

# UCSB Parking Services: FOR TEP STUDENTS

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Due to the busy TEP schedule, all students can purchase a "C" Commuter Permit regardless of the 2-mile residency rule. The TPS office has received the list of new TEP students for 2018-19 and has asked for students to visit their website to create a user account and sign up for the "C" Commuter Permit. Should TEP students encounter problems purchasing a "C" Commuter Permit, please let the TEP office know at (805) 893-2084.

## How to Purchase

1. Go to <http://www.tps.ucsb.edu>
2. Click on "Parking Permits" on the top header of the page.
3. Click on the blue "Buy Your Parking Permit HERE" button on the left side of the page.
4. Click on "Manage my Parking Account"
5. Select "Create a Parking Account" for new users or login with your username & password
6. For new users:
  - o Under "Campus ID", enter your student Perm number
  - o Under "Classification", select "Graduate Student Commuter"
  - o Fill out the remaining fields and select "Create Account" to continue

Upon submitting your application, you will receive an email confirmation of your order. Contact Parking Services at (805) 893-2346 if you do not receive a confirmation. Failure to receive a confirmation most likely indicates that they do not have your correct email address. You will receive an email (typically within two business days) advising you whether or not your order was approved, and how to go back online to complete the order. You will also receive instructions for printing a temporary permit. A long-term permit will be mailed to the address listed on your application.

## Parking Areas

A "C" Commuter Permit allows you to park at all times in student lots. Parking is allowed in faculty/staff lots Monday to Friday between 5:00PM and 7:30AM, and all day Saturday and Sunday. The permit is *not* valid in lots, areas, and spaces marked "At All Times" or where other restrictions apply (e.g., reserved, metered and Coastal Access spaces, or lots/spaces marked for vendors or "RS" permit holders). The permit is not valid in the off-campus parking facilities operated by Housing & Residential Services.

## Payment Options

\$450 for a yearly permit (July through June) or \$120 for a quarterly permit. The beginning and end dates of quarters correspond to the Registrar's [Academic Calendar](#).

Your effective cost for an annual permit is \$37.50 per month. A permit purchased after the start of a permit period (year or quarter) is prorated and the appropriate fee charged for the remainder of the period. TPS accepts payment by cash, debit/credit card, or a check made payable to UC Regents. Permits no longer being used may be turned in for a refund. For instructions on how to cancel a parking permit, please visit <http://www.tps.ucsb.edu/permRefund.aspx>. Renewal is not automatic. To maintain your parking privileges, log into your online account and apply for a new permit before the expiration date.