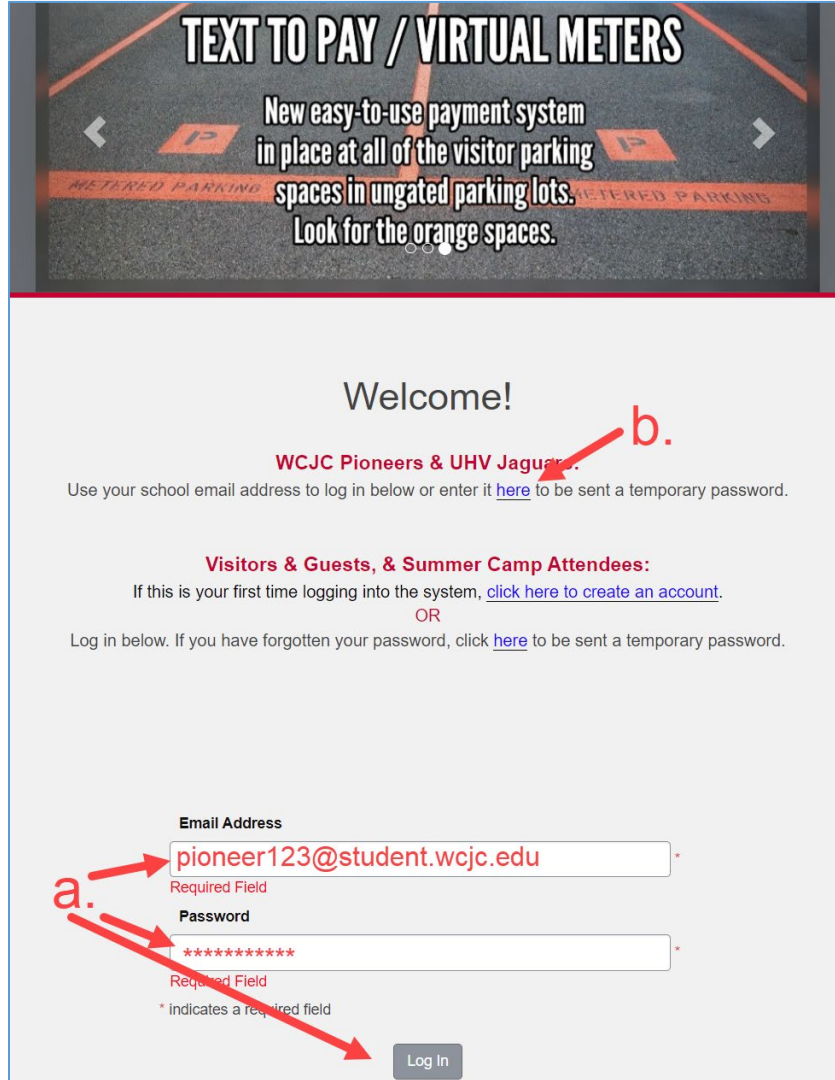


How to Purchase a WCJC at Sugar Land Student Parking Permit

1. Go to <https://uh.t2hosted.com/cm/aut/guest.aspx>.
 - a. **IF YOU HAVE LOGGED IN BEFORE AND REMEMBER YOUR PASSWORD**, enter it here to log in and proceed to step 8.
 - b. **IF THIS IS YOUR FIRST TIME LOGGING IN OR YOU FORGOT YOUR PASSWORD**, click on the link to be sent a temporary password. Proceed to step 2.



2. Enter your @student.wcjc.edu email address to be sent a temporary password.

Request Temporary Password

Enter the email address associated with your account below, and a temporary password will be emailed to you.

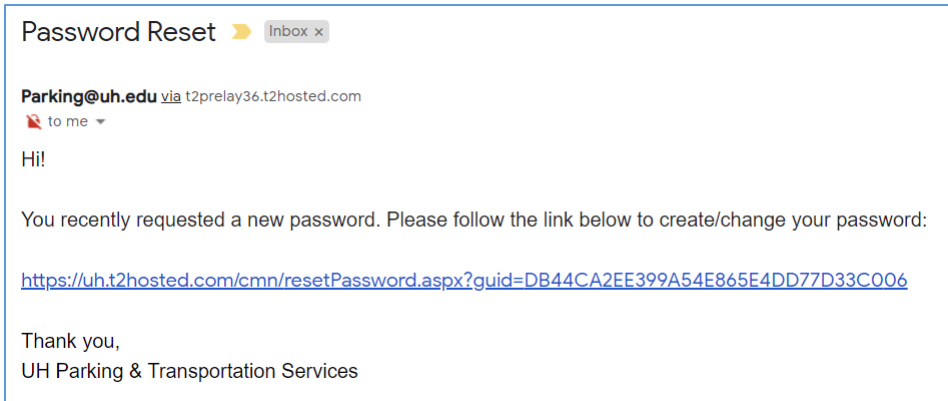
If you receive the message, *"The address you entered produced ambiguous results. Please contact the parking office."* the email address you entered is on multiple accounts. Please contact us asap to resolve the issue at parking@uh.edu or call 832-842-1097.

