

READ CAREFULLY TO AVOID FINES!!! READ CAREFULLY TO AVOID FINES!!!

2011-2012 Parking Permit Application

August 2011

Dear RAHS Families:

Roseville Area High School is providing you with an informational package regarding student parking. Please take the time to review the procedures, regulations, fees, and application form together.

RAHS will continue to implement a PERMIT PARKING ONLY policy. Permit parking enables the school community to carefully monitor and address safety issues. This safety goal is maintained through the continuation of our closed campus practice of not permitting students to leave school grounds during school hours except on an approved basis. Overall, this system has added a dimension of decorum and safety and provides our students, staff, and visitors a safe place to park.

Yearly parking permits are available to licensed drivers on a limited, first come first served basis. Parking permits are issued through the Activities Office. Students who receive parking permits must observe the attached regulations. Violations of any parking regulations will result in a fine, a boot on the vehicle, and/or a forfeiture of the parking permit. All school fines must be paid from the previous year before a new parking permit is issued. Parking fees are used to pay the costs associated with our parking security staff and the supplies needed to secure our lots.

Please feel free to contact us with questions related to parking permits or other activities concerns at (651) 635-1670 or (651) 604-1469.

**Sincerely,
RAHS Administration**

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Important Parking Permit Information

Process for Parking Permit Application

- Applications are accessible electronically on the RAHS website at www.isd623.org/rahs or hand printed copies can be found in the Activities Office.
- Applications can be hand delivered to the RAHS Activities Office or mailed with payment to:

Roseville Area High School
Parking Permit Applications-Activities Office
1240 County Road B-2 W
Roseville, MN 55113

Parking Permit Recipients

- Parking permits will be distributed at Orientation, August 23th & 24th, as well as during the first week of school.
- Your 2011-2012 permit must be hung from your rearview mirror and presented outward at all times during the school day.
- Students may only park in one of the three designated lots. These designated lots are either of the two lower student parking lots (near the Lower Gymnasium or past the Guard Shack) or within the Grace Church parking lot spaces as marked (not within the "Park and Ride" parking). Any student parked in staff, visitor, or reserved areas will have their vehicle booted and/or towed at the owner's expense.
- The Grace Church lot must be entered and exited through the gate off of Dellwood Avenue. Chains and posts mark the designated spaces for RAHS parking.
- If a vehicle change is necessary, you must immediately register the new vehicle information to the Activities Office.
- If a permit is lost or misplaced, a replacement permit will be issued for a \$10.00 fee.
- If a permit is not transferred from vehicle to vehicle, a temporary parking permit will be issued for a \$2.00 charge per day.
- Fine payments are due prior to boot removal. Fines must be paid in cash or check made out to RAHS, and must be paid by 3:30PM that day to guarantee that the boot is removed from the vehicle.
- Insubordination and/or disrespect during payment and/or removal of the boot will result in disciplinary action.

Short-Term Permits

- DAILY permits can be purchased for \$2.00.
- WEEKLY permits can be purchased at \$10.00 for a typical Monday through Friday school week (\$2.00 per day).
- THESE FORMS DO NOT NEED TO BE FILLED OUT IN ORDER TO PURCHASE A SHORT-TERM PERMIT.

Permits are Required For...

- PSEO – All students enrolled in post secondary option part-time that need to leave and/or return during the school day, must have a parking permit.
- OJT Program – All students in the OJT Program (Work Experience) that drive to work prior to 2:40PM must have a parking permit. This must be approved by the OJT teacher.
- Open Enrollment – All Open Enrollment students who drive to school must have a parking permit.
- Handicap Permit – Students who have a state handicap permit issued to them must still purchase a school parking permit and park in the student handicap areas.

Important Items to Remember...

- Fill out the application carefully; incomplete applications will not be processed.
- Permits cannot be sold or transferred to another student. Permits used by anyone other than the person to whom it is registered, will be revoked.
- RAHS assumes no responsibility for theft or damage on vehicles in the school lots.
- Parking is not allowed on any immediate streets near the school. There is also no student parking in nearby church lots, Masonic Center or District Center. Vehicles will be booted and/or towed at the owner's expense.
- Cars without a yearly, daily, or weekly permit attached to their vehicle will be booted and/or towed at the owner's expense. Future parking privileges of any kind may be denied for the remainder of the school year.
- No student will be allowed to drive to Northeast Metro or RAMS without prior approval from Ms. Voight or Mr. Sopcinski. These students must also have a parking permit at RAHS. All students are encouraged to take the bus provided by the school. Any student found driving to and/or from either institution without permission will lose his/her permit.

**RAHS Activities
Office Hours are
7:30AM to 3:30PM**

**Applications will be accepted at the RAHS
Activities Office before August 23rd or during
Orientation on August 23rd & 24th**

**Full Year
Parking Permits
Cost \$195.00**

PSEO Students, OJT Students, Open Enrollment
Students and State Approved Handicapped Students,
must purchase permits through the application process.

Before this request is processed, all information must be completed and the application must be accompanied with cash or check made payable to Roseville Area High School.

This permit is for the **2011-2012 school year ONLY**.

Primary Vehicle	Student/Car Information			(Please Print)
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Secondary/Car Pool Vehicle	Student/Car Information			(Please Print)
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

If students are Car Pooling: Two Students and Two Vehicles **must be** listed to receive One Permit.

Parking permits **must be** hung from the rearview mirror and presented outward.

Permits will be **void without refund** for violation of parking regulations.

FOR ACTIVITIES OFFICE USE:			
Date Received/Issued: _____	Fee Attached: \$ _____	CIRCLE: Cash	Check # _____
Permit Number: _____	CIRCLE: YEARLY	1 st Tri	2 nd Tri 3 rd Tri OTHER
Activities Office Initials: _____	OTHER Explained: _____		

See Consequences for Violating the RAHS Parking Lot Rules and SIGNATURES REQUIRED on the Next Page!

**CONSEQUENCES FOR VIOLATING THE RAHS
PARKING LOT RULES**

**Vehicles could be Booted, Towed, and/or a student could
Lose his/her Driving Privileges for the following
Violations...**

- No RAHS Parking Permit Visible.
- Parking in “Visitor”, “Reserved”, or “Handicapped” spaces along with the Upper “Staff” Lot.
- Driving or Parking in “No PARKING” zones (driveways, fire lanes and/or onto grass, curbs or sidewalk areas).
- Allowing another student to use your permit.
- Excessive acceleration, careless driving, and/or inappropriate behavior (the RAHS Liaison Officer may also be contacted).
- Leaving the parking lot during the school day without a pass.
- Lack of respect towards any staff member.
- Parking in more than one space.
- Driving to the Middle School or Northeast Metro 916, without prior approval.

Consequences for Parking Violations

- 1st Violation = Boot + \$25 Fine for Removal.
- 2nd Violation = Boot + \$50 Fine for Removal.
- 3rd Violation = Boot + \$100 Fine for Removal and Loss of Parking Privileges.

No Warning Tickets will be Issued!!!

Fine payments are due prior to the boot being removed from vehicle. Payments must be in the form of cash or check made out to RAHS. Fines must be paid by 3:30PM that day in order to guarantee that the boot is removed from the vehicle. Insubordination and/or disrespect during payment and/or removal of the boot will result in disciplinary action.

By signing below, I acknowledge that I have read and understand all of the rules and consequences listed with obtaining a RAHS Parking Permit...

Individual:

Student’s Signature: _____ **Date:** _____

Parent/Guardian’s Signature: _____ **Date:** _____

Car Pool:

Student’s Signature: _____ **Date:** _____

Parent/Guardian’s Signature: _____ **Date:** _____