

## Parking: Schools of Nursing

Students and faculty are required to park in Employee Parking as defined in the Administrative Policy **Parking** (revised 12-06). Vehicles must have a Parking Decal displayed on the driver's side of the back window, near the bottom corner. These parking decals are the property of Adventist Medical Center and shall be returned to Human Resources at the conclusion of the clinical rotation.

Process for Obtaining Parking Permit:

- ❑ Students obtain a Vehicle Registration Card from Clinical Instructor. Clinical Instructors can obtain these cards from Human Resources or Staff Education on the hospital's Lower Level.
- ❑ Students complete Registration Cards
  - Under **Department**, write the name of your school
  - Beside **Today's Date**, write the date of your last clinical day
- ❑ Take completed Registration Card to Human Resources and obtain Parking Decal.
- ❑ Affix decal in car window as described above.
- ❑ Return decal to Human Resources at completion of clinical rotation.