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**■ INTRODUCTION****Portland State University Mission Statement**

The mission of Portland State University is to enhance the intellectual, social, cultural, and economic qualities of urban life by providing access throughout the life span to a quality liberal education for undergraduates and an appropriate array of professional and graduate programs especially relevant to metropolitan areas. Refer to this link for a more thorough understanding of Portland State University's vision: [www.pdx.edu/psumission.phtml](http://www.pdx.edu/psumission.phtml)

**Extended Studies Mission Statement**

Extended Studies uses the strengths of the University to serve and empower lifelong learners by delivering accessible programs that are flexible, responsive, and innovative.

## ■ POLICIES AND PROCEDURES

### Admission

Students formally admitted to PSU are eligible to take Extended Studies classes.

Nonadmitted students may enroll in both noncredit and credit classes as part of our Quick Entry registration service. Quick Entry nonadmitted status is established when a nonadmitted student registers for a class. Nonadmitted students may enroll for up to 8 credit hours, fall, winter and spring terms. During Summer Session, students may take up to 21 credits (undergrad) and 16 credits (grad) without being admitted. Nonadmitted students are not eligible for federally funded financial aid and are not part of a PSU degree program. Quick Entry students are eligible for certificates of completion offered by the workforce training programs.

### Academic Honesty

Academic honesty is a cornerstone of any meaningful education and a reflection of each student's maturity and integrity. Portland State University is committed to the highest standards of academic honesty. The Student Conduct Code prohibits all forms of academic cheating, fraud, and dishonesty—including, but not limited to, plagiarism, buying and selling of assignments, performing academic assignments for others, unauthorized disclosure and receipt of academic information, and other practices commonly understood to be academically dishonest. Copies of the Student Conduct Code may be obtained by contacting the Office of Student Affairs, 433 Smith Memorial Student Union, 503-725-4422, toll-free 1-800-547-8887 ext 4422.

### Acceptable Use Policy (Computers and Networks)

Portland State University encourages the use and application of information technologies to support the research, instruction, and public service mission of the institution. The acceptable use policy governs the use of computers and networks at Portland State University. As a user of these resources, you are responsible for reading, understanding, and complying with all acceptable use policies. Refer to this link for more information: [www.oit.pdx.edu/aup](http://www.oit.pdx.edu/aup)

### Inclement Weather Policy and Procedures

Open Enrollment classes are canceled when the University is officially closed due to inclement weather. In the event of a closure or delay in the opening of the University, a message to that effect will be placed at the University switchboard number. To check for on-campus class cancellations call 503-725-3000 or 1-800-547-8887 ext 3000. Every effort is also made to place cancellation information on announcements carried by local radio and television, especially KEX, KGW, KINK, KWJJ, KUPL, KPAM, KXL, KRDR, and KUIK. Please note that inclement weather cancellations vary by each situation: e.g., evening classes may be held when day classes are canceled, or vice versa.

#### *Note:*

If a class is offered through a cooperative agency or off campus, the agency or instructor will notify students of any class cancellations. These may or may not coincide with Portland State University closures due to inclement weather.

### Religious Holy Days

Any student who is unable to attend classes due to religious beliefs will be excused from attendance requirements, examinations, and the assignment for that day. Students must make up the missed examination or other assignments by arrangement with the instructor. Students should make arrangements with instructors prior to the holy day. See the Portland State academic calendar for official holidays for the current term: [www.ess.pdx.edu/adm/sched](http://www.ess.pdx.edu/adm/sched)

### Sexual Harassment Policy

Sexual harassment is prohibited by University policy, Oregon State System of Higher Education administrative rules, and by State of Oregon and federal law. If you have a concern or complaint, refer to this link for more information: [www.afm.pdx.edu/SHPOLCY.html](http://www.afm.pdx.edu/SHPOLCY.html)

## Credit Regulations

For questions on the undergraduate transfer credit policy, Course Equivalency Guides are available to identify course transferability and equivalency. Refer to this link for information:

[www.cas.pdx.edu](http://www.cas.pdx.edu)

Academic Program Guides (degree audit reports) are also available for a limited number of majors. (Eventually, all PSU degree programs will have guides available.) These guides outline PSU degree and major requirements. Also, at the online site, students may create individual accounts, key in transfer credits, and request a guide that details how transfer credits apply toward meeting degree and major requirements. Refer to this link for more information: [www.cas.pdx.edu](http://www.cas.pdx.edu)  
Graduate students who wish to transfer credits into a program should speak with their program adviser.

