



Student Parking Registration Form

2024-2025 Academic Year

To register a vehicle for campus parking, complete the information below and return it along with your **\$60.00** fee ([Buncombe County School Board Policy 6325](#)).

If paying by check, please make it payable to: A.C. REYNOLDS HIGH SCHOOL

You will receive your permit and receipt when the fee is paid and **ALL** information and signatures are complete.

THERE WILL BE NO PURCHASE UNLESS YOU HAVE YOUR LICENSE IN HAND. YOU CANNOT BUY A PASS AND HOLD A SPOT UNTIL YOU GET YOUR LICENSE. ADDITIONALLY ALL STUDENTS MUST PAY THE FULL FEE. THERE ARE NO EXCEPTIONS FOR MID-YEAR GRADUATES. STUDENTS WITH STOP CARDS WILL NOT RECEIVE A PERMIT UNTIL ALL OUTSTANDING OBLIGATIONS ARE MET.

Parking is first come - first serve with registration for **SENIORS ONLY 8:30-11:30 a.m. on August 13th;** seniors and juniors from 1:00-3:00 p.m. on August 13th and all remaining student drivers on **August 14th 8:30-11:30 am.** Registration will be held in the JROTC Room 417 in the main gym. Your parking space is **ASSIGNED. YOU MUST PARK ONLY IN YOUR NUMERICALLY ASSIGNED SPACE.** If someone else is parked in your space, park in a non-numbered space in the bus parking lot and report the incident to the front office immediately.

If you permanently change vehicles, you **MUST** fill out a new registration form and give it to the parking coordinator within 48 hours. For temporary changes (2 weeks or less) you can move the tag to the temporary vehicle and document the vehicle change in the green binder located in the front office. You may register a second vehicle if the change is going to be recurring frequently.

Parking at A.C. Reynolds High School is a privilege. Violation of parking rules may result in possible monetary fines, ISS, and/or the revocation of the permit and privilege to park on campus. All rules for driving and parking on campus are located on this signed registration form and on the school web-site. **Excessive tardiness to school will result in parking permits being revoked.**

Parking/Driving Rules

- Drive safely! No speeding! **The parking lot speed limit is 10 MPH!** No reckless or unsafe driving. Vehicles shall be operated following the laws and regulations set forth by the state of North Carolina.
- Park only in your assigned space or authorized area.
- Once you have left your vehicle, do not return to the vehicle without office permission during the school day which includes class changes and lunch.
- Display your permit at ALL times: hang on the rear-view mirror with the number visible/facing toward the front window.
- Lock and secure your vehicle. Fully understand that the school is not responsible for any theft or vandalism which may occur while the vehicle is on campus.
- Do not share your permit with others or use another student's permit. Students allowing other students to use their parking permits are subject to losing their parking privileges and forfeit their \$60.00 parking fee.
- **Student vehicles parked on school property may be searched in accordance with [Board Policy 4342](#) student searches.**

- Use the designated entry and exit gates! Do not drive against the designated direction of traffic or block traffic lanes.
- Student parking at Covenant Community Church is prohibited during school hours.

Consequences for Parking Violations

Failure to follow the rules will result in the following consequences:

- 1st OFFENSE: WARNING
- 2nd OFFENSE: \$10.00 PENALTY FEE
- 3rd OFFENSE: \$15.00 PENALTY FEE, referral: (1) days ISS
- 4th OFFENSE: \$20.00 PENALTY FEE, referral: (2) days of ISS - loss of driving privilege for (1) week
- 5th OFFENSE: Loss of parking privilege for the remainder of the semester
- If your parking permit/privilege has been revoked and you are found parking on the property, administrative consequences (ISS/OSS) will be assigned.

Student & Vehicle Information

STUDENT'S NAME: _____

GRADE: Senior Junior Sophomore Freshman (Circle appropriate grade level)

VEHICLE MAKE: (ex. FORD, CHEVY, TOYOTA, SAAB) _____

VEHICLE TYPE/MODEL: (EXPLORER, CAMARO, ETC) _____

COLOR: _____ **LICENSE PLATE NUMBER (include state; if not NC):** _____

STUDENT'S DRIVER'S LICENSE # (include state; if not NC) _____

My signature indicates I have read the policies on this form and agree to abide by it at all times and understand that I may lose the privilege of operating a vehicle on the A.C. Reynolds High School campus. (Form must be signed by both the student and a parent/guardian)

Student Signature: _____ DATE: _____

Student Contact Phone #: _____

Late Arrival (circle) YES NO Early Departure (circle) YES NO

Parent Signature: _____ DATE: _____

Parent Contact Phone #: _____

To be completed by school official:

Date: _____ Cash: _____ Check: _____ Sticker /Space# _____

Please Write Legibly