

MONROE CAREER AND TECHNICAL INSTITUTE
STUDENT DRIVING REQUEST

IMPORTANT REQUEST INFORMATION:

- 1. Your request should be submitted and approved at least (3) days in advance.
- 2. Submit your completed driving request form to the MCTI Main Office.

STUDENT INFORMATION

Name: _____ Lab: _____ A.M. _____ P.M. _____

Address: _____ Home School: _____

STUDENT VEHICLE INFORMATION

Make/Model of Vehicle: _____ Year: _____ Color: _____

Registration Plate Number: _____

PARENT/STUDENT AGREEMENT INFORMATION

- 1. Parent/Student understands student driving policy in the Parent/Student Handbook.
- 2. No passengers are allowed without prior permission.
- 3. Student may not loiter in the parking lot after parking their vehicle.
- 4. Vehicles will be driven in a safe manner at all times.
- 5. Vehicle is required to be insured and registered in accordance with Penna. Motor Vehicle Laws.
- 6. During school hours a vehicle may not be moved without administrative/staff approval.
- 7. School authorities may search a student's automobile while on school property and seize any illegal materials in accordance with policy set forth in the Parent/Student Handbook.
- 8. Violation of the policy regulating the above privileges will result in disciplinary consequences.

Parent/Guardian's Signature: _____

Parent/Guardian's Daytime Phone Number: _____

Student's Signature: _____

STUDENT REQUEST INFORMATION

Requested Date(s) Student Needs Permission: _____

Reason for Requesting Permission to Drive to MCTI: _____

LONG TERM STUDENT PARKING (Permit # _____) CO-OP (Permit # _____)
(A non-refundable surcharge of \$5.00 is required for long term student and Co-Op parking passes)

AUTHORIZATION SIGNATURES

MCTI Program Instructor: _____

MCTI Administrator: _____

(Required prior to home school approval)

Sending School Administrator: _____