

CLAS Van Pool FAQ

- **Who is eligible to use the vanpool?**
 - All college departments require the use of a van to transport faculty and students to a specific event, conduct a class at a remote location, or need to transport students or gear to their remote research locations.
- **Is there a cost to use a van?**
 - The college provides daily van rentals for curriculum needs first. Once our primary curriculum needs are filled then other departments may schedule the use of the van pool for use.
- **How do I reserve a van to use?**
 - The van schedule can be available online via a google calendar. You can reserve your van by filling out the form emailing your reservation to
- **What should I do if the van breaks down or if we are in an accident?**
 - TBD
- **Do students need to sign a waiver to ride in the van?**
 - No they do not.
- **Who is allowed to drive the van?**
 - Anyone over 21 years of age with a valid driver's license is allowed to drive a vehicle. All drivers must register with the college; the college staff will validate their application. All drivers are required to take an online orientation through Blackboard.
- **Do I need a special license to drive the van?**
 - No, you do not need a special license to drive a college van.
- **How do I pay for gas?**
 - For day trips, the college will have staff to refill gas tanks. The college provides this service because it understands that faculty might not have time to refuel while trying to prepare for their next class or meeting. For multiday trips the department is required to fill the vehicle with department credit cards while on there the trip and return the vehicle full when done with the trip
- **How many people does a van hold? Is there room for bags or equipment?**
 - The van holds 15 passengers and limited gear. If extensive gear is needed then please consider fewer people riding in the cab of the vehicle.
- **What types of activities can I use a van for?**
 - TBD
- **How long can I borrow a van?**
 - These vans mainly focus on day trips. Overnights can be reserved with College approval.
- **Will I be covered under the university's insurance while driving a van? Will I need a rider on my personal insurance?**
 - If you are in good standing and a licensed driver, the university covers the vehicle's liability, and an additional personal rider will not be necessary.
- **Can I borrow a van for personal use?**
 - Unfortunately, these Vans are meant for college business only.
- **Can a non-GVSU employee drive the van?**
 - We prefer only staff and university students drive Van's for field trips. If a non-GVSU member needs to drive a vehicle then
- **Is there roadside assistance for the van?**
 - TBD