

# MICHIGAN STATE UNIVERSITY

DATE: May 18, 2016

TO: MSU – College of Human Medicine Students in Grand Rapids

FROM: Sheila Morgan, CHM West Director of Operations

SUBJECT: 2016-17 MSU Student Parking Registration for MSU Owned Properties

The arrival of summer coincides with parking registration renewal for the next fiscal year, July 1, 2016 – June 30, 2017. Individuals currently registered for MSU owned/leased spaces or those desiring to park in MSU spaces **MUST register** for parking for the next fiscal year. Parking renewal will be open starting June 15 through June 30, 2016 and will continue on a first-come, first-served basis. **Failure to renew parking registration by June 30<sup>th</sup> 2016 will result in revocation of the parking privilege.**

Owned or leased properties include Secchia Center garage parking and the lot at College and Michigan Street. **Vehicles operated or parked on MSU owned or leased property must be registered with the College and parked according to the privileges granted.** The CHM Parking Policy is on the CHM website and may be accessed at: <http://chm.msu.edu/STUDENTS/Students.htm>. Please review it carefully.

Parking registration for the College of Human Medicine Students who wish to park in MSU owned/leased parking in Grand Rapids is available through the on-line parking registration process.

In addition to MSU owned/leased spaces, a variety of parking options and price points are available for students in Grand Rapids. Please review the information below carefully before making your selection.



## **MSU OWNED OR LEASED PARKING OPTIONS**

### **MSU parking beneath the Secchia Center**

- Covered parking located in the parking garage below Secchia Center
- 115 spaces are offered to faculty, staff and students
- Cost from July 1, 2016 through June 30, 2017 is \$135 per month.
- There is a one-time, non-refundable, cost of \$25 to purchase the AVI module to trigger the gates.

### **MSU parking at College and Michigan Streets**

- Uncovered parking lot
- Approximately a 15 minute walk from the Secchia Center
- 70 spaces offered to faculty, staff, students and the public
- Cost from July 1, 2016 through June 30, 2017 is \$45 per month

### **Secchia Evening/Weekend Parking Permit**

- Covered parking located in the parking garage below Secchia Center
- Allows evening and weekend parking ONLY in the parking garage below Secchia Center
- Allowed between 6PM - 6AM Monday-Thursday evenings, and weekends from 6PM Friday until 6AM Monday
- Cost from July 1, 2016 through June 30, 2017 is \$36 per month
- One-time, non-refundable, cost of \$25 to purchase the AVI module to trigger the gates

**Carpool Option:**

All CHM parking options may be set up as a car pool for up to four participants. One person must be the primary registrant and pay for all carpool participants. Vehicle information must be provided for each carpool participant prior to distribution of the permits.

**Registration for MSU Parking at Secchia Center or College and Michigan:**

- To register for any of the above options, please click on the following link:  
[https://commerce.cashnet.com/msu\\_3573](https://commerce.cashnet.com/msu_3573)
- Click on "Register" to create a screen name and password and complete account registration
- Click on "Browse Catalog"
- Click on "MSU CHM Student Parking Registration"
- Select the desired parking option
- Follow directions to complete and submit the appropriate online registration.
- Payment may be made online via credit card or electronic funds transfer from your bank account.

*Note: When completing the registration form you will have the option to have your parking permit mailed to you. If you choose "no", please pick your permit up from the CHM Dean's Office Receptionist located at Secchia Center, Suite 450 between 8AM and 5PM. Please allow 2-3 full business days to process registration prior to picking up permits.*

**Questions regarding MSU Owned or Leased parking should be directed to:**

[CHMGRParking@chm.msu.edu](mailto:CHMGRParking@chm.msu.edu) or [Kathy Ransom, Parking Manager at kathy.ransom@hc.msu.edu](mailto:Kathy Ransom, Parking Manager at kathy.ransom@hc.msu.edu)

**Bicycle Registration:**

REMINDER: Any bicycle parked at Secchia Center must be registered. Registration is free and may be accomplished going to the following link: [https://commerce.cashnet.com/msu\\_3573](https://commerce.cashnet.com/msu_3573) Click on Grand Rapids Parking; Bicycle Registration. Once you have registered a small permit will be mailed to you to place on your bike.

**NON- MSU OWNED/LEASED OPTIONS**

**Immanuel Lutheran Church**

- Located directly west of Van Andel Institute, and across Michigan Street from Secchia Center
- Limited number of parking spaces on the south (back) side of the church
- Cost is \$80/month
- Payment would be directly to the church
- Payroll deduction is not available for this option
- Contact at (616) 454-3655 or via email at [office@immanuelgr.org](mailto:office@immanuelgr.org)

**City of Grand Rapids**

- A wide spectrum of cost effective parking options are operated by the City of Grand Rapids including city owned parking lots, DASH (Downtown Area Shuttle) Lots and parking meters
- For more information, refer to: <http://grcity.us/enterprise-services/Parking-Services>
- Payment for City of Grand Rapids parking options would be made directly to the city
- Payroll deduction is not available for this option

**Ellis Parking on Ottawa**

- Located off of Ottawa Ave. just south of Michigan Street
- Limited number of parking spaces
- Payroll deduction is not available for this option
- Contact Debby Nyenhuis at 616-458-1179 or via email at [dnyenhuis@ellisparking.com](mailto:dnyenhuis@ellisparking.com)