

# Purchase Parking Passes Through My Canyons

## 1. Access your parking account.

You may access through My Canyons, the Student Business Office web site or scanning a supplied QR Code.

### My Canyons (Students Only)

On the My Canyons home page, select either the My Billing or Parking Tiles and from the drop-down menu select Purchase Parking.

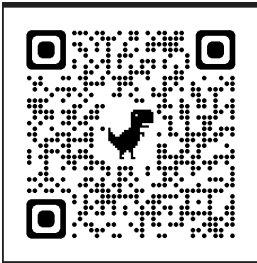


### Student Business Office Web Site (Students and Visitors)

A link will also be available on the Student Business Office Parking Information Page.

<https://www.canyons.edu/student-services/sbo/parkingpass/>

### Scan QR Code (Students and Visitors)



## 2. Sign in or create an account.

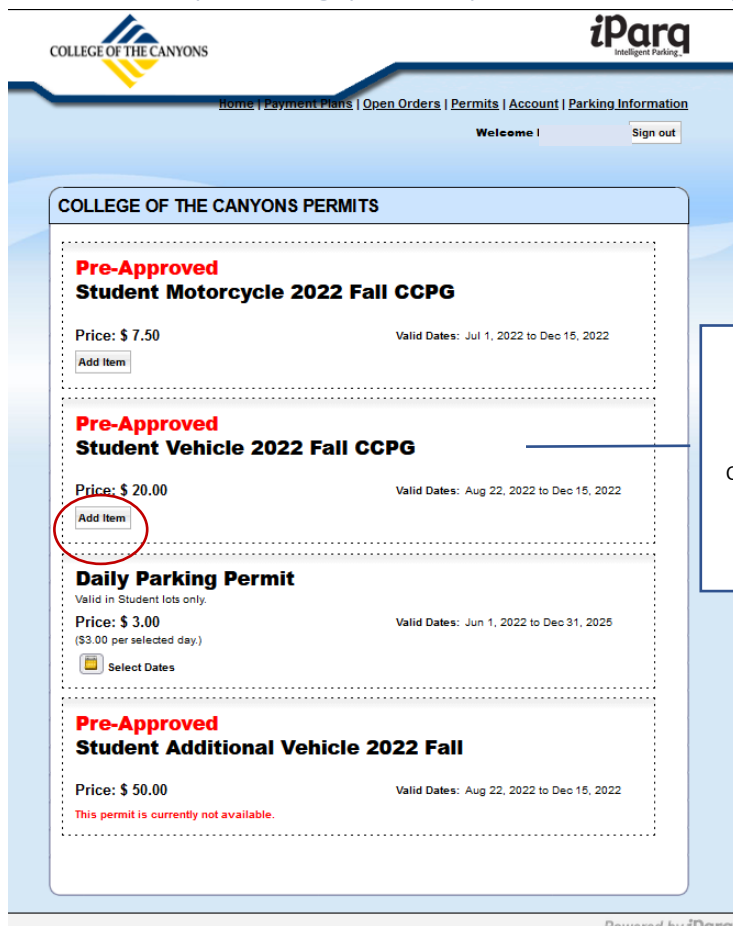
If you are a student, use your My Canyons Log In.

The screenshot shows the College of the Canyons iParq website. The top navigation bar includes links for Home, Payment Plans, Permits, Account, and Parking Information. The main content area is titled 'COLLEGE OF THE CANYONS PERMITS' and features a 'Daily Parking Permit' section. This section includes the text 'Valid in Student lots only.', 'Price: \$ 3.00 (\$3.00 per selected day.)', and 'Valid Dates: Jun 1, 2022 to Dec 31, 2025'. A 'Select Dates' button is visible. A callout box points to this button with the text: 'Daily Passes May be purchased without signing in. Passes may be purchased in advance and for multiple days.' On the right side, two callout boxes provide login instructions: 'Students – Select Student/Employee Log In' and 'Visiting Campus and do not have a Student Account – Select Visitor Log In'. The footer of the page reads 'Powered by iParq'.

If you are a visitor, Create a New Account or sign in with a previously created account.

The screenshot shows the College of the Canyons iParq website with the 'Sign in to Guest Account' form. The top navigation bar is the same as in the previous screenshot. The form includes the following elements: a heading 'Sign in to Guest Account', a paragraph stating 'You must log in with an account provided for you by . If you require a guest account but have not yet been provided one, please contact the administrators.', input fields for 'User Name' and 'Password', a 'Sign in' button, a link for 'Forgot your password? Click Here', and a link for 'Create A New Account'. The footer of the page reads 'Powered by iParq'.

