

Carpool Policy

1. All carpool participants must be Mount Royal students or employees. Each carpool must consist of 2 or more participants.
2. Each carpool must be registered in the program by completing a carpool registration form, available online at www.mtroyal.ca/transportation, or from the Parking Office (EA1016). For annual carpool permits, a new carpool registration form must be completed each year. For semester carpool permits, a new form must be completed each semester.
3. Carpool participants must arrive on campus together, in one vehicle, at the designated carpool priority parking stalls, and exit the vehicle together.
4. Designated carpool priority stalls are located at the front of Open Lots 6 and on levels P1 and P2 in the East Gate Parkade. Carpool stalls are reserved 24-hours daily. Mount Royal reserves the right to relocate carpool priority parking stalls at any time.
5. Carpool priority parking stalls will be monitored for arrivals to ensure the integrity of the program. All carpoolers must park in designated carpool priority parking stalls.
6. A valid carpool parking permit must be displayed on the rear view mirror. Only one permit per carpool is issued. Each carpool member may register up to two vehicles.
7. Possession of a carpool permit does not guarantee a parking spot; it gives the holder(s) priority access to the allocated carpool stalls only during the hours specified above.
8. The Parking Office must be notified immediately of any change in the status of a carpool. If a carpool member drops out, the remaining person(s) have 30 days to recruit a new member. If a new member is not found, the carpool is disbanded. Remaining members may form a new carpool by re-registering at the Parking Office.
9. If a carpool member arrives alone due to unforeseen circumstances, or in case of a forgotten carpool permit, the vehicle must be parked in Open Lot 6. Parking Services must be informed by calling 403.440.6914.
10. Any vehicle observed in non-compliance with carpool policy will be subject to ticketing and/or towing. Abuse of the program, or providing false information may result in loss of all permit parking privileges at Mount Royal.
11. All carpoolers are automatically eligible for the Guaranteed Ride Home program. Information on this program is available online at www.mtroyal.ca/transportation.
12. Carpool parking fees are based on current fiscal full-year rates but may be subject to change at any time. The cost is shared by all members of the carpool.
13. Participants may be a member of one carpool only, unless there are unique or extenuating circumstances.