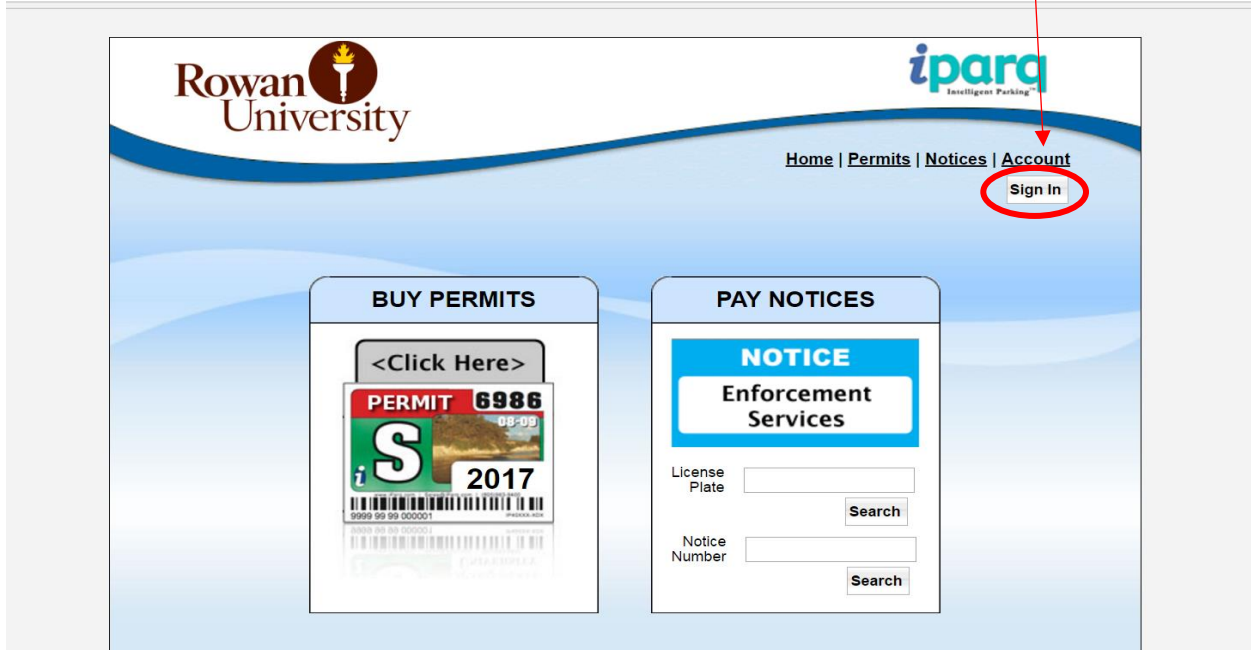


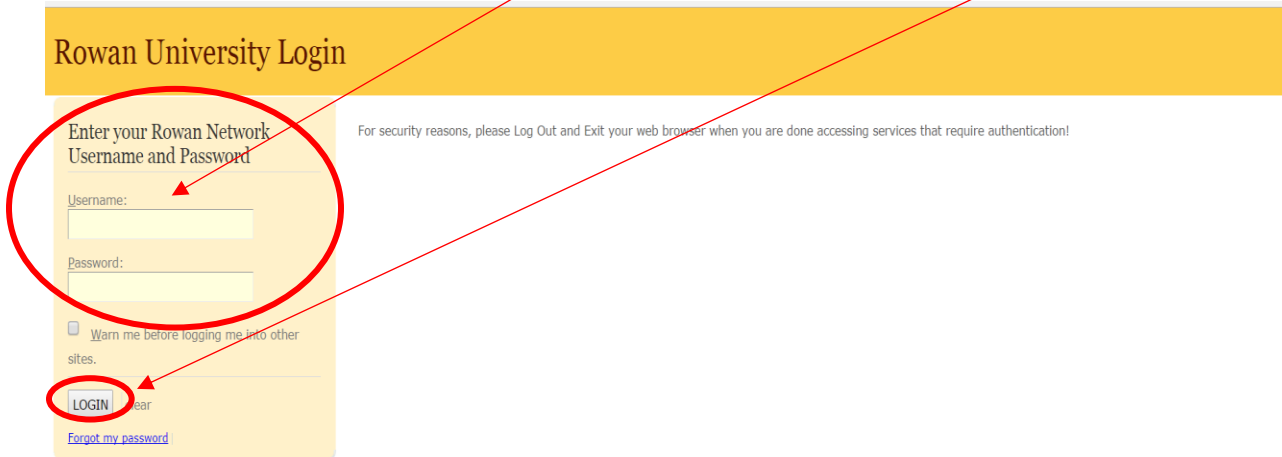


Instructions on How to  
Register/Add or  
Remove a Vehicle from  
a Valid Permit at  
[Rowan.thepermitstore.com](http://Rowan.thepermitstore.com)

