HOW TO USE MCAD ID FOR PARKING PAYMENT
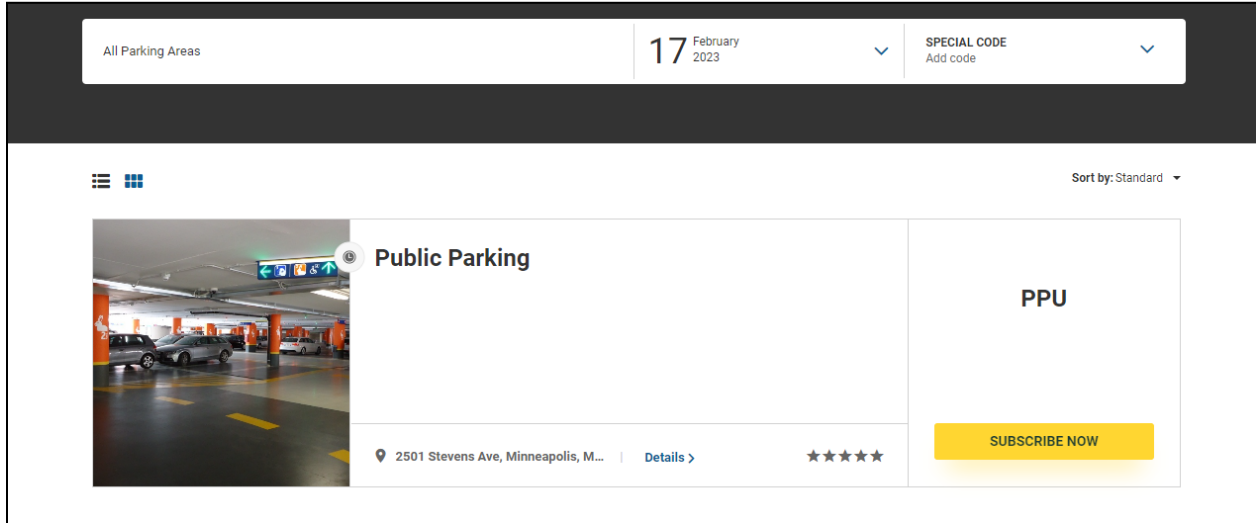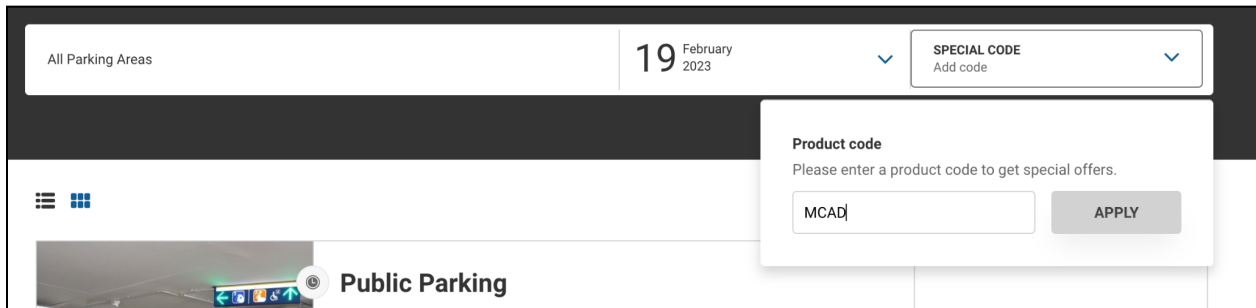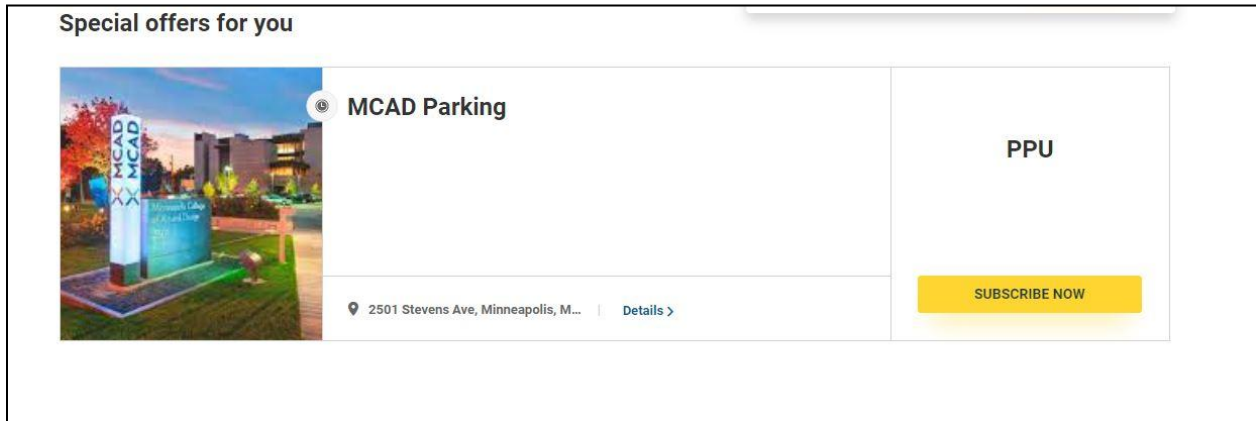
1) Go to MCAD Parking Portal,

2) Once on the website, you should see this page. Click on "SPECIAL CODE".

