



UNIVERSITY OF DETROIT JESUIT

HIGH SCHOOL AND ACADEMY

July 1, 2009

Dear Families:

We will follow the procedure below for the distribution of parking passes for the 2009/2010 school year:

1. The Student Affairs Office will issue permits to a limited number of students who present a valid driver's license, State of Michigan vehicle registration, and certificate of insurance. There is no fee for the parking pass. The only U of D Jesuit students who may apply for a parking pass are those who are licensed drivers (learners permits are NOT accepted).
2. In August, the Student Affairs Office will issue 240 parking permits on a *first-come-first-serve* basis by grade, along the following schedule:

Seniors: August 12, 9:00 A.M. - 11:00 A.M.

Juniors: August 13, 9:00 A.M. - 11:00 A.M.

Sophomores (if there any passes left): August 14, 9:00 A.M. - 11:00 A.M.

Chances may be very, very slim that there will be any passes available for sophomores. Sophomores should plan on not receiving a parking pass.

Registration for permits will take place in the Gym Lobby (enter through the Atrium). Do not try to register at the Student Affairs Office; you will be directed to the Gym Lobby.

3. There are no exceptions to the dates and times. If your son is unable to make it on the dates above and still wishes to register for a permit, then he must make arrangements for someone else to come and correctly complete the registration process. The SAO will not hold parking permits for students.

Your son or his representative must present the following documents in order to obtain a parking permit: **1) the enclosed registration form filled out completely (including a parent signature), 2) a photocopy of your son's driver's license, 3) a photocopy of your son's proof of insurance, 4) a photocopy of the registration of the vehicle your son will be driving.**

Sincerely,

Anthony R. Trudel
Assistant Principal of Student Affairs

Enclosure: Vehicle Registration Form