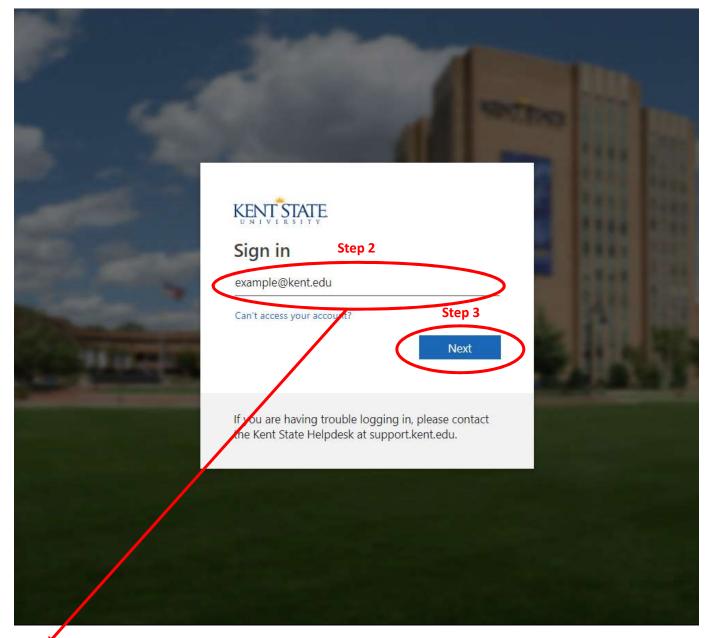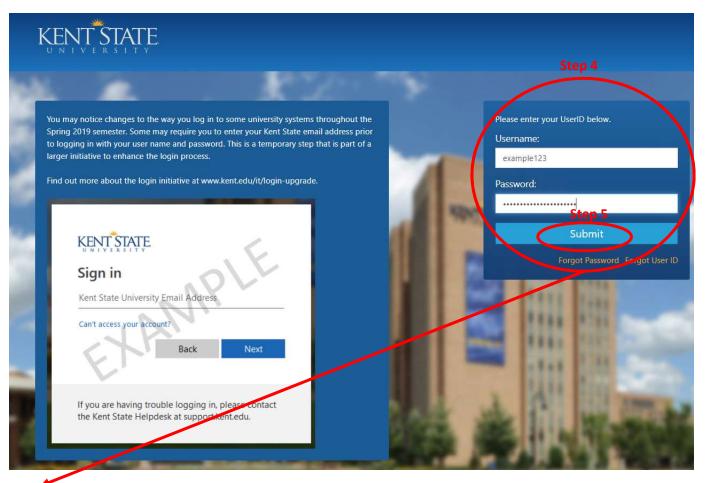After following the link https://kentparking.t2hosted.com/cmn/auth_ext.aspx you will be prompted to login to your parking account.
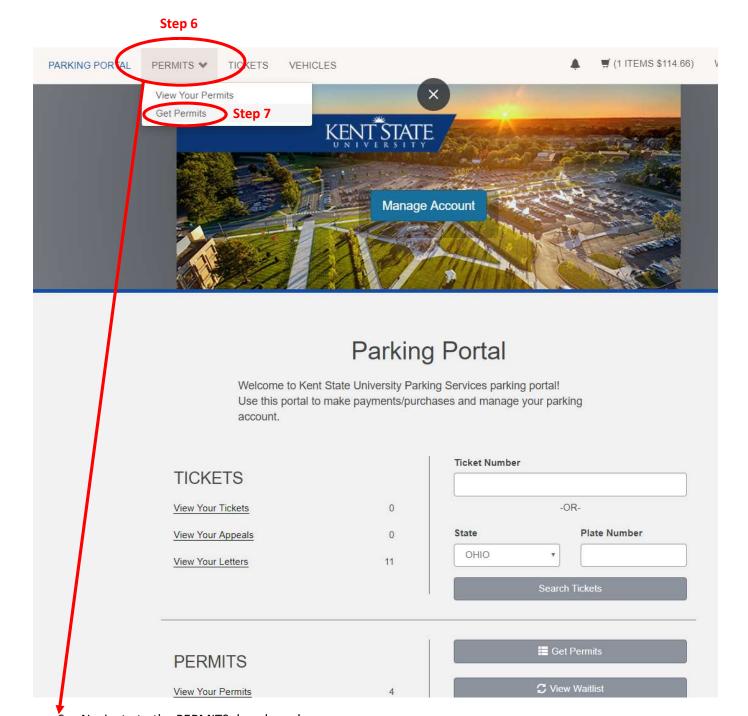
1. Click the Flashline Login button.