## Grading System and Incompletes

Grades at Portland State University are either differentiated letter grades (A B C D F) or undifferentiated grades (P/NP). The instructor may issue an "I," Incomplete, when certain criteria have been met (see below).

### **Portland State University Grading System**

#### **Undergraduate**

A = Excellent  
B = Good  
C = Satisfactory  
D = Inferior  
F = Failure  
P = Pass  
NP = No pass

#### **Graduate**

A = Excellent  
B = Satisfactory  
C = Below graduate standard  
D = Failure  
F = Failure  
P = Satisfactory completion (B- or better)  
NP = No credit, unsatisfactory

#### *Note:*

There are no grades A+, F+, or F-. There are pluses and minuses for other grades.

#### *Incompletes*

The letter "I" is used to mark incompletes on student transcripts. Incomplete marks may be assigned if:

1. Quality of existing work is C or above
2. Essential work remains to be done
3. Reasons for the incomplete are acceptable to the instructor
4. Formal agreement between student and instructor has been reached

The instructor uses the letter "X" if there is no basis for the assignment of a grade. X is used for students who have never attended class or when no work was completed. Incomplete and X marks can be changed and/or corrected for up to one year from the end of the term when the class took place. Beyond that one-year deadline, students must petition for permission to change the grade.

## ■ STUDENT SERVICES

### Student ID Cards

Students registered for university classes in the current term may purchase a photo ID card (\$10) available at the ID window in the Neuberger Hall lobby.

Credit class enrollment and posted tuition information must be verifiable in the PSU student database in order to receive the ID card and a current term sticker.

Noncredit class enrollment and tuition information is shown on the Extended Studies registration confirmation card. The card is mailed to a student at the time of registration. A duplicate may be picked up in room 109 Extended Studies Building.

### Disability Services

The Disability Resource Center (DRC) supports the accessibility of all Portland State University programs. Services available through the DRC are limited to students who are currently enrolled in classes and who have appropriate documentation on file in the DRC office. Refer to this link for more information:

[www.ess.pdx.edu/iasc/dss](http://www.ess.pdx.edu/iasc/dss)

### Financial Aid

Portland State University offers state financial aid; federal grant, work, and loan aid; fee remissions; and scholarships for all qualified students. Refer to this link for more information: [www.ess.pdx.edu/fao](http://www.ess.pdx.edu/fao)  
In addition to federal and statewide financial aid, Extended Studies offers a limited number of small scholarships.

### Extended Studies Scholarships

Assistance is available for part-time students who demonstrate financial need and a commitment to lifelong learning. Join other participants in taking advantage of this opportunity. For information and an application, call 503-72-LEARN or 1-800-547-8887 ext 3276, or visit:

[www.extended.pdx.edu/scholarship.shtml](http://www.extended.pdx.edu/scholarship.shtml)

### Writing Center

The Writing Center offers help with writing at any level and in any discipline.

Refer to this link for more information: [www.writingcenter.pdx.edu](http://www.writingcenter.pdx.edu)

### Computer Lab Usage

Computer labs are available for student use. Computer lab use requires a Portland State University computer account (see Computer Accounts).

#### *ASPSU Computer Lab*

The Associated Students Computer Lab (440 Smith Memorial Student Union) is available to all students enrolled in courses offered through Extended Studies. Refer to this link for more information:

[www.ess.pdx.edu/tech/lab.cfm](http://www.ess.pdx.edu/tech/lab.cfm)

#### *Metropolitan Instructional Support Lab (MISL)*

The Metropolitan Instructional Support Lab (third floor of the Graduate School of Education) is also available for those students who are involved in coursework offered through Continuing Education in the Graduate School of Education. In addition to computer lab facilities, the MISL is home to a number of technology and media resources. Refer to this link for more information: [www.ed.pdx.edu/misl](http://www.ed.pdx.edu/misl)

### Help Desk

The Office of Information Technologies (OIT) help desk provides assistance to Portland State University faculty, staff, and students in the use of computer-related technology. To reach the help desk from off campus call 503-725-4375 or toll-free 1-800-547-8887 ext 4357.

