

Virtual Permits - New for the Fall 2011

The University will be converting to "Virtual" parking permits. As such you will no longer receive a physical permit that must be displayed on your vehicle. Your license plate will be utilized to verify that you have purchased a permit and are parked in the appropriate area for your permit type. Be sure to register your vehicle(s) license plates. Access to your parking account to update your vehicle information can be found through the following link <https://t2ebusiness.towson.edu/t2/cmn/index.aspx>.

In addition to your receipt, as additional confirmation of your permit purchase, you will be sent an e-mail with your permit number and information related to your permit type. You may also go on-line to your parking account to view your parking information, including permit and vehicle information. Please note that your fall 2011 permit will not be valid for use until Monday, August 15, 2011.

Student Sales:

Parking permit sales will begin early this year for students. All permits will be purchased online at the Parking & Transportation Services website through the following link <https://t2ebusiness.towson.edu/t2/cmn/auth.aspx>. Permit sales begin Monday May 16th at 12:00am for all Commuters and Residents with 60 or more earned credits. Please note that Freshmen Commuters, defined as 29 or fewer earned credits, will receive an Overflow permit which is valid in designated Overflow lots located at the Towson Center and designated Overflow areas of the West Village garage. Overflow permits are not valid in core campus Commuter areas until after 3pm.

Permit sales for Resident students with less than 59 credits will begin Monday May 30th at 12:00am. Residents with 30 or more credits who are unable to obtain a permit in their preferred lot may place their name on a waitlist for the preferred lot. They can then purchase a permit for the Resident parking area in the West Village garage. Please note that the number of permits available to Freshmen Residents, defined as 29 or fewer earned credits, will be extremely limited. If you are a Freshmen Resident and you are unable to purchase a permit, you may place your name on a waitlist. Freshmen who have not obtained a parking permit may not have a vehicle on campus at any time. You will be notified if space becomes available.

Your Bursar's Account will be an additional payment option until Friday June 17th. If you select Bursar Account as your payment method the permit fee will be added to your fall bill. After June 17th, permits can only be purchased with Visa, MasterCard, Discover, or C.O.D. If you choose to pay through C.O.D., you must pay for your permit by the first day of classes or within 5 business days of your permit purchase, whichever is later. Failure to do so will result in your permit being returned to inventory.

Faculty/Staff Sales:

For Faculty/Staff, payroll deduction auto-renewal for permit purchases will remain the same, beginning July 5, 2011. If you do not wish to continue to take part in payroll deduction for the upcoming academic year, please complete a Payroll Deduction Cancellation Form and submit it prior to July 1, 2011. This form can be obtained through the Auxiliary Services Business Office which is located on level one of the University Union.

Individuals who are not part of the auto-renewal process may also purchase their permits online beginning July 5, 2011. If you choose to pay through C.O.D., you must pay for your permit by

the first day of classes or within 5 business days of your permit purchase, whichever is later. Failure to do so will result in your permit being returned to inventory.

University Vehicle, Vendor, Visitor Sales:

Permit sales for University Vehicle, Vendor, and Visitor permits will begin on July 5th, 2011. All three of these permit groups will still receive a physical hangtag. If you choose to pay through C.O.D., you must pay for your permit by the first day of classes or within 5 business days of your permit purchase, whichever is later. Failure to do so will result in your permit being returned to inventory.

For more information about early permit sales and virtual permits please visit our website at <http://www.towson.edu/parking>.