



## How to Apply for a Permit at [Rowan.thepermitstore.com](http://Rowan.thepermitstore.com)

1. Visit [Rowan.thepermitstore.com](http://Rowan.thepermitstore.com)
2. Click on "Sign In"
3. Enter your Rowan Network Username and Password and click on "LOGIN"
4. Once you have successfully signed in, Welcome (your name) will appear. In the "BUY PERMITS" box, click on <Click Here> and select the permit type. If you do not know which permit type to select, contact Parking for assistance at 856-256-4575 or email [Parking@rowan.edu](mailto:Parking@rowan.edu)
5. Proceed by clicking on the "Vehicle" drop down arrow to select vehicle or enter a vehicle. If your permit selection is correct, select "Continue"
6. Add or select your "Delivery address" and click on the drop down arrow to select the "Payment Method" and complete the required information  
**NOTE:** *If you must pay by paper check or money order, purchase your permit online over-the-counter at the Parking office located in Bole Annex. The Parking office does not accept cash and Rowan Bucks cannot be used to purchase a permit*
7. Review your order and if you agree to the Terms and Conditions click "I Agree"
8. Print out page for your records and print out a temporary permit after your permit application is approved
9. When your parking permit arrives in the mail, instructions on how to "Activate" the permit will be included