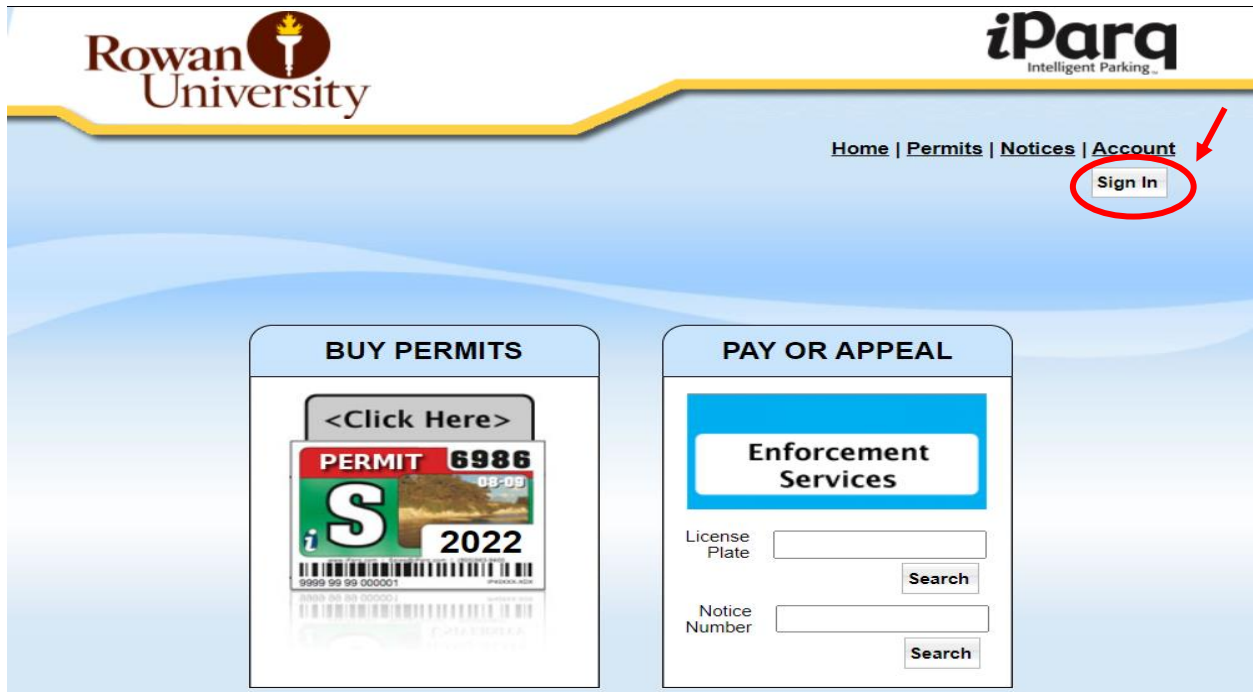
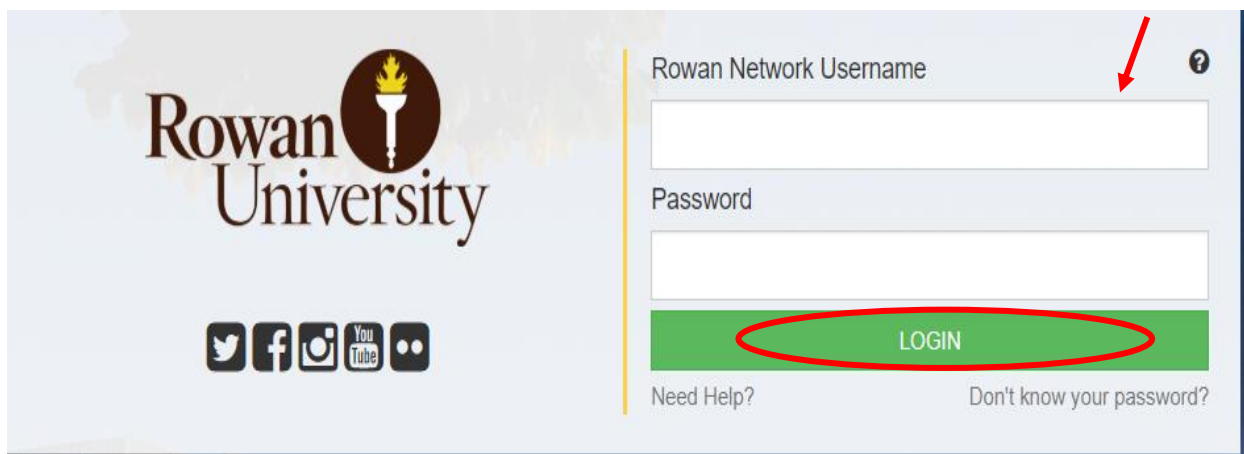


