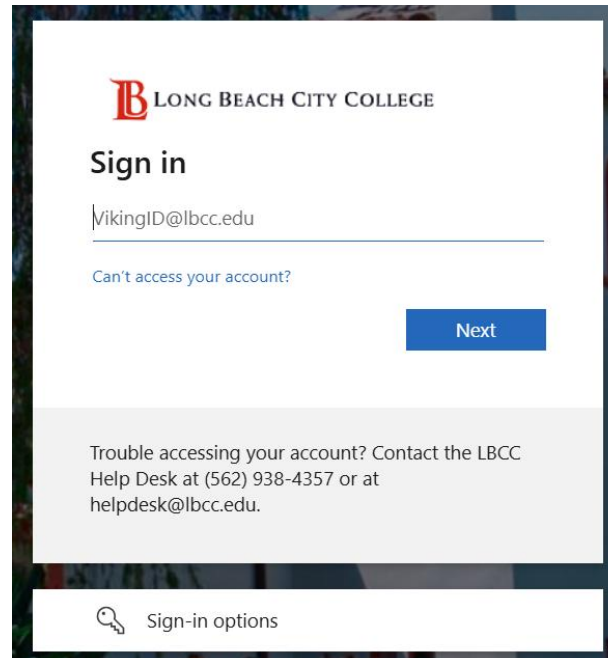


Virtual Parking Permit Guide

How to Purchase a Semester and One Day Virtual Parking Permit

FOR LONG BEACH CITY COLLEGE **STUDENTS**

Step 1: Access the [Viking Portal](#) by logging in using your Student ID@lbcc.edu (example [0123456@lbcc.edu](#)) and Password.



LONG BEACH CITY COLLEGE

Sign in

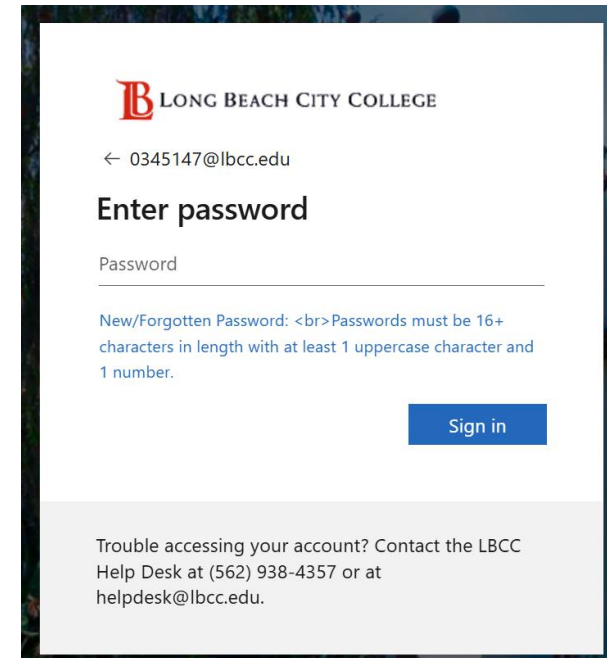
VikingID@lbcc.edu

Can't access your account?

Next

Trouble accessing your account? Contact the LBCC Help Desk at (562) 938-4357 or at helpdesk@lbcc.edu.

Sign-in options



LONG BEACH CITY COLLEGE

← 0345147@lbcc.edu

Enter password

Password

New/Forgotten Password:
Passwords must be 16+ characters in length with at least 1 uppercase character and 1 number.

