

# Northwest Missouri State University

## Policy and Procedures Manual

**Chapter** Campus Safety

**Section** Appeals

### I. Purpose

The goal of the University Traffic Advisory committee is to provide high quality parking and traffic services within an ever-changing environment.

### II. Policy

1. If a visitor, student, staff or faculty member believes that the citation was issued in error, he/she has the right to appeal to the Traffic and Parking Appeals Committee. This appeal must be received in Campus Safety within five calendar days of receipt of the citation or billing notice (issued by the University Treasurer's Office). Late appeals shall not be considered, except for extenuating circumstances. Appeal forms are available at the Campus Safety Office or the Student Services Center. The appellant shall be notified in writing of the committee's decision.
2. Failure to return a permit or repetition of serious violations after privileges are revoked shall result in a referral to the Vice President for Student Affairs or the appropriate administrator. There shall be no appeal process for revocation of parking privileges.

Taken from the Parking and Traffic Policies brochure revised July 2005 by the Department of Campus Safety.