

APPEALS

A person to whom a citation has been issued shall have 5 school days from the date citation was issued to respond to the citation by filing an appeal.

This **date is not from the date e-citation is received for vehicles not registered properly with Parking Services.** Failing to properly register a vehicle driven to campus or failing to contact Parking Services on the day a notification was placed on your vehicle waives your right to appeal this type of citation. Anyone who desires to appeal other citations **must do so by filing an appeal within five school days from the day the violation was issued.** Failure to file within 5 school days forfeits the right for an appeal. Appeals should only be filed if a legitimate basis exists.

- Only the individual who registered the vehicle for zone access may appeal a citation issued against the vehicle.
- Appeals are processed through your myGate parking channel and adjudicated by the Murray State Judicial Board.
- Appeals will not be accepted after the five-day period has lapsed. The right to appeal will be forfeited. The Murray State Police Officers and Parking Enforcement Officers are not permitted or authorized to void parking citations. Each appealed violation shall be adjudicated by the appropriate judicial committee (disposition is final).
- **All appeal decisions are final and are not eligible for any type of reduction.**
- **Denial is assumed for the following appeals and will require an administrative review before being submitted for appeal:**
 - Parking in or blocking access to a Disability space
 - Parking in or blocking a Fire Lane
 - Non-visitor (faculty, staff, student,...parking in a Visitor Zone
 - Parking in a Restricted/Reserved/Barricaded/Construction area
 - Towed/Booted/Impound Violations

GROUND FOR APPEALS

Appeal when you have valid grounds. You should limit your appeals to those circumstances for which the parking citation was issued in error.

For example, you did not commit a violation.