

Guidelines and Policy Agreement for Cart Service Use

The Student Ability Success Center (SASC) provides cart services for academic-related reasons. Services are available for students (also referred to as riders) with permanent and temporary mobility accessibility needs and who have appropriate documentation of disability. In order to keep services on schedule, SASC requests riders cooperation in complying with the following guidelines:

1. Students must have a signed disability verification form on file with SASC to receive cart services for more than one week. Students must return the completed disability verification form to SASC within one week to ensure continuation of cart services.
2. Cart services operate Monday - Thursday 7:45 AM to 10:00 PM and Fridays 7:45 AM to 4:00 PM. Cart runs will not be made outside of these hours of operation.
3. Cancellations/changes must be made no less than two hours prior to the scheduled pick-up time or the rider will be considered a "no show." If a rider "no shows," all rides for the remainder of the day will be cancelled. After two "no shows," the rider will be dropped from the cart schedule and will need to re-register if they wish to continue services.
4. Promptness is essential to the success of SASC's cart services. Riders must be at their scheduled pick up location at their scheduled time. Cart services will not wait for late riders. Riders will be marked as a "no show" when not at the designated pick-up location. Cart services may run slightly behind schedule due to campus traffic. If the cart is more than 10 minutes late, call the appropriate number listed below.

619-961-7348

5. There are set points for pick-up and drop-off. These will not alternate without advance approval. If a rider is unsure of a pick-up point, it is their responsibility to ask.
6. Cart service may be cancelled due to inclement weather. It is the rider's responsibility to find alternative arrangements.
7. It is the rider's responsibility to secure all personal belongings (bags, electronics, walkers, crutches, canes, etc.) while aboard the cart. If the rider is physically unable to carry assistive equipment (such as walkers, crutches, etc.) onto the cart, the rider may request assistance. However, SASC will not be liable or responsible for lost or damaged personal items of the rider.

Name: _____

Red ID: _____

Phone Number: _____

Email: _____

I have read and understand the SASC Guidelines and Policy Agreement. I understand that service may be suspended if I do not abide by the guidelines stated above.

Signature: _____

Date: _____