Car Registration".</i>
My car is in for service/repair and I have a courtesy car for the day, what should I do?	<i>Contact the car parking team to provide vehicle details in order to avoid the issuing of a parking fine. Please use the following e-mail address: carparking@worc.ac.uk</i>
Will I be able to cancel my parking permit?	<i>You are able to cancel your permit at any time. Use the 'Cancel your permit' button. Once you cancel your parking permit, you will not be able to re-apply until August 2019.</i>
Can I get a rebate for 'unused' months when I cancel my permit?	<i>Rebates are not available for permits that are purchased through the 'one off' payment option.</i>
What options do I have if my office is based on St Johns but I teach on another campus?	<i>A full parking permit is valid on all campuses.</i>
Is there a pro rata reduction in charges for part time staff?	<i>This is not possible with the current system.</i>
Do I have the option to pay monthly if I am obtaining a semester only permit?	<i>Semester permits are only available through single payment in full at time of application.</i>
If I purchase an annual permit later than August, using the 'one off' payment option will it be valid for 12 months.	<i>No – all permits expire on 31 July 2019, regardless of date of purchase. You can explore whether a Semester permit option suits you better or use pay and display (£.3.50 per day)</i>
What if I am not on campus until September and my old permit has expired.	<i>You can apply on line prior to September and collect your permit on your first day on campus (collection details below).</i>
Do the letters on the permit define where I can park?	<i>No – the letters on permits relate to the type of permit purchased. Eg: A = staff annual permit</i>
What do I do if my car park permit is lost?	<i>Please use the following e-mail address to notify any loss of parking permit: carparking@worc.ac.uk. An administration fee for replacement parking permit may apply.</i>
Where do I collect my car park permit?	<i>Once you have completed your online application, you will receive an automated e-mail with collection location options. You must bring your staff card with you for identification and you may not collect permits on behalf of another staff member.</i>