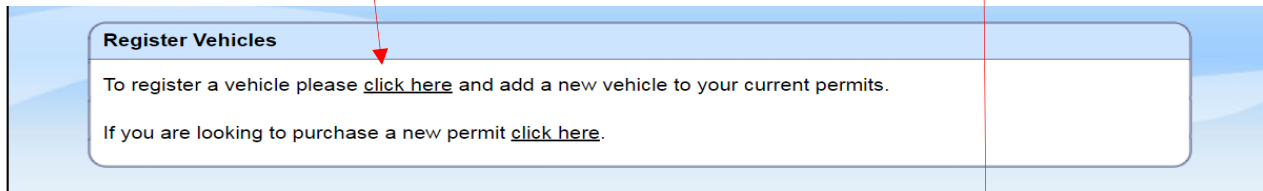
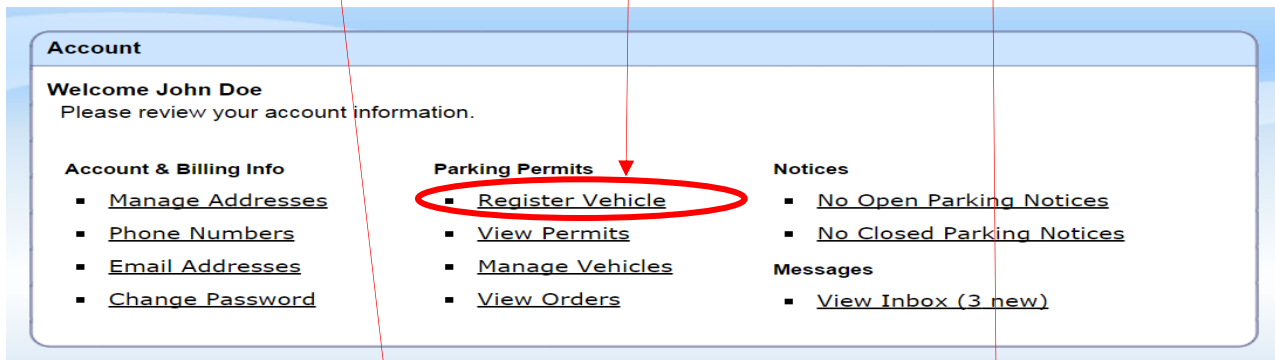
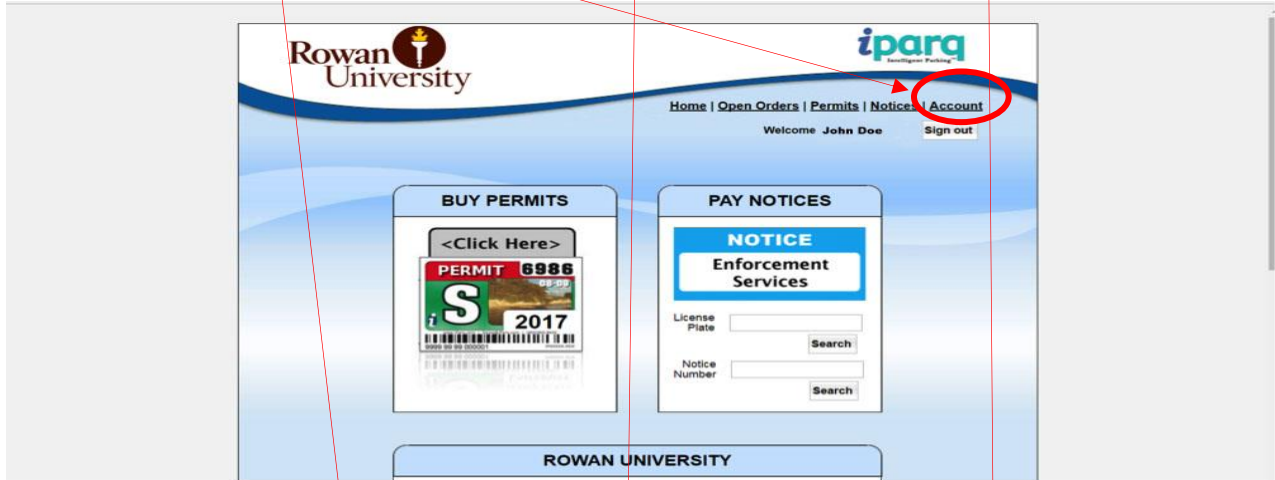
**Step 1:** Access your account at [Rowan.thepermitstore.com](http://Rowan.thepermitstore.com) and click on “Sign In”.



**Step 2:** Enter your Rowan Network Username and Password and click on “LOGIN”



**Step 3:** Click on “Account” and then click on “Register Vehicle”. A “Register Vehicles” box will appear. Click on “click here” to register a vehicle and a history of your permits will appear.



Permits						Click your license plate to change or add vehicles on Valid permits.
Order	Permit	Barcode	Vehicle	Status	Print Temp	
3624011	Adjunct/Fellow - (2016-2017)	43371604000923	NZU53E	Active	Print	

**Step 4:** Click on the icon next to your current valid permit and a “Manage Vehicles” box will appear. If adding a vehicle, you must add the vehicle first and then you can remove the existing vehicle. As stated in the Parking Rules and Regulations, you can have up to (3) vehicles registered to the one permit. However, students are required to transfer the permit from one vehicle to the other.

The screenshot shows a user interface with a sidebar menu and a main content area. The sidebar menu includes sections for Account & Billing Info, Parking Permits, Notices, and Messages. The main content area features a 'Permits' table with columns for Order, Permit, Barcode, Vehicle, Status, and Print Temp. A modal window titled 'Manage Vehicles' is open, displaying instructions for the 'Adjunct/Fellow - (2016-2017)' permit type, which allows between 1 and 3 vehicles. The modal also shows 'Current Vehicle Associations' with one entry: '2013 White Acura RDX (NZU53E, NJ)' with a 'Remove' link. Below this, there is an 'Add:' section with a dropdown menu set to '[ SELECT ]' and an 'Add Vehicle' button.

Order	Permit	Barcode	Vehicle	Status	Print Temp
3624011	Adjunct/Fellow - (2016-2017)	43371604000923	NZU53E	Activate	Print

**Step 5:** Verify that the vehicle(s) information registered to the current permit is correct.