Quick Guide to Ordering a Parking Permit – Student, Faculty/Staff

Rowan University

How to Order a Parking Permit at Rowan.thepermitstore.com – Quick Guide

- Visit Rowan.thepermitstore.com

- Click on "Sign In"

- Enter your Rowan Network Username and Password and click on "LOGIN". Enrollment in Duo Security is required to sign in. Follow instructions if necessary.

- In the "BUY PERMITS" box, click on <Click Here> and select the permit type. If you do not know which permit type to select, contact Parking for assistance at 856-256-4575 or email Parking@rowan.edu

- Proceed by clicking on the "Vehicle" drop down arrow to select vehicle or add a vehicle. Click "Continue"

- Add or select your "Delivery address". Click on the "Payment Method" drop down arrow and select the payment method and complete the required information. *NOTE: To purchase a permit using a paper check or money order, you must purchase your permit at the Parking office located in Bole Annex. The Parking office does not accept cash.*

- Review your order and if you agree to the Terms and Conditions click "I Agree"

- Print out a temporary permit **after** your permit application is approved. Fold the temporary pass in half and place on the dashboard of the registered vehicle with the information visible

- When your parking permit arrives in the mail (within ten days), instructions on how to "Activate" the permit will be included