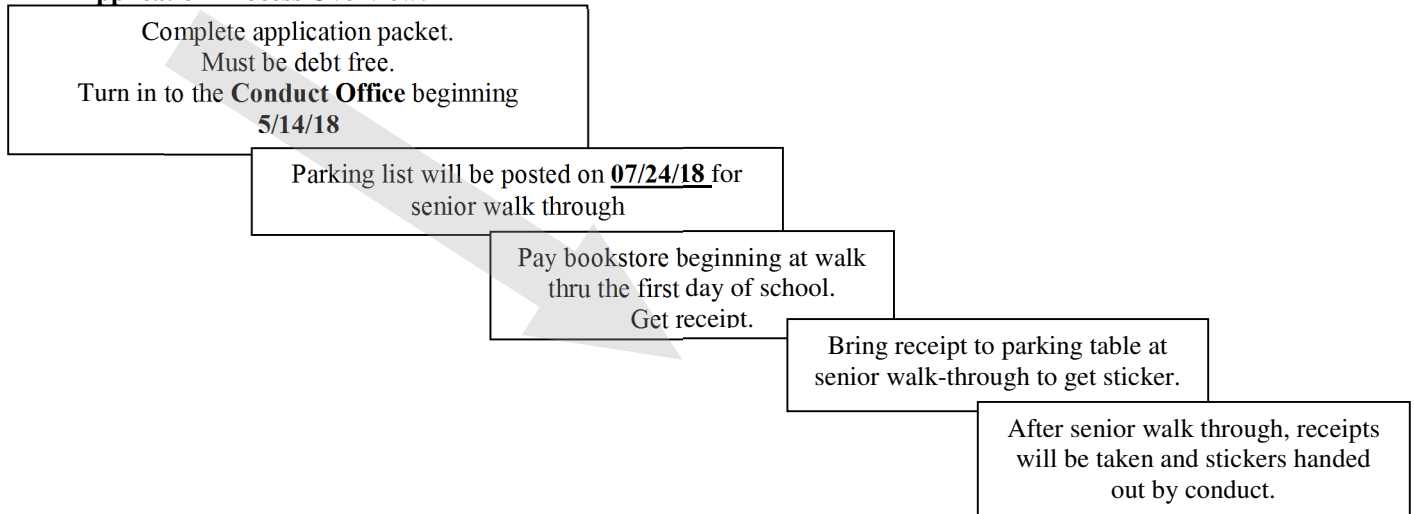




Senior Parking Parking Application Procedures 2018-2019

Application Process Overview:



All 2018-2019 Seniors, West-Mec students (Junior or Senior) or Traveling students (Junior or Senior) from a DVUSD high school campus that would like to park, or be part of a Park Sharing, in the student lot must fill out an application and be debt free.

Fill out and review the entire application so you are aware of the policies and procedures.

All paperwork must be turned in at the same time.

Beginning Thursday May 10, 2018, after school at 2:12 PM you may turn in your parking application to in the Conduct Office. Applications will NOT be accepted during class time, **before and after school will be the only time you may turn in an application.**

Applications will continue to be accepted through the end of the school year in the conduct office, or until space is no longer available.

Your application is only eligible for consideration when it is complete, with the required items, information is verified and you are debt free.

Parking lists will be posted on July 24, 2018 at the bookstore.

The parking fee of \$100.00 must be paid in order to receive your decal and park in the student lot. This can be completed on the senior walk through day, 07/24/18. If you have not paid by the end of the first day of school, your parking reservation may be released and you may need to re-apply to be added to the waiting list.

*Please remember to return your application to the Conduct Office before or after school hours ONLY. Applications will continue to be accepted in the front office during normal summer h
Monday- Thurs from 7:00am-3:30pm.*



Parking Permit Application 2018-2019

Mountain Ridge High School

Instructions:

- ☞ Read the following parking regulations and information.
- ☞ Fill in the blanks below and sign.
- ☞ Each student must fill out a permit application for Parking Share. **Parking Share** is defined as two (2) students sharing one (1) parking spot with alternating hours.
- ☞ No vehicle will be permitted to park on campus without the decal.

