

From the Parking Services Home Page, select My Parking Account from the top ribbon.



Parking Information

My Parking Account

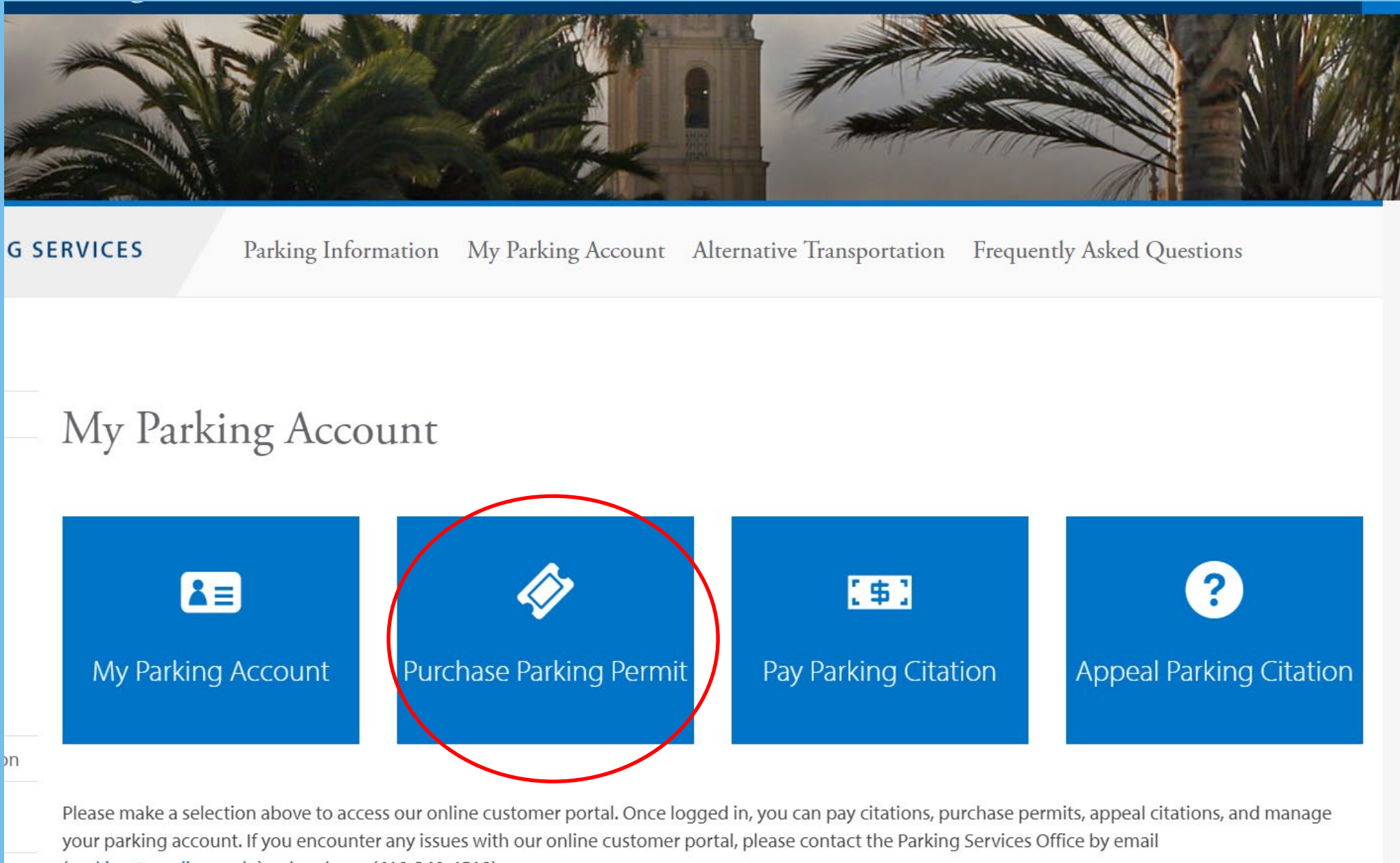
Alternative
Transportation

Frequently Asked
Questions

Mission Statement

The Office of Parking Services is committed to supporting the University of San Diego's Mission Statement by creating a safe and welcoming environment through the delivery of excellent service. We provide guidance and assistance to the campus community on all parking-related needs in a timely and efficient manner; provide safe, well-maintained parking spaces; and ensure equitable parking for all our guests.

