

**HINSDALE CENTRAL HIGH SCHOOL
SENIOR PARKING
APPLICATION PROCESS**

Parking spaces for senior students will be allocated by using priority criteria outlined on page 2. To be eligible to participate in the process, all of the following must take place:

1. Read the enclosed rules governing the operation of student parking at Hinsdale Central High School.
2. **Parking permits will be allocated for a single semester.** Students will apply as the driver for a parking permit by submitting an application for a first or second semester request. **You may only apply for one semester.**
3. Upon completion of the Parking Application Form, the senior driver must provide:
 - a. A copy of the confirmation email received via the students school email account.
 - b. A photocopy of the **current proof of insurance card** for the vehicle(s) being registered under students family name with the make and model of the vehicle clearly visible.
 - c. A Photocopy of your driver's license.
 - d. All items listed above are due to the Deans' Office by 3:30 PM on May 16, 2019 in order to complete the application process.
4. A single semester Parking Fee of \$75.00 will be added to your list of fees due at Summer Registration if a student receives a parking permit. This fee must be paid in full in order to receive the parking pass.
5. **We will be accepting applications until Friday, May 10, 2019. We will not accept application past the deadline. The driver must have a valid driver's license at the time the application is turned in. Students who do not currently hold a driver's license, but hold a permit, may apply but will need there driver's license prior to receiving parking privileges.**

APPLICATION PROCESS

The application process does not take into account any student's class rank, G.P.A., service credits, extent of co-curricular involvement and before/after school responsibilities. To maximize the number of seniors who benefit from the available parking spaces, the following procedures are in place:

- **Parking permits are valid for one semester only. Students may apply for first or second semester. The following process will be used to issue parking permits.**
- All applications will be reviewed. Those students who are not eligible to participate will be removed (e.g. 5th year seniors, underclassmen who were found to be in possession of a parking sticker in violation of school policy, any student who has committed a parking-related offense, or incomplete applications).

The following process will be used to issue parking permits this year:

1. Permits will be assigned using the priority criteria listed below in preferential order:
 - a. **Senior driver that is assigned a bus route.**
 - b. **Senior driver that is not assigned a bus route.**
2. **If there are extra permits left over, all students that have applied will be entered into the lottery process for the semester in which they did not receive a permit. The lottery process will take place based on the priority criteria outlined in #1 above.**
3. Parking permits for 1st semester may be picked up during Summer Registration as long as Parking Fee of \$75.00 has been paid in full. Second semester parking permits may be picked up in the Deans' Office before Winter Break as long as the Parking Fee of \$75.00 has been paid in full.
4. Parking permits must be properly displayed on the first day of school and thereafter for students to enter the Senior Parking Lot.
5. Only one (1) permit per household will be awarded.

**RULES GOVERNING THE OPERATION OF STUDENT PARKING AT
HINSDALE CENTRAL HIGH SCHOOL**

Permission to park cars in the school's student parking lot is granted to seniors only. Cars parked in the school parking lot must display the school decal and be parked in authorized areas only. Failure to have a parking permit will result in disciplinary action.

Special permission to leave early must be cleared through the Deans' Office.

The parking lot is provided for students to park their vehicles. It is not a place to loiter. Once a student has arrived in the parking lot, in a reasonable time, she/he is to gather her/his belongings and immediately enter the school building. At the end of the student's day, said student is to leave school grounds in the same reasonable period of time with no loitering in or around the parking lot.

Students are to abide by all traffic signs that are posted. It is impermissible to turn left into the senior lot from 57th Street. Additionally, when exiting onto 57th Street there is a sign stating, "Right Turn Only." When exiting the lot onto Grant Street, there is a sign posted, "Right Turn Only." The expectation is for students to turn right and take Grant Street south to 57th. Because of the danger to pedestrians, students should NOT turn into the faculty lot. Our goal is to move traffic safely and expeditiously away from campus.

The rules for the student parking lot and parking permit usage are listed below.

1. **You must be a licensed driver and a member of the senior class to obtain a permit.**
2. The cost of a parking permit will be \$75.00 for the semester. In cases of financial hardship, students should consult with Director of Deans.
3. All procedures outlined must be followed in order to qualify for the parking.

NOTE: One (1) car must be selected as the primary vehicle you will be driving. Only one (1) parking permit per family will be given out.

4. Parking permits must be displayed from your rear view mirror.
5. **Parking permits are non-transferable.** If a senior sells, gives away, or loans his/her parking permit or car, allows another student to leave campus with his/her vehicle, his/her parking privileges will be revoked and may not be reimbursed for the cost of the parking permit. Underclassmen in the possession of a senior permit will forfeit their ability to obtain a permit during their senior year.
6. There are no reserved spots. Parking is on a first come, first serve basis.

NOTE: Unauthorized or illegally parked vehicles will be subject to disciplinary action and/or towing.

7. Permission to go to your vehicle during the school day must be obtained through the Deans' Office. This includes during study hall and lunch periods.
8. Permission to leave the parking lot during the day must be obtained through the Deans' Office as per the Student Handbook. Refer to the "Leaving and Entering" section of your Student Handbook.
9. **If the car you registered is being repaired, please contact the Deans' Office so we can alert the security staff of the change.**

10. If a parking permit is lost or stolen, one (1) replacement will be issued for \$50.00. Only one (1) replacement is offered.
11. Permits may be denied to students who have prior parking violations.
12. Hinsdale Central High School is not responsible for any loss, theft, or damage that takes place in the school parking lot.
13. By parking on school grounds, the person driving the vehicle consents to a complete search of the vehicle by school officials or police.
14. Parking privileges will automatically be suspended for the entire school year if either drugs or alcohol are found in a student's vehicle while in the school lot. This is in addition to the normal consequences for such offenses.
15. In order to maximize the parking lot's capacity as well as to improve safety, cars must be parked inside of the lines indicating a parking space.
16. There is no loitering permitted in any of the school's parking lots.
17. Discourteous, reckless, or unsafe operation of a motor vehicle in *any* of the school's parking lots is prohibited.
18. Possession of, or any participation in the making of, counterfeit parking permits will result in automatic revocation of parking privileges and disciplinary action.
19. A person, regardless of age, may not use a wireless telephone at any time while operating a motor vehicle on a roadway in a school speed zone.