

Sticker #	_____
Date Approved	_____
Date Revoked	_____

**Cayuga-Onondaga BOCES Regional Education Center
1879 West Genesee Street Road, Auburn, NY**

APPLICATION FOR DRIVING PERMIT

DATE: _____

Transportation of students to and from the Cayuga-Onondaga BOCES Regional Education Center is provided by the home school.

The use of other means of transportation, including private vehicles, is permitted only with parental and school approval. The approval must be on file in both the home school and the Regional Education Center offices.

1. If any of the rules outlined in the Student Handbook are violated, the permit may be **immediately revoked**.
2. The Driving Permit is mainly to be used for students who are employed immediately after school. Or...
3. To transfer material that needs to be repaired to and from the Regional Education Center. **WRITTEN VERIFICATION MAY BE REQUIRED**

STUDENT NAME: _____

HOME SCHOOL: _____

CTE CLASS: _____ AM PM

I, _____, request permission to drive to the BOCES

Campus on _____ for the following reason(s). _____

VEHICLE INFORMATION:	
Make: _____	Driver's License # _____
Year: _____	License Plate #: _____
Model: _____	Color: _____

RESTRICTIONS

Parent/Guardian Permission/Signature

Home School Approval

Instructor Approval

_____ Phone # _____
Employer Approval

Place of Employment & Work Hours

Approved by REC Director

CAYUGA –ONONDAGA BOCES REGIONAL EDUCATION CENTER

DRIVING AND PARKING REGULATIONS:

1. All traffic enters and exits the main entrance to the campus.
2. The front parking area will be used for visitors to the facility only.
3. All cars on site must be properly parked within the delineated parking spaces—they must be conspicuously marked with a student sticker.
4. Student parking areas will be designated to the east of the building. All students must park in the designated student areas in assigned parking places.
5. There will be two designated areas for immobile cars being left at the Center. These parking stalls will be numbered and assigned to the particular individuals responsible for the vehicles. An information card will be placed in the windshield of each vehicle indicating the date of Center arrival, student's name, owner's name, instructor's name, parking space assigned, type of work being done, etc. The assignment of these immobile vehicles to designated areas will facilitate snow removal operations.
6. The areas immediately adjacent to assigned classrooms will have overflow work areas clearly defined. No permanent parking will be permitted within these designated areas
7. Teachers are to enforce Student Driving Regulations as part of their Out-of-Class Student Supervision responsibility. Notify the Career & Technical Office with specifics in the case of a student's disregard of policy.
8. ***Driving is a privilege. Given reasonable cause, your car can be searched by appropriate school personnel.***
9. ***Students are not to use cell phones while driving.***

Student Driving Policy:

1. Park in designated areas. Student parking is in the EAST parking lot.
2. ***Adult student drivers are not allowed to carry high school passengers.***
3. Careless or reckless driving on the Center premises will result in loss of privileges.
4. Insubordinate behavior by students may result in loss of driving privileges.
5. Student traffic must wait until all of the buses have pulled out.
6. All student traffic will exit at the main exit of the building.
7. The student parking sticker will be displayed on the side window behind the driver's seat.

Student Signature

Date