

Dear Driver Safety Student,

We are currently unable to teach in-person classes due to COVID-19. Until further notice, the online class option is the only option available and will cost an additional \$49.94 (paid directly to the class website), along with your ticket fee and the administrative processing fee. We apologize for the inconvenience.

Thank you,

Shawnee College Driver Safety Program

**Supervision of a Petty or Business Traffic Offense**  
**Schedule 12: \$164 plus \$25 Traffic Safety School fee.**  
**Effective July 1, 2019**

Court Automation Fund	\$ 20.00
Court Document Storage Fund	\$ 20.00
Circuit Clerk Operation & Administrative Fund	\$ 5.00
Circuit Court Clerk & Arresting Agency eCitation Fund*	\$ 10.00
Circuit Clerk Filing Cost	\$ 37.00
State's Attorney Fund	\$ 10.00
Arresting Agency Fee	\$ 48.00
Illinois State Police Merit Board Public Safety Fund	\$ 2.00
Drivers Education Fund	\$ 3.00
Traffic & Criminal Conviction Surcharge Fund	\$ 4.00
Law Enforcement Camera Grant Fund	\$ 1.00
Violent Crime Victims Assistance Fund	\$ 4.00
Traffic Safety School	\$ 25.00
Total	\$ 189.00

\* \$8.00 to the Circuit Court Clerk and \$2.00 to the Arresting Agency for the eCitation Fund

# APPLICATION FOR COURT SUPERVISION AND DRIVER SAFETY PROGRAM COUNTY OF JACKSON COUNTY

- This form also requires that you plead guilty and request supervision either online or by mail.
- **WHEN COMPLETE, either e-mail this form to [trafficsafetyprogram@jacksonco.net](mailto:trafficsafetyprogram@jacksonco.net) or mail it to:**

Jackson County Circuit Clerk  
P.O. Box Drawer 730  
Murphysboro, IL 62966

I, \_\_\_\_\_ certify that I am eligible for court supervision and driver safety program under the eligibility requirements.

I am requesting that the Court place me on supervision for the enclosed traffic violation.

I further understand that I do hereby PLEAD GUILTY to said offense as charged, WAIVE my constitutional rights as set fourth in the traffic charge received AND that my plea of guilty will be accepted and a conviction entered if my driving record indicates I have been placed on Court Supervision for a traffic ticket within 12 months of the current violation date.

I further understand that if I am not eligible OR Fail to timely complete the Driver Safety Program OR Violate the law for another traffic violation within my court supervision period OR fail to pay the appropriate fine, cost or fees, that a conviction will be entered against me and reported to the Secretary of State for inclusion on my driving record.

Sign Here \_\_\_\_\_ Date \_\_\_\_\_

## DRIVER SAFETY PROGRAM INSTRUCTIONS - PLEASE READ BOTH SIDES OF FORM.

### Driver Safety Program Shawnee Community College

8364 Shawnee College Road  
Ullin, IL 62992

ATTN: Driver Safety Program  
Questions regarding Driver Safety Class

Email: [drivesafe@shawneecc.edu](mailto:drivesafe@shawneecc.edu)

Office Hours: 9:00 A.M. -3:00 P.M.

Monday -Thursday

Phone Inquiries 618-833-8435

#### CLASS LOCATIONS:

1. Massac County (Metropolis)
2. Jackson County (Carbondale)
3. Union County (Anna)

**TO REGISTER:** Complete the Registration Form below. This form must be mailed no sooner than 7 days after the date your ticket was issued and no later than 7 days prior to your assigned court date along with your payment (Certified check or money order must be made payable to CLERK OF THE CIRCUIT COURT. Do not send cash or personal check). Use this envelope. (Your ticket fine plus \$25.00 administrative fee for the total cost.) The fine and fee can be combine on the same certified check or money order. Payment and application must be returned to the Jackson Co. Circuit Clerk's Office.

**NOTE: PLEASE CHECK WITH YOUR STATE IF YOU ARE A CDL DRIVER.**

**The Driver Safety Program:** Your class assignment form will be mailed to you in 4 to 6 weeks. It is not necessary to call the Driver Safety Program office to schedule a class time. **Some class sites have limited or restricted schedules.** Your request will be honored, if possible, or the closest possible change will be made. If you are unable to attend your assigned class, immediately call the Driver Safety Program Office and reschedule. (You may reschedule one time at no charge with Shawnee College only). Call no later than the date stamped on your class assignment form. If you miss your class, you must reschedule a new class and pay \$10. **REMEMBER:** Traffic Safety School must be completed before the court supervision completion date which will be approximately 120 days from the date of your ticket.

Due to COVID-19 no in-person classes are currently available

#### REGISTRATION FORM FOR THE DRIVER SAFETY PROGRAM

Put an X in front of your choice.

**\*All in-person classes are currently cancelled due to COVID-19 until further notice.**  
**Online class is available.**

- Massac Co. -Thur Evening
- Jackson Co. -Wed Evening
- Union Co. -Sat Morning
- Out Of Area Motorist \*
- Online\*

Please refer to instructions on reverse side for more OUT OF THE AREA motorist information.  
\*There will be additional class costs for online and out of area classes.

**IF YOU REGISTER FOR THE PROGRAM YOU WILL NOT NEED TO APPEAR IN COURT.** The Driver Safety Program Office will report to the court when you complete the class. No driving conviction will be reported to the Secretary of State.

LAST NAME																			
FIRST NAME															M	F			
STREET NUMBER AND NAME																			
APT #	CITY										STATE	ZIP							
DATE OF BIRTH				DRIVERS LICENSE NUMBER								STATE							
AREA CODE		DAYTIME PHONE				TICKET NUMBER				TICKET DATE									
EMAIL ADDRESS																			

**THIS IS A NEW SYSTEM - PLEASE READ BOTH SIDES OF THIS FORM NOW!**  
**YOU MAY NOT HAVE TO GO TO COURT IN PERSON. MAKE YOUR CHOICE AND FOLLOW THE DIRECTIONS BELOW**  
Read all the information below in paragraphs 1-7 before making your decision.

**A** STOP HERE AND GO TO

**WWW.JUDICI.COM**

PLEA, PAY, AND/OR APPLY FOR SUPERVISION

**MAIL-IN CHOICES B, C, & D**

**B** Plead guilty, Pay Ticket Amount, Conviction is reported to the Secretary of State.  
DO NOT APPEAR IN COURT.

**C** AVOID CONVICTION on Your Driving Record, Plead Guilty, Register for the Driver Safety Program. Pay Ticket Amount and an Additional \$25.00 for Traffic School Supervision. Place your signature in the first paragraph on page (2) and below, and fill out the "registration form" on page (2) and mail to the address below\*.

**D** Plead Not Guilty and Request A Hearing Before A Judge. Follow the directions on the reverse side of your ticket and  
DO NOT USE THIS DOCUMENT.  
DO NOT APPEAR IN COURT UNTIL YOU RECEIVE A TRIAL DATE.

**- READ ALL INSTRUCTIONS--**

1. Use this envelope **UNLESS** your complaint is marked "YOU MUST APPEAR IN COURT". You have choices. Read them carefully and put an X in one of the boxes above, follow the instructions and mail this envelope.
2. This form (and payments for choices B or C) must be mailed no sooner than 7 days after the date that your ticket was issued and not later than 7 days prior to; your assigned court date or your fine may increase and your driving privileges, may be suspended
3. All certified checks and money orders are made payable to "CLERK OF THE CIRCUIT COURT". **DO NOT SEND CASH OR PERSONAL CHECKS.** *If you pay this officer when stopped, you will only owe \$25 administrative fee for supervision.*
4. To register for the Driver Safety Program and avoid a conviction on your driving records, mark box C, place your signature in the box above and below and fill out the "Registration Form" on the reverse side of this form.
5. You are eligible for the 4 **credit** hour Driver Safety Program if you have not been placed on court supervision in the last 12 months.
6. If you are found to be ineligible for the driver Safety Program, a conviction will be reported to the Secretary of State and the \$25 **administrative** fee will be accepted by the court.
7. Your receipt, drivers license, or bond card will be mailed to you when you pay or mark the box B or C, and after your payment is received and processed. Keep the yellow copy of your ticket until your drivers license or bond card is returned to you.

My name is (print) \_\_\_\_\_ Signature \_\_\_\_\_  
Address \_\_\_\_\_

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

\*Due to COVID-19 no in-person classes are currently available. Online class information will be provided. Additional fee will apply.

**OUT OF AREA MOTORIST**

You are eligible to attend a **Defensive Driving Course** (4 **credit** hour) in your area if you have not been on court supervision in the last year. If you decide to attend a class in your area, you will still need to enroll in our program for tracking purposes. Complete this form and send it to the Circuit Court in the county in which you received your ticket along with the blue copy of the ticket, ticket fine, and the **processing** fee of \$25.00. Mark Box C and mail in the envelope provided. The Circuit Court will forward your information to our office and a letter will be sent to you with details in 4 to 6 weeks on completing the class in your area, however **YOU ARE RESPONSIBLE FOR ANY ADDITIONAL FEES THEY MAY CHARGE IN YOUR AREA.** If you have any questions **contact the circuit clerk's office,** or call the number on the reverse side.