Instructions for first time Parkmobile users

All Day Parking Permits

1. OHSU Daily Permits: Go to Ohsu.edu/permit

2. Click the calendar icon to select the date for which you want to purchase parking (available for today or the next business day).

3. Click “Next” to advance to the next page.

Select Service

4. Select the location for which you want to purchase parking.

5. A drop down menu will populate. Select the number of permits you want for that lot.
   - You may select multiple permits for the same facility and assign them to different vehicles on the Finalize Order page.
   - If you want to purchase for multiple facilities or multiple days select one first, click “Add to Cart” and on the next page click “Continue Shopping” on the left side.

6. Scroll to the bottom of the page and click “Add to Cart.”
Shopping Cart

7. After confirming the item in your shopping cart is correct, click the “Continue Checkout” button in the bottom right hand corner of the page in the Guest Checkout box.

Note: The login and password you formerly used to purchase daily parking on the old online site will not work here. You need to create a new account with Parkmobile.
Finalize Order

Note: On this page, there is a note telling you to print your permit at home. **YOU ARE NOT REQUIRED TO PRINT YOUR PERMIT.**

8. **Enter your information:** Enter your billing information, vehicle information, and enter your credit card information. Please note that by purchasing a permit through this site, you are agreeing to OHSU Parking Code.

9. **Create User account:** If you plan to purchase parking regularly from us, we strongly recommend you create a user account so that your information will be stored and future transactions will be quicker. Select the box that reads “Create Account.” New fields will populate asking you to create a password, and select whether you want to store your vehicle and/or credit card information. You are also welcome to check out as a guest if you do not want to create an account. Please note that your Parkmobile account is NOT tied to your OHSU login.
10. Check the box to agree to Parkmobile Terms & Conditions.
11. Select the “Complete Purchase” button at the bottom of the page.

Order Summary

You are done! From this page, you are able to print or download your permit. Again, printing permits is no longer necessary at OHSU. You can also click “custom driving directions” to get directions from your house to your selected lot or garage.