

NUMBER: VMPS 7.00 (Formerly LESA 4.09)
SECTION: Vehicle Management and Parking Services
SUBJECT: Carolina Shuttle Systems
DATE: November 1, 2006
REVISED: October 15, 2010
Policy for: Columbia Campus
Procedure for: Columbia Campus
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Issued by: Vehicle Management and Parking Services

I. Policy

The purpose of this policy is to establish guidelines governing the administration of the University shuttle system.

Vehicle Management and Parking Services (VMPS) is responsible for the administration of the Carolina Shuttle System, which operates during published hours on predetermined days throughout the academic semester. In addition, VMPS provides vehicles and free of charge maintenance to Alpha Phi Omega (APO) http://www.sc.edu/bulletin/Call_Boxes/APO_escort.html for their escort service and provides vehicles, maintenance, and drivers for Disabled Student Services.

II. Procedure

- A. Carolina Shuttle System (see <http://www.sc.edu/vmps/shuttle.html> for services provided)
1. University students, faculty and staff may use the shuttle system for free. The Carolina Shuttle operates Monday - Friday, 7:30 am to 5:30 pm. The [Evening Shuttle](http://www.sc.edu/vmps/shuttle.html#evening) (see <http://www.sc.edu/vmps/shuttle.html#evening>) operates from 6pm to 12:30am. Scheduled days and time of operation are available at the Vehicle Management and Parking Services offices, Russell House, and are posted at shuttle stops. Routes may vary semester to semester.
 2. The shuttle buses are University vehicles and are, therefore, property of the State of South Carolina. They are to be used in accordance with State laws and regulations. Because of the extensive wear they receive on the shuttle routes, generally the buses are not available for alternate use by University departments or organizations other than programs associated with the President's Office.

B. Disabled Student Shuttle

Call Disabled Student Services (803) 777-6742 for schedule information.

C. APO Escort Service

Students, faculty and staff may use the escort service provided by Alpha Phi Omega service fraternity. This service is available from **8:00 p.m. to 12:00 a.m., Sunday through Thursday**. To arrange a pickup, just call (803) 777-DUCK (3825).

III. Reason for Revision

Non-substantive change to move administrative divisions from Law Enforcement and Safety (LESA) to Vehicle Management and Parking Services (VMPS).