



PARKING PERMIT REQUIREMENTS

- Fill out the Student Vehicle Registration form and turn it into Ms. Petit office (Front office A107) **Incomplete forms will not be accepted.**
- **Parents must create an account and log into RankOne to complete and submit the online drug testing form Print form after online completion/submission to bring to your appointment . This is a mandatory step. (please flip the page for steps and more information)**
- Drivers License
- Copy of insurance for the vehicle being driven **with the student listed as a driver on the policy.**
- \$25.00 payment (cash, debit/credit card or check) for Student Parking Permit Pass/Sticker
- Students **MUST BE CLEAR of any school fines** from the current or past school years. Check your fines here <https://datastudio.google.com/s/tr95YDR00AI>

FAQ's:

→ Where to Buy A Permit

A. High School Office. Make an appointment scanning the QR code in the top of any of the pages or click on the following link <https://calendar.app.google/dhYelVncBoGUcgaG6>.

B. Police Dispatch Office at Alvin ISD Police Headquarters 2790 Hwy 6 West, Alvin Safety and Technology Center.

→ Can my student do the process of requesting a parking permit?

Yes, make sure they will have all the documents needed and have an appointment to visit Ms. Petit office. Appointments are set for the student to come **before school, lunch time or after school.**

→ Where does the parking permit/sticker go?

Left inside the windshield above the registration sticker.

→ Where are the students able to park?

Student parking lot ONLY. No parking in the Staff, Visitor or Day Care lots. **NO OFF-CAMPUS PARKING ALLOWED.**

→ How do I get a temporary parking permit?

Temporary permits are just allowed to students that have purchased a valid parking permit for the current school year if a different vehicle has to be driven to school for a short period of time (no longer than two weeks) that car needs to have a temporary parking permit. Please visit Mrs. Petit (A107) in the front office to get a temporary permit (there is no fee for this). We encourage you to visit her office **before** the car will be driven to the campus to avoid a possible parking ticket/citation. Please make sure you are bringing the car plate number of the temporary car to be driven when you make this request.

→ What if I receive a MHS parking ticket/citation?

Tickets may be paid at the high school office or at the Police Dispatch Office. Payments made to dispatch must be cash in the exact amount, check or card. Online payments may be submitted using www.myschoolbucks.com.

If a ticket is issued for no valid parking permit and the vehicle was in a student lot, the ticket will be dismissed if a permit is purchased **"for the cited vehicle"** **and within 30 days of the citation.** **ONLY 1 TICKET WILL BE DISMISSED/ YOU ARE RESPONSIBLE FOR ALL OTHER TICKETS YOU MAY RECEIVE.**

→ Can I contest a parking ticket?

Fill out the appropriate form within 30 days of the ticket being issued and request the office send it to the Police Dispatch office. Form will be forwarded to an Alvin ISD Police Supervisor for consideration.

The citation can either be:

Withdrawn – Ticket(s) will be dismissed

Conditional/Modification – Will state on the form

Enforce/Collection – Ticket(s) will have to be paid in full

→ Parking Permit Revocation

Students caught off-campus during school hours will have their parking permit revoked and will not be allowed to park on campus for a minimum of three weeks after revocation. After the 3 week revocation period you must purchase a new parking permit.

→ Can a student be randomly Drug Tested?

Each student who obtains a parking permit may be subject to random drug testing. If my student relinquishes the right to drive, parents are responsible for notifying the campus in writing. Students may continue to be included in the random drug testing selection pool until such notification is received and processed by the campus.

**IF YOU HAVE ANY FURTHER QUESTIONS PLEASE CONTACT ALVIN
ISD POLICE DEPARTMENT DISPATCH AT 281-331-2320**



MANVEL HIGH SCHOOL **DRIVERS**

RANKONE[®] PRO

— DRUG TESTING FORM INSTRUCTIONS —

SCAN HERE
TO ACCESS THE
PARENT PORTAL



<https://alvinisd.rankone.com/Pro/Login.aspx>

- 

1
CREATE AN ACCOUNT AND LOG IN
Please log in or create an account.
- 

2
FIND YOUR STUDENT
Enter Last Name and Student ID number.
- 

3
OPEN ELECTRONIC FORMS
Click "Start Forms" and scroll to AISD Drug Testing.
- 

4
COMPLETE ONLY THE DRUG TESTING FORM
Locate and complete the Drug Testing Form.
Do not complete any other forms.
- 

5
SUBMIT
Review your information and submit the Drug Testing Form.
- 

6
DOWNLOAD AND PRINT
Download and Print completed Drug testing form. Bring to your appointment.



IMPORTANT: Complete ONLY the Drug Testing Form.
No other RankOne forms are required unless instructed by your campus or coach.



NEED ASSISTANCE?
Contact your campus office.

STUDENT VEHICLE REGISTRATION
2026-2027

*****Items needed: \$25, Insurance with driver name on policy, License Plate Number and Driver's License.**

*****Incomplete forms will not be accepted. License Plate must be entered.**

FOR OFFICE USE	
Permit No.: _____	Purchased On: _____

DRIVER INFORMATION

Name: _____

Driver's License No: _____

Date of Birth _____ Student ID _____

Address: _____

City: _____ State: _____ Zip: _____

OWNER INFORMATION

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone No.: _____

VEHICLE INFORMATION

Year: _____

Make: _____ Model: _____

Color: _____ Type: _____ (Pick Up, Van, Car, Motorcycle, SUV)

INSURANCE INFORMATION

Insurance Co.: _____

Names on Policy: _____

Plate Number (Not Vin): _____ Plate State: _____ **Forms without plate number will be returned**

I will read and abide by the Alvin High School/Iowa Colony High School/Manvel High School /Shadow Creek High School/Rise Academy Handbooks governing the use of motor vehicles by students on school property. I understand that illegally parked vehicles and vehicles without a parking permit are subject to being towed at the owner's expense at any time. I understand that fines will be imposed and that my permit may be revoked at any time, if I should fail to abide by these regulations. I understand that parking on school property is a privilege granted by the Alvin ISD Board of Trustees. All vehicles that are parked on school property are subject to search with or without cause. I am responsible for violations by others driving my vehicle. I understand that Alvin Independent School District is in no way responsible for damage to my motor vehicle while parked on school district property. I will register with the Alvin ISD Police Department immediately if I (1) acquire a car, (2) acquire the use of a car, (3) change license plates.

MUST INITIAL ALL STATEMENTS THAT HAVE BEEN READ AND ACCEPTED

_____ I understand that the parking permit will be placed on the inside of the **left** side of the windshield above the inspection and license stickers. Failure to properly display a parking permit will result in disciplinary action.

_____ I understand that all persons applying for a parking permit on the property of AISD are subject to random drug testing as adopted by school board policy and if my student relinquishes the right to drive, parents are responsible for notifying the campus in writing. Students may continue to be included in the random drug testing selection pool until such notification is received and processed by the campus.

Date
PD Form Revised 08/11/2027

Signature of Student