The help desk hours are:

Sun	10am - 2pm
Mon-Thu	8am - 9pm
Fri	8am - 6pm
Sat	10am - 4pm

Refer to this link for more information: [www.helpdesk.pdx.edu](http://www.helpdesk.pdx.edu)

### Computer Accounts

Portland State University provides many computing resources to students, faculty, and staff. Computer accounts are available for all students who are currently carrying at least 1 credit of coursework. An "Odin" account will allow access to a number of computing resources, including email, dial-up Internet access, campus computer labs, UNIX shell access, disk space for personal files and web pages. Refer to this link for more information on setting up an account:

<https://www.account.pdx.edu>

### WebCT

Instructors may use WebCT to deliver online course materials, provide tools to communicate with them and with other students in the course, assess performance online, and/or manage course grades and activities. Refer to this link for more information on accessing and using WebCT: [www.webct.pdx.edu](http://www.webct.pdx.edu)

### Library

All PSU students have access to Millar Library, either in person or via technology. A PSU photo ID (or a photo ID with any non-photo PSU ID) is needed to check out materials in person. For distance use, a computer account must be established (see Computer Accounts). Refer to this link for more information on the library, including hours and special collections: [www.lib.pdx.edu](http://www.lib.pdx.edu)

#### *Off-campus access*

The PSU online catalog is available over the web. Access to online databases and electronic journals licensed by Portland State University's library is also available for off-campus users. You will need a computer account for this service (see Computer Accounts). Refer to this link for more information: [www.lib.pdx.edu/services/distance/proxyserver.html](http://www.lib.pdx.edu/services/distance/proxyserver.html)

#### *Library staff directory*

For library assistance contact the library staff listed on this link: [www.lib.pdx.edu/about/phonlist.html](http://www.lib.pdx.edu/about/phonlist.html)

### Career Services

The Career Center provides services to students admitted to a degree, licensure, or graduate certificate program while they are engaged in coursework. The Center also provides services to alumni who have completed degree, licensure, or graduate certificate programs. Refer to this link for more information: [www.career.pdx.edu](http://www.career.pdx.edu)

### Veterans' Services

Portland State University offers a number of support services for veterans, including academic advising. Refer to this link for contact information and the PSU veterans' handbook:

[www.ess.pdx.edu/iasc/vetpage.htm](http://www.ess.pdx.edu/iasc/vetpage.htm)

## Advising

Advising differs by academic level and program.

### *Undergraduate students*

For information pertaining to degree requirements, programs, majors, and how to reach advisers, refer to this link: [www.ess.pdx.edu/iasc/advise](http://www.ess.pdx.edu/iasc/advise)

### *Evening and weekend degree completion students*

For Salem programs, contact Bee Jai Repp ([repb@chemeketa.edu](mailto:repb@chemeketa.edu), 503-315-4587) or Rita Martinez-Salas ([rmartinez@chemeketa.edu](mailto:rmartinez@chemeketa.edu), 503-315-4281).  
For CAPITAL Center or Harmony Campus programs, contact Karen DeVoll ([devollk@pdx.edu](mailto:devollk@pdx.edu), 503-725-2445).

### *Graduate Students*

Contact the adviser for your program. Advising information is included in the program-specific portion of this handbook.

## Bookstore

Many of the textbooks for courses are available at the Portland State University Bookstore. Students can order books and course packets by phone, 503-725-3780 or 1-800-547-8887 ext 3780, or fax. The Portland State Bookstore will mail materials.

### *CAPITAL Center*

The Portland State University Bookstore has books on-site the first two weeks of the term during the academic year and the first four days of Summer Session.

### *CEED*

For distance students in a Continuing Education/Graduate School of Education program, most books are available by fax or phone from the Portland State University Bookstore. For Curriculum and Instruction Master's Degree cohort or Training and Development program, books may only be available through an independent source. Contact the CEED events coordinator at 503-725-4707 with any questions about books for these programs.

