

Online Parking Application Instructions

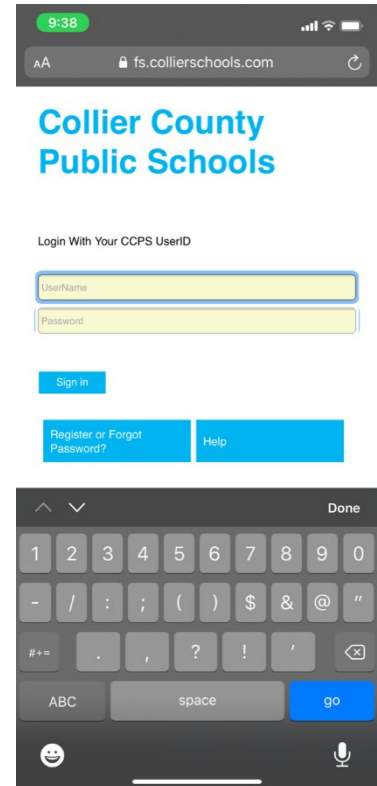
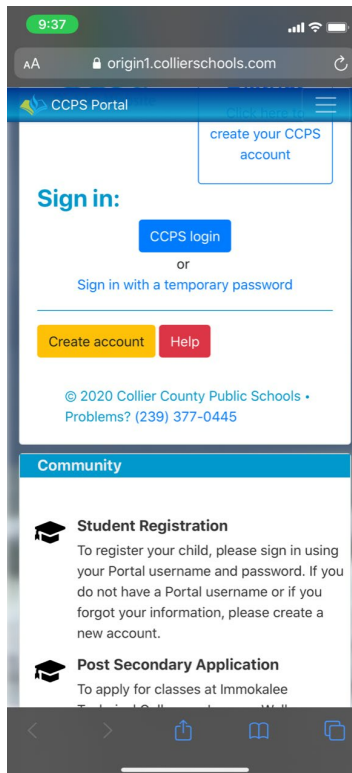
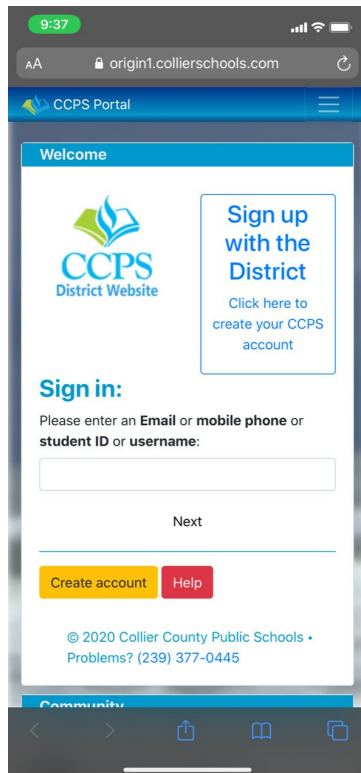
Before you get started, you will want to do the following things:

1. Take pictures of the following items
 - a. The car(s) you are registering
 - b. Your driver's license
 - c. The vehicle registration(s)
 - d. Your car insurance (must be current)
2. Ask your parent/guardian if they have a CCPS Portal account. Have them go to www.collierschools.com and click on the PARENTS tab to create one if they do not have an account.

Ok! You're ready to begin the online application process!

STEP 1: Log into the student portal at <https://origin1.collierschools.com>

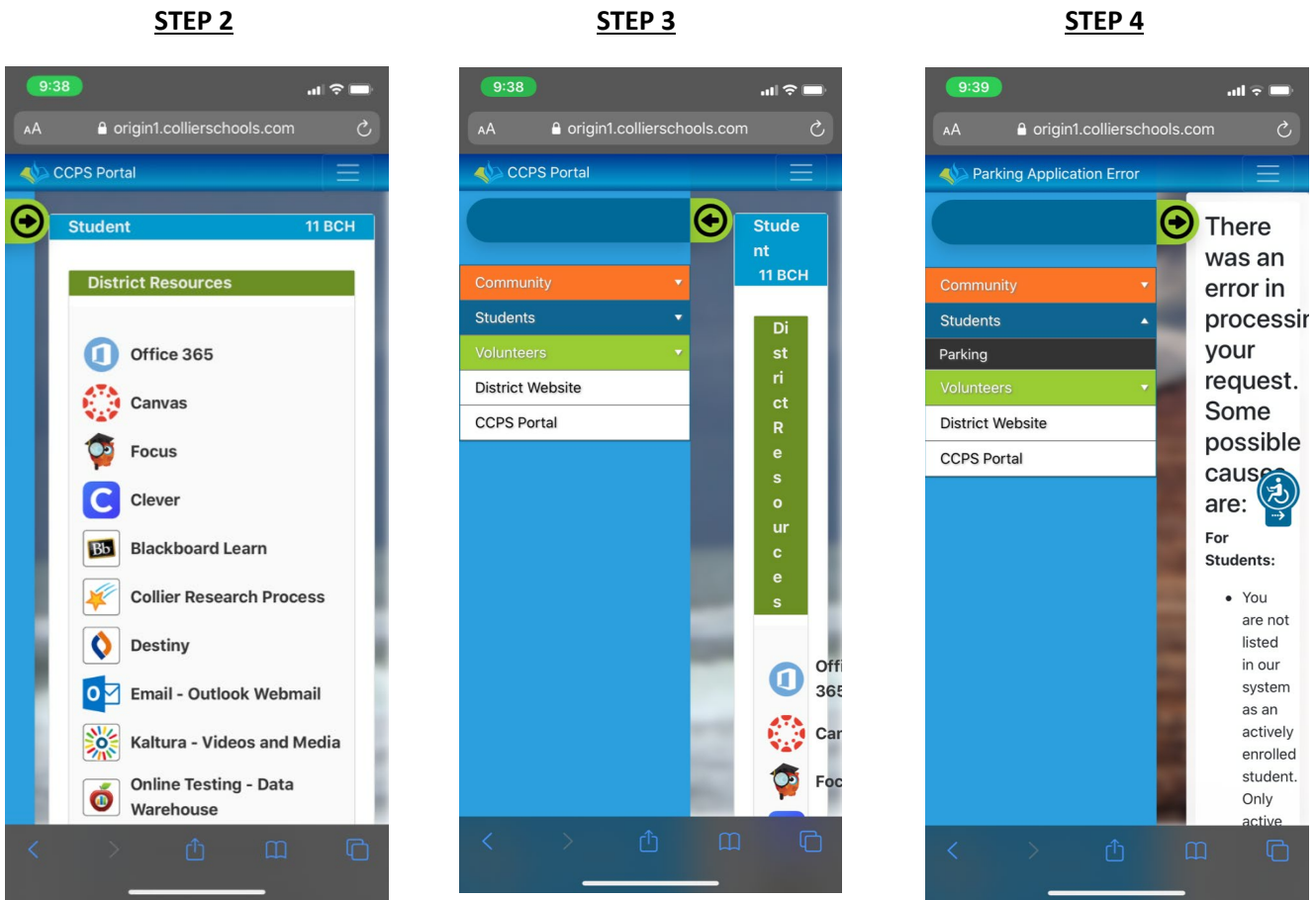
(You may get multiple screens during the sign-in process.)