Sign in

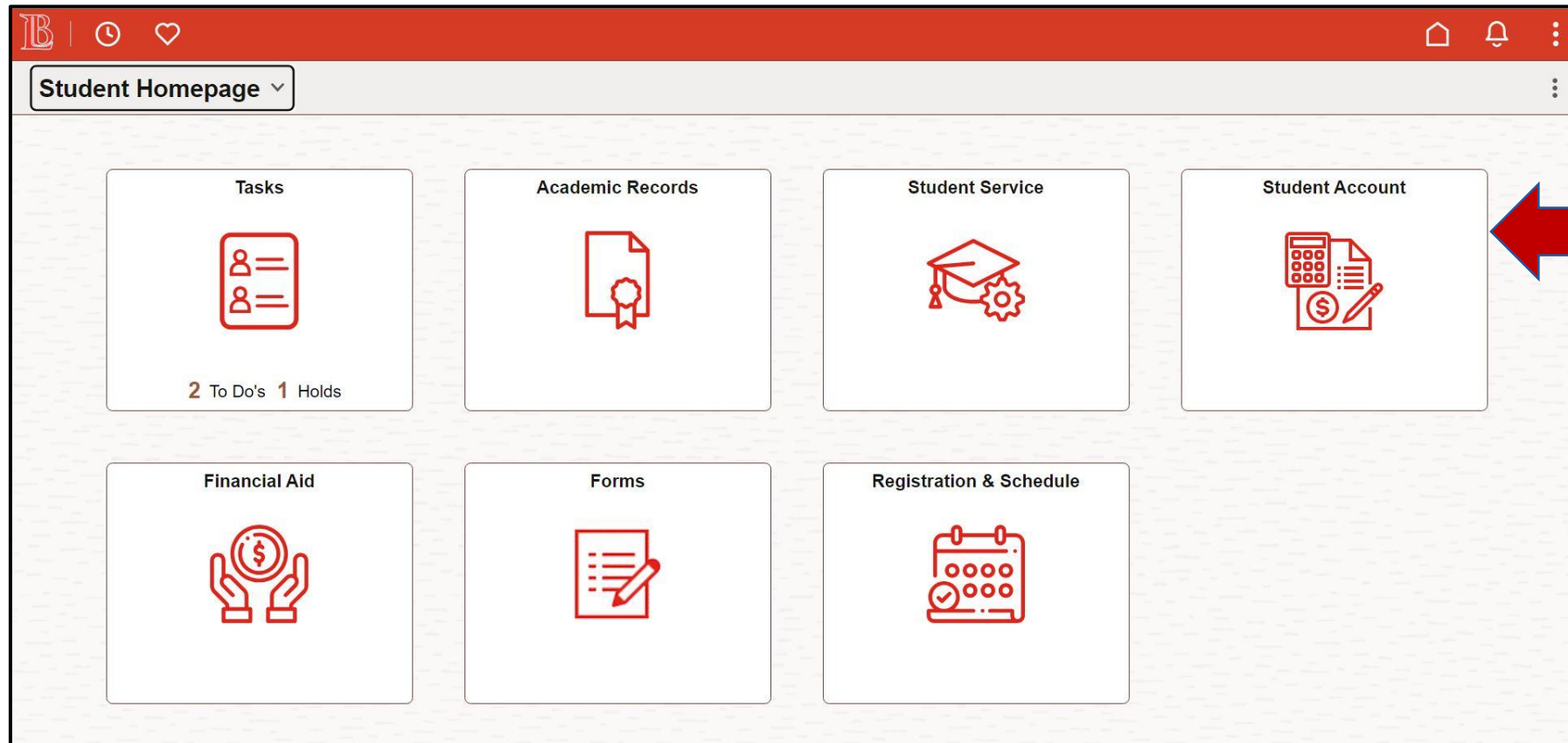
Trouble accessing your account? Contact the LBCC Help Desk at (562) 938-4357 or at helpdesk@lbcc.edu.

