

# UM Shuttle Policy

## **SHUTTLE ETIQUETTE**

Allow passengers to exit before boarding the shuttle. Please stand to the left of the door as passengers can disembark to the right, helping to reduce boarding time.

When shuttle capacity reaches standing room, please move towards the back of the bus. For safety reasons, stand behind the yellow lines and avoid standing or sitting near doors or stairwells.

No open food or drink, alcohol, littering or smoking on the bus. UM is a smoke free campus.

Please respect the rights of others; keep your volume down as not everyone shares your taste in music or conversation.

You have the obligation to treat shuttle drivers with courtesy and respect.

## **SHUTTLE STOPS**

University shuttles will only stop at designated UM shuttle stops. Drivers will not allow passengers to board or disembark unless the shuttle is stopped at a designated shuttle stop.

## **PETS**

No animals, including pets, are allowed on shuttles, except for designated service animals.

## **ADVERTISING**

Advertising in the shuttles or shuttle stops is restricted to UM Departments only and must be approved by the Department of Parking & Transportation prior to posting. For information on advertising, email Parking & Transportation at [parking.gables@miami.edu](mailto:parking.gables@miami.edu).

## **EMERGENCY PROCEDURES**

In the event of a campus emergency, the shuttle driver may discontinue the route and drive to a designated safe location. Riders will not be allowed to disembark the shuttle until it arrives to the designated safe area. Riders are strongly encouraged to remain on the shuttle until an 'all clear' is issued by the shuttle driver.

## **RIGHTS & RESPONSIBILITIES**

The University reserves the right to request ID from any passenger.

The University reserves the right to refuse service to any passenger if, in the judgment of the driver, the passenger's behavior is a danger to the vehicle, the driver, or other passengers.

Students must abide by the 'Student Rights and Responsibilities Handbook'. A copy of the Handbook can be found at [www.miami.edu/srr](http://www.miami.edu/srr).

## **LOST/STOLEN ITEMS**

Please check for all personal possessions before disembarking the vehicle. UM is not responsible for any lost or stolen items. All items found on buses will be taken to the Whitten University Center Lost and Found:

**Whitten University Center**

1<sup>st</sup> floor Information Desk

1306 Stanford Drive

Coral Gables Campus

305-284-2318

*By entering the shuttle, you agree to abide by these policies. If you have a comment about your shuttle experience, please share it with UM Parking & Transportation, [parking.gables@miami.edu](mailto:parking.gables@miami.edu)*