



Parking and Transportation Services - Contesting a Parking Violation

Policy Administrator: Vice President for Administration and Finance/CFO

Authority: [California Vehicle Code Section 40215](#)

Effective Date: January 1, 2010

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Parking and Transportation Services - Contesting a Parking Violation

Policy

In accordance with the California Vehicle Code (CVC), Parking and Transportation Services has established the following administrative review levels for parking violations issued on California State University, Fullerton campuses.

1st Level Administrative Review

Per CVC 40215(a), Parking and Transportation Services will accept parking ticket appeals in-person at the Parking and Transportation Office or online for a period of 21 calendar days from the issuance of a notice of parking violation or 14 calendar days from the mailing of a notice of delinquent parking violation.

2nd Level Administrative Hearing

Per CVC 40215 (b); if a person is dissatisfied with the results of the initial review, the person may request an administrative hearing of the violation no later than 21 calendar days following the mailing of the results of the University's initial review. The request may be made by telephone, in writing, or in person. The person requesting an administrative hearing shall deposit the amount of the parking penalty with the University. The University shall adopt a written procedure to allow a person to request an administrative hearing without payment of the parking penalty upon satisfactory proof of an inability to pay the amount due.

Responsibilities

The Vice President for Administration and Finance/CFO has the overall responsibility for the rules, processes and procedures that govern parking ticket appeals.

Scope

For a period of 21 calendar days from the issuance of a notice of parking violation or 14 calendar days from the mailing of a notice of delinquent parking violation, exclusive of any days from the day Parking and Transportation Services receives a request for a copy or facsimile of the original notice of parking violation pursuant to Section 40206.5 and the day the University complies with the request, a person may request an initial review of the notice by the University. The request may be made by telephone, in writing, or in person. There shall be no charge for this review.

If, following the initial review, the University is satisfied that the violation did not occur, that the registered owner was not responsible for the violation, or that extenuating circumstances make dismissal of the citation appropriate in the interest of justice, the University shall cancel the notice



CALIFORNIA STATE UNIVERSITY, FULLERTON

Parking & Transportation Services

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of parking violation or notice of delinquent parking violation. Parking and Transportation Services shall mail the results of the initial review to the person contesting the notice, and, if following that review, cancellation of the notice does not occur, include a reason for that denial, notification of the ability to request an administrative hearing, and notice of the procedure adopted pursuant to subdivision (b) for waiving prepayment of the parking penalty based upon an inability to pay.

Information

[California Vehicle Code 40215](#)

[Parking and Transportation Website](#)

[CSUF Traffic and Parking Regulations](#)

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