Step 2: **Next** access **LBCC's Viking Student System**

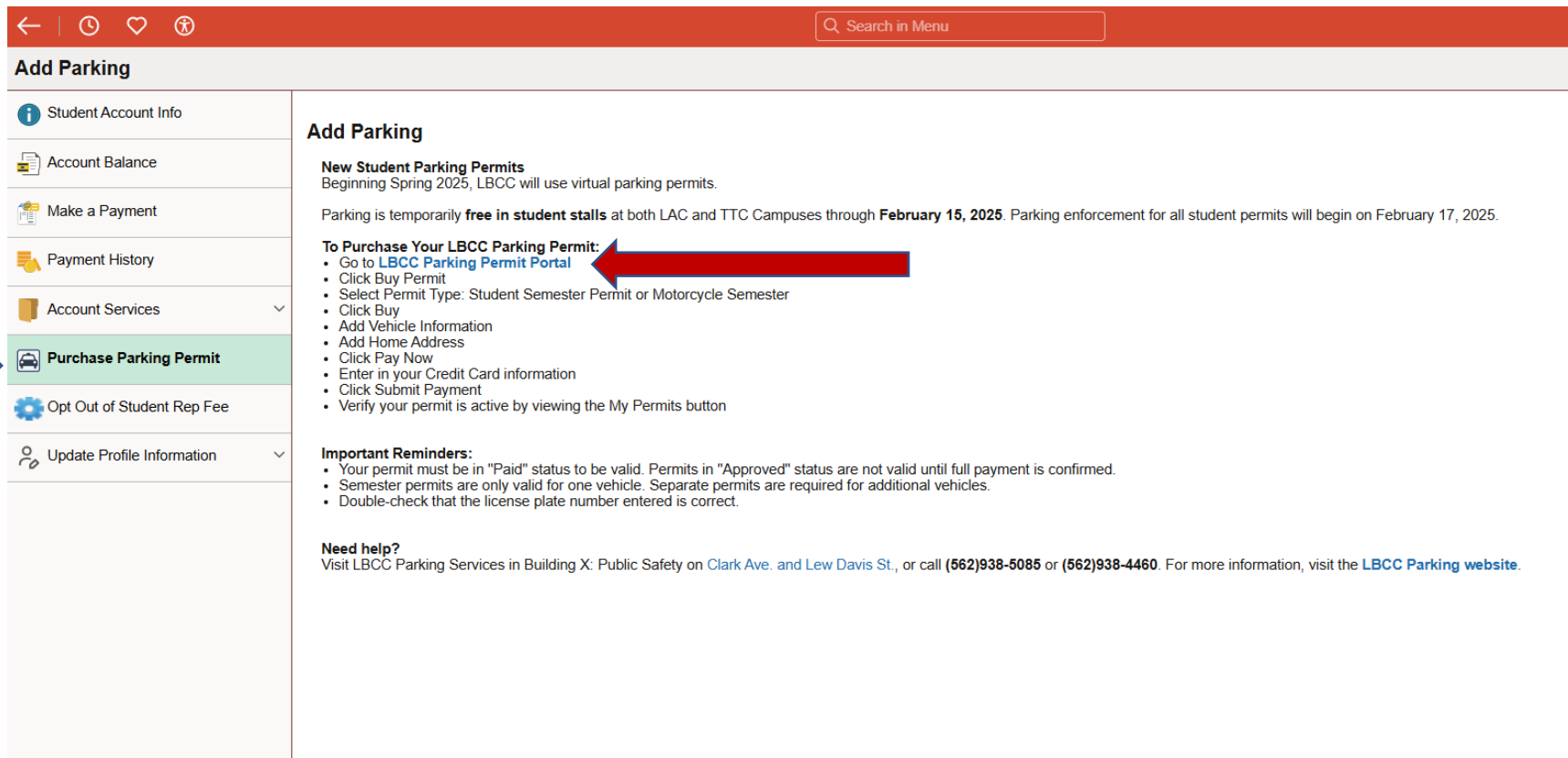
The Student Viking System, along with many other LBCC online platforms, is housed in the Viking Portal. Once logged in to the portal and Outlook, click on the **Viking Student System** tile.



