

# Electric Vehicle Charging at UNTHSC

To provide more services to team members as well as promote sustainability, UNTHSC provides level 2 electric vehicle (EV) charging stations on campus. We have 3 dual-port stations (6 charging ports total). One station was donated to the university, and the other two were purchased with the Sustainable Campus Fee. *Please note that EV charging on campus is only permitted at these dual-port stations.*

## Location of the EV Charging Stations

One station is located in Lot 19, across Bunting Avenue from the MET (see map below). Two parking spaces are reserved for cars while charging.

The other two stations are located in the East Parking Garage on the 2<sup>nd</sup> level (see map below). Four parking spaces are reserved for cars while charging, and one space is reserved for EV charging until 10am (this space allows the user to not move the vehicle after charging).



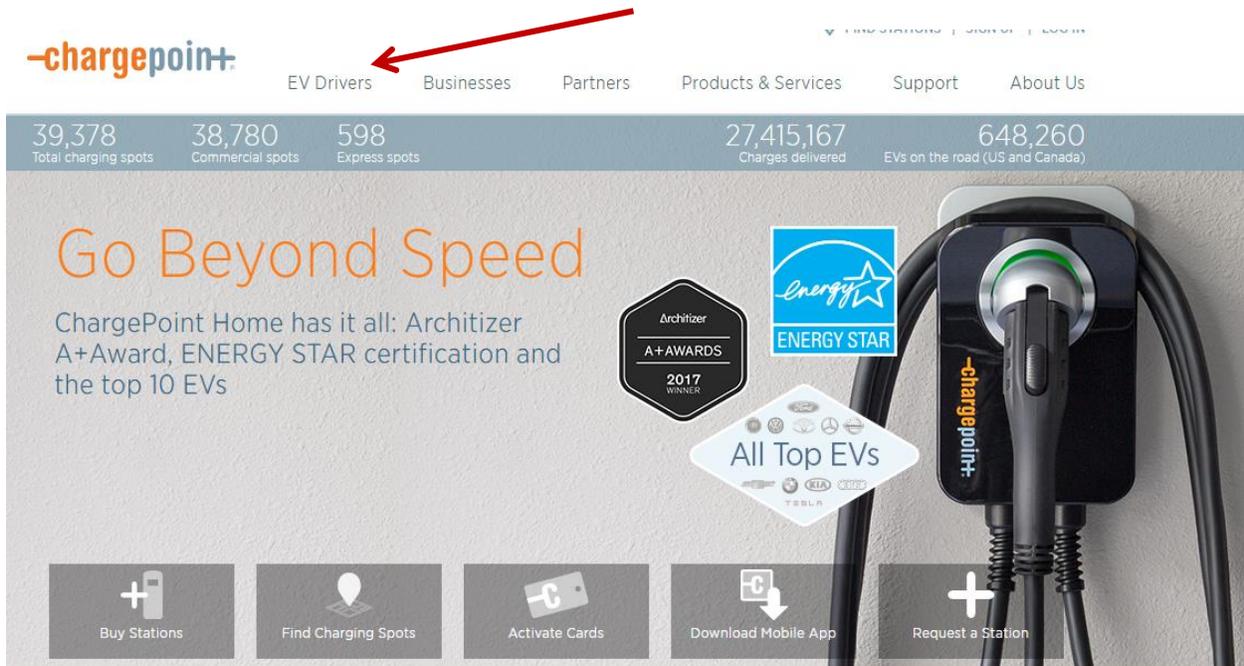
## Parking Permits

No additional parking permit is needed to charge on campus. However, all EVs must adhere to university parking policies and procedures and display the appropriate parking permit. See the Police Department's [Parking Office's website](#) for more details about parking permits. *EV Charging on campus is permitted at our level II charging stations only as we charge a small fee for usage. Plugging in at an outlet on campus is not permitted.*

## EV Charging Rates

The rate to charge on campus is \$0.20/hour for the first 4 hours then \$1.50/hour after 4 hours (rates are prorated) with a maximum daily rate of \$8.00. Users must activate an account through ChargePoint in order to use the stations. Follow these procedures:

1. Go to [www.chargepoint.com](http://www.chargepoint.com) and click on EV Drivers. Then click “Sign Up”.



2. Go through the sign up procedure which will enable you to create an account for a ChargePoint Card. You will be required to put credit card information.
3. You will receive a card in approximately 3-5 business days.
4. When you go to charge your vehicle, you can wave the card in front of the station, use the ChargePoint App (see below), or call ChargePoint’s Customer Service.
5. Use the prompts on the screen to start charging.

Note on the ChargePoint Mobile App: You can use the ChargePoint Mobile App to find stations, start charging, and track your usage. This can be used in place of the card. See the website for more details: <http://www.chargepoint.com/mobile/>

In addition, the stations in the garage have an option to be added to the waitlist if all the stations are full. This can be done through the ChargePoint Mobile App.

## **EV Charging Etiquette**

Please practice our values of [Serving Others First, Integrity, and Collaboration](#) when utilizing the charge stations on campus by following these simple guidelines (adapted from [www.plugincars.com](http://www.plugincars.com)):

1. **Charge Up, Move On:** As the demand for charging increases on campus, we all must work together to ensure charging availability for all. We understand that you may not be able to move immediately after your car is finished charging, but simply ask that you be considerate of other drivers and move your car in a timely manner when you are able. The pricing is structured in a way to incentive drivers to stay plugged in 4 hours or less, and we have provided a “Reserved until 10am” parking spot for people unable to move their car mid-day. If you are able to move your car mid-day, please park in the 4 hour limit spaces to allow other drivers use of the “Reserved until 10am” space. In addition, you may park in an open parking space next to the reserved spaces as the cords will reach many spaces.
2. **EV Parking for EV Charging Only:** Both “Reserved 24/7” spaces and one “Reserved until 10am” space are available to ensure that parking is available at the charge stations. If you notice a non-EV vehicle in a reserved space, please notify campus police at 817-735-2210. In addition, these spots are for charging only, but please note, an EV vehicle may be in that parking spot because it’s on the charging waiting list.
3. **When It’s OK to Unplug:** If a car is fully charged (as indicated on the charging station), you may unplug that vehicle in order to utilize the station. If you do unplug a vehicle, please consider leaving a note explaining that they were fully charged and that you are grateful for the collaboration. They may thank you back considering they are not being charged the fee after being unplugged!
4. **When It’s NOT OK to Unplug:** Please do not unplug any vehicle that is not fully charged. If you are in need of a charge, please get on the waiting list or visit another station. There is a DC Fast Charge at the Walgreens on Camp Bowie which charges faster than our Level II stations.
5. **Be Considerate & Practice Safety:** Please be considerate of other drivers as you park, use the stations, and leave the stations. In addition to the guidelines above, leave the cords and station orderly and as good or better than you found it by properly managing the cord so as people do not trip on it or drive over it.
6. **Make Charging Better:** If you have any suggestions, comments, or issues, please contact the Office of Sustainability/Facilities ([sustainability@unthsc.edu](mailto:sustainability@unthsc.edu) or 817-735-2451). We strive to make this a positive (and sustainable) experience for everyone both now and in the future.

## **Contacts**

We are continually looking to improve the program and welcome feedback and suggestions. Call 817-735-2451 or email [sandy.bauman@unthsc.edu](mailto:sandy.bauman@unthsc.edu). Visit [sustainability.unthsc.edu](http://sustainability.unthsc.edu) to learn more about sustainability at UNTHSC.

ChargePoint Customer Service can be reached at 1888-758-4389.