

## 2021-2022 PCHS Parking Application Info


**NOTE: PCHS TECHNOLOGY WILL BE RESETTNG ALL PASSWORDS ON FRIDAY, JULY 23, 2021**

The Parking Application for 2021-2022 will be accepted **ONLY online**.

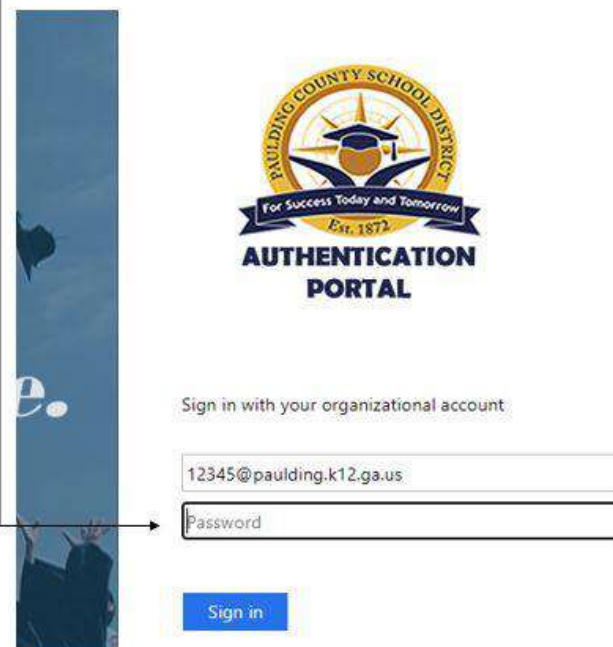
The person completing the application **MUST SIGN IN** with their Student ID# and school computer password when prompted:

Example:

When prompted, enter your Student ID number +@paulding.k12.ga.us

A screenshot of the Microsoft Sign in interface. At the top is the Microsoft logo. Below it, the text "Sign in" is displayed. There is a text input field containing the email address "12345@paulding.k12.ga.us". Below the input field are two links: "Can't access your account?" and "Sign in with Windows Hello or a security key (?)". At the bottom right is a blue button labeled "Next". A line from the instruction above points to the email input field.

Enter your School Password where indicated.

A screenshot of the Paulding County School District Authentication Portal. At the top is the district's logo, which includes a graduation cap and the text "PAULDING COUNTY SCHOOL DISTRICT", "For Success Today and Tomorrow", and "Est. 1872". Below the logo, the text "AUTHENTICATION PORTAL" is displayed. Underneath is the prompt "Sign in with your organizational account". There are two text input fields: the first contains the email address "12345@paulding.k12.ga.us", and the second is labeled "Password". At the bottom is a blue button labeled "Sign in". A line from the instruction above points to the password input field.

Student Parking Applications for **2021-2022 School Year** will be open for rising Seniors and rising Juniors on **Monday, July 19, 2021**. **Completion of the application does not guarantee a parking permit.**

Online applications must be completed with **current** information **before Tuesday, July 27, 2021**, to pick up your parking tag during **Open House on Thursday, July 29, 2021**.

**Complete the Online Parking Application and upload all required documents at**  
**<https://forms.office.com/r/D8DKQ7yDRX>.**

**REMEMBER** that you must sign in with your student ID# and school computer password when prompted (see examples on the first page).

BEFORE completing the application, we recommend collecting and uploading to your computer/phone all necessary information/documentation. You will need:

- Current photo of student – NOT a photo of Driver's License
- Car Tag Number & Vehicle ID
- Digital copy of CURRENT Class C or D Driver's License (no permits)
- Digital copy of CURRENT Automobile Insurance Card (NOT EXPIRED)
- Digital copy of CURRENT Vehicle Registration (NOT EXPIRED)

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Applications for **underclassmen** will open on **Friday, July 23, 2021**

**Parking tags will be available for pick up during Open House on July 29, 2021, for students who completed the online application, paid via RevTrak and have no outstanding debts and/or books.**

During the school year, parking tags will be available 48 hours (2 school days) after online parking application and payment were submitted.

**Parking Fee** is \$105 per year

- (\$90 -Special Discount until 12N Thursday, August 5<sup>th</sup>)  
or \$55 per Semester.

**Payment must be paid via RevTrak**

**<https://paulding.revtrak.net/high-schools/pchs/#/list>**