



City of Tybee Island Municipal Court

Pre-Trial Diversion Program Rules, Regulations and Procedures

The Pre-Trial Diversion program is only for first time offenders, with non-violent crimes and do not involve driving under the Influence charges.

Program must be completed within the contractual time. For an extension/continuance complete an Extension of Time Request Form and submit to the Tybee Island Municipal Court. Completing the request form does not guarantee an extension. Each case will be individually evaluated by the Assistant District Attorney.

Payment is due at the time of acceptance to the program.

Payments are accepted at the Municipal Court Clerk's Office Monday thru Friday 8 am to 5 pm. 912-786-5635

Office Location: City of Tybee Island Municipal Court

78 Van Horn Ave.

Tybee Island, GA 31328

Mailing Address: City of Tybee Island Municipal Court

P.O. Box 1340

Tybee Island, GA 31328

MONEY ORDER OR CASHIER'S CHECK ONLY

MADE PAYABLE TO: Tybee Island Municipal Court

Pre-Trial Diversion Program fee monies are non-refundable

1. Any new violations may result in a withdrawal from the Pre-Trial Diversion Program. This includes traffic tickets. Any new violation must be reported to the Assistant District Attorney via the Tybee Island Municipal Court within 72 hours of the violation.
2. **Drug Testing:** Every person in the Pre-Trial Diversion Program for a drug charge must submit to a drug screen. The drug screen is at your own expense at a certified lab, hospital, doctor's office, or clinic. The certificate must be from your own test. Any positive test at any time during program participation will result in termination from the program. *Fraudulent forms will result in prosecution for a felony.*
3. **Anger Management Course:** This course must be certified and **cannot** be completed online. The following is a list of places which offer certified courses: Recovery Place, 912-662-8700 or 912-692-0425; Union Mission, Health Services; or Success for Families and Children Enterprise, 912-323-9784 or 800-628-9202. (This is not an exclusive list.) *Fraudulent forms will result in prosecution for a felony.*
4. **Substance Abuse Treatment:** This course must be certified and **cannot** be completed online. The following is a list of places which offer certified courses: Recovery Place, 912-662-8700 or 912-692-0425 and Union Mission, Health Services. (This is not an exclusive list.) *Fraudulent forms will result in prosecution for a felony.*
5. **Defensive Driving Course:** This course must be an approved state course. *Fraudulent forms will result in prosecution for a felony.*

6. **Boating Safety Course:** Contact the Department of Natural Resources at 912-264-7218 *Fraudulent forms will result in prosecution for a felony.*
7. **Domestic Violence Course:** This course must be certified and **cannot** be completed online. The following is a list of places which offer certified courses: Recovery Place, 912-662-8700 or 912-692-0425; Seaport Christian Counseling 912-239-5711; or Success for Families and Children Enterprise, 912-323-9784 or 800-628-9202. (This is not an exclusive list.) *Fraudulent forms will result in prosecution for a felony.*
8. **Gun Safety Course:** Contact the Department of Natural Resources at 912-264-7218 *Fraudulent forms will result in prosecution for a felony.*
9. **Parenting Classes:** This course **cannot** be completed online. Contact Department of Family and Child Services for classes at 912-651-2211; or Success for Families and Children Enterprise, 912-323-9784 or 800-628-9202. There may be free classes offered through churches in the community. *Fraudulent forms will result in prosecution for a felony.*
10. **Shoplifting Course:** This course may be completed online; however the course must be at least 4 hours long. The Shoplifting Alternative Course is available online www.SACourseOnline.org or www.fttalk.com *Fraudulent forms will result in prosecution for a felony.*
11. **Victim Impact Panel:** This course **cannot** be completed online. Contact MADD of Georgia at 888-833-6033 for course information. *Fraudulent forms will result in prosecution for a felony.*
12. **Teen Victim Impact Panel:** This course **cannot** be completed online. This program is held at the Chatham County Juvenile Court located at 197 Carl Griffin Drive, Savannah, GA 31405. Certificate is required. *Fraudulent forms will result in prosecution for a felony.*
13. **Community Service Hours:** Community service hours must be completed at an agency or organization that has been approved by the Tybee Island Municipal Court. **No private or for profit organizations. The hours cannot be used for work or school credit.** The community service hours must be completed after the date of referral in to the Pre-Trial Diversion Program. You must have a signed letter from the organization with a contact person for the organization, a telephone number, and the number of hours completed. *Fraudulent forms will result in prosecution for a felony.*

Entrance into the Pre-Trial Diversion Program:

Website:

1. Print and Read the following:
 - a) Pre-Trial Diversion Program Guidelines
 - b) Pre-Trial Diversion Program Rules, Regulations and Procedures
 - c) Pre-Trial Diversion Program FAQs
2. Print, Complete, Sign and Submit the following:

Application must be submitted at least 10 days prior to court date

- a. Pre-Trial Diversion Program Application
- b. Pre-Trial Diversion Program Waiver of Rights
- c. Pre-Trial Diversion Program Release and Waiver

Submit documents to: City of Tybee Island Municipal Court
P.O. Box 1340
Tybee Island, GA 31328
Email: Diversion@cityoftybee.org

You will receive a letter within 10 to 15 days admitting you or declining you from the program. A new court date will be set at this time.

Court:

If you come to court and the Assistant District Attorney thinks you may be a candidate for the Pre-Trial Diversion Program you will be given a Pre-Trial Diversion Packet.

1. Read the following:
 - a. Pre-Trial Diversion Program Guidelines
 - b. Pre-Trial Diversion Program Rules, Regulations and Procedures
 - c. Pre-Trial Diversion Program FAQs
2. Complete, Sign and Submit the following:

Application must be submitted within 10 days of receiving at court.

- a. Pre-Trial Diversion Program Application
- b. Pre-Trial Diversion Program Waiver of Rights
- c. Pre-Trial Diversion Program Release and Waiver

Submit documents to: City of Tybee Island Municipal Court
 P.O. Box 1340
 Tybee Island, GA 31328
 Email: Diversion@cityoftybee.org

You will receive a letter within 10 to 15 days admitting you or declining you from the program. A new court date will be set at this time.