

Applying for a Wesleyan Parking Permit

Employees must register the vehicle(s) they will be parking on campus. Once the registration is complete, you will be issued a Kentucky Wesleyan parking permit. There is no charge for parking permits for faculty or staff.

1. Go to <https://kwc.thepermitstore.com/>.
2. Click to buy permits.
3. Under Faculty/Staff Parking, click “Add Item.”
4. Click “Proceed to Checkout.”
5. Click “Create New Account.”
6. Enter a username and password. This will be the login information you will use to update your account and place future orders. Enter your contact information and password recovery information. Click “Create Account.”
7. Select “Add a new vehicle” from the drop-down. Enter your vehicle information, including your license plate number and vehicle make and model.
8. Continue through the screens until your order is complete.
9. Pick up your permit in the College’s Student Life Office.

Please let Student Life know if you have any problems or concerns.