

For Office Use Only

___ Copy of NCDL ___ Copy of Vehicle Reg for Each Vehicle ___ Online Vehicle Reg ___ PAID Dues ___ All Fees & Fines Cleared

Amount Paid \$ _____ Check or Money Order # _____ Cash _____ Order or Receipt# _____ Assigned Space _____ Date _____

MIDDLE CREEK HIGH SCHOOL – STUDENT PARKING PERMIT APPLICATION 2017-18
(Read carefully - Incomplete applications will not be processed)

Step 1: Complete on-line parking application – *MCHS homepage quick link section*

Step 2: Complete this one page paper application – *Mail to MCHS*

Step 3: Complete Online School Payment (OSP) for parking (opens July 1 for 2017-18 parking) – *Mail to MCHS*

Step 4: Make a photocopy of your valid NC Driver’s License and vehicle registrations – *Mail to MCHS*

Step 5: Mail the items listed above in steps 2, 3 & 4 to MCHS by the deadlines listed below

Print Full Name: _____ Student ID# _____ Grade for 2017-18 _____

Address: _____ Home Phone: _____

NC Driver’s License # _____ Driver’s License Expiration Date: _____

I have a **large truck** as my primary vehicle and am requesting a pull through space near the activity bus section

Completed applications include this single page application, photocopies of the NC Driver’s License, vehicle registrations and MCHS online payment receipt. Applications will not be processed for students with outstanding fees and fines, including 2017-18 class dues.

Parking Assignment 1 - Seniors only

- July 1 - July 15 applications accepted via mail only - mailed to Middle Creek High School, Attention Senior Parking, 123 Middle Creek Park Ave, Apex, NC 27539
- Applications with required documents must be postmarked on or before July 15, 2017
- Spaces assigned based on date and time stamp of online payment receipt

Parking Assignment 2 - Juniors & Seniors

- July 16 - July 26 applications accepted via mail only - mailed to Middle Creek High School, Attention Junior Parking or Senior Parking (depending on grade), 123 Middle Creek Park Ave, Apex, NC 27539
- Applications with required documents must be postmarked on or before July 26, 2017
- Spaces assigned based on date and time stamp of online payment receipt

Parking Pass Pick-up Dates & Times

- August 9, 2017 from 8:00 - 11:00am and 12:00 - 2:00pm
- Remaining parking spaces will be assigned on a first-come basis (juniors and seniors only) on **August 11th from 9:00 - 11:00am** with completed applications and payment with check or exact cash. *The school will not make photocopies of required documents.*

APPLICATION WILL NOT BE PROCESSED WITHOUT THE SIGNED VALIDATION OF THE FOLLOWING STATEMENT

As evidence by our signatures, we reviewed and agree to all of the MCHS parking rules and regulations pertaining to operating a vehicle on the Middle Creek High School campus. We understand that MCHS may revoke parking privileges as a disciplinary consequence for violations of Middle Creek High School or WCPSS expectation or policy.

Student name (printed, signed, and dated)

Parent name (printed, signed, and dated) **MUST BE NOTARIZED**

NOTE TO NOTARY: THE PARENT’S SIGNATURE MUST BE NOTARIZED.

State of North Carolina; County of _____

I, _____, a Notary Public for said County and State,
do hereby certify that _____ personally appeared before me this
day and acknowledged the due execution of the foregoing instrument.

Witness my hand and official seal, this the _____ day of _____, 20__.

Signature of Notary _____

My commission expires _____, 20__.

(Official Seal)

MCHS Parking Application Page 2
MIDDLE CREEK HIGH SCHOOL PARKING RULES/REGULATIONS 2017-18

