Printable Courtesy Parking Permit

New employees are eligible for a courtesy permit that is valid up to 10 business days, in areas designated on the front of the permit.

a) Activate your UCSD email account and your Single Sign On (SSO). If you haven’t had a chance to complete this yet, directions were provided in your welcome email and can be found here: http://blink.ucsd.edu/HR/services/new/preboard.html

b) Go to the Transportation Services New Employee webpage: http://transportation.ucsd.edu/parking/employee.html

c) In the “How to Get Your Complimentary Permit” section, click the “online” link. Please take note of the required information.

d) This will take you to Transportation’s Online Services. Scroll down and select “Permits.”

e) Log in with using your SSO.

f) Enter your mailing information (even though you will be printing the pass).

g) Select the Courtesy Parking Permit

h) Print the Pass. Please pay attention to the directions on displaying the pass in your vehicle.

If you have questions, contact the Parking Office:
Phone: 858.534.4223 | Email: parking@ucsd.edu