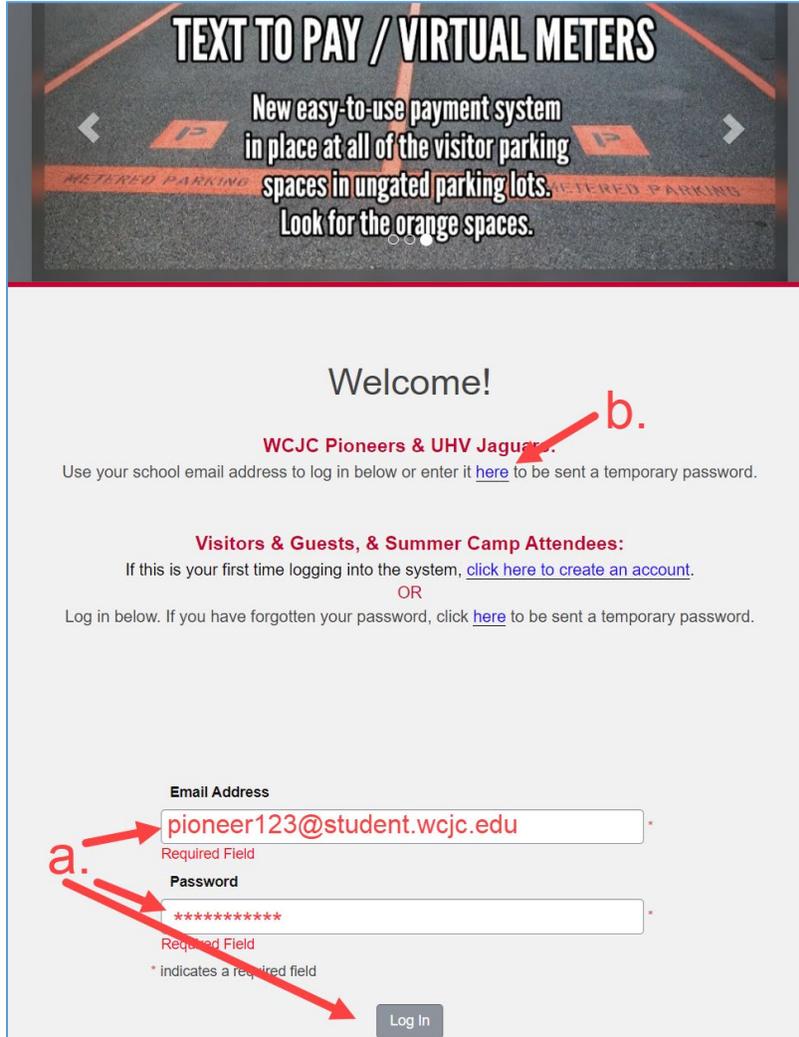# How to Purchase a WCJC Parking Permit with Financial Aid
Please Note: Images may not reflect the current website, but the process remains the same

1. Go to https://uh.t2hosted.com/cmn/auth_guest.aspx.

    a. **IF YOU HAVE LOGGED IN BEFORE AND REMEMBER YOUR PASSWORD**, enter it here to log in and proceed to step 8.

    b. **IF THIS IS YOUR FIRST TIME LOGGING IN OR YOU FORGOT YOUR PASSWORD**, click on the link to be sent a temporary password. Proceed to step 2.

2. Enter your @student.wcjc.edu email address to be sent a temporary password.

3. Follow the link in the email to set up your password. This link is time sensitive and only active for 60 minutes.

Password Reset 〉 Inbox ×

Parking@uh.edu via t2prelay36.t2hosted.com
to me

Hi!

You recently requested a new password. Please follow the link below to create/change your password:

https://uh.t2hosted.com/cmn/resetPassword.aspx?guid=DB44CA2EE399A54E865E4DD77D33C006

Thank you,
UH Parking & Transportation Services
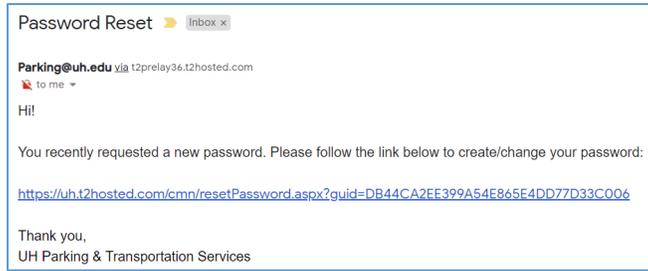
4. Enter and confirm your chosen password and click Update.

Change Your Password

Please enter your new password below and click Update.

Password

Password (confirm)

* indicates a required field

Update

5. After hitting Update, select the ==*Customer Login*== button to return to the login page.

Customer Authentication

If you are a student, faculty or staff member at the University of Houston main campus, Katy or Sugar Land, please click the button below marked AccessUH.

AccessUH

Guests, WCJC and UH Victoria Customers, click the button below marked Customer Login create/access your account.

Customer Login

6. Enter your email address and newly set password to *Log In*.

Welcome!

WCJC Pioneers & UHV Jaguars:
Use your school email address to log in below or enter it here to be sent a temporary password.

