

WILKES COMMUNITY COLLEGE

Campus Parking/Driving Ticket Appeal Form

This form must be submitted within 96 hours (4 days) from the date of the violation. Original citation must be attached.

Please fill in all the information below and write a statement explaining the specific reason(s) for the appeal. A reply will be sent to you within 10 working days. All student, faculty, and staff correspondence regarding appeals will be sent through CampusCruiser e-mail.

Mail this form and ticket to:

WILKES COMMUNITY COLLEGE
STUDENT SERVICES OFFICE
PO BOX 120
WILKESBORO, NC 28697

OR

BRING TO THE
STUDENT SERVICES OFFICE
IN ALUMNI HALL

PLEASE NOTE:

Parking Ticket Appeals Will **NOT** Be Considered For The Following Reasons:

- Not knowing the parking rules and regulations
- Inability to find a convenient parking space
- Financial hardship
- Filing an appeal after the allowed time (96 HOURS)

Date: _____

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Please Circle: **Student** **Faculty/Staff** **Visitor** **Other**

Date of violation: _____ Parking Ticket #: _____ Parking Permit #: _____

Statement/Reason for appeal: (Use back if necessary)

Signature: _____

Recipients of Parking/Driving tickets desiring to appeal the decision of the Student Services Parking/Driving Violation Review Personnel may request a review by the Parking/Driving Violation Appeals Board. This five member board consists of a Student Services representative, a Student Government representative, a Business Office representative, a WCC Security Officer, and the Public Safety Officer. Recipients of Parking/Driving tickets have the right to be present during the presentation of the evidence to the Board, cross-examine all witnesses, and present evidence.

The Decisions of the Parking/Driving Violation Appeals Board are Final

Decision of the Parking/Driving Appeal Board:

Ticket Was Voided: _____ Violation Was Upheld: _____

Date: _____ Authorized Signature: _____

Additional space for Statement/Reason for Appeal