2. Enter your full Kent State email address.
3. Click Next.

4. Enter your FlashLine username (do not include @kent.edu) and password.
5. Click Submit.

PARKING PORTAL   PERMITS ▼   TICKETS   VEHICLES   🔔   🛒 (1 ITEMS $114.66)

View Your Permits

Get Permits   **Step 7**

KENT STATE
UNIVERSITY

Manage Account

Parking Portal

Welcome to Kent State University Parking Services parking portal!
Use this portal to make payments/purchases and manage your parking
account.

TICKETS

		Ticket Number
View Your Tickets	0	

-OR-

View Your Appeals	0	**State**	**Plate Number**
View Your Letters	11	OHIO ▾	

Search Tickets

PERMITS

		📋 Get Permits
View Your Permits	4	🔄 View Waitlist

6. Navigate to the PERMITS dropdown box.
7. Select Get Permits.

Manage Account

Purchase a Permit

You have been authorized to purchase a permit. Please read the instructions on each page carefully.

Step 8

Next >>

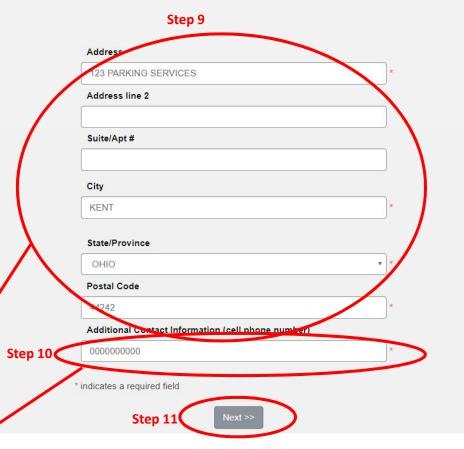8.   Click Next>>.

Permits are only mailed to campus addresses. Please confirm your address below. If any changes need made, please contact Parking Services at parking@kent.edu or 330-672-4432. Please confirm or update your phone number below.

Step 9

Address

123 PARKING SERVICES   *

Address line 2

Suite/Apt #

City

KENT   *

State/Province

OHIO   ▼   *

Postal Code

4242   *

Additional Contact Information (cell phone number)

Step 10   0000000000   *

* indicates a required field

Step 11   Next >>

9. Confirm that the address displayed is your current campus address. If you need to make changes please contact Parking Services at parking@kent.edu or 330-672-4432.

10. Confirm or update your phone number.

11. Click Next>>.

Step 12

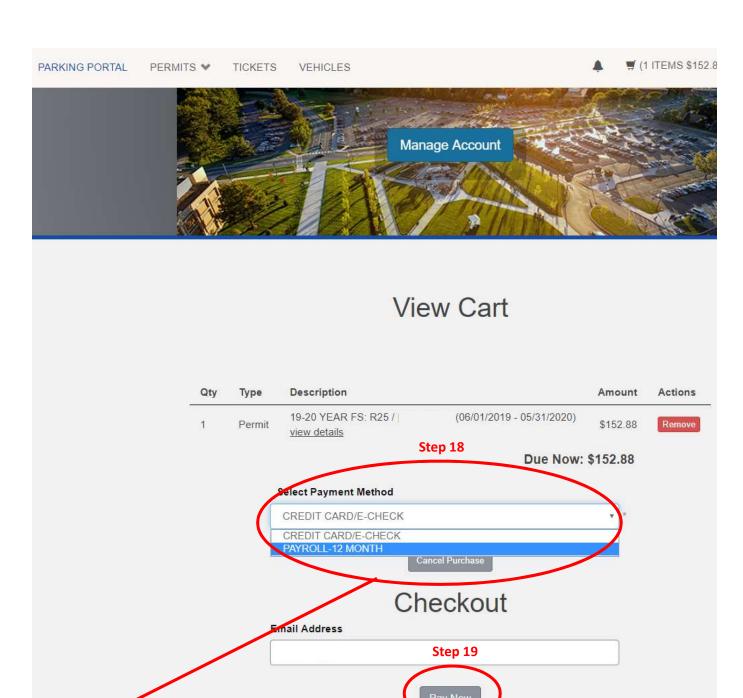| Select	Quantity	Permit Fee	Permit Description	Permit Effective	Permit Expires
Other					
◉	1	$152.88	19-20 YEAR FS: R12 /	06/01/2019	05/31/2020
○	1	$10.00	19-20 YEAR FS: MOTORCYCLE /	06/01/2019	05/31/2020

The information that I provide for this permit purchase is correct.