Visitors & Guests, & Summer Camp Attendees:
If this is your first time logging into the system, click here to create an account.
OR
Log in below. If you have forgotten your password, click here to be sent a temporary password.

Email Address

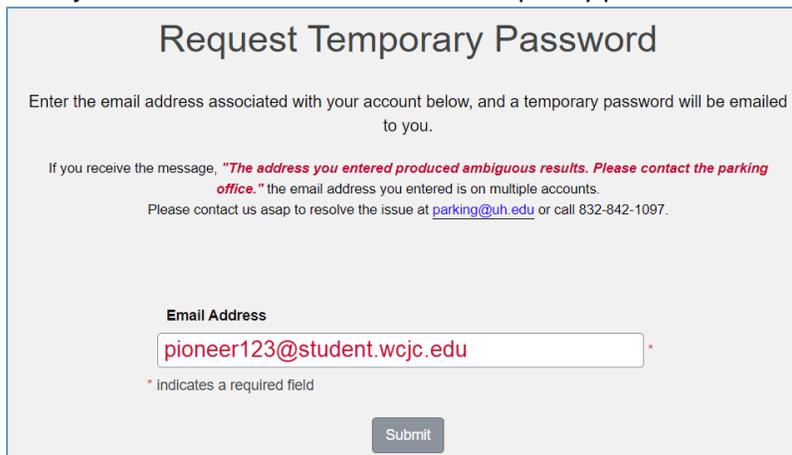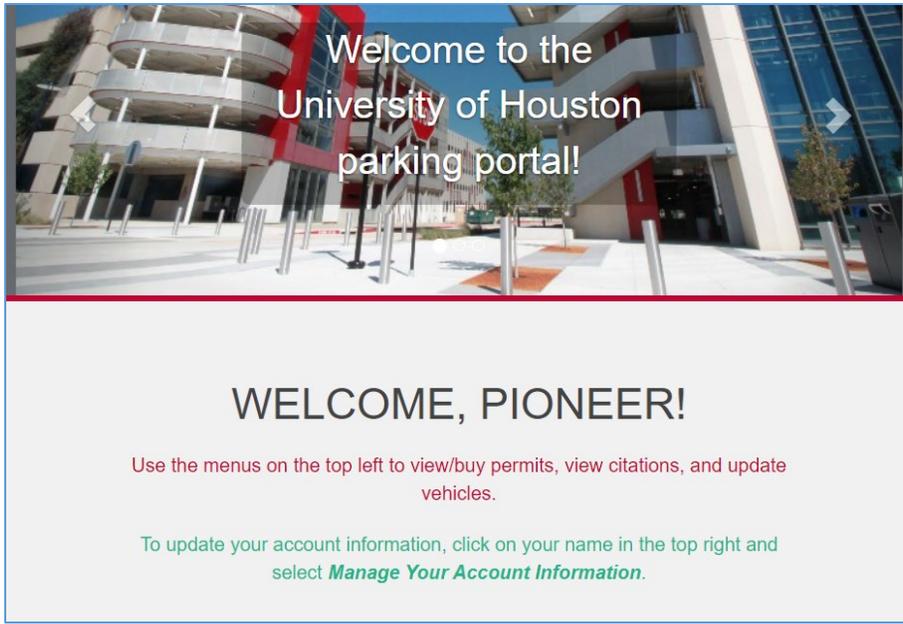pioneer123@student.wcjc.edu

Required Field
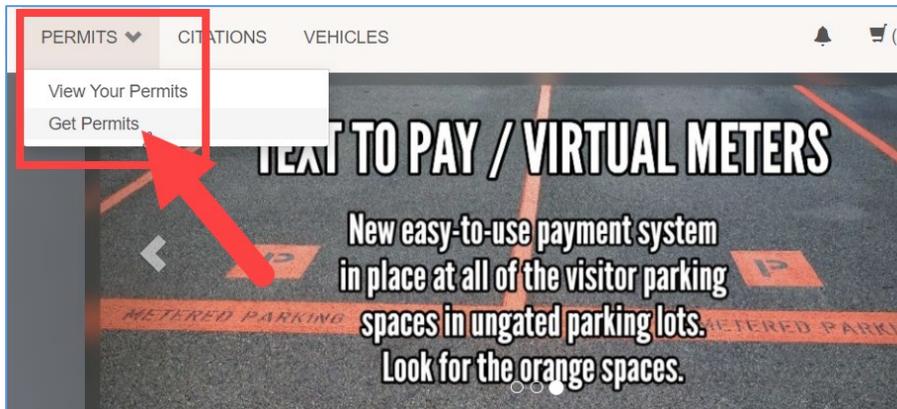
Password

••••••••••

* indicates a required field

Log In

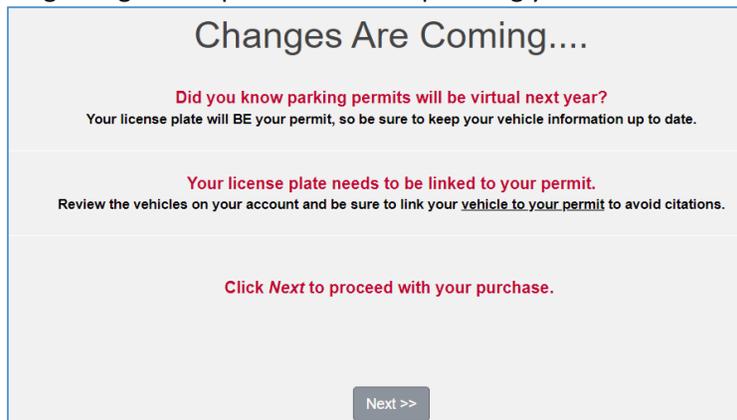7. You will know you are logged in when you see Welcome, Pioneer!

