How Do I Purchase a Parking Permit?

To purchase a semester parking permit, you will need the following information:

- Your credit card information
- Make, model and license plate number of your vehicle

1. Go to http://m.4cd.edu (or use the InSite app) and sign in using your username and password.
2. Select the “Resources-student” tile, and then select “Buy parking permit”.
3. Select a term, and for location, select “Diablo Valley College” and press “Submit”. On the next page, confirm your address and select “Buy Permit”.
4. Select the type of permit you need (vehicle or motorcycle).
5. Enter the information for your billing address, email address and cellphone number. Please note—the email address entered here is where your temporary pass will be sent.
6. Enter the vehicle information.
7. Confirm your shipping address—if the same as billing, check the box at the top. This is where the actual pass will be mailed to.
8. Select a payment method. If paying by card, select the top option, or you can select the second option to pay at the Cashiers Office. Make sure to print your receipt, and if paying by credit card, your temporary pass.