

International School Parking Regulations

How does a student obtain an assigned parking spot?

- The cost of a parking spot is \$100.00. To purchase a parking spot, a student must submit this form, the parking registration form, and photocopies of their driver's license, vehicle registration and proof of insurance. Students must also provide a description of any vehicles they will be driving as well as all license plate numbers.
- Once all requirements have been met, the student will be assigned a parking space and given a corresponding parking pass. The parking pass must be hanging from the rear view mirror at all times.
- Assignments will be done by grade, starting with seniors.
- There are a limited number of student parking spaces. If a student is unable to obtain an assigned spot, they must park off-campus in a legal parking area.

Are there any penalties for violations of parking regulations?

- There will be a \$25.00 fine issued each time to those drivers who are parking in spots that are assigned to other drivers.
- There will be a \$10.00 fine issued each time for not displaying the parking pass provided by the school.
- Fines will be collected as they are given out. Fines that are not paid will result in the holding of yearbooks and parking spots will not be assigned the following year to any driver that has outstanding fines until all fines are paid in full.
- Individuals violating any parking regulations may have all on-campus parking privileges revoked for the remainder of the year. Parking privileges are revoked only with principal approval. Appeals are made to the principal.

Anything else I need to know?

- Parking is not allowed in the bus zone.
- There is a waiting list for parking spots. Should you not require your spot you may not give it to a friend. You must inform the office and the next student on the list will have the opportunity to purchase the spot.
- Drivers should follow the one way traffic pattern.
- The speed limit in the parking lot is 10 mph.
- If someone is parked in your reserved spot, you may temporarily park in a visitor's spot while you inform the office. If the driver has not moved their car it will be your responsibility to move your car to a legal spot on the street during the closest break from class.

Where do staff and visitors park?

- Staff will be assigned a parking space and given a corresponding parking pass. The parking pass must be hanging from the rear view mirror.
- The parking spaces closest to the main entrance to the school are reserved for visitors. All visitors must sign in at the office.
- Parking spaces for individuals with disabilities are clearly marked.
- Students are not allowed to park in visitor's spots without permission.

I have read and understand the International School Parking Rules and Regulations. I understand that if I park in a spot that is not assigned to me or that I do not use the parking permit given to me by the school that I may be fined up to \$25.00 each time I violate the regulations. I also understand that it is my responsibility to pay this fine or I will not receive my yearbook at the end of the year or I may not be able to have a parking space assigned to me next year until my fines are paid in full.

Name _____ Signature _____ Date _____