How to Link Vehicles to Permits in the SDSU Parking Portal

1. Go to https://aztecs.t2hosted.com/Account/Portal using Microsoft Edge or Firefox.

2. Click **LOGIN** in the upper right-hand corner.

3. Click **SDSUid Login**.

4. Enter/verify your SDSU email address is correct. Click **Next**.

5. Your password should automatically populate. If it is blank, enter your SDSUid password. Click **Sign in**.

6. If you would like to automatically stay signed in under your SDSU user ID, check the box and Click **Yes**. If not, check the box and click **No**.
7. **Permits are now virtual and must be linked to your license plate(s).** Make sure to enter your license plate number correctly to avoid citations. Once logged in, click **PERMITS** at the top of the screen. Then click **View Your Permits**.

8. Click on the link below your **Permit Number**.

9. **Click Add Vehicles To Permit.**
10. If you have not added any vehicles to your account or need to add an additional vehicle, click **Add a new vehicle.**
If you have already added the vehicle to your account but need to link it to your permit, please **skip to Step 12.**

![Add Vehicle to Your Permit](image)

11. Enter your vehicle information. Click **Next.** **Email Parking Services if you have temporary license plates or if you have a rental car.** Please only add vehicles that you are the owner or regular driver of, and vehicles that are not associated with any other parking permits.

![Register Additional Vehicle](image)
12. Check the box(es) for the vehicle(s) that you would like to link. Then click **Add the selected vehicle**.

![Add Vehicle to Your Permit](image)

13. You should now see the license plate number(s) listed on **Your Permit Details** page under **Associated Vehicles**.

![Your Permit Details](image)

14. **MAKE SURE THAT YOUR VEHICLE IS CORRECTLY LINKED TO YOUR PERMIT OR YOU WILL BE TICKETED!** Click on **PERMITS** in the upper left corner of the portal. Then click **View Your Permits**. Finally, click on the link below your **Permit Number**, and all of your vehicle information should be listed completely and correctly. Please make sure to verify this every time you add a vehicle.

Please email parking@sdsu.edu with any questions or issues.