

How to Appeal a Parking Ticket

Office of Student Accounts

Green Hall 119

stuaccts@tcnj.edu



TCNJ THE COLLEGE OF
NEW JERSEY

How to Appeal a Parking Ticket

TCNJ THE COLLEGE OF NEW JERSEY

APPLY VISIT GIVE | ALUMNI PARENTS OFFICES TCNJ TODAY

Parking Services Office of Student Accounts

HOME REGULATIONS PARKING MAP PARKING FOR SAFETY VIOLATIONS & FINES

Announcements

Updated: August 14, 2024

Fall 2024 parking permit online ordering is now available. Please click on the CARS login on the right side of this page. Online ordering user guides are below for assistance. If you are an MCCC housing student, please email parking@tcnj.edu for instructions.

[Ordering a Parking Permit User Guide – Students](#)

[Ordering a Parking Permit User Guide – Faculty/Staff](#)

CAMPUS AUTOMOBILE REGISTRATION SYSTEM

CARS LOGIN

Please order your parking permit via the CARS Login above. Medical passes through Health Services or ARC should not use CARS for ordering a permit. Faculty and staff may pay for their citation(s) online.

REPORTING EMERGENCIES

Campus Police should be notified of motor vehicle accidents, vandalism, loss by theft, and any other auto

1. Navigate to the TCNJ Parking Services Homepage and click on the CARS LOGIN button on the right side of the screen.

2. You will be directed to the main page of our AIMS portal. Click the Login button at the top left side of the screen.

TCNJ THE COLLEGE OF NEW JERSEY

View/Manage Account | View Account Fees | Pay Ticket | Appeal Ticket

Order Faculty/Staff or Student Permits | Campus Map | Weekly Passes

ANNOUNCEMENTS

12/10/2024 - STUDENT SPRING DECALS - Spring 2025 decals will be available beginning the **second week of January 2025**. A campus-wide email will be sent at that time with additional information and ordering instructions.

12/09/2024 - END OF SEMESTER TICKETING SUSPENSION - Ticketing for "lack of valid decal only" will be suspended starting on December 6, 2024 at 5:00pm through Winter break in all **student lots**. All other parking violations will be enforced by Campus Police daily.

11/01/2024 - CITATION APPEAL NOTICE - For appeal hearing information, please visit our Citation Appeals site.

10/31/2024 - PARKING PERMIT PICKUP

- Pickup Location: Green Hall Room 119
- Pickup Time Window: 8:30AM - 4:30PM, Monday-Friday

3. Sign into the portal using your TCNJ SSO.

TCNJ THE COLLEGE OF NEW JERSEY

Single Sign-On

roscoe1@tcnj.edu [edit](#)

Password

.....

[Log in](#)

Secured by Duo

How to Appeal a Parking Ticket

Account # 1855TEST
ROSCOE TCNJ
Current Balance: \$25.00

Attention
Your account has 1 unpaid tickets, with a total balance of \$25.00

Account Navigation:
Vehicles
Tickets
Permits
Fees

Service Tiles:
Edit Contact Information
Pay Ticket
Appeal Ticket (highlighted)
Order Permits
Campus Map
Weekly Passes

4. You will be directed to the account homepage where you can select the “Appeal Ticket” option from the navigation menu below.

5. On the next page, you will be shown all tickets eligible for appeal. Select the “Appeal” option next to the balance.

Account Navigation:
Vehicles
Tickets
Permits
Fees

Eligible Tickets to Appeal

Ticket Number	Violation(s)	Balance	Appeal
TEST01TICKET99	V8 IMPROPER PARKING	\$25.00	Appeal

Lookup Ticket

Ticket #* Plate #*

*If you do not see the ticket listed, you can lookup the ticket with the Ticket # and License Plate #.

Account Navigation:
Vehicles
Tickets
Permits
Fees

Service Tiles:
Edit Contact Information
Pay Ticket
Appeal Ticket (highlighted)
Order Permits
Campus Map
Weekly Passes

How to Appeal a Parking Ticket

Account

- Vehicles 1
- Tickets 1
- Permits 1
- Fees

Ticket #TEST01TICKET99

Ticket Information
Issue Date and Time: 12/05/2024 02:19 PM
Current Status: Issued
Location: ABE CIRCLE

Vehicle Information
New Jersey
TESTPLATE
Bentley Other
Gold

Violations & Surcharges
V8 IMPROPER PARKING \$25.00

Balance: \$25.00

Pay Ticket Now Appeal Ticket **View Ticket**

Tickets on Vehicle:

<input checked="" type="checkbox"/>	Item Number	Description	Balance	View
<input checked="" type="checkbox"/>	TEST01TICKET99	V8 IMPROPER PARKING	\$25.00	View

Pay Now **Total: \$25.00**

6. You will then be shown the details of the selected ticket such as Issue Date and Time, Current Status, Location, Vehicle Information, and Violations & Surcharges. To view the physical ticket, select the “View Ticket” option from the menu bar below the balance.

Here is an example of what a ticket looks like →

PARKING VIOLATION

TICKET INFORMATION
Ticket #: TEST01TICKET
Date: 12/05/2024 Time: 14:19

VEHICLE INFORMATION
Plate: TESTPLATE NJ
Make: BENTL Model: OTHER
Color: GOLD

VIOLATION
Location: ABE CIRCLE
Violation: V8 Amount: \$25.00
IMPROPER PARKING
Total Amount: \$25.00
Amount becomes: \$30.00 if not paid by 12/12/20

Badge Number: 100

Pay Online

How to Appeal a Parking Ticket

Account

- Vehicles
- Tickets
- Permits
- Fees

Ticket #TEST01TICKET99

Ticket Information

Issue Date and Time: 12/05/2024 02:19 PM
Current Status: Issued
Location: ABE CIRCLE

Vehicle Information

New Jersey
TESTPLATE
Bentley Other
Gold

Violations & Surcharges

V8 IMPROPER PARKING \$25.00

Balance: \$25.00

Pay Ticket Now Appeal Ticket View Ticket

Request Appeal

First Name: *
ROSCOE

Middle Name:

7. To continue the appeal process, select the “Appeal” option from the previous menu bar.

City*
Ewing

State/Prov.*
New Jersey

Zip/Postal*
08628

Appeal Disc. Type *

Reason*

File Attachments

+ Add Attachment
Acceptable filetypes: .jpg, .gif, .png, .bmp, .pdf Max filesize: 10240kB

Terms of Service

- I agree to adjudication requirements
- I will familiarize myself with the parking violations and the parking map.
- I understand that parking is at my own risk.
- I affirm that the information given is true.

I have read and agree to the terms of service above

Submit Cancel

8. Fill in the required fields, and add any attachments if applicable by using the “+ Add Attachment” option. Then review the terms of service and agree by clicking the checkbox. When all information is entered, click “Submit”.

How to Appeal a Parking Ticket

You will then be taken back to the ticket information page where you can view the Adjudication Summary which will list the date, reason, and status of the requested appeal.

Ticket #TEST01TICKET99

Ticket Information Issue Date and Time: 12/05/2024 02:19 PM Current Status: Issued Location: ABE CIRCLE	Vehicle Information  Bentley Other Gold
--	--

Violations & Surcharges

V8 IMPROPER PARKING	\$25.00
---------------------	---------

Balance: \$25.00

[Pay Ticket Now](#) [View Ticket](#)

Adjudication Summary

12/06/2024	Adjudication Pending
Reason:	Follow tcnjstuacct on Instagram for more updates!