



# Campus Directory

## Main Number (650) 574-6161

Department/Office	Phone	Bldg-Room
Admissions & Records	574-6165	10-360
ASCSM (Student Government)	574-6141	17-112
Assessment/Placement Testing	574-6175	10-370
Bookstore	574-6366	10-202
CalWORKS	574-6155	10-120K
Career Services	574-6116	10-340
Cashier's Office	574-6412	10-360
Child Development Center	574-6279	Bldg. 33
Community Education	574-6149	DO-217
Community Relations & Marketing	574-6231	10-462
Cosmetology	574-6361	5-251
Counseling Center	574-6400	10-340
Dental Assisting	574-6212	5-329
Disabled Students Programs and Services (DSPS)	574-6438	10-120
Distance Education	574-6271	10-437
EOPS/CARE	574-6154	10-110
Facilities Rental	574-6220	10-439
Financial Aid/Scholarships	574-6146	10-360
Fax (Financial Aid)	574-6304	
Health Services Center	574-6396	1-147
High School Enrollment Programs	574-6646	10-462
International Student Center	574-6525	10-310
KCSM	574-6586	Bldg. 9
Learning Center	574-6570	10-220
Library	574-6100	Bldg. 9
Lost & Found	574-6415	1-100
Mental Health CARES Project	574-6172	10-471
Middle College	574-6101	17-154
Multicultural Center	574-6154	10-112
Parking	574-6415	1-100
Planetarium	574-6256	36-100
Psychological Services	574-6396	10-147
<b>Public Safety (Security)</b>	<b>574-6415</b>	<b>1-100</b>
San Mateo Athletic Club	378-7373	5 <sup>th</sup> floor
Student Life and Leadership	574-6141	17-112
Swimming Pool	574-6461	
Theatre	574-6191	Bldg. 3
Event Info Line	378-7218	
Transcript Information	358-6858	10-360
Transfer Services	358-6839	10-340
Transition to College	574-6487	10-120E
Veterans Resource Center	574-6625	16-150

## 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	574-6570	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 \$50 each for the fall and spring semesters (Fall/Spring Permit \$90) and \$25 for the summer session. Parking permits for students with California Board of Governors (BOG) 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 Business Office) and then pay for the permit and pick it up in the Cashier's Office. 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.

## 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 \$2 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 Tuesday, September 2, 2014 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.

## Visitor Parking

Visitors may park in PayBySpace Visitor Lots Beethoven 2A, 2D and Forum Lot 8 (\$0.25 for each 15 minutes). After entering the space number in which the vehicle is parked into the machine and depositing sufficient money to purchase required time the permit machine located

at each of the visitor lots will issue a receipt that need not be displayed in the vehicle.

Visitors may also park in a student lot after purchasing and displaying in the vehicle (face-up on dashboard) a \$2 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.

## San Mateo Athletic Club Parking

Special parking permits issued by the San Mateo Athletic Club are required at all times for parking in Olympian Lot 12. 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.

## 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. 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 bus service has two direct routes to the campus (#250 and #260) and connecting bus routes from the Hillsdale Shopping Center and the Caltrain Station serving the CSM campus throughout the day. All buses have wheelchair lifts and also serve students attending evening classes. Routing information is available by calling 1-800-660-4BUS or via the Web at [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 17, Room 112.

## STAY INFORMED IN AN EMERGENCY!

Sign up for emergency text message notifications today. Login to WebSMART at [collegeofsanmateo.edu/websmart](http://collegeofsanmateo.edu/websmart). Click **Emergency Text Message Contact Information** then enter your cell phone number to receive important messages from the college(s) of your choice. *It's that easy!*