### *eMBA*

eMBA books are available through the Portland State University Bookstore.

### *Harmony Campus*

Books are available at Clackamas Community College.

### *Salem Center (on the Chemeketa Community College campus)*

Books are available at the Chemeketa Bookstore.

Refer to this link for information on the Portland State University Bookstore and on ordering materials through them: [www.psubookstore.com](http://www.psubookstore.com)

## Student Parent Services

Portland State University recognizes that student parents are serious, committed individuals who face unique challenges while attending the University. Student Parent Services is a program that helps on-campus student parents manage the conflicting roles and responsibilities that school, work, and family demand of them. Refer to this link for more information: [www.sps.pdx.edu](http://www.sps.pdx.edu)

**Child Care**

Child care for children ages 3-9 is available at the ASPSU Children's Center between the hours of 8am and 7pm. A registration form and nominal registration fee are required to use the center. Children may be enrolled for one or two days with a few days notice or on an ongoing basis by arrangement. To register, contact the center at 503-725-2971 or [allenkl@mail.pdx.edu](mailto:allenkl@mail.pdx.edu).

These services may not be available during the summer term; call the center directly to check on availability and offerings by term. Refer to this link for more information: [www.aspsucc.pdx.edu](http://www.aspsucc.pdx.edu)

## ■ REGISTRATION AND RECORDS

### Registration Process

#### *Web Schedule*

You will need the course reference number (CRN) or the title of the class to register via the web. These can be found in the PSU Schedule of Classes, the Summer Session catalog, in specific information sent to cohort students or by using the search mechanism in the on-line registration. If you do not have the CRN, please review the directions listed below for registration through Extended Studies.

Web registration is available Saturday through Thursday 6am-10pm, and Friday 6am-8pm, Pacific Time. Web registration is not available on University holidays.

Touch-tone registration is no longer available at PSU.

#### *Web registration*

(Must have 5-digit CRN, title of class or instructor. Otherwise see Extended Studies Registration below)

Returning students should access the PSU Information System: <https://banweb.pdx.edu>

- Select PSU Information System
- Enter your user ID (Social Security number) and PIN (birthdate: month-day-year, e.g., 030550) and click login. If you have trouble logging in to the PSU Information System, call 503-725-3511, option 5.
- Select student services & financial aid
- Select registration
- Select term of registration
- Select from the list of options; follow the online instructions under each of the following options to complete the registration process:
  - Add/drop classes
  - Look-up classes to add
  - Change class options
  - Student schedule by day & time
  - Student detail schedule (if you have registered for a class)
  - Registration fee assessment (if you have registered for a class)
  - Check your registration status
  - Remember to log off when finished by using the "exit" button

#### *Note:*

You must select "Please click here to complete your registration" at the bottom of the page in order to finalize your registration.

- Confirm your class schedule by selecting student schedule by day & time or student detail schedule
- Remember to log off when finished by using the "exit" button

#### *New Students*

- Complete the online Quick Entry form to provide your name, address, ID/Social Security number, date of birth, demographic information, and degree status
- Allow two working days before using the web registration system to register
- Enter your courses by web (See instructions above for returning students.)
- If you are not able to register, check the priority registration schedule in the PSU Bulletin for the order in which students are allowed to register.

**Extended Studies Registration**

(This process is for courses with a K number).

Registration is available in several ways:

**By mail**

Use the registration form provided in one of our catalogs, brochures, or on the web. To ensure that your registration is processed accurately, please provide all information requested. Abbreviate course titles as necessary. Make checks payable to Portland State University. Payment may also be made by Visa or MasterCard. Include the complete account number, expiration date, and the signature of the cardholder. School district or company vouchers or other billing documents must be attached to the registration form. Mail registration forms, checks, and/or vouchers to Extended Studies, PO Box 1393, Portland, OR 97207-1393.

**By telephone**

Phone registration is available for Visa or MasterCard holders. Call 503-725-4832 or toll-free 1-800-547-8887 ext 4832. Have the course number, course title, and course fee information ready at the time of the call.

**By email**

Include all information required on the registration form in the body of your email. Send to [register@ses.pdx.edu](mailto:register@ses.pdx.edu). You will be billed for the class.

