

## WHAT ARE MY OPTIONS?

Unless otherwise specified, when charged with a minor traffic violation you have three options:

1. Plead guilty and pay the fine, 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. 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 in its entirety and follow the registration instructions as provided.**

## What is the Traffic Safety Program?

The Traffic Safety Program, enacted by the Illinois Supreme Court and guided by the conference of Chief Judges, has been adopted by the Sixth Judicial Circuit Court. This program is intended to improve your driving skills, decrease the possibility of future traffic law violations, and reduce the chance you or someone else may be killed or injured in a traffic accident.

## What is the benefit of choosing the Traffic Safety Program?

The Traffic Safety Program allows eligible drivers to receive Court Supervision for minor traffic offenses. If you successfully complete the Traffic Safety Program, your traffic offense will not be entered as a conviction on your driving record. Instead, it will be reported to the Secretary of State as "Court Supervision," which does not negatively impact your driving record.

## How much does the program cost?

To participate in the Traffic Safety Program, you must pay your ticket fine and a non-refundable \$42 program fee to the Court.

If you choose the ONLINE program, you must pay an additional \$25 fee. If you choose to participate at a location other than Parkland College, you must pay an additional fee, as determined by the location you choose.

## AM I ELIGIBLE?

To determine your eligibility you must answer the following four questions.

1. In the twelve (12) months preceding the date of this ticket, have you been convicted with any moving violation anywhere in Illinois?  Yes  No
2. In the four (4) years preceding the date of this ticket, have you taken a 4-hour Defensive Driving class or been on Court Supervision anywhere in Illinois?  Yes  No
3. Did you receive a ticket for speeding twenty-one (21) or more miles per hour over the speed limit?  Yes  No
4. Was your ticket marked with Court Appearance Required?  Yes  No

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

## What if I have a Commercial Driver's License (CDL)?

If you have a CDL, the Traffic Safety Program will not prevent action against your CDL.

## HOW DOES THE PROGRAM WORK?

To successfully complete the program, you must:

1. Participate in a 4-hour National Safety Council Defensive Driving course no later than 120 days, or roughly four (4) months, 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. Court Supervision begins the date your plea of guilty is recorded at the court and continues for 180 days, or roughly six (6) consecutive months.

**If you fail to complete Defensive Driving instruction or if you violate a traffic law during Court Supervision, 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.**

## WHERE CAN I TAKE MY COURSE?

You have three options for your course location:

1. **Parkland College** (Classroom setting). No additional fee. Follow the registration instructions on the opposite side of this form.
2. **Parkland College ONLINE program**. Only available for drivers age twenty-five (25) or older at the time of violation. Requires **additional \$25 fee** to purchase Online Access Code. Follow registration instructions and check the ONLINE Program option under "Location and Scheduling." ***Do not submit the \$25 fee to the Court.*** Once your registration form is received and processed by the Court, you will receive an email from Parkland College with directions on paying the fee and accessing the course.

**If you choose option 1 or 2, Parkland College will notify the court of your course completion and will present you with a certificate of completion for your personal records.**