Now you're set to get your parking pass!

8. From the Permits menu, select **Get Permits**.

9. Read the information regarding virtual permits for the upcoming year.

10. The next page will display the permit options available to you <u>based on the amount of Financial Aid you have been awarded.</u> *If you only have enough for a semester permit, that is the only option that will be displayed.* Once you agree to the statements at the bottom, click **Next** to proceed.

Select Permit for Purchase

2022 - 2023

Select	Quantity	Permit Price	Permit Type	Effective Date	Expiration Date
Parking Lot					
○	1	$305.00	Wharton County Annual	08/25/2022	08/17/2023
○	1	$130.00	Wharton County Fall (NON-REFUNDABLE)	08/15/2022	12/31/2022

Permit Agreement

☐ I am purchasing a parking permit for use at the WCJC at Sugar Land campus.

☐ I understand that I am responsible for any citations issued to vehicles on my account.

[Next >>]

11. Select the vehicle you would like to link to your permit. You can add a vehicle to your account by clicking **Add Vehicle**.

ℹ You must select one vehicle for this permit.

Select Your Vehicle

Select the vehicle below you want to use with your permit. If you need to add a new vehicle, choose "*Add Vehicle*" below.

Please ensure the license plate information is correct on your account for <u>ALL</u> vehicles you may drive to campus.

When you are done with your purchase, review the vehicles on your account to ensure the information is current.

Select	State	Plate Number	Year	Make	Model	Color
☐	Texas	JKN3257	2012	Chevrolet		Silver
☐	Texas	KPL5228	2018	Chevrolet	Equinox	Dark Blue

[Add Vehicle]

[Next >>]

12. A summary of the parking pass you are registering for is displayed on the next page. If all information is correct click *Continue to Payment*.

View Cart

Below are the items in your cart.

Please confirm your email address to receive your emailed receipt.

If all is correct, click the *Continue to Payment* button.

Qty	Type	Description	Amount	Actions
1	Permit	Wharton County Annual (08/25/2022 - 08/17/2023) view details	$305.00	Remove

Due Now: $305.00

Cancel Purchase

Checkout

Email Address

pioneer123@student.wcjc.edu

Continue to Payment

13. The next screen offers one last opportunity to confirm the permit details you have selected. After reading and agreeing to the statement at the bottom, hit *Secure Parking Permit* to complete your transaction.

Payment Information

Please review the items in your cart below.

Once you hit the *Secure Parking Permit* button, you will no longer be able to make any changes.

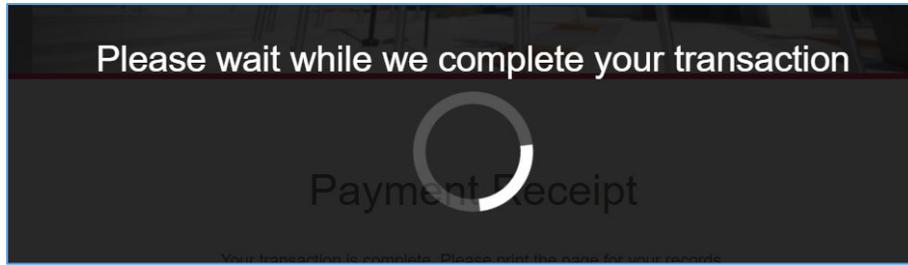| Qty	Type	Description	Amount	Actions
1	Permit	Wharton County Annual (08/25/2022 - 08/17/2023) view details	$305.00	Remove

Due Now: $305.00

This charge will be sent to the WCJC Financial Aid office to add to your account.

☐ **I understand that the fee for the UH Sugar Land parking permit will be deducted from the balance of my current WCJC financial aid award, and I will be responsible for payment of any overcharges to my account, including overcharges resulting from changes to my financial aid eligibility.**

Secure Parking Permit

14. Please wait for confirmation while the system processes your transaction.

Please wait while we complete your transaction

Payment Receipt

Payment Receipt

Your transaction is complete! A copy of your receipt has been sent via email.

Purchased Items

Qty	Type	Description	Amount
1	Permit	Wharton County Annual (08/25/2022 - 08/17/2023) view details	$305.00
			Total Paid: $305.00

Transaction Summary

CC Receipt Number	Financial Aid
Payment Method	WCJC Financial Aid
Payment Date	07/22/2022 10:32:19 AM

Print Screen

Logout

CONGRATULATIONS!
You have successfully registered for parking for the 2022/2023 year!