STEP 2: Click on the Green tab with the Black arrow in the upper left-hand corner

STEP 3: Click on STUDENTS.

Step 4: Click on PARKING



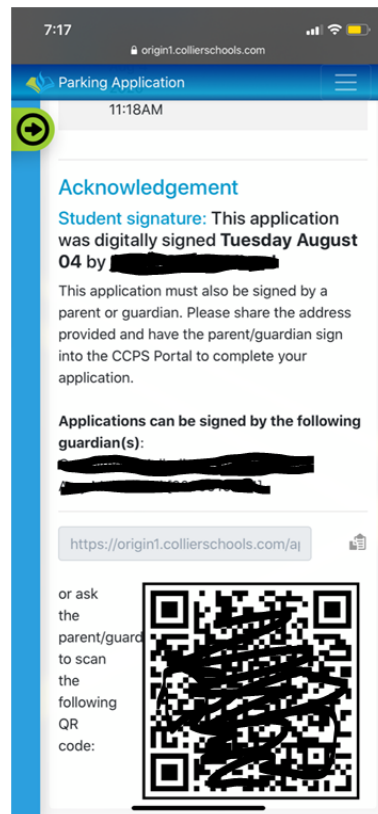
IMPORTANT: Students who are NOT 16 years old at the time of application will not be able to complete it.

STEP 5: Complete the application by filling out the forms and uploading your pictures.

STEP 6: Click on the **Blue Square**. This is your digital signature that you acknowledge and agree to the parking rules and responsibilities.

STEP 7: Send the link or have your parent/guardian scan the QR Code for them to digitally sign.

If you are having trouble with this step, your application will not be approved until you **turn in a Parent Signature sheet.** This sheet is found on Page 4 of these directions. Fill this out, sign it, have your parents sign AND turn in to the front office or e-mail a copy to Ms. Persson at perssk@collierschools.com



What happens next?

- The school will review your submitted application.
- Check back on the status of your application. If approved, a pass will be ready for you to pick up at the high school front desk.
- You will be able to pay for your spot online via RevTrack or in person after school starts. Please note, your application will not be approved until payment is made.

To pay via **RevTrack**:

- Log in to <https://ccps.revtrak.net/high-schools/>
- Choose LWTHS
- Click on your fundraiser/event tab (Parking Permits)
- Make your payment

To pay in person, bring exact amount in cash to the high school front desk, or check made out to Lorenzo Walker Technical High School.

Questions? Call the school at (239) 377-3300.

**LORENZO WALKER TECHNICAL HIGH SCHOOL
STUDENT PARKING APPLICATION Signature Page**

Student ID# _____

Student Email _____

Student Name _____

____ I have uploaded a copy of my proof of insurance, registration, driver's license and picture of my car to the online application, and completed the online application, and all documents are current and not expired.

Notice to Student and Parent/Guardian

- Application Fee is \$25.00 and must be paid via RevTrack or in person
- I understand that all vehicles are subject to search by school officials at any time the vehicle is on campus.
- I understand that driving to and parking on the LWTHS campus is a privilege and not a right.
- I agree to abide by the state driving laws, and CCPS and LWTHS driving and parking rules.
- I will display my parking tag on the rear view mirror. By law, I am required to remove my tag prior to operating my vehicle.
- Seniors and Juniors will have first priority. Underclassmen will be issued parking spaces upon availability.

Failure to abide by the rules will result in the following consequences:

1st Offense	Warning
2nd Offense	\$5.00 Fine
3rd Offense	\$10.00 Fine
4th Offense	Driving privileges suspended

A student placed in an attendance or behavior contract for serious violations, driving privileges may be revoked for the remainder of the school year.

Student Signature _____

Date _____

Parent Signature _____

Date _____

***Proof of insurance, registration and license must be uploaded to the application before parking permit will be issued.**

***Student must not have outstanding obligations**

For office use only:

Student fines have been paid in full & removed from Destiny Initials: _____ Date: _____