

# Northwest High School



13501 Richter Farm Road  
Germantown, Maryland 20874  
Phone: 240-740-7100  
Fax: 301-601-4662

## STUDENT PARKING PERMIT APPLICATION

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
Last First MI

Cell Phone: \_\_\_\_\_ Grade: \_\_\_\_\_ ID# \_\_\_\_\_

1. Do you have a handicapped parking license plate or parking permit? (If so, please attach note from physician.) YES\_\_\_ NO\_\_\_
2. Are you approved for a partial day schedule due to a job, an internship or a class (e.g., at Montgomery College)? YES\_\_\_ NO\_\_\_
3. Do you participate in an extracurricular activity (e.g., marching band, robotics team, athletic team, etc.) that meets on weekends or after 4:30 pm on weekdays? YES\_\_\_ NO\_\_\_

Name of Activity: \_\_\_\_\_

Student eligibility for parking permits will be based on the following:

- Students must have no outstanding financial obligations to the school.
- Students must be academically eligible (2.0 GPA with no more than one E).
- Students must not have received parking violations during the preceding semester.
- Students must not have more than 4 unexcused absences in any class.

Parking permits for the full year only will be sold beginning August 29, 2022. Parking permits for the second semester will be sold beginning January 9, 2023. Applications and payment will be accepted by the Business Office (Room 322) before school (7:25-7:40 AM), during lunch (11:13-11:51 AM) and after school (2:30-2:45 PM).

During the first three weeks of school (August 29–September 16), students may use any parking space in the lower parking lot. **When students receive their parking permits, they will be assigned a parking space. Beginning Monday, September 19, all cars driven by students must display a valid 2022-2023 parking permit and be parked in the student’s assigned space. Cars that are parked in the incorrect space or that do not have a valid parking permit may be ticketed and towed at the owner’s expense.**

I understand and agree that this application does not guarantee me a parking permit. I also understand that the privilege of driving and parking at the school can be suspended or revoked if I fail to follow the attached guidelines set by the school.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Signature

# MONTGOMERY COUNTY PUBLIC SCHOOLS

## Parent Request for Student Use of Private Vehicle

Office of District Operations  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland 20850

### STUDENT INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ MCPS Student ID: \_\_\_\_\_  
 Address \_\_\_\_\_ Distance to School \_\_\_\_\_  
(nearest tenth mile)  
 Birthdate \_\_\_/\_\_\_/\_\_\_ Grade \_\_\_ Student's Dismissal Time \_\_\_:\_\_\_  a.m./  p.m.  
 School Name \_\_\_\_\_ School # \_\_\_\_\_  
 Phone Numbers: \_\_\_-\_\_\_-\_\_\_ Emergency \_\_\_-\_\_\_-\_\_\_ Driver's License # \_\_\_\_\_

Make, Model, and Year of Vehicle	State and License Tag #	Color	Is Vehicle Insured		Name of Insurance Company	Name of Legal Owner
			Yes	No		

*I hereby request permission for the above named student to drive a private vehicle to school. I understand that there is a non-refundable fee, payable to the school, upon approval of this request. Fees are approved by the Board of Education and paid at a rate of \$37.50 per semester, \$75 per year, or \$25 per season, as determined by the school administrator, plus a processing fee.*

Permission is requested for the following reasons \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*I understand that violation of **law and/or** school regulations governing driving may cause revocation of this privilege. I further understand that owners or operators of vehicles might incur certain legal responsibilities when other persons are transported as passengers. I also understand that if I need to drive another family automobile, I will register the car in the school office in order to park it on school grounds or be subject to ticketing and/or towing at my expense.*

*I agree that by typing my name and today's date below, and submitting this form by electronic mail, I am intending that the below constitutes and is the equivalent to my personal signature.*

Parent/Guardian Printed Name \_\_\_\_\_  
 Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_  
 Student Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

### TO BE COMPLETED BY SCHOOL

Approved:  Semester 1  Semester 2  Full Year  Seasonal \_\_\_\_\_  
 Not Approved Reason: \_\_\_\_\_  
 \_\_\_\_\_

Principal/Designee Printed Name \_\_\_\_\_  
 Principal/Designee Signature \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_

Parking Space Number Assigned \_\_\_\_\_ Parking Permit # \_\_\_\_\_  
 Permit Issued By: Print Name \_\_\_\_\_ Initials \_\_\_\_\_ Date \_\_\_/\_\_\_/\_\_\_