Log Into Parking System

- Access the system from:
  - Directly from this url: [https://wwuparking.t2hosted.com](https://wwuparking.t2hosted.com)
  - Parking Services homepage [http://www.wwu.edu/ps/parking](http://www.wwu.edu/ps/parking)
- In the upper right corner click Log in.
- Click “Universal Login” button.

Main Menu- Permit Purchase

- Click Permit Purchase link on “Welcome to WWU Parking Online” page.

Introduction Page- Note: your log in may skip this page and go directly to select permit page.

- Read
- Click Next

Select Permit  and Permit Agreement

- Step 1: Locate your permit category i.e., quarterly, academic, annual, etc. (highlighted in blue)
- Step 2: Select your permit choice under your selected category (i.e., all day, 7-1 am, 11am-5 pm, etc.)
- Click the checkboxes to agree to the parking terms and condition after reading.
- Click Next.

Select Vehicles

- Select Vehicle(s) to associate with the permit purchase, can select two. Add a vehicle if necessary. Click Next.

Choose a Lot

- Select your awarded lot from drop down list. All eligible lots are listed; please select only lot you were awarded.
- Click Next.

View Cart - Payment Method
• View permit you selected. If you agree with information regarding your permit, “Select Payment Method” from the drop down list.
  o Credit Card
  o Payroll Deduction
• If Credit Card, select “Proceed to Checkout” and enter card information.
• If Payroll, select “Proceed to Checkout”,
• Acknowledge statement, and select a “Payroll Deduction Option” from drop down menu.
  o Pay with onetime payroll deduction.
  o Pay with multiple payments via payroll deduction, Oct to June.
• Click Next.

Receipt -

• Receipt Page – will receive email receipt.
• Purchase complete, log out