## **Digital Parking**

Effective Summer 2019, all parking passes will be digital. This means that each student will register their license plate through Credentials and that their license plate will serve as their parking pass. The Police Department will have a license plate scanner that will go through and verify that all cars parked on campus have a registered license plate within our system.

Students are able to register up to 5 separate license plates. However, only one license plate can be on campus at any given time. Anyone not registering a license plate or having multiple cars on campus at a time will be given a ticket.

Students will log into their MyPalomar account and go to their Student Center to purchase a Parking Permit. The permit link will only be active for students with an active enrollment for the permit that is on sale at that time. If they are not enrolled in classes, they will not see the link to purchase a pass. Waitlisted students will be unable to purchase a pass until they have been enrolled.

## **Student Purchasing a Pass**

Student will log into their MyPalomar account and go to their Student Center. Under "My Finances and Financial Assistance" will be a link to purchase the parking permit.

Welcome Student	Center			
				*
student center	general info	academics	finances	financial aid
Stud	ent Center			Note: IE 9/10 users (From IE 9/10 Tool
🐨 My Records and	Enrollment			
Enrollment	Dead	lines 😡 URL		
My class Schedule		Class	Schedule	
Add/Drop Classes	B CH	EM 110-1 C (50108)	MoTuWeTh 8:00AM - 10:05AM NS-135	
<u>Shopping Cart</u> Official Transcript		EM 110L-1 3 (50165)	MoTuWeTh 10:30AM - 2:50PM NS-338	
			weekly schedule	
🐨 My Finances and	Financial Assist	ance		
My Account		Account Summary		
Account Inquiry		You owe 1,577.00		
Purchase Summer 2019	<u>Parking Permit</u>	Due Now Future Due	1,577.00 0.00	
View Financial Aid Apply for CCPG (formerly	( BOGW)	Currency used is US	Dollar.	
other financial	• 🛞 •	Make A Paym Payment Plan Please note: your allow pop-ups to p contact the Help I you need help wit	ent i Link browser must be se make a payment. Pl Desk at 760-744-115 h pop-ups.	t up to ease 50 x2140 if

Student will select Parking Permit link. If Student is not enrolled in classes for that term, the link will not be active. They will be redirected to the Credential Page to purchase their permit and add in any cars they would like to add.

Student will enter personal information on first page. Click Next.

Information from Palomar College		
PLEASE NOTE: Before ordering your parking permit online, y complete your request.	you will need to have the license plate numbers for any vehicles that will use the parkin	g permit in order to
License plate(s) MUST match the vehicle displaying the per	mit or you will receive a citation. Why?	
Ent	ter your name and current address below:	
Your Information:		
* Student ID #:	* = Required Field	
* First Name:		
Middle Name:		
" Last Name:		
* Address:		
* City:		
* State:		
* Zip Code:	City/State/Zip Help	
rerepriore #:		
* Email Address: Please enter your Palomar.edu email address.	0	
* Verify Email:		
Cell Phone No.:	0	
Verlfy Cell Phone#:		
Cell Phone Co.:	None \$	
	Next	

Student will have the option to select a Regular Permit or a Motorcycle Permit.

Vehicle Permits-

- Up to five separate license plates- can be any vehicle (car, motorcycle, etc.)
- Cost is based on information found in PeopleSoft
  - Regularly \$46 for students not qualifying for a special rate
  - o CCPG- \$26
  - EOPS- Free to Student
  - Promise- Free to Student
  - Third Party Contract- Some students will receive a Free pass based on if their third party is paying for their pass
- All of this information will pull over from PeopleSoft automatically and student assessed appropriate fee (if applicable)

Motorcycle Permits-

- Up to five separate motorcycles only can be registered. Cars cannot be added
- Flat rate of \$20
- If a student wants to add a car after already purchasing a motorcycle pass, they will need to pay for a Vehicle permit. In order to avoid this, a student should purchase a Vehicle Permit and add the motorcycle under the Vehicle Permit.

quired	Fees for Vehicle Pe will be assessed ba
student Digital Permit Registration Your license plate will be your permit, please make sure it is c	found in PeopleSo
Spring 2019 Session Permit	\$46.00
Valid from 11/26/18 to 5/31/19	
Spring 2019 Session Motorcycle Permit	\$20.00
Spring 2019 Session Motorcycle Permit Valid from 11/26/18 to 5/31/19	\$20.00
motorcyne Offici Petrine.	

