

ADMINISTRATIVE DIVISION Division of Administration and Finance	POLICY NUMBER VMPS 7.00
POLICY TITLE USC Transit Services	
SCOPE OF POLICY USC Columbia	DATE OF REVISION November 12, 2025
RESPONSIBLE OFFICER Director of Parking & Transportation Services	ADMINISTRATIVE OFFICE Parking & Transportation Services

PURPOSE

The purpose of this policy is to establish guidelines governing the administration of the University of South Carolina Transit Services.

DEFINITIONS AND ACRONYMS

Parking & Transportation Services (PTS)

Comprehensive universities: The University of South Carolina Aiken, the University of South Carolina Beaufort, and the University of South Carolina Upstate shall individually be referred to as a comprehensive university and shall collectively be referred to as Comprehensive Universities throughout all university policies.

Regional Palmetto College: The University of South Carolina Lancaster, the University of South Carolina Salkehatchie, the University of South Carolina Sumter, and the University of South Carolina Union shall individually be referred to as a Regional Palmetto College and shall collectively be referred to as Regional Palmetto Colleges throughout all university policies.

System Campuses: The system campuses include the flagship University of South Carolina Columbia, the Comprehensive Universities (University of South Carolina Aiken, University of South Carolina Beaufort, and University of South Carolina Upstate) and Regional Palmetto College (University of South Carolina Lancaster, University of South Carolina Salkehatchie, University of South Carolina Sumter, and University of South Carolina Union) campuses.

Policy Statement

PTS is responsible for the administration of the USC Transit system, which operates during published hours on predetermined days throughout the academic year.

PROCEDURES

A. USC Transit System

University students, faculty and staff may use the transit system for free with proper USC identification (e.g. Carolina Card). Routes are offered daily, evenings, overnights, and weekends. For specific times of operation see:
https://sc.edu/about/offices_and_divisions/parking/shuttles/index.php for Charter Availability

USC Transit provides limited charter to USC departments and affiliates to support local activities in the Columbia area. Information for services is posted at:
https://sc.edu/about/offices_and_divisions/parking/department_vehicles/rentals/index.php

B. ADA Transit

USC Transit Services provides on demand transportation to and from class and on campus employment for faculty, staff, and students with permanent or temporary disabilities.

- Faculty and staff can contact Employee Relations for accommodations. Contact information can be found on the University of South Carolina's Human Resource website:
https://www.sc.edu/about/offices_and_divisions/human_resources/perform-achieve/workplace_accommodations/index.php
- Students with disabilities can contact Student Disabilities Resource Center. More information can be found on their website:
https://sc.edu/about/offices_and_divisions/student_disability_resource_center/
- Students with temporary conditions or injuries can contact Temporary Conditions and Injuries. More information can be found on their website:
https://www.sc.edu/about/offices_and_divisions/student_affairs/student-services/health_and_well-being/student_care_and_outreach_team/resources_for_students/temporary_conditions/index.php

C. System Campuses (excluding Columbia)

For University of South Carolina institutions other than Columbia, parking, vehicle, and transportation operations are managed locally under each institution's approved procedures.

The Director of Parking & Transportation Services at USC Columbia will coordinate with each institution's designated authority (e.g., Chief Business Officer, Campus Police Chief, or Facilities Director) to:

1. Ensure alignment with state and university requirements;
2. Share best practices for safety, insurance, and enforcement; and
3. Maintain systemwide consistency where feasible while allowing for campus-specific procedures and infrastructure differences.

Each institution must publish its local procedures on its official website.

HISTORY OF REVISIONS

DATE OF REVISION	REASON FOR REVISION
November 1, 2006	Policy creation (LESA 4.09)
October 15, 2010	Revised and moved to Vehicle Management and Parking Services (VMPS 7.00 Carolina Shuttle Systems).
September 2, 2016	Revised to reflect current practice and include new shuttle services.
June 1, 2021	Revised to reflect current practice and include new shuttle services.
November 12, 2025	Revised to reflect ADA Transit service availability to faculty, staff, and students. Include procedures for system campuses.