Email Address

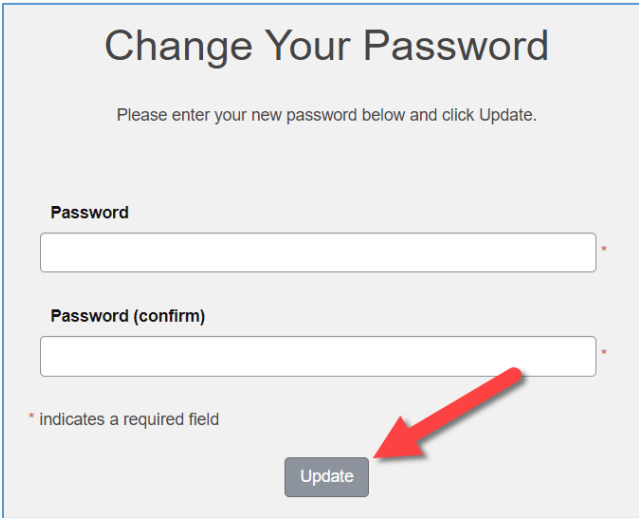
* Indicates a required field

Submit

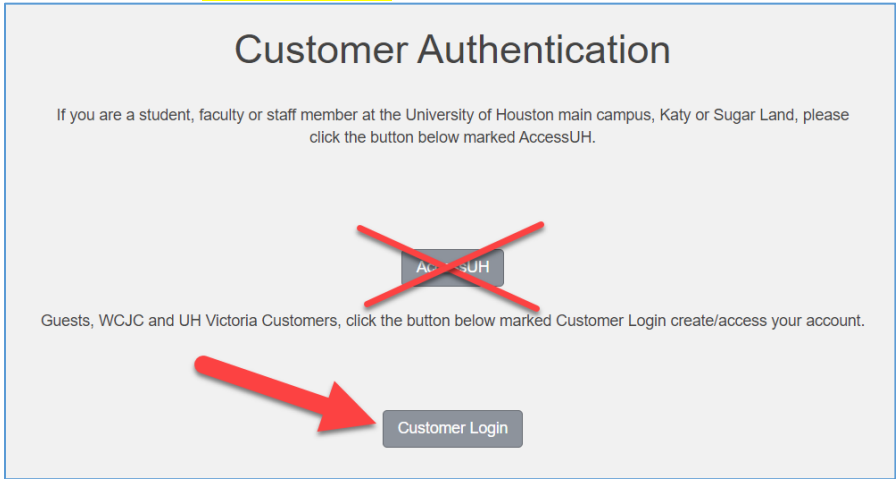
3. Follow the link in the email to set up your password. This link is time sensitive and only active for 60 minutes.



4. Enter and confirm your chosen password and click **Update**.



5. After hitting Update, select the **Customer Login** button to return to the login page.



6. Enter your email address and newly set password to **Log In**.

Welcome!

WCJC Pioneers & UHV Jaguars:
Use your school email address to log in below or enter it [here](#) to be sent a temporary password.

Visitors & Guests, & Summer Camp Attendees:
If this is your first time logging into the system, [click here to create an account](#).
OR
Log in below. If you have forgotten your password, click [here](#) to be sent a temporary password.