- It is my responsibility to know the parking permit rules for my permit. University Policy Regarding Parking Regulations
- The permit being purchased is for my use only.
- I am responsible for all violations issued to the license plate I select and/or the permit that I purchase.
- Any refund for permit fees will be issued through the Payroll or Accounts Payable office.
- Only my primary permit may be renewed online. Any additional requests or questions should be emailed to Parking Services at parking@kent.edu.
- If I elect payroll deduction for payment of all or part of my permit fees, I know that I have a pay contract that will allow for monthly deductions beginning in June for a 12 month permit or in September for a 9 month permit.
- If I am purchasing a disability permit, I must provide a current state placard and placard registration to verify my eligibility.
- If I am on an extended leave of absence or terminate employment with Kent State University, my parking permit must be returned to the Parking Services office to stop payroll deductions and accrual of unpaid permit fees.

Step 13

Step 14

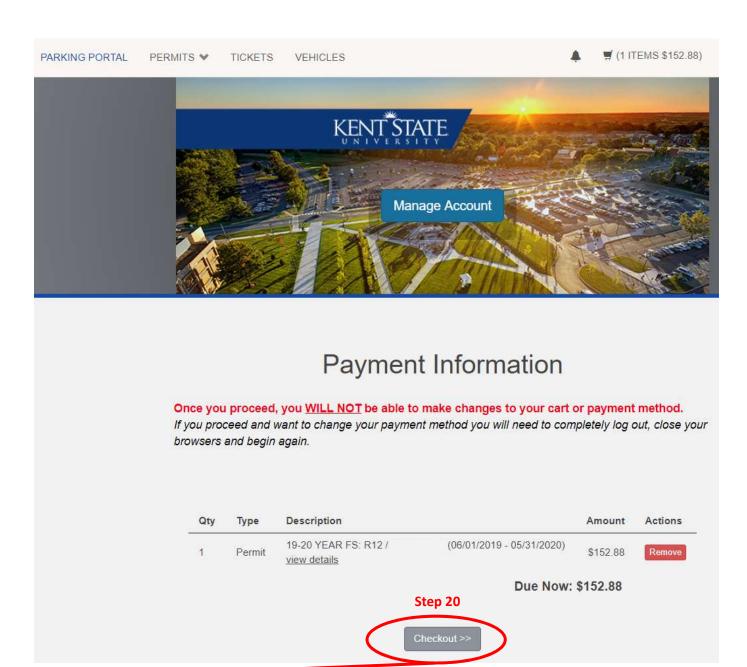☑ I agree to abide by the parking rules and regulations

[Next >>]   **Step 15**

12. Select the permit you are renewing.
13. Read the Permit Purchase Agreement.
14. Check the "I agree to abide by the parking rules and regulations checkbox".
15. Click Next>>.

KENT STATE
U N I V E R S I T Y

Manage Account

ℹ️ You may select between 1 and 8 vehicles for this permit.

Select your Vehicles for your Permit

All permits must be associated with a vehicle and license plate number. Below is a list of vehicles on file with the Parking Services office. Please select the license plate(s) you want associated with your permit. If you need to add new vehicles, choose "Add Vehicle" below.

Step 16

Select	State	Plate Number	Year	Make	Model	Color
☑	OHIO			Toyota		Tan

Add Vehicle

Step 17 Next >>

16. Select your license plate or add a new vehicle.
17. Click Next>>.

Manage Account

View Cart

Qty	Type	Description		Amount	Actions
1	Permit	19-20 YEAR FS: R25 / view details	(06/01/2019 - 05/31/2020)	$152.88	Remove

Step 18

Due Now: $152.88

Select Payment Method

| CREDIT CARD/E-CHECK | ▼ | * |

CREDIT CARD/E-CHECK
PAYROLL-12 MONTH

Cancel Purchase

Checkout

Email Address

Step 19

Pay Now

18. Select your payment method from the dropdown box.
19. Click Pay Now.

Payment Information

Once you proceed, you WILL NOT be able to make changes to your cart or payment method.
If you proceed and want to change your payment method you will need to completely log out, close your browsers and begin again.

Qty	Type	Description		Amount	Actions
1	Permit	19-20 YEAR FS: R12 / view details	(06/01/2019 - 05/31/2020)	$152.88	Remove

Due Now: $152.88

Step 20

Checkout >>

20. Click Checkout>>.
21. If you selected payroll deductions, the permit renewal process is now complete and you will receive a confirmation email.
22. If you selected CREDIT CARD/E-CHECK, you will be prompted to enter your credit card/checking information and will receive a confirmation email once this process is completed.