Select “Purchase Parking Permit” from the Online Services Page.



Please make a selection above to access our online customer portal. Once logged in, you can pay citations, purchase permits, appeal citations, and manage your parking account. If you encounter any issues with our online customer portal, please contact the Parking Services Office by email

(648-268-4510)

Select your appropriate classification from the options listed (student, employee, or guest).

KING

Parking Information My Parking Account Alternative Transportation

1 More

Purchase Parking Permit

Purchase Parking Permit



Students



Employees



Guests

Please follow the appropriate link above to purchase a parking permit. You will be required to enter your vehicle information (including license plate number) when purchasing your permit. Information about the price of purchasing a parking permit can found by visiting the [Parking Permit Price List Page](#).

Students, please ensure that you have registered for all of your classes prior to purchasing your permit. Registering for additional classes after purchasing your permit may result in additional fees.

For a step-by-step tutorial showing how to purchase your parking permit using our new online portal, please see our [how-to document](#).

Select the option that indicates
“MySanDiego Login”

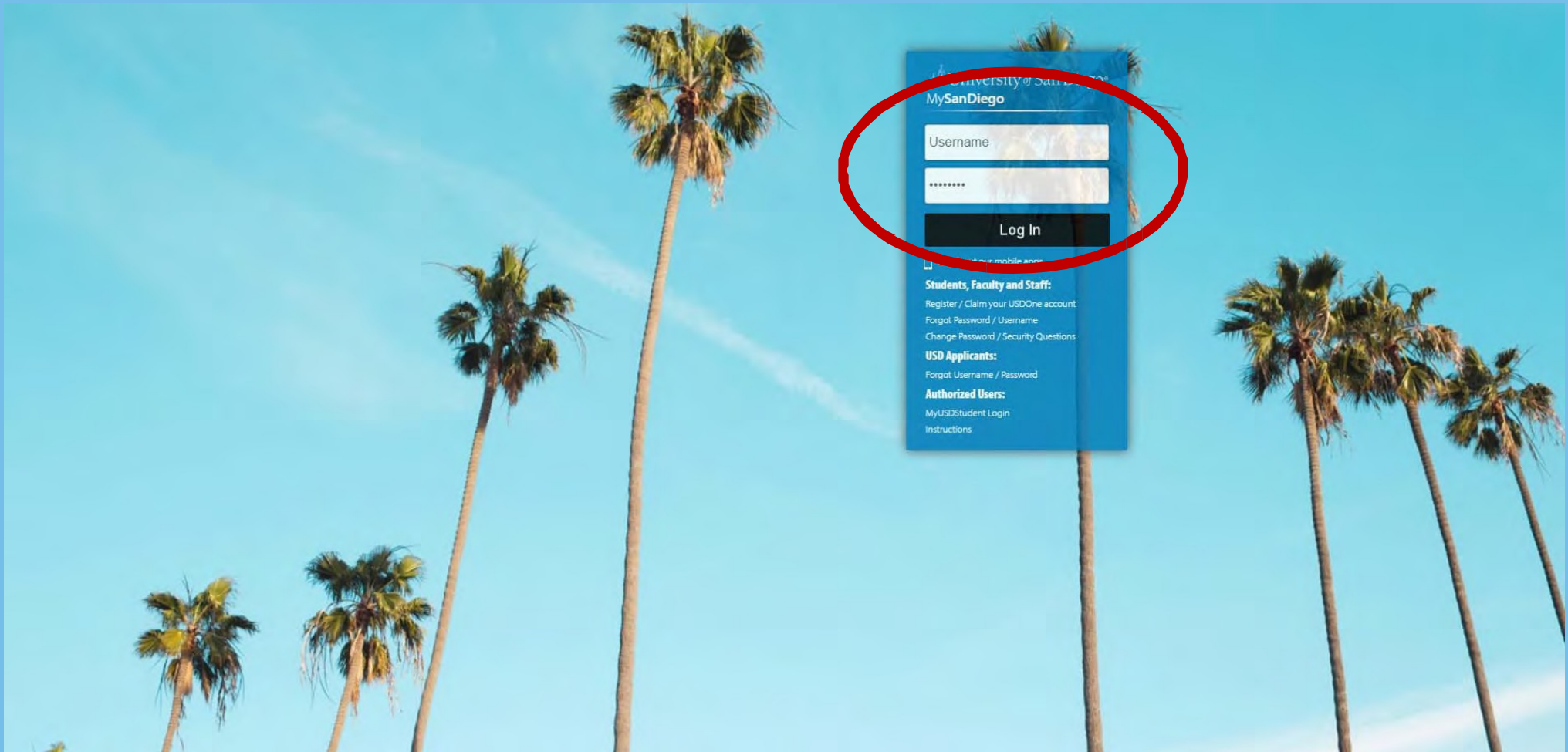


Parking Account Login

If you are a USD Student, Faculty and/or Staff member please select the USD Login button below.

MySanDiego Login

Use your MySanDiego login credentials to access your personalized parking account.



Once logged in, you will be taken to the permit sales page. Select the term for which you wish to purchase your permit and click “Next.”

Your options may differ than the options shown below depending upon your classification.

Residential permits are only sold on an annual basis.

Part-time students and part-time employees are only able to purchase permits one semester at a time.