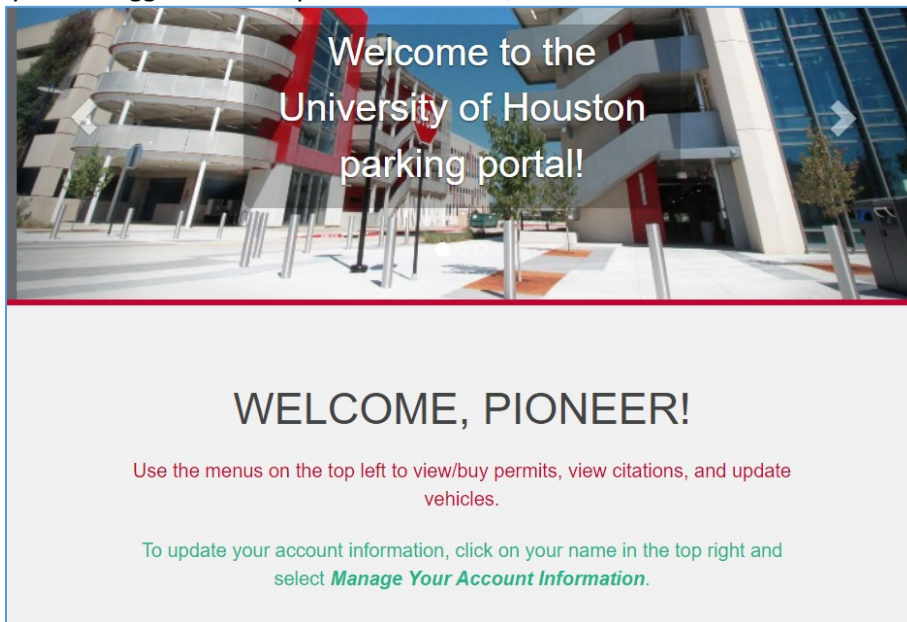
Email Address
 *

Required Field

Password
 *

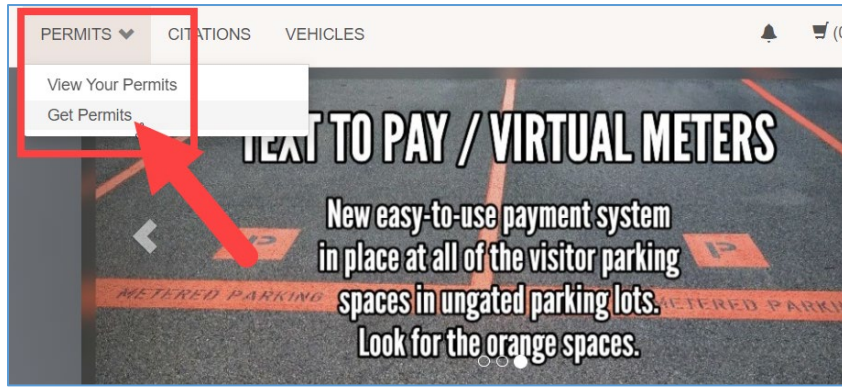
* indicates a required field

7. You will know you are logged in when you see Welcome, Pioneer!

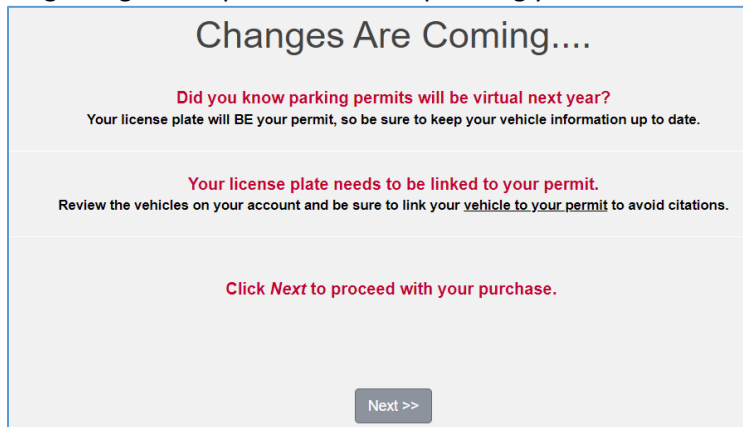


Now you're set to get your parking pass!
Continued on next page

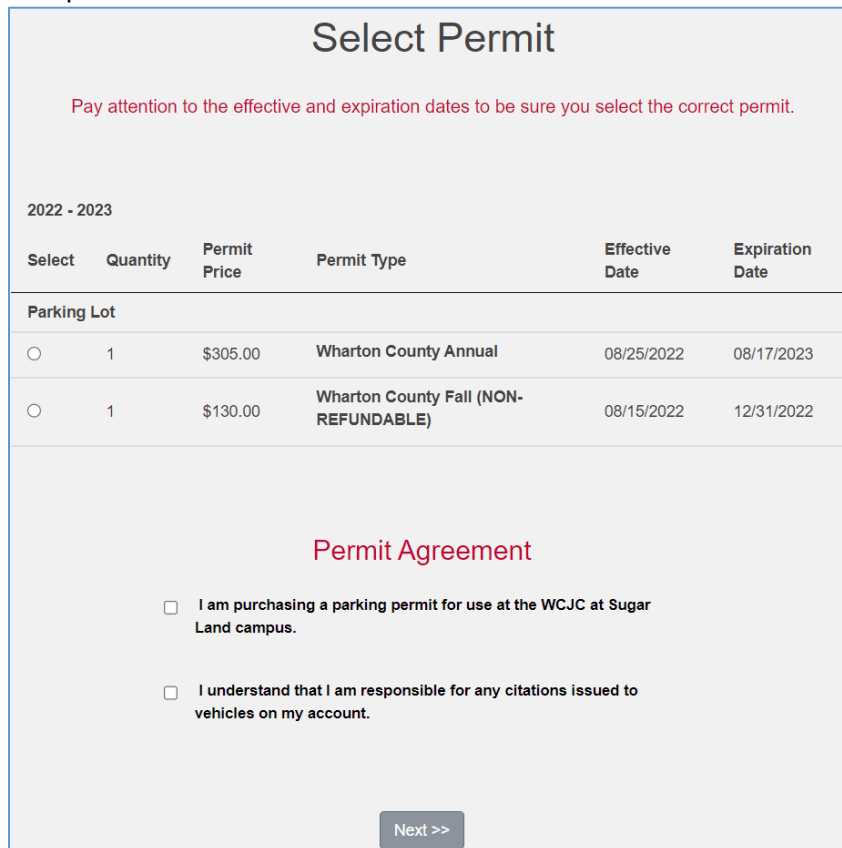
8. From the Permits menu, select **Get Permits**.



9. Read the information regarding virtual permits for the upcoming year.



10. The next page will display the permit options currently available to you. Once you agree to the statements at the bottom, click **Next** to proceed.



11. Select the vehicle you would like to link to your permit. You can add a vehicle to your account by clicking **Add Vehicle**.

i You must select one vehicle for this permit.

Select Your Vehicle

Select the vehicle below you want to use with your permit. If you need to add a new vehicle, choose "Add Vehicle" below.

Please ensure the license plate information is correct on your account for ALL vehicles you may drive to campus.

When you are done with your purchase, review the vehicles on your account to ensure the information is current.

Select	State	Plate Number	Year	Make	Model	Color
<input type="checkbox"/>	Texas	JKN3257	2012	Chevrolet		Silver
<input type="checkbox"/>	Texas	KPL5228	2018	Chevrolet	Equinox	Dark Blue

Add Vehicle
Next >>

12. A summary of the parking pass you are registering for is displayed on the next page. Select the credit card merchant from the drop down and confirm your email address and click **Continue to Payment**.

View Cart

