

# Campus Directory

## Main Number (650) 574-6161

Department/Office	Phone	Bldg-Room
Admissions & Records	574-6165	10-360
ASCSM (Student Government)	574-6141	12-213
Assessment Services	574-6175	10-370
Bookstore	574-6367	10-202
CalWORKS	574-6155	10-112
Career Services	574-6116	10-340
Cashier's Office	574-6412	10-360
Child Development Center	574-6279	Bldg. 33
Community Education	574-6149	1-115
Community Relations & Marketing	574-6231	10-462
Cosmetology	574-6361	5-251
Counseling Services	574-6400	10-340
Dental Assisting	574-6212	5-329
Disability Resource Center (DRC)	574-6438	10-120
Distance Education	574-6271	18-206e
EOPS/CARE	574-6154	10-110
Facilities Rental	574-6220	10-439
Financial Aid/Scholarships	574-6146	10-360
Fax (Financial Aid)	574-6304	
Food Pantry	574-6396	1-147
Health Services	574-6396	1-147
High School Enrollment Programs	574-6646	10-462
International Education Program	574-6525	10-393
KCSM	574-6586	Bldg. 9
Learning Center	574-6570	10-220
Library	574-6100	Bldg. 9
Lost & Found	574-6415	1-100
Middle College	574-6101	12-206
Multicultural & DREAM Center	574-6120	10-180
OnTRAC Scholars	378-7329	10-340B
Parking	574-6415	1-100
Planetarium	574-6256	36-100
Personal Counseling & Wellness Services	574-6396	1-147
Project Change	574-6173	10-453
Promise Scholars Program	574-6384/6146	10-437
<b>Public Safety</b>	<b>738-7000</b>	<b>1-100</b>
San Mateo Athletic Club	378-7373	5 <sup>th</sup> floor
SparkPoint	378-7275	1-155
Student Life and Leadership	574-6141	12-211
Swimming Pool	574-6461	
Theatre	574-6191	Bldg. 3
Event Info Line	378-7218	
Outgoing Transcript Information	358-6858	10-360
Transcripts		
Outgoing Information	358-6858	10-360
Evaluation Services	574-6234	10-310
Transfer Services	358-6839	10-340
Veterans Resource Center	574-6625	16-150
Wellness Center	574-6396	1-147

## Academic Divisions

For a full listing of instructional programs within each division, visit [collegeofsanmateo.edu/divisionoffices](http://collegeofsanmateo.edu/divisionoffices).

Academic Support &		
Learning Technologies Division	574-6496	10-411
Business & Technology Division	574-6228	19-113
Creative Arts & Social Science Division	574-6494	10-413
Kinesiology, Athletics & Dance Division	574-6461	5-343
Language Arts Division	574-6314	15-168
Math & Science Division	574-6268	36-311

# Parking Regulations

## Parking Permit Requirements

All persons driving motor vehicles (except motorcycles) on to campus and utilizing the parking facilities during regular class hours (Monday-Friday, 7 am–10 pm), including final examinations, are required to obtain and display a parking permit on their vehicle. A parking permit is not required for students riding motorcycles and parking must be in designated Motorcycle Parking in Marie Curie Lot 5. Student parking permits are available for \$54 each for the fall and spring semesters (Fall/Spring Permit \$98) and \$27 for the summer session. Parking permits for students with California College Promise Grant (CCPG) waivers are \$30 per semester (fall or spring) and \$25 for the summer session.

## Lost or Stolen Parking Permits

If a permit is lost or stolen, replacements are available at full price.

## Purchasing Parking Permits

Students may purchase parking permits only online using WebSMART. Permits may be ordered and paid for online and mailed to the student's residence. Students may also order a permit online from computers located on the third floor of Building 10 (Admissions and Records Office and Cashier's Office) and then pay for the permit and pick it up in the Cashier's counter. Temporary parking permits are available online after purchasing a permit. Please follow online instructions on how to obtain your temporary parking permit while awaiting delivery of permit in the mail. Parking permit fees are nonrefundable unless an action of the College (i.e. cancellation of all of the student's classes) prevents the student from attending. Lost or stolen parking permits are nonrefundable.

## Displaying Student Parking Permits

Permits must be displayed in the vehicle with the number visible from the exterior of the vehicle. They may be either affixed on the inside lower left of the windshield (above the steering wheel) or affixed to a plastic hanger suspended from the inside rear view mirror. Plastic permit hangers may be obtained from the Bookstore for \$1 plus tax. Permits may be used on multiple vehicles.

