

## TRAFFIC SAFETY

**READ THE REGISTRATION  
INFORMATION BEFORE FILLING  
OUT THE FORM ON THE RIGHT.**

### ELIGIBILITY GUIDELINES

You are eligible if you have not been placed on court supervision for any other traffic violation issued within 12 months (365 days) of this violation.

You are eligible if the NO COURT APPEARANCE REQUIRED box, located on the bottom portion of your ticket, has been marked.

You are NOT eligible if you were under the age of 18 at the time of the violation. You must appear in court with a parent or legal guardian to request supervision.

For additional information on Traffic Safety class dates or the online course please contact Lake Land College Traffic Safety at 217-238-8258 or [TrafficSafetyProgram@LakeLandCollege.edu](mailto:TrafficSafetyProgram@LakeLandCollege.edu).

**Please do not contact the Circuit Clerk's office.**

### WHEN YOU RECEIVE A TRAFFIC TICKET YOU HAVE FOUR OPTIONS:

#### 1. PLEAD GUILTY BY MAIL

- Plead guilty using the appropriate copy of your citation.
- Pay cost of citation using a money order. Follow the instruction on the citation issued to you.

#### 2. PLEAD NOT GUILTY BY MAIL AND REQUEST A TRIAL

- Plead not guilty using the appropriate copy of your citation.
- Do not appear in court until you receive a court date.

#### 3. APPLY FOR THE TRAFFIC SAFETY PROGRAM BY MAIL

- If eligible under the Eligibility Guidelines shown herein, plead guilty and sign the "Plea of Guilty with Court Supervision" form.
- Complete registration form on right.
- Send completed form and payment by money order (citation cost and class fee) to the Circuit Clerk.
- Cost of citation - \$164 for all complaints.
  - The class fee is \$50. If you choose to complete the online course, there is an additional \$40 access code fee that will be billed to you by Lake Land College.
- Attend an approved 4-hour defensive driving course within 180 days of the PLEA being recorded.
- You are granted 180 day court supervision and must not receive a conviction for another traffic ticket during that supervision.

**To check on eligibility for court supervision,  
please contact the State's Attorney's office.**

# LAKE LAND COLLEGE TRAFFIC SAFETY PROGRAM REGISTRATION FOR SHELBY COUNTY

**Complete all fields in ink and print clearly. All fields are required in order to register.**

If you were under 18 years of age when your ticket was issued, do not complete this registration form. You must appear in court with a parent or guardian to request supervision.

Name:	<input type="text"/>	<input type="text"/>	<input type="text"/>
	Last	First	Middle
Previous Name(s):	<input type="text"/>	Gender:	Male <input type="checkbox"/> Female <input type="checkbox"/>
Mailing Address:	<input type="text"/>	Apt.#:	<input type="text"/>
City:	<input type="text"/>	State:	<input type="text"/>
	<input type="text"/>	Zip:	<input type="text"/>
Cell Phone:	<input type="text"/>	Home Phone:	<input type="text"/>
Date of Birth:	<input type="text"/>	Email Address:	<input type="text"/>
	MM/DD/YYYY		
Driver's License #:	<input type="text"/>	State Issued:	<input type="text"/>

### CLASS OPTIONS

If you chose to avoid a conviction by taking the Defensive Driving Course, please check the best location for your class.

<input type="checkbox"/> <b>Mattoon</b> Weeknights 5-9 p.m.	<input type="checkbox"/> <b>Online</b> An additional \$40 fee is applied to complete this course and you will be billed by Lake Land College.	<input type="checkbox"/> <b>Other Location</b> Print the name of the state or county where class will be taken. <input type="text"/>
<input type="checkbox"/> <b>Effingham</b> ___ Wednesday 6-10 p.m. ___ Saturday 8 a.m.-Noon ___ Saturday 1-5 p.m.		(Once your registration form is received by Lake Land College, you will receive information on how to register at another location.)

