

Navarre High School

Virtual Parking Permit Information/Procedure

With the current COVID climate, the sale of NHS parking decals will be virtual through OFFICE 365. Students will be required to login to their SRCSD Office 365 account to access the required information needed to *apply* for a parking decal. This virtual application process is ONLY available for 11th/12th grade students who currently hold a valid driving license (NOT A LEARNING PERMIT).

IMPORTANT INFORMATION:

With minimal parking available on our campus, parking will be prioritized by the date stamp in the order in which the application is successfully submitted ONLINE. However, priority is given to students in the following order:

FIRST: SENIORS

SECOND: 11th/12th grade OFF-CAMPUS/DUAL ENROLLED STUDENTS; to include Locklin Tech students or off-campus Marine Science Station students.

THIRD: JUNIORS (*if parking spaces are still available*)

PROCEDURE:

1. Students **MUST HAVE A VALID DRIVER'S LICENSE** at time of application in order to purchase a parking decal.
2. Students will have to log in to their OFFICE 365 account to access the link to the NHS Parking Decal form in Microsoft. This form can be accessed via computer or mobile device.
 - a. Every entry is time-stamped in order of submission. This is what will be used to create the virtual "line."
3. Required information needed to submit your form ONLINE:
 - a. Last Name; First Name; Grade; Student Cell Phone Number (we will use this information to assign spot numbers, so please answer if you get a call from the school); Vehicle Information – Year, Make, Model, Color, Tag #
 - b. IMPORTANT! Attach completed NHS Parking Application Form with original signatures. (If you cannot scan and attach the original application, you will need to turn in the hard copy to Student Services in order to date stamp your application by Wednesday, August 12th)
4. All unpaid tickets must be resolved in order to secure a parking decal.

APPLICATION LINKS:

SENIORS ONLY:

https://forms.office.com/Pages/ResponsePage.aspx?id=zdJRRM_ZAUm9kltZYs2vfrZb1xXLyglKgRTkzI7cSetUNDhJMvdHN0cwQ0NQMZBIQ0xEREs1MjJCRC4u

JUNIORS ONLY:

https://forms.office.com/Pages/ResponsePage.aspx?id=zdJRRM_ZAUm9kltZYs2vfrZb1xXLyglKgRTkzI7cSetUQ0Y5MFNBWUdSNUZUVjdBFVNBVMVIPM1pMVS4u

PAYMENT/DECAL PICKUP:

You will be contacted by a member of Student Services (during business hours) to verify student information, take payment, and to assign a parking spot. **Decals will be available for pickup on August 19th and 20th.** (ADDITIONAL INFORMATION WILL BE SENT OUT AT A LATER DATE)

This is a new process for us as we try to adjust to the current climate. We appreciate your patience and understanding as we navigate new avenues for keeping everyone safe. If you have any questions, please contact Navarre High School at 850-936-6080.