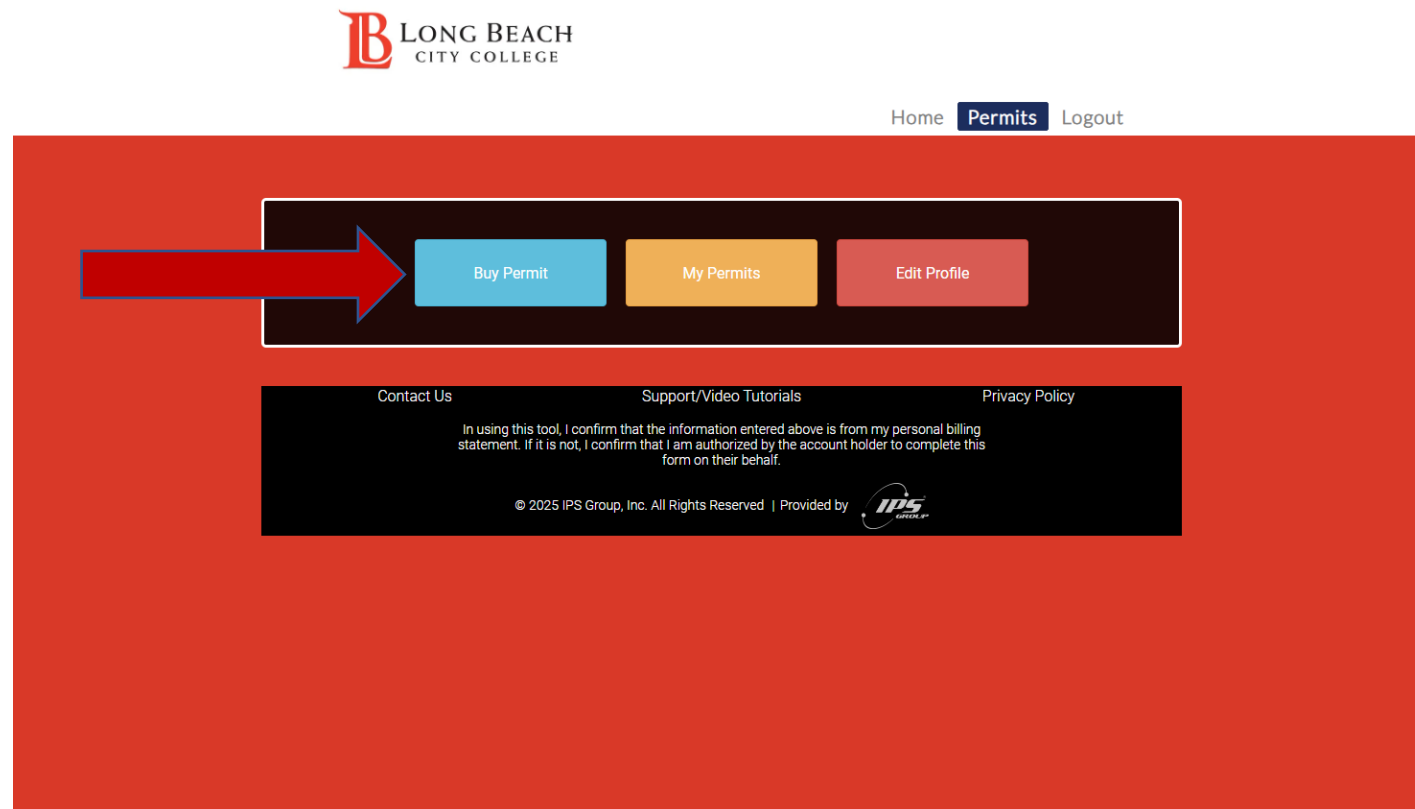
Step 3: Once you have clicked on the Viking Student Systems tile, click on the **Student Account** tile.



Step 4: On the left, click on **Purchase Parking Permit**. Then click on the link provided to go to the parking permit portal.

