



**For Office Use Only:**

Permit Number \_\_\_\_\_

Date Issued \_\_\_\_\_

Copy of Drivers License

Copy of Liability Insurance

# Student Vehicle Registration

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Program: \_\_\_\_\_ Associate School: \_\_\_\_\_

Vehicle Owner's Name(s): \_\_\_\_\_ Grade: \_\_\_\_\_

Associate School Administration Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Vehicle Make	Model Year	Color	License Plate #
1)			
2)			
3)			

**I have read the following driving/parking regulations and agree to abide by the driving/parking policies of Auburn Career Center.**

Student Signature: \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

\*\*\*\*\*

## **TRANSPORTATION**

***Transportation to and from Auburn is provided by the associate high school. Contact your associate school transportation department for more information.***

## **Student Driving/Parking**

No student may drive to Auburn without a Parking Permit issued by Auburn. The permit must be signed by the associate high school's administration. Students driving a vehicle to school have the responsibility of maintaining safety standards. Driving to school and parking on premises is a privilege, not a right. Disregarding any of the rules may result in a denial of driving privileges and/or could lead to disciplinary action. Violations to Auburn policy or the Student Code of

Conduct may result revocation of driving privileges.

***Students who drive to Auburn that do not secure a permanent or one-day temporary permit are subject to discipline.***

**Students and their parents/guardians assume full responsibility and liability for any transportation to and from school that is not officially provided by the Board.**

**Due to limited parking facilities at Auburn, senior students will be given first priority securing driving privileges. Junior students will be given driving privileges if parking is available and/or if there is a need to drive.**

**The following are driving/parking regulations:**

1. Permanent parking permit cost is \$30.00 for the school year. A reduced fee of \$20.00 will be charged for second semester. Replacement fee for lost or stolen tag is \$10.00. One-day temporary parking permit is \$5.00 for each day issued. Parking fees are non-refundable.
2. Students need to register their vehicles with the High School Office by showing their valid driver's license and proof of insurance and completing the parking permit forms which can be found on the Auburn website [www.auburncc.org](http://www.auburncc.org), by selecting High School, under that select Forms. (Ohio law requires a valid driver's license and liability insurance and both will be kept on file).
3. Permit parking tag must be displayed on the rearview mirror with the front showing through the windshield at all times while on school property.
4. A parking permit is to be used only by the permit holder.
5. Students are not to visit the parking lot during regular school hours, including lunch.
6. No loitering is allowed in any vehicle. When students arrive at school, they are to park and lock their cars and enter the building immediately.
7. All student vehicles must enter and exit by the north driveway, and can only park in the parking lot behind the school. The first row is reserved for Auburn vehicles.
8. Student drivers are required to stop when hailed by any Auburn staff member.
9. All drivers shall obey the traffic flow when exiting the parking lot and maintain the 10-mph speed limit on school grounds and 20-mph school zone on Auburn Road.
10. Squealing tires, hot-rodding, or general reckless operation shall result in loss of driving privileges.
11. Vehicles should be locked; Auburn assumes no responsibility for theft or damage to vehicles or their contents.
12. All vehicles entering school property are subject to search and inspection. Failure to comply with a reasonable search will be considered insubordination.
13. Any vehicle illegally parked without a permit on Auburn property may be wheel-locked or towed at the owner's expense.
14. Students must maintain a 2.0 GPA and no outstanding school fees to obtain a permit.

15. If a student's parking privileges are suspended as a result of the violation of regulations, no fees will be refunded by the Board.
16. A violation of regulations can result in the loss of driving privileges. The amount of time is determined by individual circumstances but can result in losing driving privileges for the remainder of the school year.
17. Any student(s) suspended from their associate high school transportation system cannot drive or ride with other Auburn students to Auburn. An alternative transportation arrangement must be made by the student and his/her parents/guardians in the event of such suspension.
18. Students are to follow all Ohio Bureau of Motor Vehicles Laws. Parents/Guardians and students are reminded that Ohio Revised Code Section 4507.071 limits the number of passengers who can ride with a driver holding a probationary license.

### **One-Day Temporary Parking Permit**

One-Day Temporary parking permits may be issued to students that do not have a Permanent Parking Permit, based on need as approved by Auburn administration. Before driving to Auburn, the permit must be signed by the associate high school's administration.

In order to obtain a One-Day Temporary Permit a student will need to provide the following to the High School Office:

1. Complete Application for One-Day Temporary Parking-requires parent/guardian signature.
2. Proof of valid drivers license and insurance.
3. Return application to High School Office for approval.
4. Pay required \$5 fee.

The student will receive a One-Day Temporary Parking Permit to be displayed on the dashboard of the vehicle. One-day temporary parking permits should be requested at least one (1) day in advance. Students are limited to three (3) one-day temporary parking permits per semester. The fee may be waived under certain circumstances (such as field trips/experiences) upon the approval of the administration.

### **When a Student Misses Their Bus To Auburn**

Any student who misses the bus to Auburn must notify and receive permission from their associate high school administration before attending Auburn. If the student drives to Auburn they must report immediately to the High School Office to secure a one-day temporary parking permit. Permission for the student to drive to Auburn will be confirmed with parents/guardians.