How to Enroll in the MTS App through the Parking Portal
Please email transportation@sdsu.edu with any questions.

1. Open Internet Explorer or Mozilla Firefox. Go to https://aztecs.t2hosted.com/Account/Portal.

2. Click on Manage Account.

3. If this is your first time logging in, click on retrieve your password. If you are not a first-time user, skip to step 7.

4. Enter your personal email address. If you receive an error message that it does not exist in the database, enter your SDSU email address. Click Submit.
5. You will receive a Password Reset email. Click the link at the bottom of the email.

6. Create your password for the Parking Portal. Passwords must be 9-20 characters - and contain at least one uppercase letter, one lowercase letter, one numeric value and one special character. Enter your password a second time to confirm. Click Update.
7. Enter your Red ID. Click **Log In**.

![Customer Authentication](image)

8. Once logged in, click **Permits** and then **Get Permits**.

![Manage Parking Account](image)

9. Click **Next**.

![Purchase a Permit](image)

10. Select the bubble in the MTS Transit App Enrollment section. Check all of the agreement boxes (please note these refer to parking permits, and not trolley passes). Click **Next**.

![Select Permit and Permit Agreement](image)
11. Review your cart. Click **Pay Now**.

12. Fill in all required fields. Click **Pay Now**.

13. Review your payment information. Click **Pay Now**.