

**PARKING PERMIT PROCESS**  
**APPLICATIONS WILL BE ACCEPTED STARTING SEPTEMBER 3**

**Grades 11 and 12 ONLY**

**Sophomores are not eligible to receive a parking permit to park on campus.**

Student parking on campus is very limited. Seniors will have the first opportunity to receive a parking permit. This will be on a first come, first serve basis.

**SENIORS**

If you are applying for a parking pass must:

1. Complete the parking application, it can be found online at [www.westsalemhigh.com](http://www.westsalemhigh.com) under quick links, or one can be picked up in the main office.
2. Please return your completed application to the Bookkeeper with \$20.00 payment by **Friday, September 6**. Remember, all outstanding fees must be paid and/or lost items returned prior to submitting your application.
3. Once fees have been paid and application completed, take application and receipt from bookkeeper to the Student Center where you will receive your parking pass.

**JUNIORS**

After September 6, we will do a lottery to assign the remaining spots. Juniors can put their name on a wait list in the Student Center starting **Tuesday, September 3**. Winners of the lottery will be posted outside the Student Center on **Monday, September 9**.

If your name is posted on the list outside the Student Center, you will need to:

1. Complete the parking application, it can be found online at [www.westsalemhigh.com](http://www.westsalemhigh.com) under quick link, or one can be picked up in the main office.
2. Please return your completed application to the Bookkeeper with \$20.00 payment by **Friday, September 13**. Remember, all outstanding fees must be paid and/or lost items returned prior to submitting your application.
3. Once fees have been paid and application completed, take application and receipt from bookkeeper to the Student Center where you will receive your parking pass.

**Purchasing a parking pass does not guarantee you a parking spot on campus.**