**By fax**

Complete the registration form provided in our catalogs or brochures. Include Visa or MasterCard number or company purchase order numbers. Fax to 503-725-9734.

**In person**

Register in person at Extended Studies, 1633 SW Park Avenue, Portland State University. Regular hours are Monday through Friday 8am-5pm. You may pay by check, Visa, MasterCard, or with a school district or company voucher.

**Note:**

Courses require advanced registration. To avoid disappointment, call the registration hotline, 503-725-4832 or 1-800-547-8887 ext 4832, and confirm that the course is being offered and space is available. Only persons who have preregistered will be notified of class cancellations.

**Continuing Education/Graduate School of Education (CEED) Open Enrollment and Cooperative Courses**

CEED offers two types of courses: 1) Open Enrollment—you register with PSU by phone (503-725-4832), fax, online, or email; and 2) Cooperative courses—you register through a cooperating agency. The information about how to register is listed in both the print and web catalogs. To register for Open Enrollment classes, follow one of the methods outlined above under Extended Studies Registration.

**Cooperative Courses**

These courses have two sponsors, the cooperative agency and Portland State University. To register, use the agency's phone number listed under each course title in the printed catalog or on the registration page of the specific online class listing. You must register in advance; the agency will assist with all registration procedures and review any class upgrades or changes. Refer to this link for more information: [www.ceed.pdx.edu/registration](http://www.ceed.pdx.edu/registration)

**eMBA**

Approximately one month before the beginning of each term a staff person from the eMBA program will email students for registration authorization. When the emails are received verifying each student's intent to register for classes, the Registrar's Office will input the registrations.

This system is to ensure that all eMBA students have a place in the online classes. Once they are registered, the students in the campus cohorts will have a chance to register if they choose.

eMBA students may also take classes offered on campus. Please use the web access procedures (described above) to register for those classes.

**Fees and Refunds**

Payment: Payment of fees is required with registration and may be made with check, credit card (Visa and MasterCard only), or purchase order. Deferred tuition is not available for noncredit workshops and seminars, selected special programs (Haystack and Independent Study credit courses.)

**Add/Drop a Course***Online*

Drop credit courses online from the student information web page. This will not work for Continuing Education cooperative courses. Access the PSU Information System: <https://banweb.pdx.edu>

Select PSU Information System

- Enter your User ID (Social Security number) and PIN (birthdate: month-day-year, e.g., 030550) and click Login
- Select Student Services & Financial Aid
- Select Registration
- Select Term of Registration
- Select Add/Drop Classes; follow the online instructions
- Remember to log off when finished by using the "exit" button

*Note:*

You must select "Please click here to complete your registration" at the bottom of the page in order to finalize your registration.

- Confirm your class schedule by selecting Student Schedule by Day & Time or Student Detail Schedule

There are several other ways to add or drop courses depending on the type of course.

**Drop Credit Courses**

Notification of drop may be made:

**By Phone**

Call Extended Studies, 503-725-4832 or 1-800-547-8887 ext 4832, and follow the call with written notification.

**By Mail**

Provide your name, Social Security number, the course number, and title. Send to Extended Studies, Portland State University, PO Box 1393, Portland, OR 97207-1393.

**In Person**

At Extended Studies, 1633 SW Park, on the Portland State University campus.

**Regulations and Refunds**

Written requests are required for refunds for credit courses. Refunds are computed from the date postmarked on the written drop notification or at the time of the in-person drop based on the following schedule. This schedule applies to courses that follow the term schedule. For courses held for a shorter duration, the refund schedule is applied on a prorated basis.

<b>Drop Date</b>	<b>Refund</b>
Class cancellation	100%
Before first class	100%
Prior to third week	85%
Prior to fourth week	50%
Prior to fifth week	25%

Refunds may be applied to any outstanding debt to Portland State University.

**Drop Noncredit courses**

Notification of drop may be made:

**By phone**

Call Extended Studies, 503-725-4832 or 1-800-547-8887 ext 4832, and follow the call with written notification.

**By mail**

Provide your name, Social Security number, the course number, and title. Send to Extended Studies, Portland State University, PO Box 1393, Portland, OR 97207.

