San Bernardino Community College District will be requiring new virtual parking permits beginning Fall 2023. No window stickers will be issued. All students, faculty, staff, and visitors must register their vehicle license plate when purchasing parking permits.

Permits will be valid at both San Bernardino Valley College and Crafton Hills College.
STEP 1: GO TO YOUR COLLEGE’S PARKING WEBSITE

FIRST:
- Click on the link for the type of Permit you need.

THEN:
- If prompted, log in to the SBCCD Portal using your student or employee username and password.
STEP 2: REVIEW THE REGULATIONS & YOUR I.D. NUMBER

After logging in through the SBCCD Portal, you will be directed to the appropriate permit page for either employee/staff or student. Review the details and instructions in SECTION A and SECTION B.

Your I.D. Number should be prefilled.
Verify your selected permit information is correct and input your vehicle information.

Verify your ID Number and all Personal Information is correct.

When ready, click Continue.
STEP 4: PROVIDE PAYMENT INFORMATION (student permits only)

First verify your permit information is correct at the top of the page. Ensure your **Permit Fee** is correct for the selected permit type. To view a list of permit fees, visit your college’s Parking Information webpage: [SBVC Parking](#) or [CHC Parking](#).

Provide your credit card information and billing address, then select **Submit Payment**.
STEP 5: CONFIRMATION

After selecting Continue or submitting your payment, you will be directed to a confirmation page with your permit number. Your virtual parking permit has been registered with your vehicle and is valid for the time specified on the permit.
STEP 6: VERIFY RECEIPT

Check the email account you provided in your application to ensure you received a receipt. Your vehicle is now registered with a virtual parking permit. You may now park at San Bernardino Valley College and Crafton Hill College.

If you have any questions about parking permits, please refer to the Parking Information pages on the colleges’ websites: SBVC Parking or CHC Parking.

If you require technical support on the permit purchasing website, please email support@paymycite.com.