I am applying for the following type of parking: *(check one)*

- Senior Single** (*I verify that I will be a Senior during the year of parking I am applying for*)
- Senior Parking Share** (*Name of the other Senior student:* _____
2 students sharing 1 parking spot with alternating hours.)
- West-Mec Student, Program :** _____ (*must be Junior or Senior*) please attach documentation of West-Mec enrollment
- Student Traveling to MRHS for :** _____ class, during _____ period (*must be Junior or Senior*)

Any information given that is not true and accurate will result in immediate loss of parking privileges, without a refund, and may affect future parking privileges.

Student Name: _____

Student I.D. Number: _____

Vehicle Information:

Year: _____ **Make/Model:** _____ **Color:** _____ **Plate #:** _____

Please attach readable copies of the following*:

- Current proof of insurance
- Current and valid Arizona Driver's License
- Current Vehicle Registration
- Parent Awareness form

**Sorry, we cannot make copies for you.*

**Do you have outstanding debts? They must be paid prior to submitting this application and receiving a parking decal.*

Student Parking Information and Regulations:

Please read and familiarize yourself with the following parking information and regulations. Parking privileges may be revoked or suspended upon the first and subsequent vehicle violations.

- The parking fee is **\$100.00** per space before the end of the 1st semester. After the start of 2nd semester, the parking fee is \$50.00.
- Parking spaces on campus are limited. Parking permits will be available first to Seniors park sharing with other Seniors; placement in the lot is determined by the order received. Spaces will then be offered to Seniors driving alone, also by the order received.
- A valid driver's license, vehicle registration, proof of insurance, and Parent Awareness sheet must be provided for all cars that will park on campus; the required fee must be paid before a parking decal will be issued. Signed Parent Awareness sheets are required for each driver before a permit is issued. If you have not paid by the end of the first day of school, your parking reservation may be released and you may need to re-apply to be added to the waiting list.

- Students will be assigned a numbered parking space that corresponds to their parking permit number. For students who choose to use Park Share, both students will be given a decal with the same number for their cars. The students are responsible for arranging the schedule of which driver parks when; both students cannot drive their own cars on the same day and expect to park on campus. **“Parking Share” is defined as two (2) students sharing one (1) parking spot with alternating hours. Ex. Student A attends classes periods 1-3 and Student B attends classes periods 4-6, each student will pay \$50 for a shared parking spot and student will agree to park in their designated shared spot during their designated school hours.**
- A student who withdraws from school or a student who is long term suspended will not be eligible for a refund.
- Students who forfeit their parking privileges due to failure to follow the rules will not receive a refund.
- If a car is sold, the primary vehicle changed, or a window replaced, a new sticker will be issued. **DO NOT** remove a sticker from one car and place it on another car. Parking stickers must be placed in the correct location.
- Students must follow proper sign-out procedure when leaving early: A parent or guardian must sign you out at the front desk. If emancipated, a doctor/dentist, etc. note must be presented to return to campus.
- When an alternate vehicle is driven to school, student must visit the Conduct office and log the information on the “Parking Change” form.
- Students must park in the lot at least **15 days** a month to retain their parking privileges.
- If a Junior in a West-Mec program, drops from the program, he/she will lose his/her parking spot and be refunded the parking fee if within the first 30 days of school.
- Parking is for Seniors **ONLY**. Younger siblings are not permitted to drive or park using a Senior parking permit.
- **Parking on campus is a privilege, not a right. Students may be suspended/fined, or their permits may be revoked for any of, but not limited to, the following reasons and a refund will NOT be issued:**
 - **If any information on the application is found to not be true or accurate**
 - Parking an alternate vehicle in the lot without a temporary parking permit.
 - Backing into a parking space/parking in two parking spaces.
 - Failure to affix parking sticker in the proper location, or not having a sticker properly displayed.
 - Failure to respond to a parking citation within 24 hours.
 - Excessive speed, squealing tires, passing other vehicles waiting to enter or leave the lot, driving over curbs, down the bus lane or the service road, or any other unsafe driving practice.
 - Leaving campus in a car or with other students in a car without proper authorization to leave.
 - Failure to show proper identification and/or a written pass when leaving the lot.
 - Parking anywhere other than in assigned parking spaces.
 - Failure to comply with the request of a campus monitor.
 - Transporting any student off campus in your vehicle without proper ID or authorization to do so.
 - Receiving three or more tickets during the school year.