### 3. Available parking pass options will display. Select option.



If you qualify for a discounted pass, you will be able to select one pass at a discount. All additional passes are full price

### PARKING PERMIT RATES

#### Spring / Fall Semesters

- Vehicle Pass \$50.00
- Motorcycle Pass \$15.00
- CCPG A Vehicle or Motorcycle Pass \$ 0.00\*
- CCPG B, C or D Vehicle \$20.00\*
- CCPG B, C or D Motorcycle Pass \$ 7.50\*
- Canyons Promise (First Year) Vehicle Pass \$ 0.00\*
- Daily \$ 3.00

#### Summer or Winter Terms

- Student Vehicle Pass \$25.00
- Motorcycle Pass \$15.00
- CCPG A Vehicle or Motorcycle Pass \$ 0.00\*

\*Students eligible to receive a discounted parking pass may receive one (1) discounted pass. All other passes are purchased at full price.

## 4. Review your Cart.

**COLLEGE OF THE CANYONS** **iParq**  
Intelligent Parking

Home | Payment Plans | Open Orders | Permits | Account | Parking Information

Welcome | Sign out

### COLLEGE OF THE CANYONS PERMITS

**Pre-Approved Student Additional Vehicle 2022 Fall**

Price: \$ 50.00 Valid Dates: Aug 22, 2022 to Dec 15, 2022

Add Item

Cart	
Items	QTY Total Amount
Student - Vehicle 2022 Fall CCPG	1 \$20.00
<b>Total:</b>	<b>1 \$20.00</b>

Proceed to Checkout

Shopping Cart

**Daily Parking Permit**

Valid in Student lots only.

Price: \$ 3.00 (\$3.00 per selected day)

Valid Dates: Jun 1, 2022 to Dec 31, 2025

Select Dates

**Pre-Approved Student Motorcycle 2022 Fall CCPG**

Price: \$ 7.50 Valid Dates: Jul 1, 2022 to Dec 15, 2022

Can not be ordered by someone who has Student - Vehicle 2022 Fall CCPG

**Pre-Approved Student Vehicle 2022 Fall CCPG**

Price: \$ 20.00 Valid Dates: Aug 22, 2022 to Dec 15, 2022

You have already ordered the maximum quantity allowed for this permit.

Remove Item

Shopping Cart

If Correct, Select Proceed to Checkout

Any additional options will be displayed

No longer available after purchase since the limit has been met

## 5. Enter Vehicle Information.

The screenshot shows the iPara checkout interface for College of the Canyons. The page is titled "Checkout" and has a progress bar with five steps: 1. Shopping Cart, 2. Additional Info, 3. Shipping / Billing, 4. Review, and 5. Complete. The current step is "Permit information." Below the heading, there is a message: "Please select a vehicle for each permit. If you do not have any vehicles on record, you will need to select 'Add New Vehicle' to link one to your permit." A form field labeled "Vehicle:" contains a dropdown menu with "[SELECT]" and a small downward arrow. Below the form, there are two buttons: "Go Back to Shopping Cart" and "Continue". The "Continue" button is circled in red. The page footer says "Powered by iPara".

Add New Vehicle or select an existing vehicle from drop down. Vehicle information will be stored for future purchases

## 6. Enter Payment Information.

The screenshot shows the iPara checkout interface for College of the Canyons. The page is titled "Checkout" and has a progress bar with five steps: 1. Shopping Cart, 2. Additional Info, 3. Shipping / Billing, 4. Review, and 5. Complete. The current step is "Payment Options." Below the heading, there are two sections: "Delivery Options" and "Payment Options." Under "Delivery Options," it says "1. Delivery method: No shipping types have been selected." Under "Payment Options," it says "The order total comes to \$20.00 plus shipping. What payment method do you want to use?" There are two radio buttons: "New Method" (selected) and "Existing Method." Below the radio buttons, there is a form field labeled "Payment Method:" with a dropdown menu showing "[SELECT]" and a small downward arrow. Below the form, there are two buttons: "Go Back to Shopping Cart" and "Continue". The "Continue" button is circled in red. The page footer says "Powered by iPara".

Virtual Pass, so no Delivery Methods are needed.

The screenshot shows the iPara checkout interface for College of the Canyons. The page is titled "Checkout" and has a progress bar with five steps: 1. Shopping Cart, 2. Additional Info, 3. Shipping / Billing, 4. Review, and 5. Complete. The current step is "Payment Options." Below the heading, there are two sections: "Delivery Options" and "Payment Options." Under "Delivery Options," it says "1. Delivery method: No shipping types have been selected." Under "Payment Options," it says "The order total comes to \$20.00 plus shipping. What payment method do you want to use?" There are two radio buttons: "New Method" (selected) and "Existing Method." Below the radio buttons, there is a form field labeled "Payment Method:" with a dropdown menu showing "Discover" and a small downward arrow. Below the form, there are several input fields: "Account Holder Name:", "Credit Card Number:", "Expiration Date:" (with "Month" and "Year" dropdowns), "CVN:", and "Billing Zip Code:". There is also a "What is this?" link next to the CVN field. Below the form, there are two buttons: "Go Back to Shopping Cart" and "Continue". The "Continue" button is circled in red. The page footer says "Powered by iPara".

Discover, MasterCard and Visa are accepted

NOTE: If you need to pay with CASH or a third-party sponsor is paying for your parking, please visit the Student Business Office to process your request.

## 7. Review and Complete Transaction