

Welcome to CCV Burlington

Please observe the following regulations:

DAYTIME PARKING: CCV can not provide parking for daytime students except on Saturdays.

EVENING and WEEKEND PARKING: Student parking is available after 5:00 PM on weekdays and on Saturday from 8:30- AM - 4:30 PM in the parking garage on St. Paul Street (below the 119 Pearl Street building). **Your valid CCV Student ID is required for admission. Student parking is for class attendance, tutoring, advisor/faculty appointments and lab use only.** Parking in the St Paul Street garage is not guaranteed in the even of unforeseen circumstances. Before 5:00 PM on weekdays, students are responsible for their own parking options.

The garage is closed on Sundays. You don't have to pay the meters on Sundays.

SMOKING is prohibited in both buildings by Vermont state law. This includes the building interior, parking garage, public entrances, porch areas and entry stairs. Smokers are asked to be **50 feet away from the building.** Smokers must observe all off site smoking regulations. Discard butts responsibly. Please do not obstruct building entrances.

BICYCLES should be parked and secured at the bike rack on our porch of the Pearl Street building or in the parking garage. **Do not chain bicycles to the porch railings or bring them into the buildings.**

COPIES for CCV students may be provided by staff with 2 to 24 hours notice depending upon staff availability to provide this service. Five cents per paper copy; twenty-five cents per transparency. **Copies must be related to student studies and conform to copyright laws.** A public copier is available at the Elmwood Avenue post office for those with immediate copying needs.

RECYCLING of all applicable trash is required of us by the city of Burlington. Discard waste in appropriate containers. Please recycle all applicable paper, bottles and cans. **Make certain all bottles and cans are empty.** Inform a staff member of any spills or unkempt areas. It is important that each student leave the room and tables clean and ready for the next class. **Please note that food and drink are allowed at the center table in the computer labs but are not permitted in our music lab and science classrooms at any time.**

COMPUTERS in Pearl 105, Pearl 106, Cherry LL9, and Cherry 200 are available for all CCV students enrolled in classes. Other computer labs that are open to all students are: Pearl 100 & 102. Students using these computers may be bumped when necessary.

CHILDREN AND PETS are not permitted in any classroom or lab at any time, for any reason. Please do not leave pets tied to porch railings or outside unattended. Do not leave pets or children unattended anywhere in the building.

LOST, missing, or stolen articles are not the responsibility of CCV or instructors. **Items found left in classrooms or break areas will be left at the Pearl Street reception area lost and found for a period of not less than 30 days, nor held longer than the end of a semester.** (03/19/07)