

Assigning and Removing Vehicles to a valid permit on MyCampusPermit

1. To **add a vehicle to a valid permit**, select the “My Permits” tab and click “Add/Delete” for the permit you desire to update the automobile and/or motorcycle information.

My Permits

Order ID	Purchased	Type	Term	Year	Vehicle	Vehicles	Permit#
613384	01/12/2024	Spring 2024 - Student Economy	Spring	2024	Automobile	Add/Delete	7638 Print Temporary
540845	08/14/2023	Fall 2023 - Student Economy	Fall	2023	Automobile	Add/Delete	7624 Print Temporary
467832	01/16/2023	Spring 2023 - Student Economy	Spring	2023	Automobile	Add/Delete	7863 Print Temporary
427940	08/15/2022	Fall 2022 - Student Economy	Fall	2022	Automobile	Add/Delete	7832 Print Temporary

2. Select the drop-down menu next the “Add Vehicle” section and assign the vehicle(s) that you wish to register under the parking permit. Click the add icon to save the vehicle/motorcycle under the parking permit.

Add/Delete Permit Vehicle(s) ×

Permit Purchased 01/12/2024

Type Spring 2024 - Student Economy

Term Spring

Year 2024

Vehicle Type Automobile

Permit # 7638

Your permit may be associated with up to 2 vehicle(s).

Add Vehicle [+ Add](#)

Plate 1111DAN

- 1111DAN - (Black Toyota)
- 1234HIG - (pink BMW)
- 566JOSE - (Blue Ferrari)

3. If you wish to **remove a vehicle from a valid permit**, click the trash can icon next to the desired vehicle.

Add/Delete Permit Vehicle(s) ✕

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Add Vehicle + Add

Plate	Make	Color	
1111DAN	Toyota	Black	

If the vehicle removed is no longer in use, remove it from your account via the “My Vehicles” tab and clicking the trash can icon.