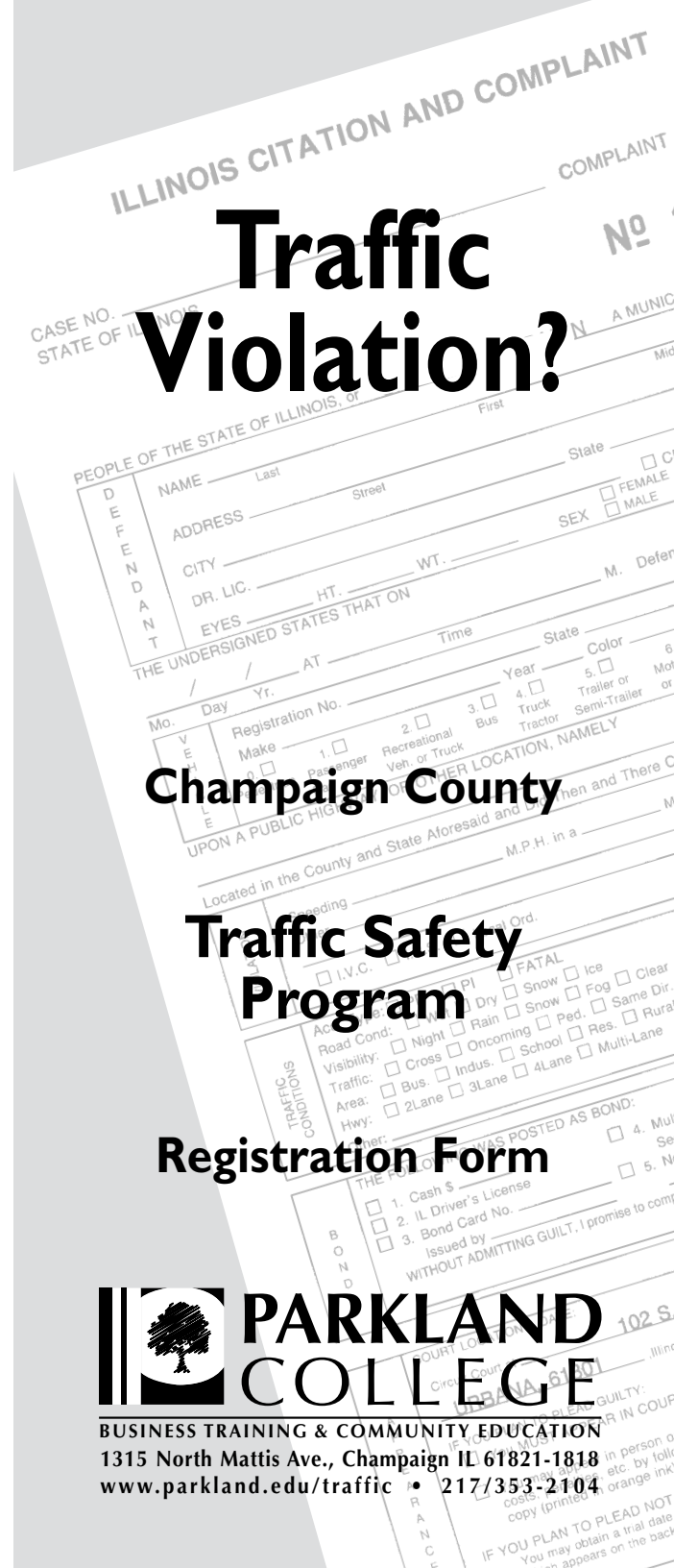
3. **Alternate Location**. Available at limited approved locations only. **Additional fees apply.** Follow the registration instructions and check the "Alternate Location" option under "Location and Scheduling." You will receive further details and instructions by mail from Parkland College within thirty (30) days. You are responsible for locating and contacting an approved alternate training site, completing an additional registration with that site, and submitting a National Safety Council certificate of completion to the circuit court within 120 days of your plea of guilty.

## When is my deadline to register?

Submitting your request for the Traffic Safety Program is time sensitive. You must first wait ten (10) days after receiving your violation.

After ten (10) days have passed, the deadline to deliver your materials to the court is three (3) 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).

**For further details call 217/353-2104 or visit [www.parkland.edu/traffic](http://www.parkland.edu/traffic)**



BUSINESS TRAINING & COMMUNITY EDUCATION  
1315 North Mattis Ave., Champaign IL 61821-1818  
[www.parkland.edu/traffic](http://www.parkland.edu/traffic) • 217/353-2104

## REGISTRATION INSTRUCTIONS

Please reference the “AM I ELIGIBLE?” portion of this brochure to determine your eligibility before proceeding with your registration.

