

For Office Use Only

\_\_\_ Copy of Valid NC Driver License \_\_\_ Copy of Vehicle Registration for Each Vehicle, \_\_\_ PAID Junior Dues (Seniors Only) \_\_\_ All Fees & Fines Cleared

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

**MIDDLE CREEK HIGH SCHOOL - PARKING PERMIT APPLICATION 2015 - 2016**  
**(Read carefully - Incomplete applications will not be processed)**

Print Full Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Grade Level for 2015-2016 \_\_\_\_\_

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

NC Driver License # \_\_\_\_\_ Driver's License Expiration Date: \_\_\_\_\_

**VEHICLE INFORMATION OF CARS PARKED ON CAMPUS - YOU MAY REGISTER 2 VEHICLES**

	Year	Make	Model	Color	License Plate
Vehicle # 1					
Vehicle # 2					

**The fee for parking a vehicle on campus is \$170.00 (\*subject to change by the Wake County School Board\*).** The fee is to be paid in one payment.

**PARKING PASS PROCEDURES FOR SENIORS AND JUNIORS ONLY**

- To make On-line payments for parking applications, go to our website middlecreekhs.wcpss.net and click on the yellow box in the center of the page labeled "online school payments".
- Registration will begin Wednesday, July 1, 2015 and will continue through Friday, August 7, 2015.
- This completed application along with your printed receipt should be immediately mailed to Middle Creek High School, Attention: Parking, 123 Middle Creek Park Avenue, Apex, NC (must be postmarked on or before August 7, 2015).
- Students must **also complete the on-line vehicle registration** – Link located at the top of the MCHS webpage (tags will not be issued if not completed)
- Parking tags for **pre-paid on-line parking** can be picked up **Tuesday, August 11, 2015 from 8:00a-11:00a & 12:00p-2:00p**
- Passes will not be mailed**
- Payments for On-line parking will resume **Wednesday, August 12, 2015** for any remaining spaces. Payments and parking passes processed August 12, 2015 and after can be picked up on Tuesday (August 18) and Friday (August 21) between 12:00 pm and 2:00 pm.
- After school starts (August 24, 2015) passes may be picked up on Tuesdays and Thursdays after school.
- Mailed applications will not arrive the same day that passes are paid on-line. Allow 1-2 business days before parking pass pick-up.**
- When picking up your pass, you will need to show a valid North Carolina ID. Parking spaces are assigned on a first-come basis (determined by date of on-line payment) with seniors in the senior lot and juniors in the junior lot.
- The grade level is determined by promotion standards (not the number of years a student has attended school). Grade level will be verified in PowerSchool. Any student entering the wrong grade level will not be eligible for a parking space.

**APPLICATION PACKAGE SHOULD INCLUDE**

- \_\_\_\_\_ Completed and signed copy of the application (which includes a signed copy of the MCHS and WCPSS Parking Rules and Regulations) Parent's signature must be notarized on the first page of the application.
- \_\_\_\_\_ Clear copy of vehicle registration for each vehicle listed above.
- \_\_\_\_\_ Clear copy of your valid **North Carolina** driver's license.
- \_\_\_\_\_ Printed receipt of on-line payment.
- \_\_\_\_\_ **Verification of cleared fees or fines (office staff will verify).** A parking tag will not be issued if you have outstanding fees or fines that includes Junior Dues for rising Seniors.

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

*As evidence by our signatures, we agree to all of the enclosed rules and regulations pertaining to operating a vehicle on the Middle Creek High School campus and that the registered vehicles are property of the student's parents/legal guardian:*

\_\_\_\_\_  
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)

## MIDDLE CREEK HIGH SCHOOL PARKING RULES/REGULATIONS 2015 - 2016

1. The parking fee established by the Wake County Board of Education for the 2015-2016 school year is \$170. Fees will be reduced by \$17 per EACH month beginning the first of each month.
2. Parking permits will be available only 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 places available for student parking are the student lots. 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 booted or 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.** Speeding and reckless driving are prohibited.
8. Citations will be issued as necessary.
9. 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 valuable in their vehicles. Parked vehicles should be left with windows closed and doors locked.
10. 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.
11. Disabled vehicles may not be left on campus overnight. If necessary, towing should be arranged by the student.
12. 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.
13. 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.
14. 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
15. 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.
16. Students must inform the office immediately of any changed in vehicle or license plate.
17. Lost parking tags will be replaced for a \$10 fee. Report losses to the office.
18. 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.
19. 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.
20. 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/Booting
  - Towing and storage of the vehicle (at the owner's expense)
  - Disciplinary action
  - Criminal charges as prescribed by law
21. Handicapped parking is available as needed on an assigned basis only with the proper documentation from DMV.
22. Student drivers permitted to leave campus for lunch must show their lunch permit to the security office before departure.
23. Student drivers who check out of school early must present their check-out slip to the security officer before departure.
24. 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.
25. The principal may include additional rules and regulations which will enhance the student parking program at Middle Creek High School.
26. Leaving Campus: **STUDENTS ARE NOT ALLOWED TO PICK UP OTHER STUDENT'S 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.**

We have read and fully understand the Parking Rules and Regulations for Middle Creek High School. We understand that a violation of any school policy may result in temporary or permanent revocation of the parking privilege.

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Student name (printed, signed, and dated)

Parent name (printed, signed, and dated)