

In October 2024, the University of Sussex introduced a new paperless parking system using Automated Number Plate Recognition cameras (ANPR) to oversee the management of campus parking. This means that Sussexsport parking regulations are changing.

Please find a detailed breakdown of the new guidelines below:

University of Sussex Students:

- Between 8am and 5pm Monday to Friday, students must pay [Visitor parking charges](#) to park anywhere on campus (unless they are eligible for a peak-time [student parking permit](#)).
- Between 5pm and 8am Monday to Friday, and all day Saturday and Sunday, [all students are eligible to request an Off-Peak Student Parking Permit](#), which grants free of charge parking on campus. If you do not hold an Off-Peak Student Permit, [Visitor charges apply](#).

University of Sussex Staff

- To access staff parking charges, staff can register for either an [Annual permit or Daily Pay As You Go permit](#). [Applications are made via our online portal](#) and then approved by the Transport Office.
- An **Annual parking** permit allows staff to park on campus 24/7 and includes car parks next to Sussexsport facilities. There are no additional charges to Annual Permit holders when using campus Sussexsport car parks.
- Staff daily **Pay As You Go** charges apply Monday to Friday, 9am to 5pm. Parking is free of charge to staff Pay As You Go permit holders outside of these times.
- Staff with a **Pay As You Go permit** must pay for parking on arrival on campus. Payment is made via the [PayByPhone app, website or phonenumber](#), entering the code **810082** to access staff parking charges. You must hold a valid staff Pay As You Go permit to obtain these rates.
- If staff do not hold an Annual Parking Permit or a Pay As You Go parking permit, [Visitor parking charges](#) apply.

Sussexsport Users

- Sussexsport visitors (who ARE NOT in the above categories), must enter their car registration details **on arrival**, using the tablet located at reception, to be exempt from Visitor parking charges.
- It is the responsibility of the driver to ensure their vehicle details are entered via the tablet upon every visit. This must be done within 60 minutes of arrival, otherwise drivers are liable for a Penalty Charge Notice.
- Once a Visitor's vehicle has been registered via the Sussexsport tablet, they are exempt from Visitor car park charges until 23.59 the same day.
- Vehicle details can be registered regardless of which car park visitors have used on campus (overflow car parks are included).
- Please note, parking sessions cannot be backdated. If a visitor forgets to enter their vehicle details within 60-minutes of arrival on campus, they are liable for a Penalty Charge Notice. However, if missed inputting details within 60 mins you can pay the appropriate visitor fee for your stay

University of Sussex Visitors

- [Visitor parking](#) charges apply 24 hours a day, 7 days a week.
- Parking payments should be made on arrival, via PayByPhone, as advertised on car park signage.
- If a Visitor forgets to pay for parking on arrival, they have until 23:59 to make their payment.
- There is no charge for the first hour of parking on campus. If you enter and exit campus within this 60-minute timeframe, car parking payment is not required. This allows time for drop offs, pick-ups and deliveries etc.

All Users

- Drivers are responsible for registering their own vehicle and ensuring they have either paid for parking or have entered their vehicle registration on a Sussexsport tablet.
- There is no charge for the first hour of parking on campus. If you enter and exit campus within this 60-minute timeframe, car parking payment is not required. This allows time for drop offs, pick-ups and deliveries etc.
- Failure to register or pay for parking will result in a Parking Charge Notice (PCN) of £60, reduced to £30 if paid within 14 days.
- Sussexsport has no control over the administration of PCNs and will not be able to prevent charges if regulations are not followed.
- If you wish to appeal a PCN, this must be sent to First Parking by the registered vehicle keeper.