Please select the motorcycle option only if you intend to drive only a motorcycle/scooter to campus.

Online E-Permit Sales: Select a Term

Current Parking Fees: [View the current parking fee schedule \(new window\)](#)

Please read the instructions on each page carefully.

Parking at USD is by e-parking permit or paid meter only.

When purchasing your e-permit, you will need to provide your vehicle's license plate number. Physical permits will not be sent. E-permits use your license plate number as your permit. Make sure to enter the vehicle information for all vehicles that you use with a permit. Only one vehicle may be on campus at a time.

Please see the Parking Services Rules & Regulations on the Parking Services website for more information (www.sandiego.edu/parking).

Semester / Annual

Step 1 of 6: Select a Term

Please select the dates for which you would like to purchase a permit.

20-21 ANNUAL

Start: July 1, 2020 12:00 AM
End: June 30, 2021 11:59 PM

20-21 FALL

Start: July 1, 2020 12:00 AM
End: January 24, 2021 11:59 PM

20-21 SCOOTER/MOTORCYCLE ANNUAL

Start: July 1, 2020 12:00 AM
End: June 30, 2021 11:59 PM

Next

Daily

Step 2: Select the parking permit that you wish to purchase.

Fringe permits allow for parking only in the basement levels of the West Parking Structure.

Step 3: Reminds you to sign up for text alerts, which can be completed after clicking Next/Save

Step 4: Select the vehicle that you plan to use with your permit. You can add a vehicle by selecting “Add New Vehicle”.

Online Permit Sales: Permit and Vehicle Selection

Step 2 of 6: Select a Parking Permit

Lot designations are assigned based on the permit type you've selected. Your designated parking area is listed below.

COMMUTER ANNUAL

Effective: July 1, 2020 12:00 AM
Expiration: June 30, 2021 11:59 PM

Price: \$280.00

FRINGE **LEVELS B1-B3 WEST STRUCTURE ONLY**

Effective: July 1, 2020 12:00 AM
Expiration: June 30, 2021 11:59 PM

Price: \$125.00

Click here if you have a state issued disabled placard.

