How Do I...

BUY AN EMPLOYEE PARKING PERMIT ONLINE
1) Click Buy a Permit. You may click on either one of these links.
Customer Authentication

If you do not have a CU login ID for this system you may create a guest account.
If you have previously created a guest account you may click here to log into it.

CU faculty, staff, and students

Please enter your CU login information below and click log in.

2) Sign in using your CU username and password.

3) Click Log in.
4) Click Get Permits.
You have been authorized to purchase a permit. Please read the instructions on each page carefully!!!!!!

You have been authorized to purchase a permit. Please read the instructions on each page carefully!!!

5) Click Next.
Note: All of your available permit options are listed here. For details regarding which is best for you go to https://www.clemson.edu/campus-life/parking/employees/permit-types_employees.html

6) Select the permit you wish to purchase.

7) Check both of these boxes, indicating that you have read and agree to the rules and regulations.

8) Click next.
8) Select the vehicle after ensuring the license plate is correct. Multiple vehicles may be added for repositionable permits. Select all vehicles that apply.

9) Click next.
10) Ensure the mailing address is correct.

11) You can add a new shipping address by using the add button. If you have moved, you will need to update your address through CU Human Resources.

12) Click next.
13) Confirm the permit you are wanting to purchase.

14) Enter your payment information. If you want to enroll in Payroll Deduction go to https://www.clemson.edu/campus-life/parking/multimedia/pdf/pretaxelectionform.pdf. You can pay with a credit card if you are not enrolled in Payroll Deduction.

15) Enter your email address.

16) Click Pay Now.
13) Confirm the permit you are wanting to purchase.

14) Enter your payment information. Choose which type of credit card you are using as a payment method.

15) Enter your email address.

16) Click Pay Now.
17) Triple check that this permit is the one you wish to purchase.
18) Enter payment information if you are paying with credit card.

19) Click Continue.
20) Click the link “To print your temporary permit” to print your temporary permit. You will need to print out your permit and display it on your dashboard.

21) Click Logout.

Your parking permit will be mailed to you are the address you selected.