



**Tech Express (ID) Cards and Parking Permits for Dual Enrollment Program
(Louisiana Early Start Program)
Fall 2011-2012**

Tech Express (ID) Cards

Dual enrollment students and faculty may go by the Tech Express and Vehicle Registration offices beginning **Monday, September 12, 2011** to obtain ID cards and parking permits.

Note: The Library updates their database on Monday and Thursday evenings. Therefore, depending on the day of the week ID cards are issued, it may take a couple of days for Library privileges to be activated.

Tech Express Office: Located in the Student Center, room 155, and accessed from Centennial Plaza. Phone: 318-257-4553.

Office hours are Monday – Friday from 8:30 a.m. – 4:30 p.m.

Parking Permits

The following documentation is needed to obtain a parking permit:

1. Valid Drivers License
2. Proof of Insurance
3. Vehicle registration
4. License plate number
5. Social Security number
6. Tech Express Card

Students/faculty who will be on Tech's campus at any time during their Dual Enrollment Program are **strongly** encouraged to obtain parking permits so they may legally park on campus. Dual enrollment students/faculty members are responsible for any parking tickets/violations during their dual enrollment period.

Parking permit fees will be waived for dual enrollment students and faculty.

Vehicle Registration, where parking permits are obtained, is located in South Hall on Hergot Avenue. Phone: 318-257-2921.

Office hours are Monday – Friday from 8:00 a.m. – 4:00 p.m.