

Traffic Violation?

Douglas County Traffic Safety Program

communityeducation@parkland.edu
parkland.edu/tsp | 217/353-2104

1 AM I ELIGIBLE?

Please answer the following questions:

1. In the 12 months preceding the date of this ticket, have you been convicted of any moving violation in Illinois?
Yes No
2. In the four years preceding the date of this ticket, have you taken the four-hour defensive driving class or have you been on court supervision in Illinois? Yes No
3. Was your ticket marked with "Court Appearance Required?" Yes No
4. Do you have a Commercial Driver's License (CDL)? Yes No

If you answered YES to any of the questions above, you are NOT eligible for the program. Call us!

2 WHAT ARE MY OPTIONS?

Unless otherwise specified, you generally have three options:

1. Plead guilty and pay the fine, online, by mail or in person, without going to court. A conviction will be entered on your driving record.
2. Plead not guilty and request a trial. For options 1 and 2, follow the directions on your traffic ticket.
3. Plead guilty, pay the fine, and request the Traffic Safety Program. You do not have to appear in court and a conviction is not entered on your driving record if you complete the program. Eligibility requirements apply. For option 3, carefully read this brochure and follow the registration instructions in section 7.



community education

AT PARKLAND COLLEGE

1315 North Mattis Avenue, Champaign, IL 61821-1818

3 HOW DOES THE PROGRAM WORK?

To successfully complete the program, you must:

1. Participate in a four-hour National Safety Council defensive driving course no later than 120 days from the date the plea of guilty is recorded at the court.
2. Obey all traffic laws and avoid any further convictions during court supervision, which begins the date your plea of guilty is recorded at the court and continues for 180 days.
3. You must complete the program, and you must not violate traffic laws during court supervision, or a conviction will be entered against you and reported to the Secretary of State to be included on your driving record. Your program fee will be forfeited.

4 HOW MUCH DOES THE PROGRAM COST?

The instructor-led class at Parkland College is \$49.

The self-paced online program is \$69.

If you choose an alternate location, the cost is \$49 plus that location's class fee.

5 WHERE CAN I TAKE MY COURSE?

1. **Parkland College (instructor-led) \$49:**
Follow the registration instructions in Section 7. Class is held at Parkland College Community Education on Mattis, not on Parkland's main campus.
2. **Parkland College (self-paced online program) \$69:**
Only available for drivers age 25 or older at the time of violation or permitted by the Court. Follow registration instructions in Section 7 and check the *Parkland College Online Program* option under *Location and Scheduling*. Once your registration is processed by the Court, Parkland College will email you access instructions about the self-paced program.
3. **Alternate Location \$49+:** Available at limited locations. Additional fees apply. Follow the registration instructions and check the *Alternate Location* option under *Location and Scheduling*. Once your registration is processed by the Court, Parkland will email you further instructions.

If you need to change your class assignment, you must notify Parkland College, 217/353-2104, no later than 1 business day before the class start date to avoid rescheduling fees.

If you fail to appear or if you are late for your in-person class, you must pay an additional \$49 for a new class date.

6 WHEN IS MY DEADLINE TO REGISTER?

Submitting your request for the Traffic Safety Program is time-sensitive. You must first wait 10 days after receiving your violation. After 10 days have passed, the deadline to deliver your materials to the court is three days prior to your court appearance date (noted on the bottom half of the front side of the ticket in the "Court Place/Date" section).

7 REGISTRATION INSTRUCTIONS

You must pay your traffic ticket AND register for the Traffic Safety Program at the same time. Choose one of the following ways.

Registration (in-person or by mail):

- Sign the *Appearance, Plea of Guilty, and Waiver* portion of your traffic ticket.
- Complete Section 8 - *Traffic Safety Program Registration* portion of this form.
- Read and sign Section 9 - *Plea of Guilty and Application for Court Supervision* portion of this form.
- Submit your traffic ticket, this paper form, along with the fine indicated on your ticket, and the nonrefundable program fee (Section 4) to:

Douglas County Circuit Clerk
PO Box 50
Tuscola, IL 61953

Once processed by the Court, Parkland will email your class details.

All emails come from
communityeducation@parkland.edu

For more FAQs, please visit parkland.edu/tsp.

8 TRAFFIC SAFETY PROGRAM REGISTRATION

Complete all fields in ink and print clearly.

Name

Last First Middle

Current Mailing Address

Street/Apartment/Unit# City State ZIP Code

Daytime Phone Evening Phone

Date of Birth Email

Course Requirement: Answer the following questions to determine which course you must take.

1. Were you under the age of 18 at the time of the violation?
YES—STOP. You *must* appear in court with a parent or guardian and request supervision before registering.
NO—Proceed to question 2.
2. Were you under the age of 25 at the time of the violation?
YES—You *must* register for and attend an instructor-led class (\$49).
NO—You may register for and attend an instructor-led class (\$49), or complete the self-paced online program (\$69).

Location and Scheduling: Please select the location at which you would like to attend the course.

Parkland College on Mattis: The instructor-led, in person classes are held at Parkland College Community Education, 1315 North Mattis Avenue, Champaign, IL.
Please indicate your scheduling preference (not guaranteed). We offer one Tuesday evening and two Saturday morning classes per month. You will be emailed confirmation within two weeks of registration.
____ Tuesday 6–10 PM ____ Saturday 8 AM–noon

Parkland College Online Program: You will be emailed access instructions within two weeks of registration.

Alternate Location: Available at limited locations. Additional fees apply. You will be emailed further instructions within two weeks of registration.

Scheduling Conflicts and Notes: Please note specific dates or routine days/times you are unavailable:

If you have a question about your class or if you require accessibility or language assistance, contact the Parkland College Traffic Safety Program office at 217/353-2104.

If you have a question about your ticket, contact the Douglas County Traffic Court at 217/253-2353.

9 PLEA OF “GUILTY” AND APPLICATION FOR COURT SUPERVISION

State of Illinois

By signing this statement, I swear, or affirm, the following to be true:

1. In the 12 months preceding the date of this ticket, I have NOT been convicted with any moving violation anywhere in Illinois.
2. In the four years preceding the date of this ticket, I have NOT taken a four-hour defensive driving class or been on court supervision anywhere in Illinois.
3. My ticket was not marked with “Court Appearance Required.”
4. I further understand that I DO PLEAD GUILTY to the charges on this ticket, WAIVE my right to a hearing by the court, and REQUEST court supervision.
5. I AGREE to pay the non-refundable Traffic Safety Program fee plus the fine indicated on the ticket. I understand that taking the class at another location will require an additional fee.

I understand my driving record can be checked. If it indicates that I have been convicted of a traffic offense that resulted in any of the possibilities in numbers 1 and 2 above, MY PLEA OF GUILTY WILL BE ACCEPTED AND A CONVICTION WILL BE ENTERED AGAINST ME AND REPORTED TO THE SECRETARY OF STATE TO BE INCLUDED ON MY DRIVING RECORD.

I further understand, if I make an application for the Traffic Safety Program and I am not eligible, OR I fail to complete the Traffic Safety Program in a timely manner, OR I receive another traffic conviction within my court supervision period, OR I fail to pay the appropriate fine and fee, THAT CONVICTION WILL BE ENTERED AGAINST ME AND REPORTED TO THE SECRETARY OF STATE TO BE INCLUDED ON MY DRIVING RECORD.

Sign here: _____

FOR OFFICE USE ONLY

Case number: _____

Deadline: _____

Comment: _____