1. Sign the “Appearance, Plea of Guilty and Waiver” portion of your traffic ticket.
2. Complete the “Traffic Safety Program Registration” portion of this form.
3. Complete and sign the “Plea of Guilty and Application for Court Supervision” portion of this form.
4. Deliver your traffic ticket and this registration form, along with the fine indicated on your ticket and the non-refundable \$42 program fee to: Circuit Clerk, Traffic Division, 101 E. Main, Urbana, IL 61801.
  - Delivery may be made in person or by mail.
  - Fines and fees may be paid in cash, bank certified check, or money order (payable to Circuit Clerk). **Do not mail cash.** If you paid cash bail to the officer, only an additional \$42 Traffic Safety Program fee must be paid.
  - Delivery of your materials is time sensitive. **You must first wait ten (10) days after the receipt of your violation. After ten (10) days have passed, the deadline to deliver your materials to the court is three (3) days prior to your court appearance date.**
5. The Circuit Clerk will forward your registration form to the Parkland College Traffic Safety Program office. **You will be notified by mail and email of your class assignment approximately two weeks prior to the class date.**
6. If you need to change your class assignment, you must notify the Traffic Safety Program office, 217/353-2104, no later than 48 hours prior to the class start time. You will receive a new class assignment upon payment of a \$12 rescheduling fee.
7. If you fail to appear or if you are late for an assigned class, you must pay an additional \$42 fee and request another class to complete the Traffic Safety Program.

**Don’t forget to return the signed copy of your ticket with this form.**

## Traffic Safety Program Registration

(Complete all fields in ink and print clearly.)

Name \_\_\_\_\_  
Last First Middle

**Current** Mailing Address \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

Driver’s License # \_\_\_\_\_ State \_\_\_\_\_

Date of Birth \_\_\_\_\_ Email \_\_\_\_\_

### Course Requirement:

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

1. Were you under the age of eighteen (18) at the time of the violation?
  - Yes** — STOP. You **must** appear in court with a parent or guardian and request supervision before registering. If allowed, you must complete the “Alive at 25” course.
  - No** — Proceed to question 2.
2. Were you under the age of twenty-five (25) at the time of the violation?
  - Yes** — You **must** complete the “**Alive at 25**” course. The course must be taken in-person.
  - No** — You **must** complete the “**DDC-4**” course. The course can be taken in-person or online.

### Location and Scheduling:

Please select the location at which you would like to attend the course.

\_\_\_ **Parkland College:** DDC-4 and “Alive at 25” courses are held at Parkland College Business Training, 1315 North Mattis Avenue, Champaign, Illinois. Please rank the following day/time options in order of preference from 1 (first) to 3 (last). Preferences are not guaranteed.

\_\_\_ **Tuesday** 6–10 p.m. \_\_\_ **Saturday** 8 a.m.–noon \_\_\_ **Saturday** 1–5 p.m.

\_\_\_ **Parkland College ONLINE Program:** Additional fees apply. Only available for the DDC-4 course.

\_\_\_ **Alternate Location:** Additional fees apply. Available for DDC-4 or “Alive at 25” course.

### Scheduling Conflicts / Notes:

Please note specific dates or routine days/times you are unavailable.

\_\_\_\_\_

\_\_\_\_\_

If you have questions about your **CLASS** or require disability or language assistance, contact the Parkland College Traffic Safety Program office at 217/353-2104.

If you have questions about your **TICKET**, contact the Champaign County Traffic Court at 217/384-3717.

## “Plea of Guilty” and Application for Court Supervision

Fill out this form COMPLETELY. Please use ink.  
Make sure the information is accurate.  
Failure to return this completed form could result in conviction.

### State of Illinois

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

1. In the twelve (12) months preceding the date of this ticket, I have NOT been convicted with any moving violation anywhere in Illinois.
2. In the four (4) years preceding the date of this ticket, I have NOT taken a 4-hour Defensive Driving class or been on Court Supervision anywhere in Illinois.
3. I did NOT receive a ticket for speeding twenty-one (21) or more miles per hour over the speed limit.
4. My ticket was NOT marked with "Court Appearance Required."
5. 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.
6. I agree to pay the non-refundable \$42 Traffic Safety Program fee plus the fine indicated on the ticket. I understand that taking the class online or 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 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 A CONVICTION WILL BE ENTERED AGAINST ME AND REPORTED TO THE SECRETARY OF STATE TO BE INCLUDED ON MY DRIVING RECORD.

Sign here: \_\_\_\_\_

Date \_\_\_\_\_

Driver’s License # \_\_\_\_\_

State \_\_\_\_\_

Current Address \_\_\_\_\_

Home Address (if different) \_\_\_\_\_

### FOR OFFICE USE ONLY:

Case Number: \_\_\_\_\_

Comment: \_\_\_\_\_