

SOUTHWEST TENNESSEE COMMUNITY COLLEGE**SUBJECT:** Student Traffic Appeals**EFFECTIVE DATE:** July 1, 2000; Revised November 5, 2013; Revised April 25, 2023**Purpose**

The purpose of this policy is to provide students with information on how to appeal traffic citations issued by the Department of Police Services/Public Safety at Southwest Tennessee Community College (“Southwest” or “the College”).

Policy

This policy is related to Southwest students only. Employees and others should review Southwest policy [4:00:00:00/10](#).

Students may appeal a citation issued by the Department of Police Services/Public Safety within fifteen (15) days of the issuance date of the citation. Appeals may be filed in person in the Office of Student Development or the Department of Police Services/Public Safety. The [appeal form](#) that must be submitted is accessible on the College’s website. An appeal may also be filed [online](#).

The Committee for Traffic Appeals will meet to review appeals in a timely manner and as necessary. Students will be notified electronically of the committee’s decision within ten (10) business days. The committee’s determination is final.

Responsible**Source of Policy:** n/a**Administrator:** VP of Student Affairs**Related Policy:** 4:00:00:00; 3:02:02:00/11**TBR Policy Reference:** 7.05.00.00**Date:** May 1, 2023President