

Copy of NCDL \_\_\_\_\_ Copy of Vehicle Reg \_\_\_\_\_ Online Registration \_\_\_\_\_ Dues Pd \_\_\_\_\_ Parking Pd \_\_\_\_\_ Fees/Fines Pd \_\_\_\_\_ Space # \_\_\_\_\_

**APEX FRIENDSHIP HIGH SCHOOL – STUDENT PARKING PERMIT APPLICATION 2025-2026 SCHOOL YEAR**

**(Please read carefully – incomplete applications will not be processed)**

- **Step 1: Print, complete, sign and notarize this paper application**
- **Step 2: Complete online vehicle registration form on AFHS website**
- **Step 3: Make a photocopy of your valid NC Driver's License (NO LEARNERS PERMIT)**
- **Step:4 Make a photocopy of your Vehicle(s) Registration**
- **Step 5: Complete Online School Payment (SCO) for parking \$200. Print Receipt**
- **Step 6: Complete Online School Payment (SCO) for Senior Fee \$40 (Seniors ONLY). Print Receipt**
- **Step 7: All above steps must be printed and turned in for Parking Pass pickup on 8/7/25 or 8/8/25**

Print Full Name: \_\_\_\_\_ Grade 2024-25 \_\_\_\_\_

Address: \_\_\_\_\_ Student Cell Phone: \_\_\_\_\_

- Applications will not be processed if documents are missing.
- **The school will not make photocopies of required documents. Please come with necessary documents**

**Parking Pass Tag Pick-up:**

- **No later than 2:00 PM, Monday, Sept 8, 2025,**
- **Applications will NOT be processed without the signed validation of the following statement:**

*As evidenced by our signatures, we reviewed and agreed to all of AFHS parking rules and regulations pertaining to operating vehicle(s) on the Apex Friendship High School campus. We understand AFHS may revoke parking privileges for violations of AFHS or WCPSS expectations or policies. We attest that the registered vehicles are owned by the family of the student applying for the parking space.*

\_\_\_\_\_  
Student Print name

\_\_\_\_\_  
Parent Print Name

\_\_\_\_\_  
Student name: signed

\_\_\_\_\_  
**MUST BE NOTARIZED** Parent name signed  
**(OR parent must walk into front office, with photo ID, to sign application in front of an AFHS employee, M-F before 2:00 pm).**

Verified by AFHS Employee \_\_\_\_\_ Date \_\_\_\_\_

**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**

## AFHS Student Parking Regulations and Agreement 2025-2026

- 1) All students who park a motor vehicle on the school campus must display the current hanging tag permit. Permits are issued at designated times established and announced by school administration. Until students possess their assigned tag to display, they are not permitted to park on campus.
- 2) The parking fee established by the Wake County Board of Education for the school year is \$200. Permits issued for less than the entire school year will be reduced monthly to a prorated amount, for each remaining whole or partial month. These fees are subject to change after the WCPSS budget is finalized for the school year. Likewise, parking regulations are subject to change.
- 3) Parking permits will be available only to students who have a **valid Driver License (temporary or permanent; driver permits are not accepted).**
- 4) Vehicles must be parked in assigned spaces. Students remaining on campus for school activities after school are to leave cars in their assigned spaces until exiting campus. 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) The safe operation of motor vehicles is required. Vehicles must not travel in excess of 10 miles per hour. Seat belts are required for the driver and all passengers.
- 6) Speeding and reckless driving are prohibited. Citations will be issued as necessary.
- 7) 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.
- 8) Student vehicles are subject to search and seizure per Wake County School Board Policy 4342.
- 9) Disabled vehicles should not be left on campus overnight unless the administrator over parking is notified. If necessary, towing should be arranged by the student asap.
- 10) If a student holding an assigned parking space transfers within the WCPSS 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.
- 11) Refunds for parking fees will be made only if the student moves away from the Wake County Public School System. Parking fees will NOT be refunded for:
  - a. Voluntary withdrawal from school (dropping out).
  - b. Long term suspension from school.
  - c. School based disciplinary action related to loss of parking privilege.
  - d. Loss of driving privileges due to revocation of operator's license.

\*All other refund requests are at the discretion of the principal.
- 12) Only one tag will be issued per space. 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, given, or loaned to another student for his or her use. The penalty for doing so is revocation of parking privileges.**
- 13) Students shall inform the office immediately of any changes in vehicle, license plate or if they forgot their tag.
- 14) Lost parking tags will be replaced for a \$10 fee. Report losses to the front office.
- 15) School Board Policy 6410 prohibits the possession and/or use of tobacco products on campus. **Students may not possess, display, or use tobacco products (cigarettes, e-cigarettes, cigars, pipes, chewing tobacco, snuff, and any other items containing or reasonably resembling tobacco or tobacco products) at any time while on the school campus. Weapon and drug charges will result in automatic revocation (among other consequences).**
- 16) **Parking anywhere on campus other than one's assigned space may result in the loss of parking privileges.**
- 17) Loitering in the parking lot is prohibited. Students should lock their cars and leave the parking lot immediately upon arriving at school. Students should take all materials/items needed for the school day and not use vehicles as lockers. Students need permission from the front office to be in the student lot during school hours, including class changes. At lunch, only students using their official off-campus lunch passes are permitted in the parking areas.
- 18) **ONLY seniors and juniors with off-campus lunch passes are permitted to leave for lunch. Passes must be shown to staff on duty prior to exiting the parking lot. Any student who provides transportation for a student who is not permitted to be off campus WILL lose his/her parking privileges for a time to be determined by the administration. Failure to comply with administrative directive will result in loss of privileges.**
- 19) 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:
  - a. Revocation of parking privilege
  - b. Ticketing
  - c. Towing and storage of the vehicle at the owner's expense
  - d. Disciplinary action
  - e. Criminal charges as prescribed by law
- 20) Handicapped parking is available as needed on an assigned basis only. **Handicap decals are required.**
- 21) **Parking a vehicle on school property is a privilege, not a right.** Please review all parking regulations with your parents. Communicate with school administrators for clarification of any matter about which there are questions.