



Opt-out of a student resident permit

Residents need to order a permit if bringing a vehicle to campus. If you are living on campus but not you will not have a vehicle you will need to opt out of a parking permit.

1. To “Opt-out” of a parking permit, you need to log on just like you are ordering a parking permit to your parking account on the Parking and ID Card Services Office website <http://smu.edu/parkingid> select “My Parking Account” log on where it indicates “SMU Login” for students and employees with your SMU ID and password once you are registered for classes for 24 hours. You will have until the semester “Drop/Add Date” to do so.
2. Next you will select “Order Permit” when you get to the permit selection screen; you will need to select the “Opt-out” of permit option at the bottom of the list. It will ask you to agree to the parking rules for the University and you will then complete the process just like you are ordering a permit. The very last screen is the “Order Receipt” page.
3. If you would like a copy for your records you can click on the print option on the on the screen and print the confirmation page before leaving the screen. This is where students will order or opt out of a permit each year so that it will retain the info on their parking account in the system.