

Purchase Your Staff Parking Permits Online

The screenshot shows the San Bernardino Valley College website. The navigation menu includes: ABOUT SBVC, ADMISSIONS & FINANCIAL AID, ACADEMIC & CAREER PROGRAMS, ONLINE CLASSES, and STUDENT SERVICES. The 'Maps, Directions & Parking' page is highlighted, with a red arrow pointing to it from the instructions. Below the navigation, there is a section for 'Parking' with links for 'Purchase Student Parking Permits Online' and 'Purchase Staff Parking Permits Online'. A red arrow points to the 'Purchase Staff Parking Permits Online' link. At the bottom of the page, there is a banner for 'Registration is now done through WebAdvisor'.

Screen Shots May Differ Depending On Term

1) Go to the SBVC website:

<http://www.valleycollege.edu/>

You will need:

- *A valid Credit or Debit Card
- *Make, Model, year, Color of your car plus your License Plate #, State of Issue, Valid Mailing and E-mail Addresses

2) Go to the "Maps, Directions & Parking" page under "About SBVC"

3) Go toward the bottom of the page and click on "Purchase Staff Parking Permits Online"

4) Login to Campus Central:

SBCCD/Your User Name

Password used to get into your campus computer; if your login does not work please contact the Helpdesk <http://stac.valleycollege.edu> or 384-4357

Registration is now done through WebAdvisor

If you are trying to register for classes or view the class schedule, you must go through WebAdvisor. Click here to go to SBVC's WebAdvisor. Click here to go to CHC's WebAdvisor.

The screenshot shows the WebAdvisor login page. There is a login form with fields for 'Login:' and 'Password:' and an 'OK' button. Below the form are links for '[Back]', '[Home]', and '[Help]', along with 'Forgot your password?' and '<PRINT FRIENDLY VERSION>'. A red arrow points to the 'OK' button. To the right of the login form is a message box titled 'Purchase Online Parking Permits' with the text: '... Need to log in ... You are not logged in or your session has timed out. Please login now to continue. Note: If you are a staff, you can login with "sbccd<your username>" and your password for your district email account. Click here for login information.'

- 5) Once your login is complete click on the correct semester permit to purchase

Please note that terms are used to verify employment

Beginning August 6, Fall '11 and Annual 2011-2012 permits will be available for purchase online.

- 6) Click "Next"

- 7) Click "OK"

- 8) Fill-out required information and select:

- Payroll Deduction
 - 7/6/11-8/5/11 - Annual
- credit card
 - 5/9/11-7/5/11 - Summer
 - 8/6/11-11/30/11 - Annual
 - 8/6/11- - Fall
 - 12/1/11- - Spring

You will need:

- *A valid Credit or Debit Card
- *Make, Model, year, Color of your car plus your License Plate #, State of Issue, Valid Mailing and E-mail Addresses