The screenshot shows a web application interface. At the top is a red navigation bar with icons for back, home, heart, and user, and a search bar labeled 'Search in Menu'. Below this is a sidebar menu with the title 'Add Parking'. The menu items are: 'Student Account Info', 'Account Balance', 'Make a Payment', 'Payment History', 'Account Services' (with a dropdown arrow), 'Purchase Parking Permit' (highlighted in green and pointed to by a red arrow from the left), 'Opt Out of Student Rep Fee', and 'Update Profile Information' (with a dropdown arrow). The main content area is titled 'Add Parking' and contains the following text: 'New Student Parking Permits: Beginning Spring 2025, LBCC will use virtual parking permits. Parking is temporarily free in student stalls at both LAC and TTC Campuses through February 15, 2025. Parking enforcement for all student permits will begin on February 17, 2025.' It then lists steps 'To Purchase Your LBCC Parking Permit:' with a red arrow pointing to the first step, 'Go to LBCC Parking Permit Portal'. The steps include: 'Click Buy Permit', 'Select Permit Type: Student Semester Permit or Motorcycle Semester', 'Click Buy', 'Add Vehicle Information', 'Add Home Address', 'Click Pay Now', 'Enter in your Credit Card information', 'Click Submit Payment', and 'Verify your permit is active by viewing the My Permits button'. Below this is an 'Important Reminders' section with three bullet points: 'Your permit must be in "Paid" status to be valid. Permits in "Approved" status are not valid until full payment is confirmed.', 'Semester permits are only valid for one vehicle. Separate permits are required for additional vehicles.', and 'Double-check that the license plate number entered is correct.' At the bottom is a 'Need help?' section with the text: 'Visit LBCC Parking Services in Building X: Public Safety on Clark Ave. and Lew Davis St., or call (562)938-5085 or (562)938-4460. For more information, visit the LBCC Parking website.'

Step 5: Click on **Buy Permit**



Step 6: **Select permit type**: choose Student Semester or Student Spring Motorcycle from the drop down menu. Once you select the type, your choice will populate in the chart and indicate the type of permit, duration as fixed, and the green action button that says **BUY**. Click on BUY.

Home Permits Logout

CHECK AVAILABILITY ?

Please select a permit type to check permit availability.

Select Permit Type

Please Select

Please Select

Student Spring

Student Spring Motorcycle

Description	Duration	Action

Home Permits Logout

CHECK AVAILABILITY ?

Please select a permit type to check permit availability.

Select Permit Type


Student Spring

Description	Duration	Action
Student Spring (2025)	Fixed	Buy

Step 7: Add your home address by clicking on **+ADD ADDRESS**. Enter your address, then click **SAVE**.

ADDRESS - Select/Add an Address

Select	Address	Phone Number	Type	Action
<input checked="" type="radio"/>	,,, USA		Home Address	

 **+ ADD ADDRESS** - select plus sign to add address

+ Address ×

Address Type

--Select--

Street Address

Street Address

Apartment, Unit, Suite, Building, Floor, etc.

City

City

State

--Select--

Country

Country

Zip Code

Zip Code

Phone Number

Phone Number

Close

Save

Step 8: Next, add your vehicle information by clicking **+ADD VEHICLE**. Enter your vehicle information and click **SAVE**.

VEHICLE INFORMATION ?