E-Permit Information

E-Permits use your license plate number instead of a physical permit being displayed. Make sure to add all vehicles you will be using with your e-permit. Only one vehicle may be on campus at a time.

Step 4 of 6: Add a Vehicle.

Select the vehicle(s) that are currently on your record, or add a new vehicle, that you want to use with your e-permit.

Add New Vehicle							
Select	Type	State	License Plate	Make	Style	Color	
<input type="checkbox"/>	NA	CA	123TEST13				<input type="button" value="⌂"/> <input type="button" value="✕"/>

1 - 1 of 1 items

If you need to add a new vehicle, fill in the information indicated below
If you need to add a new vehicle that does not have license plates yet,
please follow the instructions listed on the screen.

Please enter the full license plate with no spaces or dashes. Failure to enter your accurate license plate information may result in a citation. If you have Paper or Temporary Plates click the link below and enter your full Vehicle Identification Number (VIN), and select "Last 8 of VIN" as the state. The last 8 of the VIN will be used as the license plate number. You will have 30 days to remove the VIN and register the License Plate Number.

Type	NA	▼
State	CA	▼
License Plate	TORERO1	Paper or Temp Plate?
Make	AUDI	▼
Style	PASSENGER CAR	▼
Color	BLACK	▼

Create

Once “Next/Save” is selected from Step 3, you will see the following page.

Step 4: You can elect to sign up for text alerts.

Step 5: Select a payment method. Full-time, benefit-based employees will have the option to select payroll deductions.

Step 6: Check the box, indicating that you agree to the conditions listed on the screen. Then, click “Next/Save”.

Online Permit Sales: Text Alert and Payment Method

Step 4 of 6: Sign up for FREE parking alerts.

By providing your cell phone number and service provider to Parking Services, you are agreeing to receive text messages about lot closures, unusual traffic and construction that may affect parking on campus and/or your commute to campus. This information will not be shared with any third parties and will only be used in situations that will require attention on the part of the e-permit holder.

Note: This text alert program is a free service provided by Parking Services. You may unsubscribe at any time by clicking on the link below. Please check with your wireless provider for any additional text message or data rates that may apply. [Unsubscribe](#)

Cell Phone Number

Cell Phone Provider

Step 5 of 6: Payment Method

Credit Card - Online

Student Account

Step 6 of 6: Rules and Regulations



By clicking the “I Agree, Checkbox”, you confirm you have reviewed and agree to the conditions.

- I have read and agree to follow the Parking Services Rules and Regulations http://www.sandiego.edu/parking/documents/Parking_Rules_and_Regulations.pdf.
- I agree to follow the rules and regulations as outlined in the Parking Handbook.
- I understand all sales are final and no refunds will be issued unless a double charge has occurred.

[Parking Rules & Regulations \(new window\)](#)

Back

Next/Save

Review the details of your transaction on this page.
Please make sure that all information is correct before purchasing your e-permit.
Select "Submit" to continue.

REVIEW ORDER DETAILS BEFORE SUBMITTING

Contact Information

First Name
Last Name
Home Phone
Primary Email

Permit & Vehicle Information

License Plate CA-123TEST13
This is the first vehicle listed on your account. Additional vehicles may be listed on your account summary.

Permit 20-21 ANNUAL COMMUTER ANNUAL 21CA0002
Cost \$280.00

\$

Sales Tax \$ 0.00

E-Permit is valid from July 01 2020 12:00:00 AM through June 30 2021 11:59:59 PM

Waitlist Selected UC West Lot

Payment & Delivery

Payment Method Credit Card - Online
Shipping Method

Back

Submit

After selecting “Submit,” you will be directed either to the Cash Net site for credit card processing or to your receipt (if student account or payroll deductions were selected as the payment method).

We have switched to License Plate Recognition (LPR) so your license plate acts in place of a physical permit. Your e-permit is valid once you complete your purchase and we will not be mailing physical permits.

Please contact the Parking Services Office if you have any questions:
619-260-4518 or parking@sandiego.edu