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## Parking Appeals 101 Brochure

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# Solicitor General

You can appeal a parking citation and be represented in Court by the Solicitor General



**STUDENT GOVERNMENT**

**OFFICE OF SUPREME COURT**

**MSC 4300 • Phone: (813) 974-2401**

[www.sg.usf.edu](http://www.sg.usf.edu)

## You may contact the Solicitor General for:

- Assistance in researching and clarifying statutes and other policies during the appeal process
- Help reviewing documents during the Final Appeal process to the Supreme Court
- To serve as legal counsel (at the request of the students) in all matters that may come before the Student Supreme Court, which may include:
  - Parking Appeals
  - ERC Candidate Appeals
  - Grievances against Student Government members
  - Impeachment Proceedings
  - Appeals of Student Government Laws, Actions, or Decisions

**CONTACT:**  
**OFFICE OF SOLICITOR GENERAL**  
MSC 4308 • Phone: (813) 974-2401  
[www.sg.usf.edu/solicitorgeneral](http://www.sg.usf.edu/solicitorgeneral)

## ABOUT THE SUPREME COURT

**The USF Student Government Supreme Court serves to administer proper action when Student Government Law is misinterpreted or violated.**

The court is comprised of nine student justices. The Justices are appointed by the Student Government President with the advice and consent of the Senate. Once confirmed by the Judicial Ethics Committee and the Senate, an Associate Justice is sworn in and begins serving a term of up to three years. The Chief Justice is appointed by the Student Government President, while the court elects, from within their ranks, a Senior Justice (second-in-command) and a Ranking Justice (third –in-command). The SG Supreme Court handles all Student's Final Parking Appeals. Appeals can be heard orally by appearing before the court or in written form. All decisions made by the court is final.

# Parking Appeals 101

**AN INFORMATIONAL GUIDE ON APPEALING YOUR PARKING CITATION**

# Parking Appeals 101

AN INFORMATIONAL GUIDE ON APPEALING  
YOUR PARKING CITATION

## REASONS NOT ACCEPTED AS A CAUSE TO DISMISS A CITATION:

- Ignorance of Parking Regulations
- Disagreement with Parking and Transportation Regulations
- Inability to find a parking space
- Operation of vehicle by another person
- Inability to pay the fine (lack of money)
- Received bad or incorrect verbal information
- Traffic congestion
- Tardiness to class and/or appointment
- Patrollers failed to issue citations previously for similar violations
- You were not given a warning prior to receiving the citation

## How To Appeal A Parking Citation:

If you have received a parking citation and believe extenuating circumstances might warrant the dismissal or reduction of your fine, you may appeal the citation with the Parking and Transportation Services Department (PATS) for reconsideration. Parking appeals must be made within 14 calendar days of receiving the citation. You may file your appeal electronically on the Parking and Transportation Services website. Your appeal will then be reviewed by a PATS Appeal Mediator and will be adjudicated based on the current PATS regulations. If you are not satisfied with the decision made by the PATS mediator, you may make a final appeal to the USF Supreme Court. Students may request assistance during the Final Appeal process from the Solicitor General. To request assistance from the Solicitor General, please visit <http://www.sg.usf.edu/solicitorgeneral>.

## Common Parking Myths



**Myth:** You can park anywhere after 5pm.

**FACT:** Parking is enforceable 24 hours a day, 7 days a week, including weekends and holidays. Resident lots, Reserved, Disabled, State Vehicle and Timed (15 or 30 minutes) spaces, are restricted 24/7. However, after **5:30 P.M.** students displaying an S or R permit may park in E, GZ, and D designated areas. Also, meters and Pay-by-Space do not have to be paid after **5:30 P.M.** when displaying a valid permit (**excludes Park-n-Ride/Y Permit**).



**Myth:** Reserved spaces are only reserved during school hours.

**FACT:** Reserved spaces are reserved 24/7. Unauthorized parking in a Reserved space can result in a \$75.00 fine.



**Myth:** If you already have a handicapped permit, you do not need to buy a USF permit.

**FACT:** A USF permit is always required to park on campus.



**Myth:** It's ok if your friends borrow your permit. You will not be responsible for any citations they receive.

**FACT:** You may only use a permit registered to you and your vehicle. You are responsible for any citations attributed to your vehicle and your permit.

Still have questions?  
Visit [www.usf.edu/parking](http://www.usf.edu/parking)  
Email: [Pswab@usf.edu](mailto:Pswab@usf.edu)  
Phone: (813) 974-3990