# Instructions on How to Print a Temporary Parking Pass at

Rowan.thepermitstore.com

Note: A Temporary parking pass can only be printed **AFTER** the permit application is approved.

Step 1: Whether your permit application was pre-approved or you have received an email that your parking application was approved, you can print out a temporary pass since it can take up to ten days to receive the "actual" permit in the mail.
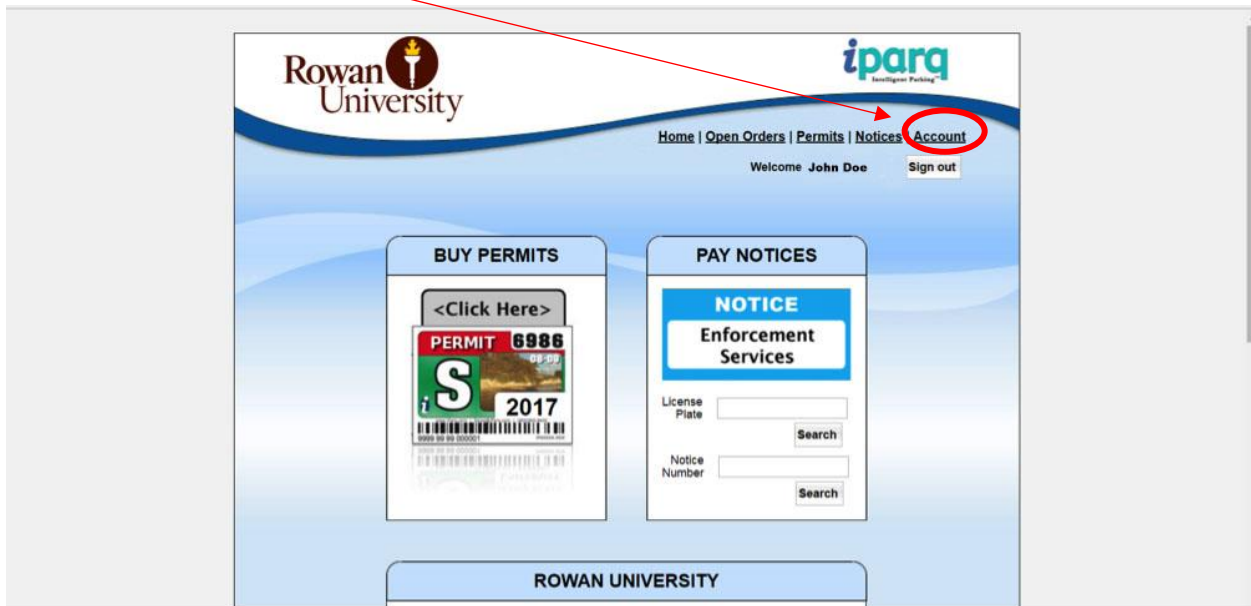
Access your account at Rowan.thepermitstore.com and click on "Sign In"
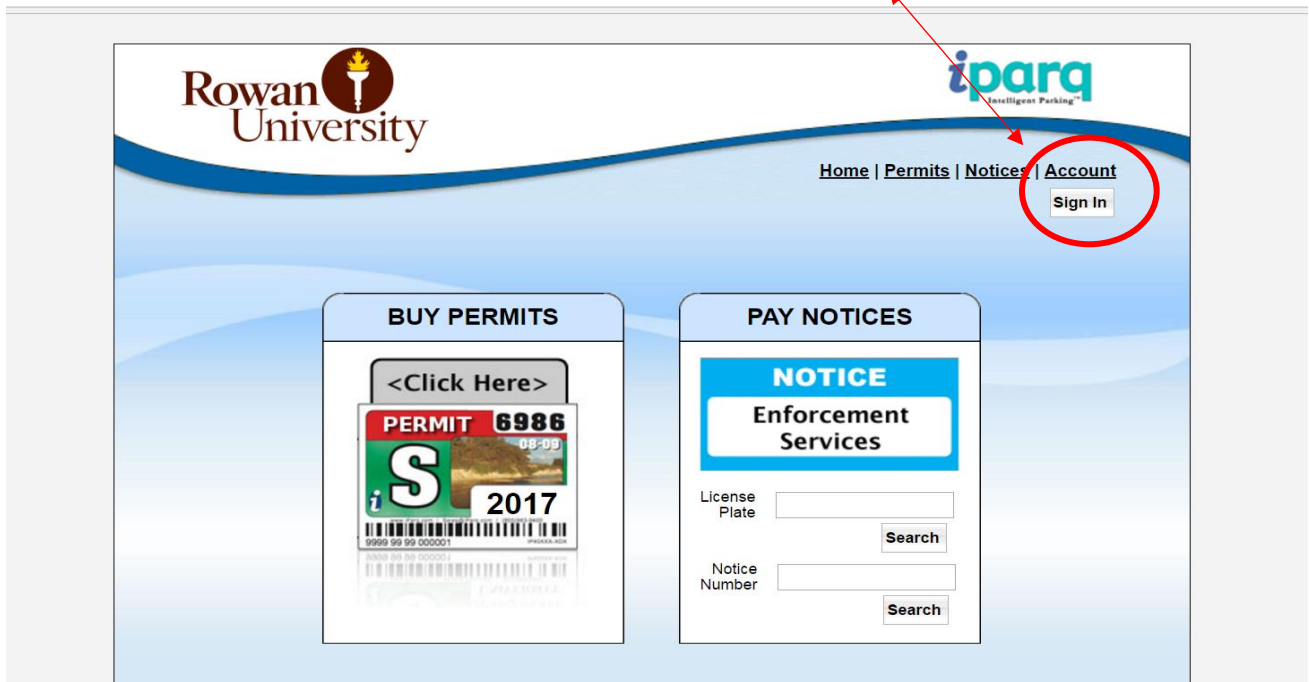
