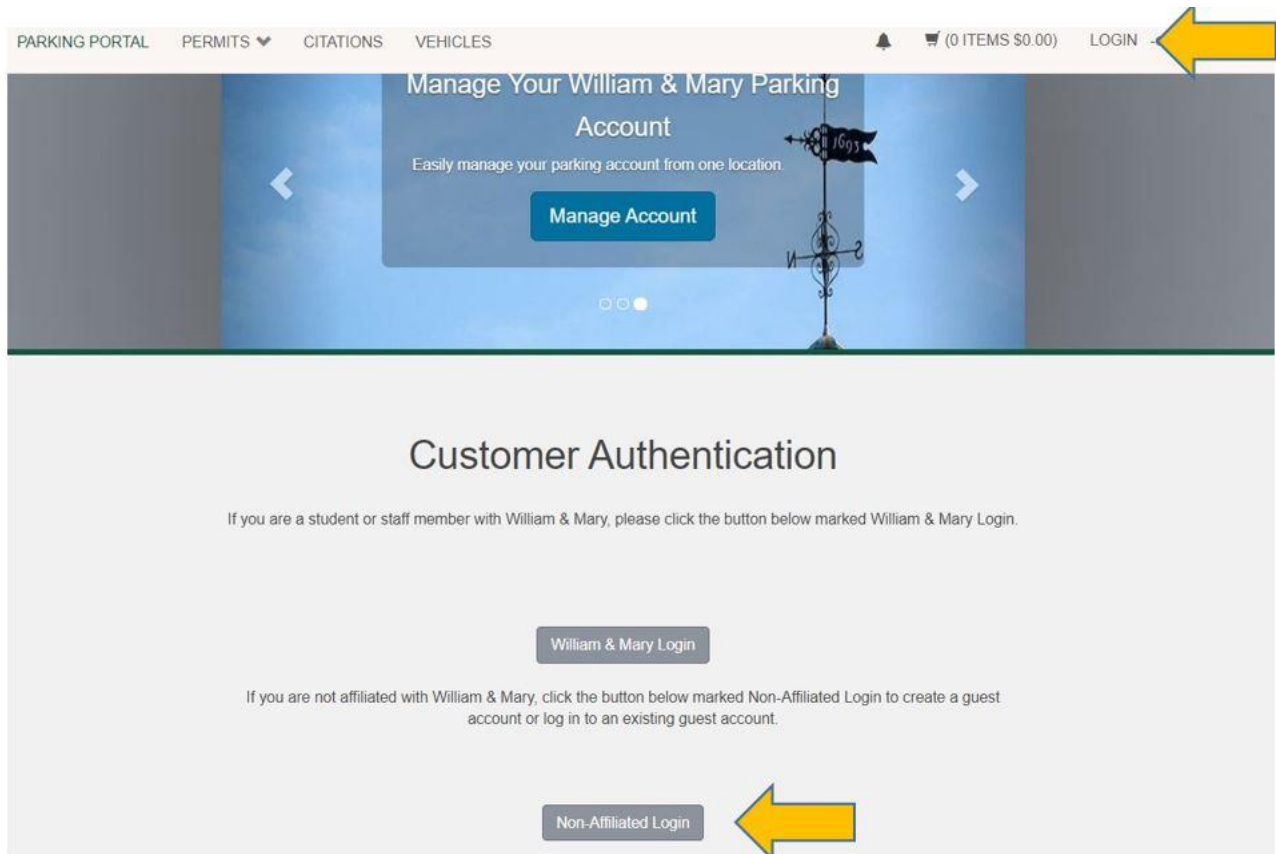


Directions to Establish Parking Portal Login

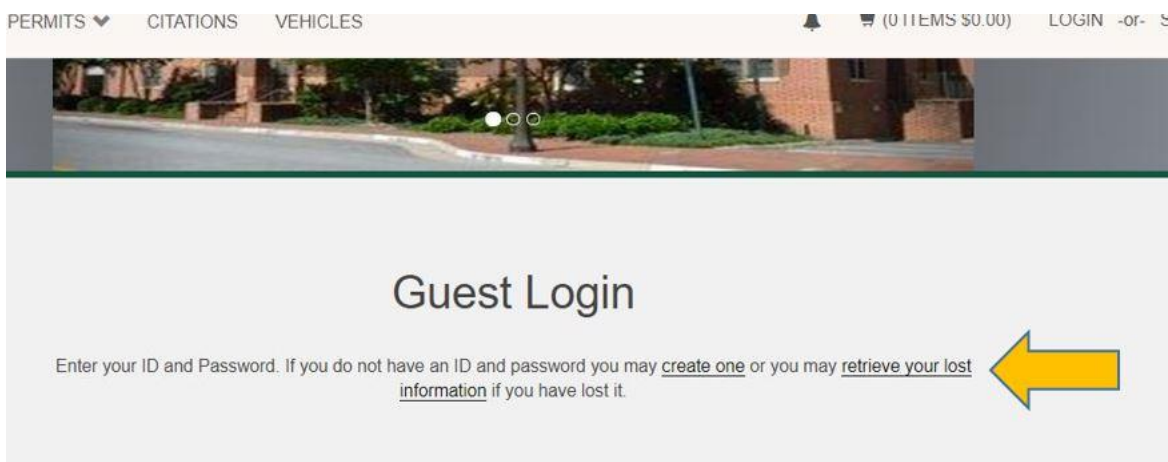
Those who are not regularly employed with the university, nor students, can access their Parking account to manage information and purchase a new permit via <https://wm.t2hosted.com>.

- Enter the url <https://wm.t2hosted.com> into a Chrome or Firefox browser.
- Click LOGIN, Non-Affiliated Login

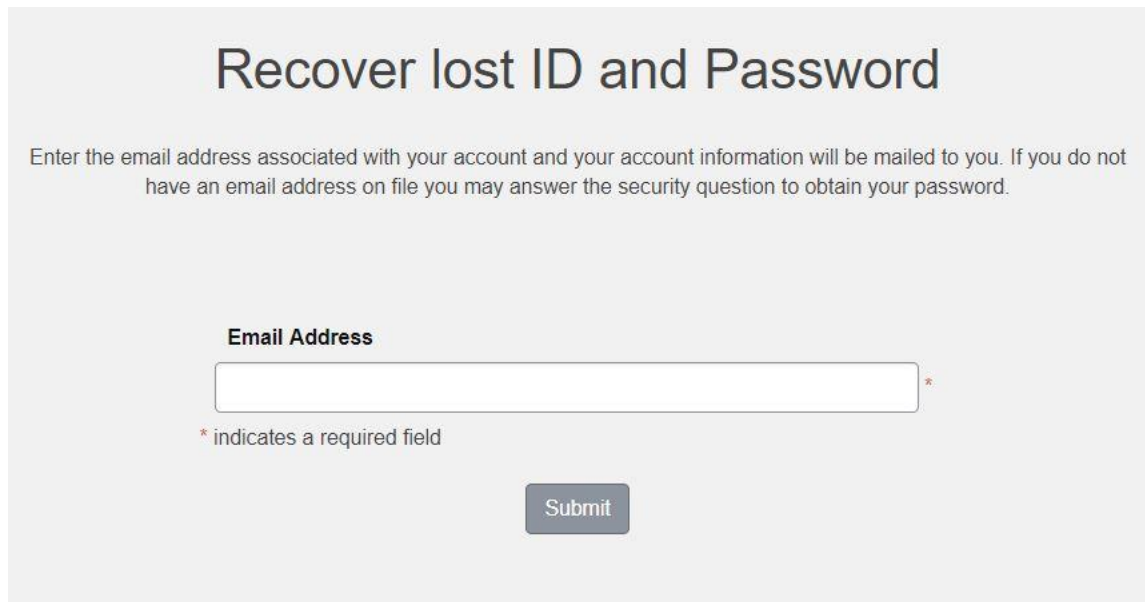


Volunteers for the university and other non-affiliated classifications have either had permits in previous years, or their sponsor has already contacted Parking with volunteer's information, therefore your email will already exist in our Parking system. Note: DO NOT create an ID and password.

- Click [retrieve your lost information](#) on the next screen.



- On the next screen, enter the email associated with your established account. This email will either be one you used previously to apply for a permit or one your sponsor provided to us on your behalf. If you receive an error message that the email does not exist, simply retry another likely email.



The screenshot shows a web form titled "Recover lost ID and Password". Below the title is a paragraph of instructions: "Enter the email address associated with your account and your account information will be mailed to you. If you do not have an email address on file you may answer the security question to obtain your password." There is a text input field labeled "Email Address" with a red asterisk to its right. Below the field, a note states "* indicates a required field". At the bottom center of the form is a grey "Submit" button.

- After clicking submit, follow the reset directions in the email. The password you create will be encrypted and cannot be seen by Parking Services staff.

Before ordering a permit, update vehicles and addresses in your account. It's very important all information is accurate and up to date as your permit is linked to your vehicle and parking staff will mail you the physical permit.

After purchasing the permit, print out the purchase confirmation page to serve as a temporary pass until your permit arrives, then immediately display the permit and discard the temporary pass.