**In person**

At Extended Studies, 1633 SW Park, on the Portland State University campus.

**Regulations and Refunds**

Notification of drop for refunds for noncredit courses must be received at least one week prior to the first class session. Refunds will not be given after this time.

<b>Drop date</b>	<b>Refund</b>
Class cancellation	100%
One week before first session	100%
Less than one week before first session	No refund

Refunds may be applied to any outstanding debt to Portland State University.

**Drop Continuing Education Cooperative Courses**

You must call the sponsoring cooperative agency to add or drop a course. Use the agency's phone number listed under each course title in the printed catalog and on the registration page of the specific online course listing.

**Student and Financial Information Online**

Access the PSU Information System: <https://banweb.pdx.edu>

- Select PSU Information System
  - Enter your user ID (Social Security number) and PIN (birth date: month-day-year, e.g., 030550) and click login. If you have trouble logging in to the PSU Information System, call 503-725-3511, option 5
- Select Student Services & Financial Aid
- Select the appropriate link:
  - Registration—add/drop courses, check registration status, view schedule

- Student Records—view holds, display grades, print an unofficial transcript, review charges and payments
- Financial aid menu—view outstanding and completed requirements
- Remember to log off when finished by using the “exit” button

### Transcript Requests

Requests for official transcripts must be made in writing and delivered in person or by US mail, private carrier, or fax. Email requests are not accepted. Or call 503-725-3401, toll-free 1-800-547-8887 ext 3401.

Refer to this link for more information on getting official and unofficial transcripts:

[www.ess.pdx.edu/adm/transcripts/transcript%20requests.htm](http://www.ess.pdx.edu/adm/transcripts/transcript%20requests.htm)

### Continuing Education Units (CEUs)

The continuing education unit (CEU) is a nationally recognized method of quantifying the time spent in the classroom during noncredit learning. Ten hours of instruction equal one (1) CEU. The primary purpose of the CEU is to provide a permanent record of the educational accomplishments of an individual who has completed significant noncredit educational and career enhancement experiences. CEU requests and registrations should be made at workshop and seminar sites. Extended Studies maintains transcripts of CEUs.

Requests for transcripts should be made to Extended Studies Registration/Information office:

Extended Studies PSU  
Attn: Registration  
PO Box 1393  
Portland OR 97207-1393

### Change of Address

Address change by telephone: call 503-725-3412 to access the 23-hour-a-day address change recording service. Be prepared to leave your ID number, name, and full new address with zip code. Students are responsible for notifying the registration office when their address changes. Addresses may also be changed in person at the registration windows, Neuberger Hall lobby; or by checking the “address or name change” box on your completed registration form.

## ■ STUDENT INFORMATION AND GRADES

### Student Information System

The online PSU Information System allows you to register for classes, reserve parking permits, view current class schedule, view fee assessments and account information, review registration holds, view grades, create unofficial transcripts, and view your financial aid information. Access the PSU Information System: <https://banweb.pdx.edu>

- Select PSU Information System
  - Enter your user ID (Social Security number) and PIN (birth date: month-day-year, e.g., 030550) and click login. If you have trouble logging in to the PSU Information System, call 503-725-3511, option 5
- Select student services & financial aid
- Select the appropriate link:
  - Admissions—file an application for admissions; review existing applications, their status, and the status of supporting requirements
  - Registration—add/drop courses, check registration status, view schedule
  - Student records—view holds, display grades, print an unofficial transcript, review charges and payments
  - Financial aid menu—view outstanding and completed requirements
  - Parking permits—reserve parking permits

### Portland State University Academic Calendar

Refer to this link for the PSU academic calendar: [www.ess.pdx.edu/adm/sched](http://www.ess.pdx.edu/adm/sched)

### Social Security Number Usage

The SSN (also called a 'student ID') is used for identifying the student and maintaining the security of records between individuals with the same name. Each student's SSN is kept confidential and, except for legitimate uses within the University, is released with accompanying records only when requests for release are made by the student.