3) Enter product code: **MCAD**.

4) Now on the MCAD Parking section, click on "SUBSCRIBE NOW".

5) Then click on "Sign Up".

Login

Email

Password ⌀

☐ Remember Me **Forgot your password?** ›

LOGIN

———— Or ————

Ⓕ Sign in with Facebook

Ⓖ Sign in with Google

Do not have an account?

🔒 **Sign Up**

6) Fill out all the information and check both agreement boxes. Then click "Sign Up".

Sign Up

Select Salutation ▾

First Name

Last Name

Email

Password ⌀

Confirm Password ⌀

☐ I agree to **US_MCAD Terms & Conditions**
☐ I agree to **US_MCAD Privacy Policy**

SIGN UP

7) An email will be sent to your email address. Click "OK" and then login. Once you login, it will take you to the checkout page.

Checkout   🔓 tjones@mcad.edu

YOUR DETAILS

From
19 Feb 2023

Duration
6 Months

ADDRESS
                                                Change Address

8) Fill out relevant information.

9) Click on "Add Identification✚".

Identification   **Add Identification +**

▢ QR ▢ **E-Ticket**
        You can access the car park using your E-ticket

10) Next, you will need to associate your MCAD ID with a credit or debit card.
- Select "New".
- Access media type "Wiegand Contactless".
- In the Wiegand Contactless section, enter **:29 plus last five digits on your MCAD ID**.
  - Example: 29<u>00000</u>

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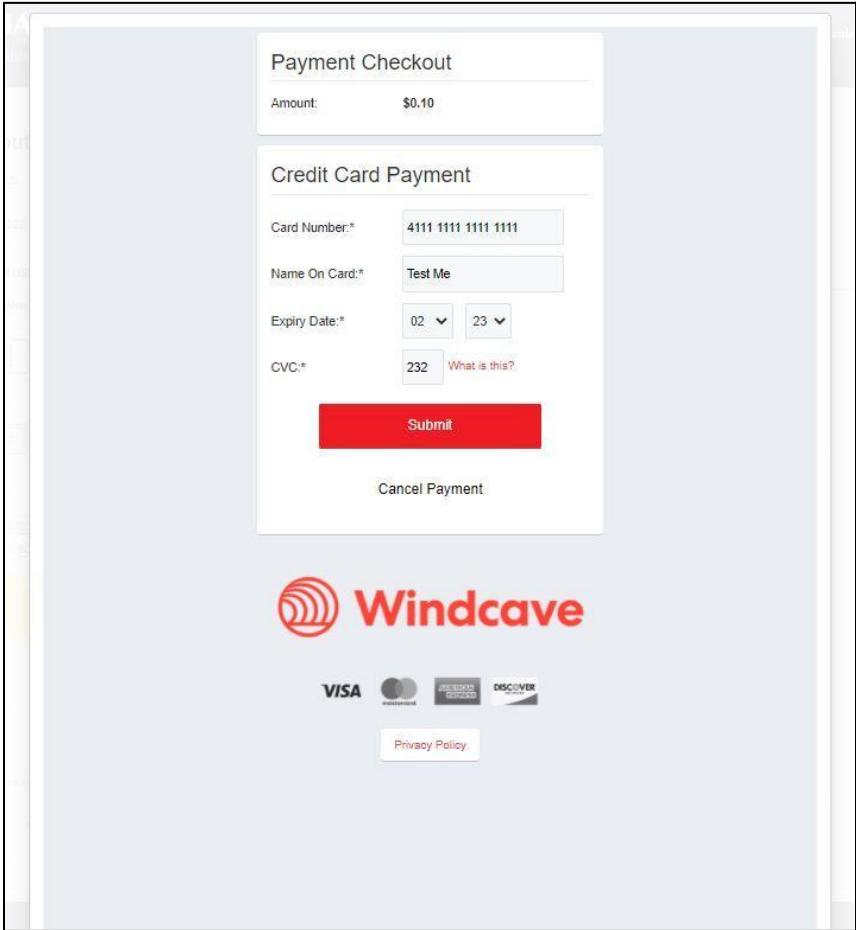|	Access media type
Existing	● New

Access media type

Wiegand Contactless

Wiegand Contactless

290000

ADD   **Cancel** ✕

11) Next click on "Add Payment Method➕" and enter a major credit card or debit card.

PAYMENT   Add payment method +

12) Once you're done, you will get a confirmation email. You can also use the barcode to enter Lot C. You will have to re-subscribe after six months.

13) The system will charge your card .25 cents hr every time you park.

If you have any questions, email parking@mcad.edu. Thank you!