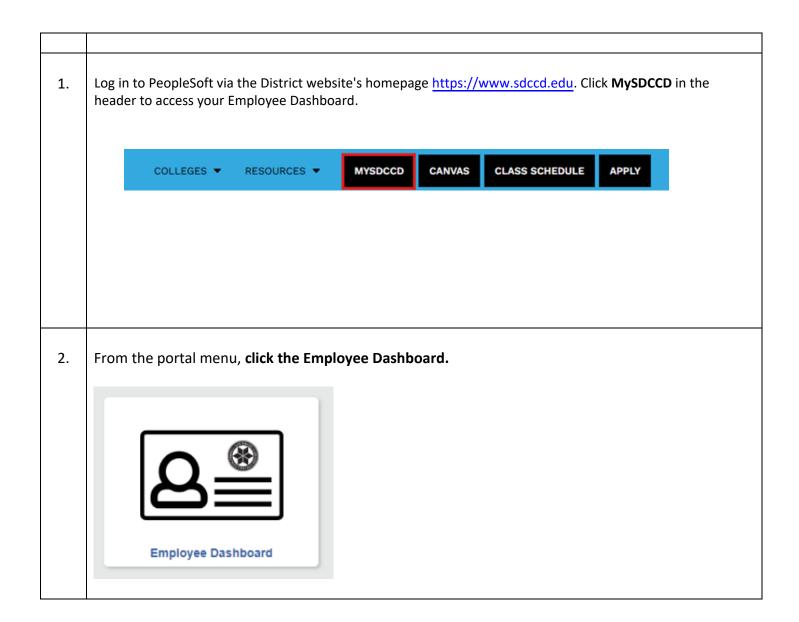
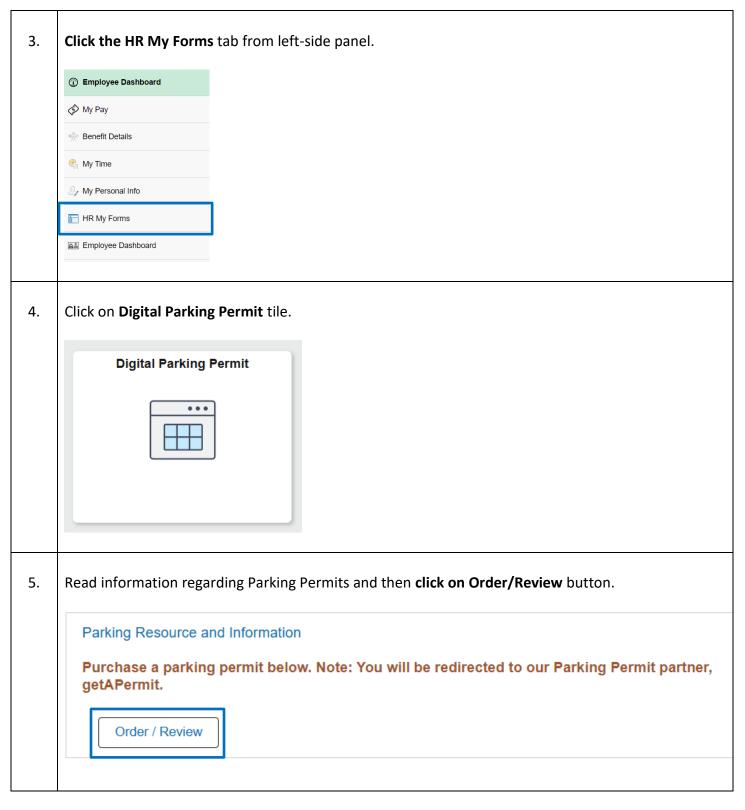
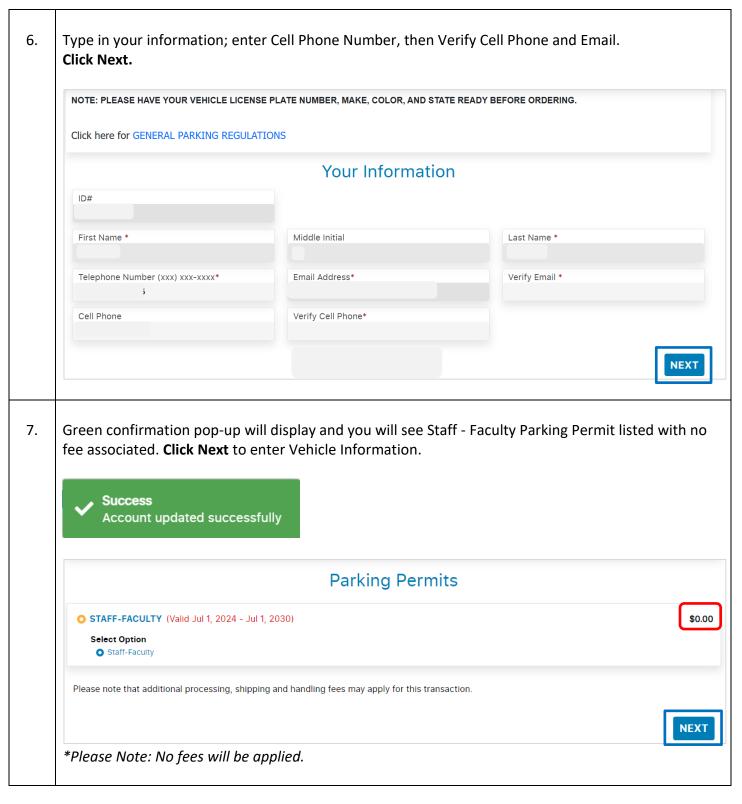
## How to Register for SDCCD Faculty/Staff Parking Permit

