



The SWC Parking Citation Appeal Process, Administrative Hearing Process and Court Appeal Process are mandated by California Vehicle Code Article 3, Sections 40200.7 and 40215, which was enacted by the State Legislature, Assembly Bill 408, effective July 1, 1993, and Assembly Bill 1228, effective January 1, 1996. All time restrictions, with respect to different appeal levels, are made pursuant to the aforementioned legislation.

WHY WAS MY APPEAL REJECTED?

Please note the following common reasons do not support dismissing a citation:

- I did not know I needed a permit to park on campus
- I did not know the parking policies and regulations (Available at www.swccd.edu/parking)
- I thought my semester permit was valid for the entire Academic year
- I forgot to purchase my permit
- I thought my old vinyl sticker permit was still valid (Vinyl stickers are no longer valid as of summer 2022)
- I forgot to associate/switch my vehicle to my virtual permit
- I was in a hurry/running late
- I could not find a parking space
- I was only parked for a short period of time
- I did not know that I could not park there
- I did not see the sign or curb markings
- I cannot afford to pay for a parking permit (Please visit [SWC Cares](#) if you need assistance paying for a parking permit.)
- I cannot afford to pay the citation fine (Payment plans available. Please visit <https://swc.thepermitstore.com>, log in and click Pay. Continue through until you get to payment method, select Payment Plan instead of credit card option.)
- The lot was almost empty
- I've never had a ticket before
- I will never do it again
- Others were parked in a non-designated area, I thought it was okay to park there too
- I never received the citation on my vehicle
- I did not receive the notification in the mail (It is not SWC's responsibility for lost mail/wrong address at the DMV)

BEFORE YOU BEGIN YOUR SECOND LEVEL APPEAL:

Please answer the following:

1. Is the information on the citation accurate?
2. Did the driver comply with Southwestern College's Parking Policies and Regulations?
3. Were there mitigating circumstances that prevented the driver from complying with the parking policies and regulations and, if so, did the driver take reasonable and timely steps to avoid the violation?

If the answers to questions number 2 and 3 are "**No**", there is little choice but to uphold the citation. The citation will not be voided.

If the answers to questions number 2 and 3 are "**Yes**", please proceed below. Please note, citing officers take photos of each violation. These photos are seen by the reviewing panel to assist in determining the outcome of your appeal.

If the answer to question number 1 is "**No**", please proceed with the appeal process.

WHAT HAPPENS AFTER I TURN IN MY SECOND LEVEL APPEAL?

Your second level appeal will be sent to the City of Chula Vista Parking Division (Superior Court South County Division) within one week from when we receive it. They are well-versed in Southwestern College's parking policies and regulations and the California Vehicle Codes. They will make an unbiased decision based on those policies, the California Vehicle Codes, and any photos or documentation provided.

Once we send CCV Parking Division your second level appeal, they will not provide us with a status until after the results have been sent to you. It may take up to 30-60 days to get your results after your hearing has completed.

Thank you,

Southwestern College
Parking Service | College Police
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Chula Vista, CA 91910
(619) 216-6611 | swcparking@swccd.edu

Parking information: www.swccd.edu/parking