Vehicles with improperly displayed permits will be subject to citation. It is the permit holder's responsibility to properly display the permit in the vehicle and to notify CSM's Department of Public Safety promptly if the permit is lost or stolen.

Daily parking permits are available for purchase for \$3 each from permit dispensers in Hillsdale Lot 1B, Beethoven Lots 2A and 2E, Galileo Lot 6B, and Stadium Lot 11. Daily permits are valid in all lots where, and when, students are authorized to park. These permits must be displayed face-up on the dashboard.

Semester parking permits and daily parking permits are valid on all three campuses of the District (College of San Mateo, Skyline College and Cañada College).

A grace period allowing for the purchase of permits will be in effect during the first two weeks of the spring and fall semesters and the first week of the summer session in **student lots only**. **Citations will be issued beginning on Monday, June 17, 2019 for students parking without a valid permit.** All staff parking lots are strictly enforced. The grace period pertains only to student permits with all other parking regulations enforced at all times in all parking lots and roadways.

## Disabled Parking

Blue Handicapped parking spaces have been provided in Lots 2, 3, 4, 5, 6, 8, 11 and 12 (see Campus Map). A vehicle must have and display a valid California State Disabled Person Placard (issued by DMV) to

park. Disability parking spaces are regulated under California Vehicle Code Section 22511.5 Disabled Parking Authorized Parking Zones. No student, staff, daily, patron or visitor parking permit required when displaying a valid CA DP placard.

## Visitor Parking

Visitors to campus may park free for the first 40 minutes in visitor parking areas in Marie Curie Lot 5, Forum Lot 8, and Olympian Lot 12. Visitors must purchase a daily permit (\$3 per day) for time beyond 40 minutes at the permit machines located in the lots. These permits must be displayed face-up on the dashboard. No student parking is allowed in visitor lots.

Visitors may also park in a student lot after purchasing and displaying a \$3 daily permit. Parking permit machines are located in Hillsdale Lot 1B, Beethoven Lots 2A and 2E and Stadium Lot 11. For the location of the parking lots please see a campus map. No visitor parking permit required when displaying a valid CA DP placard.

## San Mateo Athletic Club Parking

Special parking permits issued by the San Mateo Athletic Club (SMAC) are required at all times for parking in designated areas in Beethoven lot 2 (SMAC Patron parking has a 3 hour limit). All other permits are not valid. For more information, call 378-7373 or visit [smccd.edu/sanmateoathleticclub](http://smccd.edu/sanmateoathleticclub).

## Electric Vehicle Charging Stations

Parking in the EV charging stations is limited solely to electric vehicles that are actively charging with a maximum time limit of 4 hours per vehicle. (No parking permit is needed as long as the above conditions are met.)

Any vehicle parked in an EV space and is not an electric vehicle, not charging, or is left past the 4-hour maximum limit will be subject to a citation. Fees are assessed for vehicles plugged-in over four (4) hours. Visit [smccd.edu/sustainability/electricvehiclecharging.php](http://smccd.edu/sustainability/electricvehiclecharging.php).

## Traffic and Parking Regulations

The speed limit on the campus is 15 mph.

Parking is permitted only on blacktop surfaces in specifically marked parking spaces. Parking on unpaved areas, in roadways, in crosshatched areas, in marked end zones, in areas posted as no parking zones or in any unauthorized area is prohibited. Vehicles backed into diagonal parking spaces can create a hazard when exiting and will be subject to citation.

No student parking is permitted in the designated "Employee of the Month" parking spaces. These spots are reserved for authorized staff only and unauthorized vehicles may be ticketed.

Driving or parking within the inner campus is prohibited.

The campus is open daily from 7 am to 10 pm.

Stopped or standing vehicles on sidewalks, roadways or restricted areas will be subject to citation.

## Skateboards and Bicycles

The riding of skateboards on campus is prohibited by SMCCCD regulations. Bicycles may be operated on campus. The California Vehicle Code prohibits the operation of bicycles on sidewalks.

## Public Transit

SamTrans operates three bus routes to the college: Route 250 (San Mateo downtown and Caltrain), Route 260 (San Carlos Caltrain, Redwood Shores & Belmont) and Route 294 (Half Moon Bay). All buses have wheelchair lifts and accommodate two to four bikes. Route 250 provides weekday service until 10:25 p.m. Routing information is available by calling 1-800-660-4BUS or visiting [samtrans.com](http://samtrans.com) and [caltrain.com](http://caltrain.com). Printed schedules and maps are also available at the Center for Student Life and Leadership Development in Building 12, Room 211.