



DeVry University

Visitor Parking Information & Validation Directions

1. Enter through the **Self-Park Sepulveda Blvd** entrance, on **Galleria Gateway**. Please enter through the far right lane **ONLY**. There is a sign at that lane that states **“DeVry Student/Faculty Parking”**.
2. Pull a parking ticket. Enter the parking structure.
3. Drive up to the 5th level (rooftop) which is the **DESIGNATED** parking area for DeVry University visitors.
4. Once on the rooftop, park and insert your ticket into the scanning machine* located next to the Emergency Exit stairwell **near the Comerica Building**. That machine should stamp your ticket with an **“F”**. Please ensure your ticket has an **“F”** stamp before leaving the rooftop.

You may wish to locate the machine and scan your ticket prior to parking

5. **The rooftop scan is TIME SENSITIVE**. You have **15 minutes*** from the time you enter the Galleria parking structure at the self-park entrance to scan the ticket you received at entry on the rooftop. **Scans completed After 15 minutes are NOT accepted as validated by Galleria parking staff and are subject to posted parking rates.**

The current *weekday* rate is \$2.30 each 15 minutes, with a daily maximum of \$23

***Please note: If you do not complete the rooftop scan (Step 4) within 15 minutes, the validation machine in the Admissions/Student Central office will be unable to read your ticket. Without proper validation you will be subject to pay the regular parking rate mentioned above when exiting.**

6. Visitors should validate their scanned ticket at the front desk of the **Admissions/Student Central Office**, located within the DeVry University campus as follows: Monday-Thursday 9AM-8PM, Friday 9AM-5PM and Saturday 9AM-1PM.

When validated properly, the **“F”** on your ticket will be covered with an **“H”**

7. The current **weekend** daily maximum is \$3:
 - No validation is required for this rate
 - No designated parking area; parking is open per general Galleria parking availability
 - The weekend rate/maximum is in effect Monday-Friday **if entering at 4pm or later**

DEVRY UNIVERSITY DOES NOT REIMBURSE GALLERIA PARKING CHARGES

