

Frequently Asked Parking Questions

Parking Permit FAQ

1. **Who is eligible for a Guaranteed King's Parking Permit?**
 - a. Students currently residing in King's residence
 - b. Students currently residing outside of London city or transit limits
 - c. The place you reside as a student (September to April) must meet these requirements to meet priority.
2. **When can I purchase a King's Guaranteed Parking Permit?**
 - a. Parking pass applications will open on July 2nd at 9:00am. If you meet the eligibility requirements to purchase a pass, Student Financial Services will contact you with more information.
 - b. If you do not meet the priority criteria, you will be sorted into a lottery system. These applications will be reviewed after August 15th and students will be contacted if any spots are available.
3. **I completed my application. Does this mean I have a King's Guaranteed Parking Permit?**
 - a. If you applied and were approved for parking when applications opened in July, you will have 2 weeks from the date Student Financial Services notifies you of your approval to secure your parking permit.
 - b. If payment is not received within 2 weeks, the permit approval will be rescinded and the opportunity will be given to another student. At this time, you will not have a parking permit and you will be required to add your name to the waitlist.
 - c. Any students who did not meet the priority criteria and submitted an application will be sorted into a lottery system. These applications will be reviewed after August 15th. If approved, students will have 2 weeks to pay for their parking permit once the approval email is sent. If payment is not received within 2 weeks, your application will be marked as abandoned and the permit will be offered to the next person on the list.
4. **How much is a King's Guaranteed Parking Permit?**
 - a. **P2 (Wemple East Lot) & P5 (Meadowdown):** \$1,003.54 (HST included). Students parking in P2 must also pay a **\$100 deposit** for a transponder.
 - b. **P9 (King's Commons) & P10 (King's House):** \$947.79 (HST included). Students parking in P9 must also pay a **\$100 deposit** for a transponder.
 - c. The deposit is refundable upon the return of the transponder to Student Financial Services. If you already have a transponder, you do not have to pay for the deposit again.
5. **How can I pay for my parking permit?**
 - a. Once your application has been approved, you can pay for your permit the same way you pay your tuition fees. Please review our Payment Methods [HERE](#).
6. **Who can purchase a King's Guaranteed Parking Permit?**
 - a. At this time, we are only accepting parking applications for registered King's University College students or students residing in King's residence.
7. **I have multiple vehicles. How do I register my vehicle?**
 - a. You are only permitted to have one vehicle/license plate. King's Parking will be entering this information into the HONK system, which only permits one license plate per permit.

- b. If there are any changes to your vehicle/license plate, please contact Student Financial Services within 3-5 business days so we can update our systems.
 - c. King's parking lots will be monitored by Western Parking Enforcement and they will refer to the information in the HONK system. If your vehicle/license plate does not match, you will be issued a Western parking ticket.
- 8. Can I share my King's Guaranteed Parking Permit?**
 - a. No. The permit holder is the only person with any rights to parking and bears all responsibility for the vehicle/license plate registered with the permit while parked on King's property.
 - b. You cannot share your parking permit with another student or friend. If you are found sharing your permit, your permit will be terminated and no refund will be issued.
- 9. My brother/sister/friend received a King's Guaranteed Parking Permit but I didn't. Why?**
 - a. Applications are reviewed in date order and if the student meets our priority criteria. There is no guarantee that a student will be approved for a permit by submitting an application.
- 10. I got a King's Guaranteed Parking Permit, but I no longer require it. Can I get a refund?**
 - a. Permit holders may request a refund for any full-month(s) remaining on their permit through Student Financial Services. Please send this request from your UWO email.
 - b. The request must be made before the 1st of the month to receive a refund for any full-month(s) remaining.
 - c. Permit refunds can be issued to students up until February 1st of each academic year. The return of all permit material must be returned in order for the refund to be accepted on a pro-rated basis for the remaining full months of the parking year.
 - d. Once the refund is requested and processed, guaranteed parking privileges are no longer valid.
- 11. I would like to inquire about a parking accommodation due to my disability. Who can I contact?**
 - a. Please contact [Accessibility Services](#) to speak with an Accessibility Counsellor at ACSD@kings.uwo.ca or call 519-930-4640.

