

MUKWONAGO HIGH SCHOOL PARKING PERMIT APPLICATION

A vehicle is considered illegally parked if it is on school premises during the school day without a valid parking permit or during a suspension of parking privileges. This may result in towing of the vehicle and/or a parking citation each day the vehicle is in violation. *Please see the 2016-2017 Student Driving and Parking Regulations page for more information.



The visitor parking area is for legitimate visitors to Mukwonago High School and **CANNOT** be used by students. Student vehicles **will be** ticketed and towed if in violation.



I have read, understand, and will abide by the criteria for issuing parking permits, the application procedures, the parking regulations, and the enforcement of said policy.

Student Name (Please Print)

Parent/Guardian Signature

Student Grade

Date

\$90.00/ Semester (Make checks payable to Mukwonago High School)

AUTOMOBILE REGISTRATION

Vehicle Make

Vehicle Model

Year

Color

License Plate Number

First Semester (Blue) Sticker Number

Second Semester (Green) Sticker Number

Stickers cannot be issued unless this form is fully completed and signed.

STICKER MUST BE PERMANENTLY AFFIXED TO THE
LOWER PASSENGER SIDE
OF THE WINDSHIELD

Check No.: _____ Cash _____ On-Line _____

■■■■■MUKWONAGO HIGH SCHOOL■■■■■

2016-2017 STUDENT DRIVING AND PARKING REGULATIONS

***All students who park at MHS are responsible for reading and understanding the following rules:**

Students that park at Mukwonago High School do so at their own risk and must receive administrative approval and pay a fee to park a vehicle in the student lot. Classes begin on September 2nd (Freshmen start September 1st) and the parking regulations will be strictly enforced beginning September 12th, 2016. This allows approximately one week to decide which of these options to choose.

• • • **Both stickers may be purchased at the same time** • • •

You may pay the parking fee with a credit card on-line through the Infinite Campus Portal (application still must be filled out and turned in to MHS to receive the stickers), purchase stickers at registration or during the first week of school.

- Option I Purchase an orange sticker for \$90.00 to park a vehicle for Semester 1 (administrative approval required) NOTE: If student will not be driving Quarter 1 – a Semester 1 sticker may be purchased **after 2nd Quarter** begins for \$45.00
- Option II Purchase an purple sticker for \$90.00 to park a vehicle for Semester 2 (administrative approval required) NOTE: If student will not be driving Quarter 3 – a Semester 2 sticker may be purchased **after 4th Quarter** begins for \$45.00
- Option III Register your vehicle (\$3.00 daily fee) between 6:45 a.m. and 7:25 a.m. in library foyer from the lot supervisor. (**Students arriving before 6:45 a.m. or after 7:25 a.m. must purchase the \$3 daily permit in the Associate Principals Office.**)

I. **PARKING STICKERS** are issued on a first-come, first-serve basis. Stickers must be permanently affixed to the lower corner of the passenger side windshield (not in shaded area) and are **not transferable** to another student. Any driver lending or selling their sticker to another student will have their parking privileges revoked. If you plan on transferring your sticker to another of your own vehicles during the semester please mount the sticker in a manner that allows for removal and reaffixing (i.e.: apply clear plastic wrap to sticky side of permit and tape to the window). **Lost or misplaced stickers will not be replaced.**

II. **APPLICATION PROCEDURES** (stickers only)

- A. An application form must be filled out and turned in. Forms are available in the Associate Principals' Office or on the MHS Website.
- B. All forms must be properly completed, signed, and returned to the Associate Principals' Office with payment (checks payable to Mukwonago High School) for review. Applications that are not completely filled out will not be accepted. **Please make sure the license plate number is legible.**

III. **PARKING REGULATIONS**

- A. To drive and park a vehicle on school property is a privilege. This privilege may be withdrawn at any time and such a decision is solely the prerogative of the school administration. **Refunds are not given if parking privileges are revoked or if stickers are lost or misplaced.** Vehicle doors must be locked while parked at Mukwonago High School.

(OVER)

- B. The following will be considered a violation of regulations and may result in a municipal citation and/or loss of parking privileges:
1. Careless operation of a vehicle, including the transportation of students on the outside of vehicles.
 2. Excessive speed (campus speed limit is 10 mph).
 3. Non-registered vehicle (\$20 Village of Mukwonago fine).
 4. Parking in fire lanes, faculty lot, visitor spot, any sidewalks, grass areas, or any posted reserved spot.
 5. Parked in more than one space.
 6. Improper placement of sticker.
 7. Use of vehicle during the school day without approval from an associate principal.
 8. Use of vehicle to transport other students off campus during the school day resulting in a truancy citation.
 9. Use of vehicle to transport, possess, or consume alcohol or any illegal substances on school property during the school day or at extracurricular activities.
 10. Smoking in vehicle while parked on school property.
 11. Occupying or allowing others to occupy the vehicle during school evacuation and fire drills.
 12. Failure to exit the vehicle within one minute of parking in the morning and proceeding into the building.
 13. Any other act that is considered dangerous or in violation of local traffic ordinances.

- C. Failure to comply with the policies will result in one of the following parking suspensions (**NOTE:** The MHS administration may use their discretion when determining the length of a parking suspension/revocation): Discipline Ladder

- 1st offense = citation
- 2nd offense = citation, Office Discipline Referral (written warning), \$3 assessed daily parking fee added to student account if not already paid.
- 3rd offense= citation, Office Discipline Referral (suspension of parking privileges for 5 school days), \$3 assessed daily parking fee added to student account if not already paid.
- 4th offense= citation, Office Discipline Referral (suspension of parking privileges for 10 school days), \$3 assessed daily parking fee added to student account if not already paid.
- 5th offense= citation, Office Discipline Referral (revocation of parking privileges for the remainder of the semester), vehicle is towed at owner's expense.

IV. **SECOND FAMILY VEHICLE.** Occasionally a student may need to use another family vehicle (no sticker)

- A. The lot supervisor will issue daily permission to a student who is parking another family vehicle while the sticker vehicle is being repaired. **THE SECOND FAMILY VEHICLE MUST BE REGISTERED WITH THE LOT SUPERVISOR (LOCATED IN THE LIBRARY FOYER) EVERY DAY THAT THE SECOND FAMILY VEHICLE IS USED.**

V. Any student or parent with a question regarding student parking should contact the Associate Principals' Office at 363-6200 option #5.

VI. The student driver cannot hold the school responsible for damage or theft while his/her vehicle is parked on school property.

VII. **Vehicles are subject to random or reasonable suspicion search by the administration while parked on Mukwonago School District property.**