Below are the items in your cart.
Select the type of credit card you will be using from the drop-down list.
Please confirm your email address to receive your emailed receipt.
If all is correct, click the *Continue to Payment* button.

Qty	Type	Description	Amount	Actions
1	Permit	Wharton County Annual (08/25/2022 - 08/17/2023) view details	\$305.00	Remove

Due Now: \$305.00

Select Credit Card Merchant

MasterCard v *

Cancel Purchase

Checkout

Email Address

pioneer123@student.wjc.edu

Continue to Payment

13. The next screen offers one last opportunity to confirm the permit details you have selected. When you are ready hit **Submit Payment** to enter your credit card information.

Payment Information

Please review the items in your cart below.

Once you hit the **Submit Payment** button, you will no longer be able to make any changes.

Qty	Type	Description	Amount	Actions
1	Permit	Wharton County Annual (08/25/2022 - 08/17/2023) view details	\$305.00	Remove

Due Now: \$305.00

14. Once you enter your credit card information and the system completes your transaction, you'll be shown a receipt. A copy of this will also be sent to the email address you provided earlier.

Please wait while we complete your transaction

◌

Payment Receipt

Payment Receipt

Your transaction is complete. Please print the page for your records.

Purchased Items

Qty	Type	Description	Amount
1	Permit	Wharton County Annual (08/25/2022 - 08/17/2023) view details	\$305.00

Transaction Summary

Amount Paid	\$305.00
Payment Method	Credit Card
Payment Date	05/23/2022 01:16:20 PM

CONGRATULATIONS!

You have successfully registered for parking for the 2022/2023 year!