

# ROSE STATE COLLEGE

## Parking Violation Appeal Form 2015-2016

Please complete the below form and follow instructions completely. A separate appeal must be submitted for each violation. Keep the appeal detailed but concise. Any appeal that is not complete, legible, accurate or signed will be rejected. The appeal must be turned into the Office of Student Engagement, SSB 107 within 10 business days to be heard. The vehicle registrant must make the appeal even if someone else was operating the vehicle at the time it was cited. **The ticket MUST be attached to this form.** Appeal decisions will be emailed to the address listed below.

Please note: the following reasons are not considered valid as a basis for appeal:

- Lack of knowledge of the regulations. For example, new to campus or have not reviewed regulations
- Other vehicles were parked improperly
- Only parked illegally for a short period of time
- Stated failure of parking officer to ticket previously for similar offenses
- Late to class or appointment
- Inability to pay the amount of the fine
- No other place to park

NAME: \_\_\_\_\_

STUDENT ID: \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

DATE OF VIOLATION: \_\_\_\_\_

CITATION NUMBER: \_\_\_\_\_

TAG NUMBER: \_\_\_\_\_

VIOLATION: \_\_\_\_\_

I am appealing the above traffic citation for the following reason:

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I acknowledge that the Rose State College Student Senate adjudicates appeals, and that the ruling is final and agree to abide by this decision.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### OFFICE USE ONLY:

Appeal: [ ] ACCEPTED [ ] DENIED Senator Initials: \_\_\_\_\_