**2024/2025 PARKING PERMITS**

STUDENTS FOLLOW THE INSTRUCTIONS BELOW TO

GET YOUR PERMIT TODAY

**Please have the following vehicle information:**

**Plate Number, State, Year, Make, Model, Color, Style**

**\*Attention**: A parking permit does not guarantee a parking space on campus.

Parking spaces are available on a first-come, first-serve basis.

**Parking permits become available on 7-15-2024. The cost for the 2024/2025 school year will be $280.**

* Go to **Flagler.edu/parkingpermit** to access the Parking Portal
* In the Parking Portal, under the heading of **On-Campus Parking**, click on **Purchase Student Parking Permit**
* **Log In**:
* Your information is already in the system, you **DO NOT** need to create a new login
* Log In with your Flagler College User ID (This is your MyFlagler username)
* Example: JDoe196-**DO NOT** include @flagler.edu, only your login ID
* Your password will be the same as your MyFlagler login password
* Select ***PURCHASE A PERMIT***, and click ***NEXT***
* Select your permit type and complete the permit agreement (If you do not see your correct permit type, please contact the Parking Office before purchasing)
* Student permits will populate by default
* Check all three “I agree” boxes, and click ***NEXT***
* If the proper vehicle populates, check the box and click ***NEXT***
* If “*currently no vehicles in our records for you*” message displays, select ***ADD VEHICLE***
* Enter your vehicle information, review for accuracy, and click ***NEXT***
* You **DO NOT** have to submit a copy of your registration or insurance card
* Compete the steps to check out
* Select the vehicle for permit, click ***NEXT***
* Select **PICK UP MY PERMIT FROM THE PARKING OFFICE**
* View cart, and verify your email address has populated; Select ***PAY NOW*** then ***CHECK OUT***

**After completing the online permit process and receiving a permit number, students will need to go to the Parking Office, located in the Abare Commons at 1 Malaga Street, to receive their new permit sticker.**

**Please Note: The new permits are STICKERS and must be on the driver’s side of the back windshield. Therefore, please no backing into parking spaces.**

QUESTIONS? CONTACT PARKING@FLAGLER.EDU