A FINE WILL BE APPLIED TO THE 2ND AND 3RD PARKING TICKETS AND BE ADDED TO YOUR STUDENT ACCOUNT DEBT

The process is as follows:

1st Ticket - Warning

2nd Ticket - \$5.00 fine/referral

3rd Ticket - \$10.00 fine/referral /loss of parking privileges for 1 – 2 weeks

4th Ticket - Loss of parking privileges

Please note that administration will exercise discretion when determining consequences, and may assign a more or less severe consequence than those outlined above.

- Giving or selling a parking permit to another student will result in the revocation of both students’ parking privileges, including family members. **No temporary “loaning” of space is permitted!** Your parking space is assigned to **YOU**.

- NO loitering in the parking lots, in or out of vehicles.
- Searches of vehicles will take place whenever a school official has reasonable suspicion to believe that illegal drugs, alcohol, weapons or unauthorized persons are contained within that vehicle.
- Between the hours of 6:30 a.m. and 2:30 p.m., students must park in the student lot. The Administrative/Visitor and Patrick Lane lots are **off limits**. Parking in these lots will result in a suspension of parking privileges and/or other disciplinary action.
- All accidents in the parking lots must be reported immediately to the student conduct office or a campus monitor.
- Student drivers must maintain appropriate citizenship and courtesy. Failure to do so will result in disciplinary measures. Additionally, instances of reckless driving or excessive noise (e.g. stereo, squealing tires, etc) may result in disciplinary action and/or loss of parking privileges.
- Any vehicle to be parked in the student lot must be driven by the student(s) assigned to that space. A student may not drive another student's vehicle.
- Students who park in the lot may **not** go to their vehicle or be in the lot during school hours, which includes lunch.
- The school assumes no responsibility for damages or loss/theft of student property. Students park "**at your own risk**".

SPECIAL NOTE: Mountain Ridge High School remains a closed campus throughout the school day. If students have an unscheduled hour, free hour, or excused hour in which they do not have a class, but which is followed by a class, the student must remain on campus unless signed out by parent or guardian. Repeat offenders will have their parking privileges revoked. Completing an Emancipation form does not allow repeated exiting from, and returning to, campus in the same day.

"Parking Share" is defined as two (2) students sharing one (1) parking spot with alternating hours.

By signing below, I am signifying that I have **read and understand the above information and regulations and agree to abide by these expectations and policies. I also understand that any information found not to be true and accurate will immediately result in loss of parking privileges without a refund, and may cause me to lose the ability to park in the future.**

Signature

Date

Parent Awareness Sheet/Parking 2018-2019 Guidelines

Your student is completing the application packet to park in the “Student Lot” at Mountain Ridge High School. Please take a minute to review the below expectations, policies and procedures. Your student needs this sheet, signed, to complete their parking application.

The parking fee is **\$100.00** per space, this fee is reduced to \$50.00 at the end of the first semester. Parking permits will be available first to Seniors park sharing with other Seniors; Seniors driving alone, including West Mec/Traveling students, placement in the lot is determined by the order received. If we run out of parking spaces, a waiting list will be created and additional parking permits will be issued as parking spaces become available.

