



# COMMONWEALTH OF VIRGINIA | DEPARTMENT OF EDUCATION

## HIGH SCHOOL STUDENT PARKING PASS APPLICATION

**Va. Code § 22.1-205.1:** Each public high school shall require any student who applies to obtain a pass to park a vehicle on school property to provide evidence that the student possesses a valid driver's license or driver privilege card. The Department of Education shall develop, and each public high school shall utilize, a standard application form for students to use to obtain a pass to park a vehicle on school property.

### STUDENT REGISTRATION

*Please print clearly.*

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Last First Middle

**Address:** \_\_\_\_\_  
Street City State Zip

**Driver's License Information** (Select One):

TDL/DTS-B: #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Driver's License: #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Driver Privilege Card: #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

### PARENT/GUARDIAN INFORMATION

*Please print clearly.*

**Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_  
Last First Middle

**Email:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
Street City State Zip

### VEHICLE INFORMATION

*Please print clearly.*

**Make:** \_\_\_\_\_ **Model:** \_\_\_\_\_ **Year:** \_\_\_\_\_ **Color:** \_\_\_\_\_

**License Plate #:** \_\_\_\_\_ **State:** \_\_\_\_\_

**Registered Owner:** \_\_\_\_\_

**Insurance Company:** \_\_\_\_\_ **Policy #:** \_\_\_\_\_

## ADDITIONAL INFORMATION

### Teen Driving Restrictions

Virginia's driving restrictions are not meant to penalize teen drivers, but to help them stay safe while they gain valuable driving experience. Studies have found that these restrictions work to reduce the number of car crashes among young drivers.

### Curfew Restrictions

If you are under age 18, Virginia law prohibits you from driving between midnight and 4 A.M. except when driving:

- to or from a place of business where you are employed;
- to or from an activity that is supervised by an adult and is sponsored by a school or by a civic, religious, or public organization;
- with a licensed spouse age 18 or older, parent or other adult acting in loco parentis who is occupying the front passenger seat,
- in case of an emergency, including responding to emergency calls as a volunteer firefighter or rescue squad personnel.

### Restrictions on the Number of Passengers

**If you are under age 18**, you may carry only one passenger under age 21, unless accompanied by a licensed parent, or other adult acting in place of a parent, in the front passenger seat. However, after you have held your license for one year, you may carry up to three passengers under age 21 in the following situations:

- Travel to and from a school-sponsored activity;
- A licensed driver 21 or older is in the front passenger seat; or
- In case of an emergency.

Learner's permit holders may not carry more than one passenger under age 18.  
(Passenger restrictions do not apply to family members)

### Cellular Telephone Restrictions

**§ 46.2-818.2.** Virginia's cellular telephone law prohibits any person from holding a handheld personal communications device while driving a moving motor vehicle on the highways in the Commonwealth.

## PARENT/GUARDIAN/STUDENT CERTIFICATION

I certify that the information submitted in this application is correct. I also certify that I have read and understand the juvenile licensing restrictions discussed above.

**Signatures:**

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

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

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

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

## FOR OFFICE USE ONLY

**Reviewed by:** \_\_\_\_\_ **Decal #:** \_\_\_\_\_

**Verified:** ☐ Driver's License/Driver Privilege Card ☐ Vehicle Registration **Date:** \_\_\_\_\_



# Spotsylvania County Public Schools

## Parking Permit Agreement

PERMIT #	
Receipt #	

### 2025-2026 STUDENT PARKING AGREEMENT

STUDENT NAME:	SCHOOL:
EARLY RELEASE?    YES    NO	GRADE:      10      11      12

**Permits may not be purchased or issued to any student who owes a debt at school. All debts must be cleared before this application will be accepted.**

In order to process this application, the student must submit the following documents: 1) a valid driver's license, 2) a copy of the registration of the vehicle that will be driven daily, 3) a completed Commonwealth of Virginia Department of Education parking pass application with student and guardian signatures, and 4) a completed Spotsylvania County Public Schools parking permit agreement with student and guardian signatures.

**All students must adhere to the following procedures and parking lot procedures. Violation of any of the regulations will result in a violation notice being placed on the driver's window for the first offense. Subsequent violations will subject the vehicle to booting/towing. Towing charges range from \$100-\$150 per incident. Students who lose their parking privileges are not permitted to drive to school.**

