TRAFFIC VIOLATIONS CITATION APPEAL

TRAFFIC & PARKING REGULATIONS (as stated in NSCC Student Handbook)

All privately owned and/or operated vehicles for use on campus by students and faculty/staff must be registered in the Security Station in the Student Services Center lobby. For faculty and staff decals there is a charge of $15. The decal charge for attending students is included in their tuition and fees. Decals must be affixed to the rear left bumper or lower left corner of rear window.

DAY CLASSES (until 3:00 p.m.)

STUDENT PARKING:
Spaces designated for STUDENT parking are WHITE LINES ONLY. Any vehicle improperly parked may be towed at the owner’s expense.

VISITORS’ PARKING:
Spaces designated for visitors’ parking are marked with GREEN LINES. Individuals registered for classes are classified as “students” and should park in areas designated for student parking only.

FACULTY/STAFF PARKING:
Spaces designated for faculty/staff parking are marked with BLUE LINES or BLACK LINES.

EVENING CLASSES (after 3:00 p.m.)
There is no designated parking on campus after 3:00 p.m. Monday – Friday. Parking is open to both students and faculty/staff.

- Parking restrictions will not be enforced in the back lots between semesters, on Sundays, or school holidays EXCEPT for disabled parking.

DISABLED PARKING
Special parking areas are provided for disabled students. The laws of the State of Tennessee govern disabled parking. As enacted by the Tennessee General Assembly, any individual parked illegally in a designated disabled parking area will be fined $200.00 for each violation. (NO EXCEPTIONS—STATE LAW)

- Parking fines are assessed at $25.00 per infraction and can be paid at the Bursar’s Office (S-203). Student grades, transcripts, certificates, and/or diplomas will not be released until fines are paid and the student account has been cleared. Students also will not be allowed to register or early-register for classes until all outstanding parking fines have been paid.

PROCESS TO APPEAL TRAFFIC VIOLATIONS CITATIONS:
Appeals of traffic tickets violations MUST be made within 72 hours after the ticket is issued. Appeal forms are available at the Office of Security, room E-13, and/or in the Student Services Center. Appeal forms should be completed with a copy of the citation attached. Both copies should be returned to the Office of Security where a ruling will be made to DISMISS or SUSTAIN the citation.

COMPLETE INFORMATION IN THE BOX BELOW.   RETURN TO THE SECURITY OFFICE, E13, MAIL, OR FAX (SEE ABOVE).

| Citation #: _____________ (attach copy of ticket to this form) | Date of Appeal: ________________ |
| Reason for Appeal: | |

DECISION REGARDING APPEAL OF CITATION #__________

☐ DISMISSED  ☐ SUSTAINED  ☐ $25  ☐ $200

COMMENTS: ___________________________________________________________________________________________

Approved by: Derrek Sheucraft, Director of Safety & Security  Signature: ________________  Date: __________

Revised as of 2-13-2020