How to Activate a Parking Permit – Student, Faculty/Staff

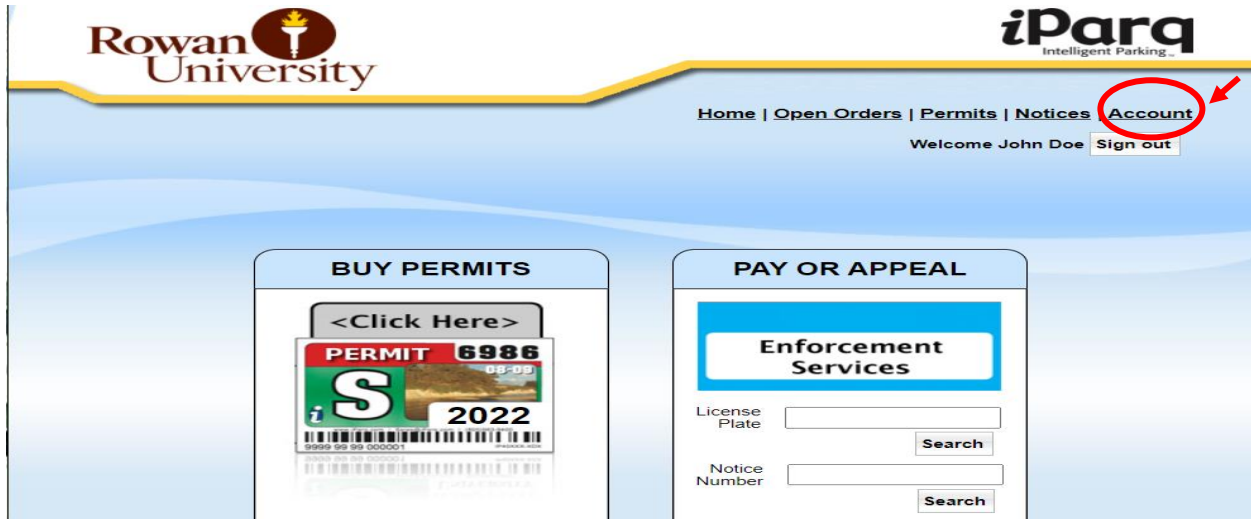
Step 1: Visit Rowan.thepermitstore.com and click on “Sign In”:



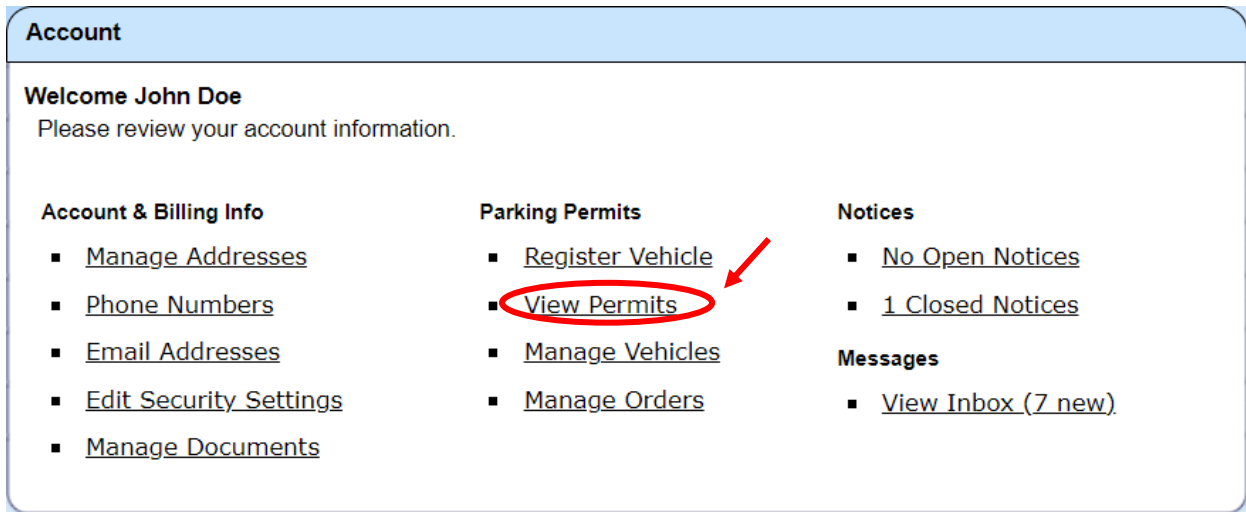
Step 2: If necessary, key your Rowan Network Username and Password and then click on “LOGIN”. Enrollment in Duo security may be required to sign in.



Step 3: Click on “Account” at the top right hand corner of the screen:

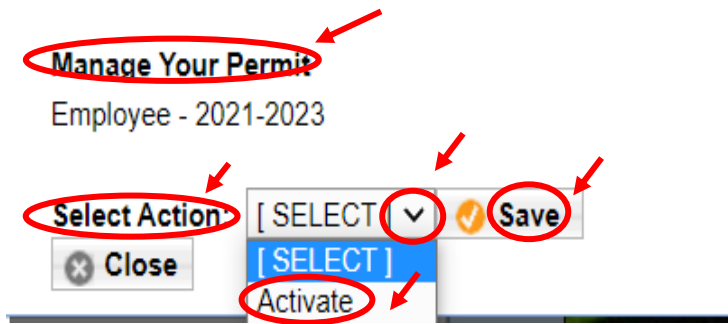


Step 4: Click on “View Permits”:



Step 5: Click on “Activate” and the “Manage your Permit” box will appear. In the “Select Action” drop box, select “Activate” and then click the “Save” button:

Permits						Click your license plate to change or add vehicles on Valid permits.
Order	Permit	Barcode	Vehicle	Status	Print Temp	
5898020	Employee - 2021-2023	43372107001839	L40MKL	Activate	Print	



The permit will now read Active under your account:

Permits						Click your license plate to change or add vehicles on Valid permits.
Order	Permit	Barcode	Vehicle	Status	Print Temp	
5898020	Employee - 2021-2023	43372107001839	L40MKL	Active	Print	