# Day Student Motor Vehicle Procedures

Please read the following procedures below carefully. After doing so, please print and sign your name, and date the form where indicated below.

1. All vehicles must be registered with the Dean of Students' office and must display a "T-P parking permit" on the left rear bumper or window.
2. Vehicle must be parked in the Smith Field House parking lot on all school days prior to 5:00 p.m.
3. Vehicles may not be used or moved on or off campus except to leave after the last commitment, unless express permission is given by the Dean of Students, Head of School or Associate Head of School. **To leave campus without all the proper permissions is a violation of a major school rule and will result in a disciplinary response.**
4. Other day students or boarding students may not ride in or use a vehicle without the express permission of the Dean of Students, Head of School or Associate Head of School.
5. Violations
   Parking
   - 1$^{st}$ Offense:  Warning.
   - 2$^{nd}$ Offense:  Loss of driving privilege for one week.
   - 3$^{rd}$ Offense:  Loss of driving privileges indefinitely.
   Unregistered Vehicle
   - 1$^{st}$ Offense: Warning
   - 2$^{nd}$ Offense: Loss of driving privilege until registration properly completed.
   Improper use of Vehicle
   - Disciplinary response from the Dean of Students, Head of School or Associate Head of School.
6. "Loss of Driving Privileges" means the student may not drive any motor vehicle on, to or from the campus during a specified punishment time frame, nor may a vehicle be stored or parked within one mile of the campus for use by student.

-------------------------------------------------------------------------------------------------------------------------

**We have read and understand Trinity-Pawling's Day Student Motor Vehicle Procedures.**

**Student Driver's Name Printed:** _____

**Student Driver's Signature:** _____ **Date:** _____

**Parent/Guardian Name Printed:** _____

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

*IMPORTANT*: A student may **NOT** drive a motor vehicle on, to, or from campus until this form and the registration form are properly completed, signed, and turned in to the Dean of Students' office.