Student will enter their vehicle information.

		* = Required Field
* Make:	HONDA \$	
* Model:	Accord	
* Vehicle Type:	4-Door \$	
* Year:	1992	
* Color:	Red	
* License Plate #:	3SRV930	
	This <b>MUST</b> match the vehicle displaying the permit. (License plates will be used for enforcement.)	
* State of Issue:	CALIFORNIA \$	

Student will verify vehicle and license plate was entered correctly and add any additional vehicles if needed.

License plate recognition (LPR) technology will be used to enforce the parking lots. The license plate must be correct or you will receive a citation.				
F	Please enter ALL ve	hicles that you will use:		
Vehicle 1 : HONDA	ACCORD			
License Plate #:	3SRV930	Edit Vehicle	× Delete Vehicle	
State:				
Model:	ACCORD			
Year:	1992			
Body Type:	4-DOOR			
Color:	RED			
	+ A	dd Vehicle		
Previous			Next	

Student will review the information provided and select Payment Method. All Credit Cards are processed online through Credentials. If a student elects the Cash option below, they must go to a Cashier's Office (any campus) to provide payment. Pass will not be valid until payment has been received.

Please review the	Your order is not completed yet. information below. If you have to make corrections, use the "Edit" button to section.	o return to the appropriate
	You Are Purchasing:	Edit
	Spring 2019 Session Permit	46.00
	Order Total	\$46.00
	Your Information:	Edit
	CASSANDRA STONE	
	Student ID: XXXXX7078 cstone@palomar.edu	
	Vehicle Data:	Edit
	Vehicle 1	
	Plate: 3SRV930 State: CA Make: HONDA Model: ACCORD Year: 1992 Type: 4-DOOR Color: RED	
	<ul> <li>Payment Method:</li> <li>Image: Image: Im</li></ul>	window. ge.
	Previous	:×t

If student elects to pay cash at a Cashier's Office, they will not go to a payment page. The receipt page will just pop up when Submit is clicked. Parking permit is not valid until payment has been made at the Cashier's Office.

Thank you for your order	
Your order number Is: 9DY887723	
Place an Additional Order	Print Receipt
Payment Info:	
We have sent you a copy of this receipt v email. To ensure our emails reach your in please add mysupport@credentialssolutions.com to address book. Your order will NOT be processed until y complete your payment for this order.	via ibox, your ou
You have ordered:	
Spring 2019 Session Permit	46.00
Order Total	\$46.00
Vehicle Data:	
Permit #: 106352	
Vehicle 1	
Plate: 3SRV930 State: CA Make: HONDA Model: ACCORD Year: 1992 Type: 4-DOOR Color: RED	
Your Information:	
CASSANDRA STONE	
Student ID: XXXXX7078 cstone⊛palomar.edu	
Payment Method:	
Payment Method: I am remitting payment directly to the school Please note: Processing of your order will not commence until the total charge of \$46.00 has been receive	ed by the school.

Please	enter your credit card information:
Payment Information	
	* All fields are required
Credit Card Type:	Visa    Refund Policy
* Card Number:	
	(no spaces/dashes)
* Expiration Month: & Year:	12 (Dec) • / 2019 •
Expiration month, a real	
* Card Validation #:	Where is my Card Validation #?
	Required
Please enter your billing informa	ation below:
* Name on Card:	
• Short Address	Required
Street Address:	Required
• City:	
	Required
* State:	Required
* ZIp Code:	
	Required
I have read and agree to a second agree to a	to the terms in the Credentials Solutions, LLC Transaction Agreement
Previous	Submit My Order
	** Please only click 'Submit My Order'



Parking Pass for select term would be activated since the payment is received.