



POLARIS PARKING PERMIT APPLICATION PROCEDURES

Parking at Polaris Career Center is a privilege. Each permit holder is responsible for maintaining a good attendance record. Please follow the procedure below to obtain a parking permit:

The following documentation *is required* and must be presented with the application to receive a parking permit:

- **Copy of valid Ohio driver's license for the operator of the car.**
- **Copy of card/proof of insurance. Insurance must be current.**

1. Students and Parents interested in obtaining a parking permit should complete the parking permit application and return it to the Atrium.
2. Permits will be issued on a first-come, first-served basis. However, special considerations will be given to students participating in School-to-Apprenticeship, internship or job placement programs.

PARKING PERMIT PROCEDURES AND REGULATIONS (PLEASE READ CAREFULLY)

1. Students must park in the **student parking lot only**.
2. Park only in designated spaces. Do not use more than one space.
3. Students are not to drive or park on the school premises without obtaining a school-issued parking permit.
4. Attach a hanger permit to the rear view mirror support so it is clearly visible from outside the vehicle.
5. Lock your parked vehicle. The security of your permit and vehicle is your responsibility.
6. No loitering. Upon arriving at Polaris, you are to immediately enter the building.
7. Please reference the Student Handbook for specific parking privilege information.
8. Reckless operation of any motor vehicle will result in the removal of parking privileges.
9. Any student who drives off school property without permission may lose parking privileges.
10. Vehicles parked at Polaris Career Center are subject to search where cause exists.
11. Polaris Career Center will not be responsible for damage or loss incurred on school property, park at your own risk.
12. Lost or stolen permits can be replaced for a fee of \$5.00.