Instructions to add to a Parking Waitlist

Open a browser, and go to your parking portal and select Add/Edit Waitlists. The website is calpoly.T2hosted.com/Account/Portal

Login to the Customer Login

If you are a student or faculty/staff member, please click the button below marked MyCalPoly.edu Login.
You will need your calpoly user name and password. If you do not know your calpoly user name and password please call the Cal Poly Help Desk at 805-756-7000.
If vehicle has not been added yet the next screen will appear. Please fill in as much of the information as possible. Otherwise select your vehicle and click next. NOTE: if you do not have a license plate number, use the last seven digits of the Vehicle Identification Number (VIN).
NOTE: If you have a vehicle already choose the most current vehicle you will be driving.
Update Account Vehicles

Please make sure that all of your current vehicles are listed in our records below. If you need to add new vehicles, choose "Add Vehicle" below. When finished, click Next >>

<table>
<thead>
<tr>
<th>Select</th>
<th>Plate Number</th>
<th>Make</th>
<th>Model</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Toyota</td>
<td>Corolla</td>
<td>Black</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Honda</td>
<td>Accord</td>
<td>Gold</td>
</tr>
</tbody>
</table>

Add Vehicle

Next >>
If there are waitlists available for your student classification, the available waitlists will be displayed. If you have any questions regarding your waitlist options, please call 805-756-6654 for more information.

If you were able to add waitlists you will get a display of your priority parking areas. Select “Done” to continue.
You will receive an email confirmation of your waitlist selections.

![Waitlist Receipt]

You will also receive an email confirmation of your waitlist selections.

You have signed up for the following waitlists:

1. Commuter Rover Annual Permit
2. Commuter Orange Annual
3. Commuter K1 Annual Permit

Thank you for making your waiting list request online.

Adding yourself to the waitlist is complete. If you are selected for a lottery award you will be notified via email with a limited time to purchase. Students that do not purchase within the limited time will lose their opportunity to purchase. Please refer to parking.calpoly.edu for timeline and information.