WHERE CAN I PURCHASE A PERMIT?
All student permits must be purchased online via WebAdvisor under Academic Profile.

WHEN WILL I RECEIVE MY PERMIT IN THE MAIL?
Mailing time varies between 1-4 weeks depending on your location. After you purchase your permit online, it will give you the option to print a one-time 10-day temporary permit which allows time for your original permit to arrive in the mail to you. If you do not receive your original permit in the mail by the time your temporary permit is about to expire, please contact Parking Services at (619) 216-6611.

WHAT IF I DON’T RECEIVE MY PERMIT IN THE MAIL AFTER FOUR (4) WEEKS?
If you still have not received your permit in the mail after four (4) weeks from the time you ordered it online, please contact Parking Services at (619) 216-6611.

WHERE EXACTLY CAN STUDENTS PARK ON CAMPUS?
Students are permitted to park in white-lined student spaces only. Student lots are located in Lots B, C, D, E, F, G, I, J, L, M, N, O, and T. Yellow-lined spaces are reserved for staff only. (*If parking in Lot J, please see Lot J map enclosed for lot breakdown)

I’M AN SWC STUDENT WITH AN SWC STUDENT PARKING PERMIT, BUT I’M ALSO TAKING A CLASS AT THE HEALTH FIRST FITNESS CLUB (HFFC). CAN I PARK IN ORANGE-LINED HFFC MEMBER PARKING SPACES?
Unfortunately, no. Only HFFC Member parking permits will be honored in designated Lot J HFFC Member parking spaces. Student permits differ from HFFC Member permits which must be purchased separately and are not sold to students. (Please see Lot J map enclosed for lot breakdown)

IF I GET A CITATION, CAN I APPEAL IT?
The first step of an Administrative Review (Appeal) is to determine if the citation was validly issued. Before you begin your appeal, please answer the following:

1) Is the information on the citation accurate?
2) Did the driver comply with SWC’s Parking Policies and Regulations? (Found at www.swccd.edu/parking)
3) Were there mitigating circumstances that prevented the driver from complying with the parking policies and regulations, and if so, did the driver take reasonable and timely steps to avoid the violation?

If the answers to questions number 2 and 3 are “no”, there is little choice but to uphold the citation. The citation will not be voided.

If the answers to questions number 2 and 3 are “yes”, please proceed with the appeal process by picking up an appeal form at the College Police Dept. (Room 105D) or on the Parking webpage within 21 days from the date of the citation. Go to www.swccd.edu/parking, click on To Appeal a Citation. Citing officers take photos of each violation which are seen by the reviewing Sergeant to assist in determining the outcome of your appeal.

WE HEAR YOU!
Southwestern College Police Parking Services has been researching new options to make it easier for students and visitors to obtain parking permits on our campus. Some of these options include license plate readers and mobile apps such as ParkMobile© which will eliminate the need for physical permits altogether. Such new services would be a huge change for the college and will take time and the proper approval to implement. In the meantime, we appreciate your patience as we look into these new services to determine what is the most cost-effective, user-friendly, and beneficial for our students, staff, and the community.

CONTACT US: SWC Police Department | Parking Services
900 Otay Lakes Road, Room 105D, Chula Vista, CA 91910
(619) 216-6611 | swcparking@swccd.edu
You must have a valid red and white HFFC Member parking permit to park in HFFC Member parking. Student permits greatly differ from the HFFC Member permits and HFFC Member permits are not sold to students.

- **FOR HFFC MEMBER PERMIT INFO:** Please contact the HFFC General Manager at (619) 482-6327 or brian.cameron@teamexos.com
- **FOR SWC STUDENT PERMIT OR PARKING INFO:** Please contact SWC Parking Services at (619) 216-6611 or swcparking@swccd.edu
- **TO APPEAL A CITATION:** Please visit www.swccd.edu, type in “Citation appeal” in the upper right-hand corner search box and click on the first link.