1. The parking fee established by the Wake County Board of Education for the 2017-2018 school year is \$170. Fees will be reduced by \$17 EACH month beginning the first of each month.
2. Parking permits will be available to students with a valid North Carolina Driver's License.
3. All students who park a motor vehicle on school campus must display the current hanging-tag permit. The tag must be hung from the inside rearview mirror and facing the front of the vehicle. Students who fail to properly display the tag will be ticketed or have their tags revoked.
4. Vehicles must be parked in assigned spaces. The only place available for student parking is the student lot. Students may not park on the road, driveway, in intersections, or in any other place, (including other school campuses). **Vehicles parked in the wrong space or in unauthorized areas will be towed at the owner's expense and the permit will be subject to revocation without refund.**
5. **Vehicles should be parked front-end first. Backing into spaces is not permitted.**
6. The safe operation of motor vehicles is required. Vehicles must not travel in excess of 10 MPH. Seat belts are required for driver and all passengers.
7. **STUDENTS SHOULD NOT EXCEED SPEED LIMITS ON THE WAY TO SCHOOL OR DRIVING HOME FROM SCHOOL. NON-RESIDENTS OF JAMISON PARK SHOULD NOT DRIVE THROUGH THE NEIGHBORHOOD WHEN COMING TO OR LEAVING THE SCHOOL CAMPUS.**
8. Speeding and reckless driving are prohibited.
9. Citations will be issued as necessary.
10. Supervision is provided for parking lots; however, the school system is not responsible for damages to or theft from vehicles. Students are cautioned **NOT** to leave valuables in their vehicles. Parked vehicles should be left with windows closed and doors locked.
11. Student vehicles are subject to search and seizure if there is reasonable suspicion to believe that drugs, alcohol, stolen property, or other contraband are present in the vehicle per Wake County Board Policy 6600.
12. Disabled vehicles may not be left on campus overnight. If necessary, towing should be arranged by the student.
13. Refunds for parking fees will be made only if the student moves away from the Wake County Public School System. All refunds will be prorated, based on a \$17 per whole-month not used basis.
14. If a student holding an assigned parking space transfers within the Wake County Public School System during the year, he or she will be assigned a space at the new school with no further payment of fees, assuming the original parking tag has been returned to the office of the previous school. If no space is available at the new school, the originating school will make the refund.
15. Parking fees will **NOT** be refunded for:
 - Voluntary withdrawal from school (dropping out);
 - Long-term suspension from school;
 - School-based disciplinary action related to loss of parking privilege;
 - Loss of driving privilege due to revocation of operator's license;
 - All other refund requests are at the discretion of the principal
16. Only one tag will be issued per student. Students may register up to two of their family vehicles. The tag may be moved from one registered family vehicle to another, but may **NOT** be sold or loaned to another student for his or her use. The penalty for doing so is revocation of parking privileges. Spaces may **NOT** be shared by students.
17. Students must inform the office immediately of any change in vehicle or license plate and provide a copy of the vehicle registration.
18. Lost parking tags will be replaced for a \$10 fee. Report losses to the office immediately.
19. School Board Policy #6430 prohibits the possession and/or use of tobacco products on campus. Students may not possess tobacco products or smoke in cars at any time while on the school campus.
20. Loitering in the parking lot is prohibited. Students should lock their cars and enter the school building upon arrival and leave the parking lot immediately after school. Students need written permission from an administrator, the SRO, or the parking lot attendant to be in student lots during school hours.
21. Students who operate a motor vehicle on campus should fully understand their duties and responsibilities. Under School Board Policy #7180 students who violate parking regulations are subject to any or all of the following consequences:
 - Revocation of parking privilege
 - Ticketing
 - Towing and storage of the vehicle (at the owner's expense)
 - Disciplinary action
 - Criminal charges as prescribed by law
22. Handicapped parking is available as needed on an assigned basis only with the proper documentation from DMV.
23. Student drivers permitted to leave campus for lunch must show their lunch permit to the security officer before departure. It is the driver's responsibility to ensure that all passengers in their vehicle have a valid lunch pass prior to leaving the student lot for lunch.
24. Student drivers who check out of school early must present their check-out slip to the security officer before departure.
25. Parking a vehicle on school property is a privilege, not a right. Please review all parking regulations with your parents and call the school for clarification of any matter if you have questions.
26. The principal may include additional rules and regulations which will enhance the student parking program at Middle Creek High School.
27. Leaving Campus: **STUDENTS ARE NOT ALLOWED TO PICK UP OTHER STUDENT AT ANY LOCATION POINT ON CAMPUS WHEN THEY LEAVE FOR LUNCH OR CHECK OUT EARLY. STUDENT DRIVERS ARE NOT TO TAKE UNAUTHORIZED STUDENTS OFF CAMPUS AT ANY TIME. THIS WILL RESULT IN PARKING PASS REVOCATION.**

BE SURE YOU HAVE COMPLETED THE ON-LINE APPLICATION SUBMISSION ALSO