|  |  |
| --- | --- |
|  | Student Car Parking Application Form |

Students who wish to apply for a DMU Disabled / Assessed Needs permit should complete this form.

## Eligibility to Apply

DMU Disabled permits are available for students with a Local Authority Blue Badge, only.

Assessed Needs permits are available for students who do not meet the eligibility criteria for a Local Authority Blue Badge, but who, for medical reasons, require access to parking close to their place of study. Only students who satisfy the following criterion are eligible to apply for an Assessed Needs permit:

To be eligible, the applicant must have a medical condition which restricts mobility, meaning that the applicant’s mobility is restricted to short distances (e.g. less than 100 metres), and therefore requires access to a parking space as near as possible to their workplace or building. This could also include a medical condition or health impediment whereby the applicant cannot use public transport, park elsewhere and / or travel from other university or private car parks to reach their workplace or building. Students with pregnancy related medical conditions outside of the third trimester must evidence the medical condition associated with their pregnancy in line with the definition above.

# Section 1. Applicant Details

|  |  |  |  |
| --- | --- | --- | --- |
| Student number |  | | |
| Title |  | | |
| Forename |  | | |
| Surname |  | | |
| Faculty |  | | |
| Course |  | End date |  |
| Email address |  | | |
| Home address |  | | |
| Postcode |  | | |
| Mobile number |  | | |

# Section 2. Permit Details

|  |  |
| --- | --- |
| **Please select the type of permit you wish to apply for:** | |
|  | DMU Disabled permit (Blue Badge Holders only) |
|  | DMU Assessed Needs permit |

# Section 3. Vehicle Details

Please provide details of the vehicles you wish to register to display this permit. A maximum of four vehicles can be applied for.

|  |  |  |
| --- | --- | --- |
| **Vehicle 1** | Registration |  |
|  | Make & Model |  |
| **Vehicle 2** | Registration |  |
|  | Make & Model |  |
| **Vehicle 3** | Registration |  |
|  | Make & Model |  |
| **Vehicle 4** | Registration |  |
|  | Make & Model |  |

# Section 4. Declaration

By applying for a car park permit you confirm acceptance to comply with the Vehicle Parking and Cycling Policy and declare that the information provided in this application is true and accurate.

|  |  |  |  |
| --- | --- | --- | --- |
|  | I understand that a parking space is not guaranteed. | | |
|  | I agree to clearly display the car parking permit whilst on campus. | | |
|  | I have read and agree to comply with the 'DMU Vehicle Parking and Cycle Policy'. | | |
|  | I confirm that I will surrender my permit if I no longer require it. | | |
| **Date** |  | **Signed** |  |

# Next Steps

On completion of this form you will be required to book an Assessed Needs / Disabled Parking Appointment where your needs will be assessed by a member of DMU’s Disability Services support staff. Assessed Needs / Disabled Parking Appointments must only be booked via MyGateway. Assessed Needs Disabled Parking Appointments run Monday to Friday 11am - 4pm. **For your application appointment please bring evidence that you are insured to drive the vehicle. Additionally, for a DMU Disabled permit, please also take your Local Authority Blue Badge with you, for verification**.

Once approved, please return this form to the Estates Services Building Reception to collect your permit.

# Office Use Only

## Memorandum

## To be completed by De Montfort University Disability Services, only:

I have assessed the applicant and have found that their condition meets the eligibility criteria for a permit, as set out in the Vehicle Parking and Cycle Policy.

|  |  |  |
| --- | --- | --- |
|  | Application approved. | |
| Start date:       End date: | | |
| Name of Assessor: | | |
| Date: | | Signature of Assessor: |