Step 2: Enter your Rowan Network Username and Password and click on "LOGIN"
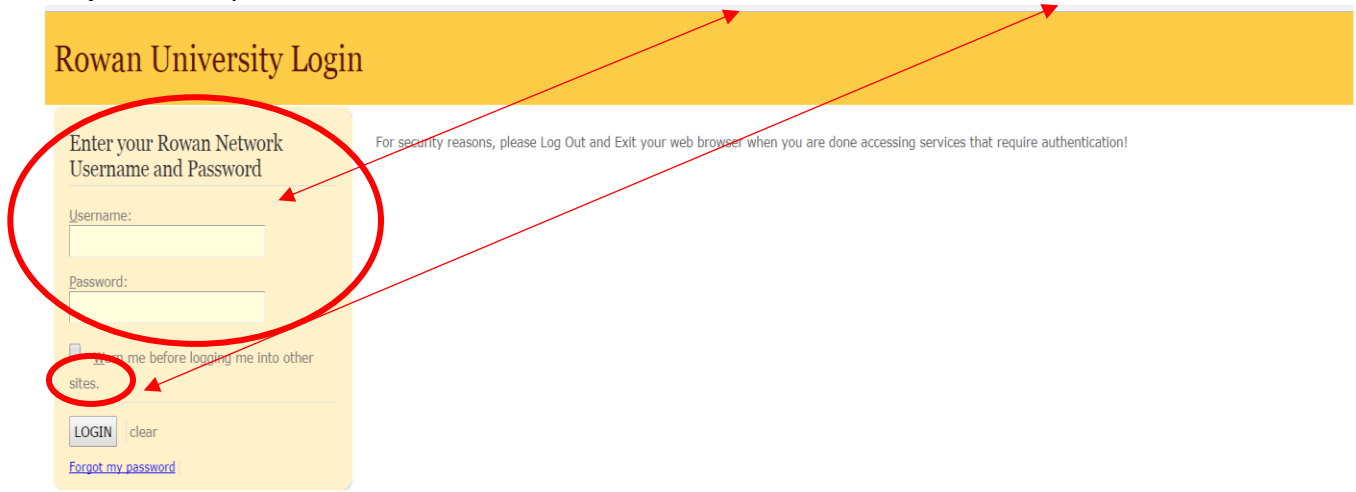
Step 3: Click on "Account" at the top, right hand corner of the screen.

Step 4: Click on "View Permits" and a history of your permit orders will appear. Under the "Print Temp" column, click on "Print" next to the permit just ordered.

This temporary pass will be valid for ten days from the permit order date. If you do not receive the "actual" permit in the mail within ten days, contact the Parking office at 856-256-4575 or email Parking@rowan.edu.

Place the printed temp pass on the dashboard of your registered vehicle.