1. Each student must show proof of a **valid and current** driver's license as well as the car's registration.
2. Parking permits will **cost \$70 for the 2025-2026** school year, **\$35** at anytime during the 3<sup>rd</sup> marking period, and **\$20** at anytime during the last marking period. The replacement fee for lost parking permits is **\$10**.
3. Any student with an outstanding school debt will not be permitted to purchase a parking permit.
4. All cars parked on school grounds during normal school hours must have a valid parking permit displayed according to school requirements. Failure to comply may result in loss of driving privilege or towing of vehicle.
5. If applicable, each student **must park in the space that corresponds with the number on his/her parking permit or in a designated area**. No other student or vehicle may occupy your spot at any time. Do not park in reserved spaces, unauthorized areas, or "No Parking" zones.
6. **10-mile per hour** speed limit is in effect on school grounds at all times.
7. There must be no loitering in or around parked vehicles at any time. Students must leave their car immediately upon arriving to school and must leave the parking lot immediately upon dismissal from school at the end of the day. **Students will not be allowed to visit their cars during the school day for any reason without administrative permission.**
8. Violation of parking or driving policies may result in the booting/towing of the vehicle at the owner's expense, the suspension or revocation of the parking permit, and/or other disciplinary measures. If a parking permit is revoked for any reason, it will not be reinstated until the following year.
9. The student's car registration and parking permit information must match. If students need to drive another vehicle to school, they must make the school administration aware of it.
10. **Vehicles parked on school grounds may be searched by school officials** if they have reasonable suspicion that the vehicle may contain illegal substances, weapons, contraband, etc. The driver of a vehicle is subject to disciplinary action for any contraband found in a vehicle.
11. Skipping school and/or giving another student a ride from campus when that student does not have permission to leave school will result in the suspension and/or revocation of parking privileges. It is the driver's responsibility to determine if the student is authorized to leave school.
12. Students should lock all valuables in the trunk or place them out of sight in their locked vehicle. The school is not responsible for acts of vandalism or theft in the parking lots. All acts of vandalism or theft should be reported immediately to the main office.
13. Any student who parks in the teacher/staff parking area between the hours of 6:00 a.m. to 3:00 p.m. without special permission is subject to loss of driving privileges to and from school.

14. The following actions are prohibited in any parking area: 1) car surfing 2) students riding in the back of pickup trucks 3) students riding or sitting on the back or the trunk of vehicles. Any of these actions, or similar actions, will result in a loss of driving privileges to and from school. Any student who exhibits irresponsible driving behavior and/or is observed participating in vandalism will have their driving privileges revoked for a period of time at the discretion of the administrator.
15. Please be advised that **effective, July 1, 2013, in accordance with Va. Code § 46.2-334.01** that the holders of provisional driver's licenses under age 18 are not authorized to operate a motor vehicle with more than one passenger who is less than 21 years old unless the driver is accompanied by a parent or person acting in loco parentis who holds a valid license and is occupying a seat beside the driver. After the first year the provisional license is issued, the holder may operate a motor vehicle with up to three passengers less than 21 years old:
  - if the juvenile is driving to or from a school-sponsored activity,
  - if a licensed driver who is at least 21 years old is sitting on the seat beside the driver, or
  - if there is an emergency.
16. **Failure to abide by all of the above regulations may result in suspension or permanent loss of driving privilege.**

**\*\*\* The following steps represent the disciplinary sequence for unexcused tardies that will apply to every student who has the privilege of parking on school grounds.**

- 1<sup>st</sup> unexcused tardy - Loss of driving privileges for a minimum of two (2) days.
- 2<sup>nd</sup> unexcused tardy - Loss of driving privileges for a minimum of four (4) days.
- 3<sup>rd</sup> unexcused tardy - Loss of driving privileges for a minimum of two (2) weeks.
- 4<sup>th</sup> unexcused tardy - Loss of driving privileges for a minimum of one (1) month.
- 5<sup>th</sup> unexcused tardy - Loss of driving privileges for the remainder of the semester.
- 6<sup>th</sup> unexcused tardy - Loss of driving privileges for the remainder of the school year

I have read and understand the school parking regulations. My signature denotes that I agree to abide by the regulations and that I understand if I violate any of these rules, my vehicle could be towed and/or my parking privileges could be suspended or revoked.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

For administrative, security and office use only

- ☐ Temporary parking effective date \_\_\_\_\_ ending date \_\_\_\_\_
- ☐ Permanent parking effective date \_\_\_\_\_
- ☐ Lost parking privilege effective date \_\_\_\_\_ ending date \_\_\_\_\_  
effective date \_\_\_\_\_ ending date \_\_\_\_\_
- ☐ Lost parking privilege no reinstatement effective \_\_\_\_\_.

**DO NOT WRITE BELOW THIS LINE**

**FOR OFFICE USE ONLY:**

Cash \_\_\_\_\_ Check # \_\_\_\_\_ Certificate \_\_\_\_\_ Payment received on: \_\_\_\_/\_\_\_\_/\_\_\_\_

*It is the policy of the Spotsylvania County School Board not to discriminate against any handicapped person nor any person on the basis of race, national origin, sex, age, ancestry, or marital status.*