- **“Parking Share” Two (2) Students share the same parking space at alternating hours.**
- **Outstanding debts must be paid prior to receiving a parking sticker.**

Parking on campus is a privilege, not a right. Students may be suspended/fined or their permits may be revoked for any of the following reasons, but not limited to:

- **If any information on the application is found to not be true or accurate.**
- Parking an alternate vehicle in the lot without a temporary parking permit.
- Backing into a parking space/parking in two parking spaces.
- Failure to affix parking sticker in the proper location, or not having a sticker properly displayed
- Failure to respond to a parking citation within 24 hours.
- Excessive speed, squealing tires, passing other vehicles waiting to enter or leave the lot, driving over curbs, down the bus lane or the service road, or any other unsafe driving practice.
- Leaving campus in a car or with other students in a car without proper authorization to leave.
- Failure to show proper identification and/or a written pass when leaving the lot.
- Parking anywhere other than in assigned parking spaces.
- Failure to comply with the request of a campus monitor.
- Transporting any student off campus in your vehicle without proper authorization and ID to do so.
- Receiving three or more referrals during the school year.

A FINE WILL BE APPLIED TO THE 2ND AND 3RD PARKING TICKETS AND BE ADDED TO YOUR STUDENT DEBT ACCOUNT

The process is as follows:

1st Ticket - Warning

2nd Ticket - \$5.00 fine/referral

3rd Ticket - \$10.00 fine/referral /loss of parking privileges for 1-2 weeks

4th Ticket - Loss of parking privileges

Please note that administration will exercise discretion when determining consequences, and may assign a more or less severe consequence than those outlined above.

Here are some of the expectations and regulations of which parents should also be aware:

- Students must follow proper sign-out procedure when leaving early: A parent or guardian must sign you out at the front desk. If emancipated, a doctor/dentist, etc. note must be presented to return to campus
- Giving or selling a parking permit to another student, including family members, will result in the revocation of both students’ parking privileges. **No temporary “loaning” of space is permitted!** Your parking space is assigned to you.
- NO loitering in the parking lots, in or out of vehicles.
- Searches of vehicles will take place whenever a school official has reasonable suspicion to believe that illegal drugs, alcohol, weapons or any unauthorized items or persons are contained within that vehicle.
- Between the hours of 6:30 a.m. and 2:30 p.m., students must park in the student lot. The Administrative/Visitor and Patrick Lane lots are **off limits**. Parking in these lots will result in a suspension of parking privileges and/or other disciplinary action.

- All accidents in the parking lots must be reported immediately to the student conduct office or a campus monitor.
- Student drivers must maintain appropriate citizenship and courtesy. Failure to do so will result in disciplinary measures. Additionally, instances of reckless driving or excessive noise (e.g. stereo, squealing tires, etc) may result in disciplinary action and/or loss of parking privileges.
- A second parking sticker would be available for a new vehicle along with verification only.
- Any vehicle to be parked in the student lot must be driven by the student(s) assigned to that space. A student may not drive another student's vehicle.
- Students who park in the lot may **not** go to their vehicle or be in the lot during school hours, which includes lunch.
- The school assumes no responsibility for damages or loss or theft of student property. Students park **"at your own risk"**.

SPECIAL NOTE: Mountain Ridge High School remains a closed campus throughout the school day. If students have an unscheduled hour, free hour, or excused hour in which they do not have a class, but which is followed by a class, the student must remain on campus unless signed out by parent or guardian. Repeat offenders will have their parking privileges revoked. Completing an Emancipation form does not allow repeated exiting from, and returning to, campus in the same day.

I understand that non-compliance with any policy may result in my student receiving disciplinary measures. I also understand that the term "disciplinary measure" includes the possibility of temporary/permanent suspension from the Student Lot. No refunds.

Regarding Emancipation: If a student reaches 18, fills out an emancipation form and checks the option "no parent contact", I understand that I will NOT be contacted regarding any disciplinary issue on campus, including parking/driving issues.

I also understand that any information found, not to be true and accurate will immediately result in loss of parking privileges without a refund, and may cause my student to lose the ability to park in the future.

Parent Signature

Date

**This form must be included in your student's Parking Permit Application packet to be considered complete. Thank you.*