### Social Security Number Disclosure and Consent Statement

You are requested to provide voluntarily your Social Security Number to assist OUS (and organizations conducting studies for or on behalf of OUS) in developing, validating, or administering predictive tests and assessments; administering student aid programs; improving instruction; internal identification of students; collection of student debts; or comparing student educational experiences with subsequent workforce experiences. When conducting studies, OUS will disclose your Social Security Number only in a manner that does not permit personal identification of you by individuals other than representatives of OUS (or the organization conducting the study for OUS) and only if the information is destroyed when no longer needed for the purposes for which the study was conducted. By providing your Social Security Number, you are consenting to the uses identified above. This request is made pursuant to ORS 351.070 and 351.085. Provision of your Social Security Number and consent to its use is not required and, if you choose not to do so, you will not be denied any right, benefit, or privilege provided by law. You may revoke your consent for the use of your Social Security Number at any time by writing to: Office of Admissions and Records, Portland State University, PO Box 751, Portland, OR 97207-0751.

### Transportation/TriMet

Portland State University is located conveniently on downtown Portland's Fareless Square. A number of buses and the Portland Streetcar serve Portland State University directly. For schedules and fare information see [www.trimet.org](http://www.trimet.org). Public Transportation is by far the easiest method to get to and from campus.

## Parking for Portland State University

There are several parking facilities available for student use at Portland State University. A permit is necessary for all parking. Please note that, as at most urban universities, a parking permit is much more like a hunting license!

The parking structures and lots are available to faculty, staff, students, and guests of Portland State University. All vehicles must have a valid term permit, faculty/staff permit, daily permit, or guest permit to park on campus. Permits are required in the parking structures and lots until 7pm Monday through Thursday and until 5pm on Friday and Saturday, including breaks between terms. Fees and time restrictions also apply to the metered parking lots. Meter fees and permits are not required on Sunday and legal holidays when the campus is closed.

Term and faculty/staff permits may be purchased at the Transportation and Parking Services office located in Neuberger Hall—724 SW Harrison St., (windows 10, 11, or 12 in the lobby area).

Due to the limited number of parking spaces on the university campus, daily permits are sold on an availability basis only at the kiosk in Parking Structure 1, Parking Structure 3, and the University Center Garage. Purchased permits are only valid on the day purchased. A pass purchased in one structure is also good for another structure on the same day. Please call the Portland State University Parking Office, 503-725-3442 or 1-800-547-8887 ext 3442, with any questions regarding parking, transportation, and acceptable Portland State University identification.

Refer to this link for the most current parking information or to purchase permits for a term:  
[www.bao.pdx.edu/parking.htm](http://www.bao.pdx.edu/parking.htm)

### *Parking Structure 1*

Parking passes are available at the kiosk on the Sixth Avenue side of Parking Structure 1, which is located between SW Broadway, Hall, Sixth, and Harrison. Full day permits are not available for Parking Structure 1; permits are available after 5:30pm.

### *Parking Structure 2*

Parking Structure 2 is located between SW Broadway, Montgomery, Sixth, and Mill. It consists of six levels and is attached to the University Services Building. Daily permits are not sold at this lot.

### *Parking Structure 3*

Parking passes are available at the kiosk on the first floor of Parking Structure 3, located between 12th, 13th, and SW Mill Streets.

### *University Center Garage*

Parking passes are available at the kiosk on the first floor located on SW Harrison between Fifth and Sixth Avenues after 1:30pm.

### Daily Permit Rates with Portland State University ID (subject to change)

\$7	Full day
\$4	After 1:30pm*
\$2	After 5pm**
\$3	Saturday from 6:30am-5pm
FREE	Sunday

\*Available at Parking Structure 3

\*\*Available at Parking Structures 1 and 3

Refer to this link for the most current listing of locations and prices: [www.bao.pdx.edu/parking.htm](http://www.bao.pdx.edu/parking.htm)  
City-owned parking meters are also available for use on the first level of Parking Structure 1 and on the streets surrounding the university.

### **Portland State University Campus Map**

Refer to this link for maps of the Portland State University campus:

[www.pp.pdx.edu/FAC/Arch/bldgdesc/campusmap.html](http://www.pp.pdx.edu/FAC/Arch/bldgdesc/campusmap.html)

### **Map and Directions to Campus**

Refer to this link for a map and directions to PSU's campus: [www.pdx.edu/directions](http://www.pdx.edu/directions)