

PARKING APPLICATION INSTRUCTIONS

2017-2018

Step 1---Read and Sign: Both the parent/guardian and the student should carefully read the **Student Parking Permit Application & Agreement** and the **Student Parking Policy & Procedures**. (These are the next two pages of this document.) The parent/guardian and the student must sign BOTH documents.

Step 2---All of your info on a SINGLE SHEET of paper: Make a photocopy of your:

- Driver's (Operator's) License,**
- Auto Insurance Card,**
- Vehicle Registration slip**

Applications will NOT be accepted/processed without ALL THREE pieces of this information submitted together. Temporary vehicle registration slips are NOT accepted. We do NOT make copies of your documents or provide applications, so please come prepared. Make sure the copy is clear and no information is cut off, as this causes the application to be deemed "Incomplete" and unable to be processed. Any changes in vehicles must be reported promptly to the Student Affairs Office secretary by providing an updated copy of the registration.

Step 3---Before applying: Check to make sure that you have:

- NO unpaid obligations / Fees & Fines**
- Most recent semester GPA is at a 2.0 or greater**

Students must meet the **minimum required 2.0 G.P.A.** at the end of each semester PRIOR to the application submission. Applications will not be processed if ANY of the above listed issues apply, so please be sure you meet the standards BEFORE applying. Please remember: **Parking spot WILL be immediately revoked should you fail to maintain the minimum GPA at the end of each semester. Should GPA fall below this minimum the parking spot will be REVOKED and the Student WILL NOT be allowed to park on campus during school hours. Parent/guardian will be responsible for providing IMMEDIATE alternate transportation to and from school (School bus, carpool, walk, etc.). Student is allowed to re-apply at each semester if their GPA meets the standard.**

Step 4---After successfully completing all above steps:

Submit your completed **2017-2018 school year** application to the **Student Affairs Office** along with the required copies (see step 2) and **PAYMENT OF \$30 (or \$60 for personalized: your name on a spot).** **Replacement fee for a lost permit is \$15.** (Check OR EXACT cash amount only). Make check payable to: **Riverdale High School** and *print your "Student's name/Parking" on the memo line* of the check! Make sure a phone number is on the check.

IMPORTANT REMINDERS:

***** If your semester GPA falls below 2.0, then your parking spot will be immediately revoked.**

***** Students are not allowed to park ANYWHERE on campus without a validly issued and displayed permit.**

***** Students must ALWAYS park in their designated parking spot and lot.**

***** Senior/Junior paying for a personalized spot please see the following dates below:**

July 10, 2017 Senior may come purchase a parking spot

July 11, 2017 Junior may come purchase a parking spot

- These dates are only for those students purchasing a personalized spot. -

***** The following dates are to purchase regular parking permits:**

July 24 - 25 Senior parking only

July 26 - 27 Junior parking only

July 28 for Sophomores (as parking spots are available)

STUDENT PARKING PERMIT

Application and Agreement for: **2017-2018**

Welcome to Riverdale High School. Just like driving is a privilege, so is parking on campus. Irresponsible actions and endangering the lives and safety of others will not be tolerated. **Permits must always be displayed hanging from the rearview mirror (or placed on bottom left driver's side of windshield as a sticker) and students must park in their appropriate assigned lot.** Vehicles must be parked in the numbered space that corresponds to the permit number issued. **STUDENTS ARE NOT ALLOWED TO PARK IN "VISITOR PARKING" AT ANY TIME for any reason and is considered illegal parking.** Parking spots are only for 10th, 11th, and 12th graders.

Student Name (print): _____ Age: _____ **2017/2018** Grade Level (Circle): 12 11 10

Street Address: _____

Parent/Guardian Work or Cell phone: _____

List any extracurricular activity/program: (Band/Chorus, DCT/OJT, Externship, Sport, etc.):

When issued a parking permit you will be expected to fully comply with the following Rules and Policies:

1. The driver of the vehicle is responsible for the safety and actions of all passengers in their vehicle. Drivers and passengers must wear a seat belt at all times on campus and while driving to and from a school-sponsored activity.
2. **STUDENTS MUST MAINTAIN a MINIMUM 2.0 GPA EACH semester to retain parking spot**
3. You must be a **daily driver** to receive a parking spot.
4. The speed limit on school grounds is 5 miles per hour.
5. Music volume must be kept at an appropriate level so that classrooms are not disturbed.
6. Students may only be in the parking lot when coming to or leaving campus. Do not use your car as a locker nor eat lunch in your car. Loitering is not permitted.
7. Student must **not** transport other students off campus illegally.
8. The parking fee is **NON-REFUNDABLE**.
9. **Drugs, alcohol, tobacco, or weapons found in any vehicle will result in the immediate revocation of parking privileges.**
10. Parking permit sticker must be displayed on the bottom left driver's side of the vehicle at all times.

*****VEHICLES PARKED ON CAMPUS ARE SUBJECT TO SEARCH BY SCHOOL BOARD EMPLOYEES OR LAW ENFORCEMENT*****

Consequences of not following the Rules and Policies may include, but are not limited to:

- * Suspension of Parking Privileges
- * In-School Suspension
- * Out-of-School Suspension
- * Revocation of Parking Privileges

I have read the rules & policies above and understand them as stated. By signing I/We concur with the guidelines, rules, and policies as well as the consequences stated on this document. I further understand that should I park illegally, allow someone else to use my permit and /or parking spot, not follow the above rules, or not meet the GPA requirement, that **I WILL LOSE MY PERMIT** and will not be able to park anywhere on campus.

Student PRINTED Name

Parent/Guardian PRINTED Name

Student Signature

Parent/Guardian Signature

Office Use Only:

Assigned Permit #:

Office Use Only:

Receipt #:

Cash or Check #: