

University of Regina Parking Services Citation Payment Plan Terms & Conditions



As a convenience, University of Regina Parking Services offers the opportunity for those with outstanding citation fees to make payment installments through the implementation of a Citation Payment Plan. If you select to pay using the Citation Payment Plan option, you must agree to the following terms and conditions.

To be eligible for a Citation Payment Plan:

- (i) the citation(s) included in your Payment Plan must have been issued a minimum of 14 calendar days prior;
- (ii) the citation may not have a discounted rate applied (i.e. early payment discount);
- (iii) the minimum balance owing in citation fees must be greater than \$50.

If you choose the Citation Payment Plan:

- (i) you are admitting guilt in association with the citation(s) included in the payment plan, and waiving the right to any further appeal of the citation(s) through either the University of Regina or Provincial Bylaw Court;
- (ii) you agree to submit payments on the dates outlined in the Citation Payment Plan Schedule;
- (iii) multiple outstanding citations may be bundled into one Citation Payment Plan, but future citations issued can not be added – a new Citation Payment Plan would need to be activated. Citations that have received a Default Conviction or Notice of Fine from the University of Regina Bylaw Court are not eligible for inclusion in a Citation Payment Plan.
- (iv) the balance owing will be divided into payment installments of no less than \$25.00 per installment (with the exception of the final installment payment, if the balance remaining is less than \$25.00);
- (v) a Citation Payment Plan term will not exceed four months, unless an alternate payment schedule is approved by University of Regina Parking Services;
- (vi) it is the responsibility of the Citation Payment Plan Holder to ensure all payments are submitted on time through an approved payment method (online at <https://uregina.aimsparking.com/> or at the Parking Services Front Office located at College West – Room 108 on the University of Regina main campus during regular office hours);
- (vii) a transcript hold will be placed on the account until the citation balance is paid in full.

If you fail to make payments on the Citation Payment Plan due dates set forth in the Payment Plan Schedule, University of Regina Parking Services will exercise one or more of the following actions:

- (i) terminate the Agreement with notice to the Payment Plan Holder;
- (ii) issue notice that all fees are due in full immediately;
- (iii) apply an administrative penalty sum of \$20.00 to each remaining citation of the plan;
- (iv) suspend any current parking ePermit until payment is remitted and/or prohibit the purchase of a parking ePermit at the University of Regina until all fees are paid in full;
- (v) pursue any other remedy available including immobilization of the vehicle, engagement of a collections agency, or transfer of fees to the Payment Plan Holders Student Financial Account with the University of Regina resulting in being denied:
 - (a) registration for classes;
 - (b) making changes to his or her registration;
 - (c) obtaining transcripts;
 - (d) obtaining degrees, diplomas or certificates.