Vehicle Information FAQ

- 1. I need to change my license plate. How can I do that?**
 - a. Please contact Student Financial Services at studentfinance@kings.uwo.ca as soon as possible. This information will need to be updated in the HONK system and there may be a delay (up to 3-5 business days). To avoid a parking ticket, we recommend you provide us with this information in advance of the change.
- 2. How do you know if my registered vehicle is parked in the lot?**
 - a. Student Financial Services will be providing your vehicle/license plate information to Parking at King's. This information will be entered into the HONK system.
 - b. Western Parking Enforcement will be patrolling King's parking lots. If your vehicle/license plate does not match the information in the HONK system, a [Western parking ticket](#) will be issued.

Parking Lot FAQ

1. **I have a King's Guaranteed Parking Permit. What lot can I park in?**
 - a. Once you have received confirmation that your application has been approved and payment has been received, Student Financial Services will assign you to a lot. This information will be provided to you in the email you receive.
 - b. **Residence Students:** P5 (Meadowdown) and P9 (King's Commons)
 - c. **Off-Campus Students:** P2 (Wemple East Lot), P10 (King's House). Limited spaces will be available to off-campus students in P5 (Meadowdown) and P9 (King's Commons) if there are spots remaining.
 - d. A map of the King's parking lots can be found [HERE](#).
2. **I have a King's Guaranteed Parking Permit, but my lot is full. What do I do?**
 - a. Please contact Security and someone will assist you in finding a spot in a non-HONK lot.
3. **Can I park on campus even if I don't have a parking permit?**
 - a. Students and visitors of King's are permitted to park in the following lots:
 - i. **P1 Wemple Hall:** Pay-per-use parking after 4:00pm (\$5/entry)
 - ii. **P2 Wemple East Lot:** Pay-per-use parking after 4:00pm (\$5/entry)
 - iii. **P3 Library:** Pay-per-use parking via HONK (\$2/hr + HONK transaction fee)
 - iv. **P6 Broughdale Hall:** Pay-per-use parking via HONK (\$2/hr + HONK transaction fee)
 - v. **P7 St. Thomas Aquinas House:** Pay-per-use parking via HONK (\$1.75/hr + HONK transaction fee)
 - vi. **Guests and Special Events:** Please contact parking@kings.uwo.ca to arrange parking accommodations. For guest parking, please contact Conference Services for assistance.
 - b. Paying for a parking session on HONK before you park on campus does not guarantee that a space will be available in the selected HONK zone. We recommend you find a spot, park, and then pay. No refunds will be issued to those who pay first and are unable to find a spot.
4. **I can't find a spot to park/all lots are full. What do I do?**
 - a. Parking on our campus is very limited. We recommend that you plan your visit to campus and give yourself enough time to find parking. There is 2-hour free street parking available on Waterloo St. and Epworth Ave if you are unable to find a space in a lot.
 - b. Additionally, we encourage students living in London with a [bus pass](#) to use it when they can. It is included in your tuition fees (full-time only) and can be used year-round (September to August). Although there is not an LTC stop on our campus, a shuttle bus can bring you directly to King's. More information can be found [HERE](#).

Parking Ticket FAQ

1. **I received a parking ticket. What do I do now?**
 - a. Most of our parking tickets are managed by Western Parking Enforcement. It is your responsibility to pay for or appeal the ticket by following the instructions on the back.
 - i. When you receive a Western ticket, even if you believe it to be in error, you must appeal it using the information on the back of the ticket within the time limit.
 - b. If you received a King's parking ticket, please visit Student Financial Services to pay.

- c. If you received a City of London parking ticket (parking on Waterloo or surrounding city streets), you will have to contact the City of London or follow the instructions located on the back of the ticket.

2. I have a King's Guaranteed Parking Permit. Why did I receive a parking ticket?

- a. Please ensure that you are parking in the lot you were assigned to. If you park in a lot your vehicle/license plate is not registered in, you will receive a Western parking ticket.
- b. Any fines received for parking illegally will be your responsibility. Please follow the instructions on the back of the ticket for information on how to pay or appeal the ticket.
- c. Be sure to update Student Financial Services within 3-5 business days of any changes to your vehicle/license plate before arriving on campus.