VII. Appeals Procedure

Appeals must be made to the Campus Parking Appeals Committee within ten (10) calendar days of the citation. Persons making an appeal should follow these procedure:

A. Appear at the Student Services Office within ten (10) calendar days of receipt of the citation. (Note: The Parking Penalty Appeal Form may be obtained at the University Police website or University Police Department Office.

http://police.tamucc.edu/appeals.doc

B. Appear before the Parking Appeals Committee at the time the case is scheduled for hearing.

C. If the appeal is denied, the fees must be paid within ten (10) calendar days after the date of the ruling, otherwise a late fee will apply.

D. Failure to appear before the Appeals Board will result in the original fee being assessed.

E. If the appeal is denied, the full amount of the ticket will be valid for payment.