

Airway Heights Police Department
Airway Heights Police Department Traffic School
Chief Bradley Richmond

The Airway Heights Police Department Traffic School is offered to drivers who have been cited for a minor traffic infraction. It is designed to improve the driver's knowledge and understanding of traffic laws as well as provide safe driving techniques and strategies.

Please Read This Entirely Before Applying

How to Keep a Traffic Violation off Your Driving Record!!

If you have not attended Airway Heights Police Department Traffic School within the past twelve (12) months, and your infraction has ONLY one violation, you may be eligible to attend the Airway Heights Police Department's Traffic School. Successful completion of the program allows you to keep this moving violation from being added to your driving record. In addition, you may attend the school for a non-moving violation, but be aware you can attend once every 12 months. If you attend for a non-moving violation and later receive a moving violation within the 12 month time-frame, you will not be eligible to attend the Airway Heights Police Department Traffic School again or have the moving violation removed from your record.

You must apply for the Airway Heights Police Department Traffic School in PERSON within fifteen (15) calendar days of the date you receive the ticket. No exceptions. You must apply at the Airway Heights Municipal Courthouse- NOT at the Police Department.

After **successful** completion of the class, the Spokane County Prosecutor's Office will move for a dismissal of your infraction. Upon dismissal, there will be no further fine or legal action taken. There is no need for you to appear in court, and the violation will not appear on your driving record. The class fee is \$135 and must be paid in full when you apply. **You do not pay the fine for the primary violation.**

The following citations are ineligible for Traffic-School NO exceptions:

- No insurance.
- Driving suspended, revoked or expired.
- Speeding in a school, construction or park zone (Or any charge which cannot be reduced per Washington RCW).
- Juvenile license restriction violations.
- Negligent Driving infractions, criminal citations or parking violations.
- You cannot attend if you hold a Commercial Driver's License (CDL).

Response to Infraction

Within 15 calendar days of receiving an infraction, you must go in person to the Airway Heights Municipal Courthouse located at 13120 W 13th Ave., Airway Heights, WA and let the clerk know you want to opt in for traffic school and set an extended court date to allow you time to attend traffic school. **You do not need to pay the citation fine at this time.**

- Bring your current ID (valid driver's license or military Identification) proof of insurance and the citation with you when you apply.

Once you have completed this step, you will need to pay for the Airway Heights Police Department Traffic School in full at City Hall. City Hall is located directly across the street from the Courthouse at 1208 S Lundstrom Street, Airway Heights, WA. The fee for traffic school is \$135 which can be paid in cash, check, money order, debit card or credit card. If you do not qualify for traffic school after your application is reviewed by the Traffic School Coordinator, you will be refunded your money, minus \$25.00 in administrative fees.

Once you have paid your fee at City Hall, you will need to completely fill out the application for traffic school [by clicking on this link](#) or you can request a hard copy and fill it out at City Hall and return it to City Hall. Once the application is completed online, it will automatically be submitted to the Traffic School Coordinator, Kristina Blake, to be reviewed.

Upon acceptance into the Airway Heights Police Department Traffic School program, you will be notified by mail informing you of your class date. You are required to attend class on the date scheduled. **Class dates cannot be rescheduled and your \$135 fee is non-refundable** if you withdraw less than 14 days prior to the class date. If you successfully complete Traffic School, your infraction will be dismissed and you will NOT need to appear in court.

IF YOU ARE DETERMINED TO BE INELIGIBLE

If the Traffic School Coordinator determines you are ineligible for Traffic School, you will be contacted by mail. The Traffic School fee minus the \$25 administrative fee will be refunded to you within 4 to 6 weeks. If you are ineligible, you are required to pay the original traffic fine or you must appear at the court date you set up when you applied for the Traffic School program. If you have any questions about the court or cannot remember your court date please contact the **Airway Heights Municipal Court at 509-244-2773.**