

# Student Traffic & Behavioral Appeals Form

## Hinds Community College Student Government Association

1. Request for an appeal must be submitted through the Dean of Students Office no later than three school days after the receipt of the citation.
2. All traffic appeals will be heard on Tuesdays at 1:00 p.m. in the \_\_\_\_\_ providing school is convening. **THIS WILL SERVE AS YOUR NOTIFICATION.**
3. Persons unable to appear before the committee must submit a written appeal with this form and indicate that they will not appear before the committee. The final decision will be emailed to you.
4. The complete procedure for traffic appeals is found in the HCC Student Handbook.

I, \_\_\_\_\_, having read the traffic citation appeal procedure described above do hereby request a Student Traffic Appeal Committee hearing. I understand that I may appear before the committee in person or may submit a written statement with this form. I further understand that I am entitled to present any witness and/or evidence and understand that the police officer issuing the citation may or may not be present. If the committee deems necessary, the hearing may be rescheduled to accommodate all participants including the officer.

**I also understand that if I am unable to attend that I must notify the office in which I filed the appeal 24 hours prior to the scheduled hearing. Failure to appear to my scheduled hearing without notifying the proper officials will forfeit my right to another hearing and the appeal will be denied.**

**Appeals received by Friday will be heard the next week that school is in session. Appeals are not heard during the same week that they are submitted. The original ticket must be submitted with this form.**

Student Signature \_\_\_\_\_ Student I.D. Number \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Residence Hall/ Room Number (if applicable) \_\_\_\_\_ Phone Number \_\_\_\_\_

Reason for Appeal: \_\_\_\_\_

\_\_\_\_\_

<input type="checkbox"/> I will appear before the committee.	<input type="checkbox"/> I will not appear before the committee, but my written statement is attached to this form.
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Committee Use Only	
Citation #: _____	Officer: _____
Issue date: _____	Location: _____
Issue time: _____	Decal #: _____
<b><u>Offense:</u></b>	<b><u>Decision</u> (dismissed or upheld):</b>
1. _____	For Offense 1: _____
2. _____	For Offense 2: _____
3. _____	For Offense 3: _____
_____ SGA Advisor or Dean of Students Representative	_____ SGA Appeals Committee Chairperson
_____ SGA Appeals Committee Senator	_____ SGA Appeals Committee Senator
Officer Present: ____Yes ____No	Name of Officer: _____