



Clarion County Career Center  
447 Career Lane ♦ Shippenville, PA 16254

# DRIVING PERMIT REQUEST

## TYPE OF PERMIT

Temporary       Co-op       Full-time      Assigned Tag # \_\_\_\_\_

Student Name \_\_\_\_\_

Shop \_\_\_\_\_ Home School \_\_\_\_\_

Reason for Driving \_\_\_\_\_

Date(s) Requested \_\_\_\_\_

## VEHICLE INFORMATION (registration card needs to be presented & a copy will be attached to form)

Color \_\_\_\_\_ Make \_\_\_\_\_ Year \_\_\_\_\_

License Plate Number \_\_\_\_\_ Name of Vehicle Owner \_\_\_\_\_

## INSURANCE INFORMATION (insurance card needs to be presented & a copy will be attached to form)

Insurance Company \_\_\_\_\_ Policy Number \_\_\_\_\_

Agent's Name \_\_\_\_\_ Agent's Phone Number \_\_\_\_\_

## DRIVER'S LICENSE INFORMATION (license needs to be presented & a copy will be attached to form)

Name \_\_\_\_\_ PA License Number \_\_\_\_\_

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

## STUDENT AND PARENT/GUARDIAN SIGNATURES

I agree to follow the driving rules and regulations of the Clarion County Career Center on the reverse side of this form. I understand that any violation of the rules and regulations may cause me to have my driving privileges revoked.

\_\_\_\_\_  
Signature of Career Center Student      Date

\_\_\_\_\_ has my full permission to operate the vehicle described above for transportation  
(Name of student)  
purposes to and from the Clarion County Career Center for the valid date(s) only. The Career Center or its affiliates will not be held liable for any harm incurred by the student or the vehicle they occupy.

\_\_\_\_\_  
Signature of Parent/Guardian      Date

**Approved Permit is Valid \_\_\_\_\_ to \_\_\_\_\_**

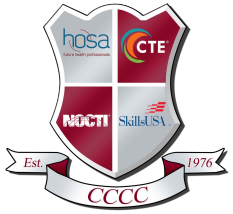
## SCHOOL OFFICIAL SIGNATURES

\_\_\_\_\_  
Home School Official      Print Last Name      Date

\_\_\_\_\_  
Clarion County Career Center Official      Print Last Name      Date

\_\_\_\_\_  
Clarion County Career Center Instructor      Print Last Name      Date

**PERMIT REQUEST WILL NOT BE VALID WITHOUT ALL REQUIRED SIGNATURES.**



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## DRIVING PRIVILEGES AND PARKING REGULATIONS

It is the responsibility of your high school to provide transportation to and from regular Career Center classes. The local school and the Career Center are responsible for you from the time you leave home until you return there.

No full time driving permit tags will be issued without a written request from the parent/guardian AND home school principal. Driving approval is subject to administration discretion. Only in extraordinary cases will they be awarded.

1. Any person who drives to school must obtain an assigned permit tag from the Attendance Officer and **display it on the rearview mirror of the vehicle.**
2. Permit tags must be obtained 2 days prior to the date the student is allowed to drive.
3. Students must have a specific reason for driving, i.e.
  - Doctor appointment
  - Co-op
  - Repair work on personal vehicle
  - Job interview
  - School activity
  - Work after school
4. Students who have a permit tag must arrive at the Career Center *before or at the same time* the buses from their district arrive. Student drivers may lose their driving permit for continually arriving late or too early.
5. No passengers are permitted, NO exceptions.
6. Students are required to abide by all school traffic signage and park within the white markings in the parking lot on the right side of the building (Auto & Diesel garage door side).
7. Students are not permitted to go to their cars during school hours without prior approval from their instructor or the office.
8. Students must park their vehicles and proceed immediately to their designated shop area through the front entrance. No congregating in the parking lot or halls!
9. The student is responsible for any damage done to school property or other vehicles.
10. The Career Center is not responsible for theft and/or vandalism to student's vehicles.
11. Permit tag fees:
  - 1st issue - No charge
  - Replacements - \$5.00 per occurrence

**NOTE: Additional details on Driving Permit Tag Rules and Regulations, Infractions and Disciplinary Actions can be found in the Student Handbook.**