This job aide provides step-by-step instructions on how to register for SDCCD Faculty/Staff parking permit via <a href="MySDCCD">MySDCCD</a> portal. It is recommended you use Google Chrome when logging into Employee Self-Service.

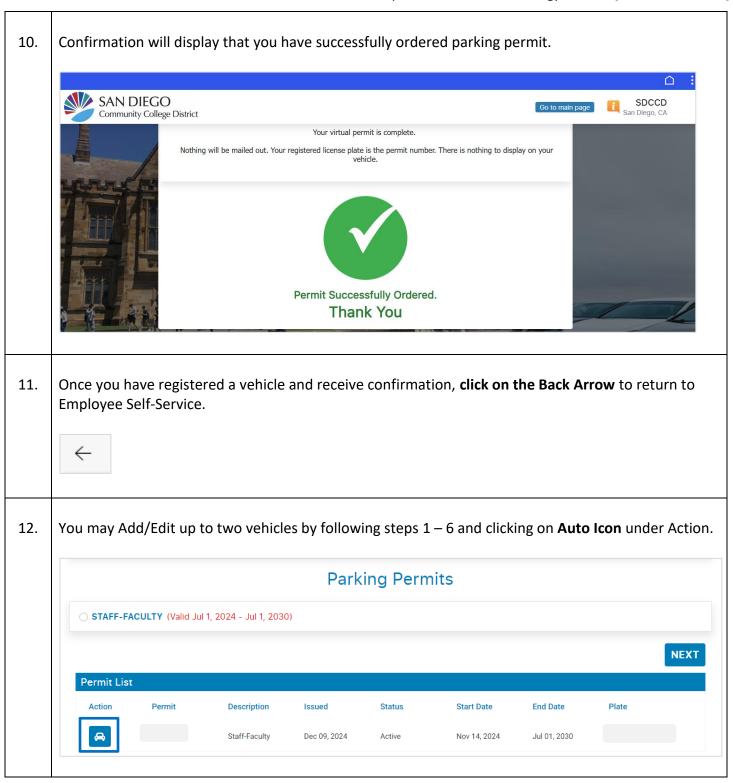
If you have any issues viewing any of the options or screens within these steps, please log out, follow instructions to <u>clear cache</u>, and log back in to try again.







8. Type in Vehicle Information: License Plate, Make, Color and State. **Click Next.** Vehicle Information License Plate \* Make \* Select Make Color \* Select Color State **CALIFORNIA PREVIOUS NEXT** Green confirmation pop-up will display and you will see your Vehicle Information listed. 9. **Click Next.** SAN DIEGO Go to main Success
Application vehicle
successfully created. Community College District Only plate number can be entered. VIN entries cannot be accepted. To change a plate on an existing permit, use the Edit feature. To add a vehicle to your current permit, click on Add New Vehicle. Permit is not active until you click NEXT **Vehicle Information** Action Make Color Edit CALIFORNIA ADD NEW VEHICLE **PREVIOUS** NEXT



People, Culture, and Technology Services [Human Resources]

To change a plate on an existing permit, use the Edit feature.
To add a vehicle to your current permit, click on Add New Vehicle.

Permit is not active until you click NEXT

Vehicle Information

Action
License Plate
Make
Color
State
BLACK
CALIFORNIA

NEXT