**\*If you were 18-20 years of age at the time of the violation you are not eligible for the online Traffic Safety School option.**

<b>Are you in the United States on a visa-nonresident alien?</b>		<input type="text"/>
<input type="checkbox"/> Yes in the United States on a visa - Provide home country of origin:		
<input type="checkbox"/> Not in the United States on a visa		
<b>Are you Hispanic or Latino (or are you of Spanish origin)?</b>	<b>Please identify your primary racial/ethnic group. (Select one)</b>	
<input type="checkbox"/> Yes	<input type="checkbox"/> American Indian or Alaska Native	<input type="checkbox"/> Native Hawaiian or Pacific Islander
<input type="checkbox"/> No	<input type="checkbox"/> Asian	<input type="checkbox"/> White
	<input type="checkbox"/> Black or African American	<input type="checkbox"/> Choose not to respond
<b>Are you from one or more of the following racial groups? (Select all that apply)</b>		
<input type="checkbox"/> American Indian or Alaska Native	<input type="checkbox"/> Native Hawaiian or Other Pacific Islander	
<input type="checkbox"/> Asian	<input type="checkbox"/> White	
<input type="checkbox"/> Black or African American	<input type="checkbox"/> Choose not to respond	
<b>Highest Degree Completed:</b>		
<input type="checkbox"/> Less than High School	<input type="checkbox"/> Certificate	<input type="checkbox"/> Masters
<input type="checkbox"/> GED, year received _____	<input type="checkbox"/> Associate	<input type="checkbox"/> Doctorate
<input type="checkbox"/> High School Diploma	<input type="checkbox"/> Baccalaureate	<input type="checkbox"/> 1st Professional
		<input type="checkbox"/> Other
		<input type="checkbox"/> Some College
		<input type="checkbox"/> Unknown

*This information is for the sole purpose of Lake Land College.*

### OFFICE USE ONLY

Case Number: _____	Citation Number: _____
Citation Date: _____	Termination Date: _____
Amount Paid: _____	Date Paid: _____

## PLEA OF GUILTY WITH COURT SUPERVISION

Read this portion carefully. Make sure you understand your responsibilities.

I am requesting that the court place me on supervision for the enclosed traffic violation. I was not under the age of 18 on the date of the violation. It does not require me to appear in court.

I was not under the age of 18 on the date of the violation. If so, I have been approved by the Court to complete the Traffic Safety Program.

I understand my Traffic Safety Program fee is non-refundable if I fail to complete the class or I am found to be ineligible.

I understand that my supervision will last 180 days from the date the PLEA is recorded at the court and it requires me to receive no other convictions for additional traffic violations during this time.

I have not been placed on court supervision for any traffic violation issued within 12 months (365 days) of the violation.

I understand that I am PLEADING GUILTY to the charge on this ticket, I WAIVE my right to a hearing by the court or jury and request court supervision.

I agree to complete the Traffic Safety Program within 180 days from the date the PLEA is recorded.

I understand my supervision will be summarily revoked and my guilty plea will be used to enter a conviction if:

- ♦ I am found ineligible.
- ♦ I do not complete the class within 180 days from the date the PLEA was recorded.
- ♦ I receive another traffic violation within my supervision period.
- ♦ I fail to return my certificate of completion from attendance of an out-of-area traffic safety school to Lake Land College Traffic Safety Program, if applicable.

Signature:  Date:

Printed Name:

## BEFORE MAILING YOUR PAYMENT/REGISTRATION

- ♦ Make sure you print the information and it can be easily read.
- ♦ Make sure your money order is made out to the clerk of the Circuit Court and it is for the right amount.
- ♦ If you wish to receive receipt, enclose a self-addressed, stamped envelope.

When complete, tear it off, fold and mail in an envelope to the Circuit Clerk's office.

Your class information with the date, time and location of the class will be mailed to you by Lake Land College. If you do not receive a class confirmation within four weeks, it is your responsibility to contact the Lake Land College Traffic Safety Program.

If you cannot attend your assigned class, immediately call the Lake Land College Traffic Safety program at 217-238-8258 or send an email to [TrafficSafetyProgram@LakeLandCollege.edu](mailto:TrafficSafetyProgram@LakeLandCollege.edu) to reschedule. You are allowed one reschedule at no cost. After one reschedule, you will be charged \$25 for any additional classes that you reschedule.

If your mailing address changes, it is your responsibility to notify the Lake Land College Traffic Safety program. The school is not responsible for late, lost and/or undeliverable mail.

If you have a Commercial Driver's License (CDL), the Traffic Safety Program will not prevent action against your CDL.