+ ADD VEHICLE - select plus sign to add vehicle

+ VEHICLE INFORMATION x

Plate Number

Plate Number

Make

--Select Make--

Model

--Loading...--

Color

--Select Color--

Year

Year

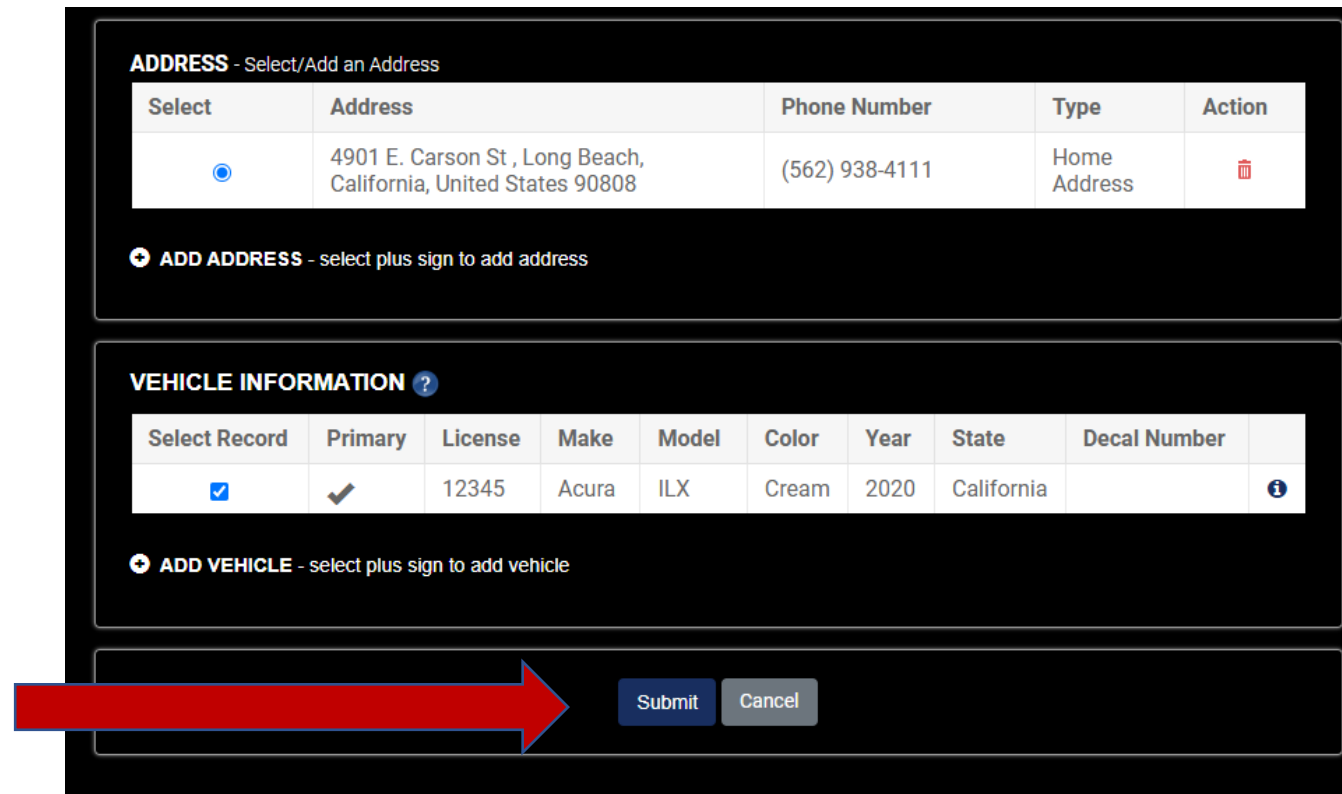
State / Province

--Select--


Close

Save

Step 9: After entering your address and vehicle information, click Submit at the bottom.


A screenshot of a web form with a dark background. The form is divided into two main sections: 'ADDRESS' and 'VEHICLE INFORMATION'. The 'ADDRESS' section contains a table with one row of address data and an 'ADD ADDRESS' button. The 'VEHICLE INFORMATION' section contains a table with one row of vehicle data and an 'ADD VEHICLE' button. At the bottom of the form, there are 'Submit' and 'Cancel' buttons. A large red arrow points from the left towards the 'Submit' button.

ADDRESS - Select/Add an Address



Select	Address	Phone Number	Type	Action
<input checked="" type="radio"/>	4901 E. Carson St , Long Beach, California, United States 90808	(562) 938-4111	Home Address	

+ **ADD ADDRESS** - select plus sign to add address


VEHICLE INFORMATION ?

Select Record	Primary	License	Make	Model	Color	Year	State	Decal Number	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	12345	Acura	ILX	Cream	2020	California		

+ **ADD VEHICLE** - select plus sign to add vehicle

Step 10: Click PAY NOW and enter your card information. Then click Submit Payment at the bottom.



[Pay Now](#) [Back To List](#)

PERMIT DETAILS

Permit No : STU-11640212086

Location : Student Spring - Valid at LAC and TTC Campus

Status : Approved

Permit Type : Student Spring

Permit Sub Type : Student Spring (2025)

Quantity : 1

Applied Date : 2/13/2025

Tentative Start Date : 2/13/2025

Email : jpena@lbcc.edu

Permit Price (Each) \$ 30.00

Total Cost \$ 30.00

AutoPayment : No

Payment Type : Credit Card

Application Type : Individual

Check Out Summary

Description	Agency	Amount Due
Student Spring (2025)	Long Beach City College	\$30.00

Subtotal	\$30.00
Processing Fee	\$0.00
Total	\$30.00

Payment Information

Amount
 \$

First Name

Last Name

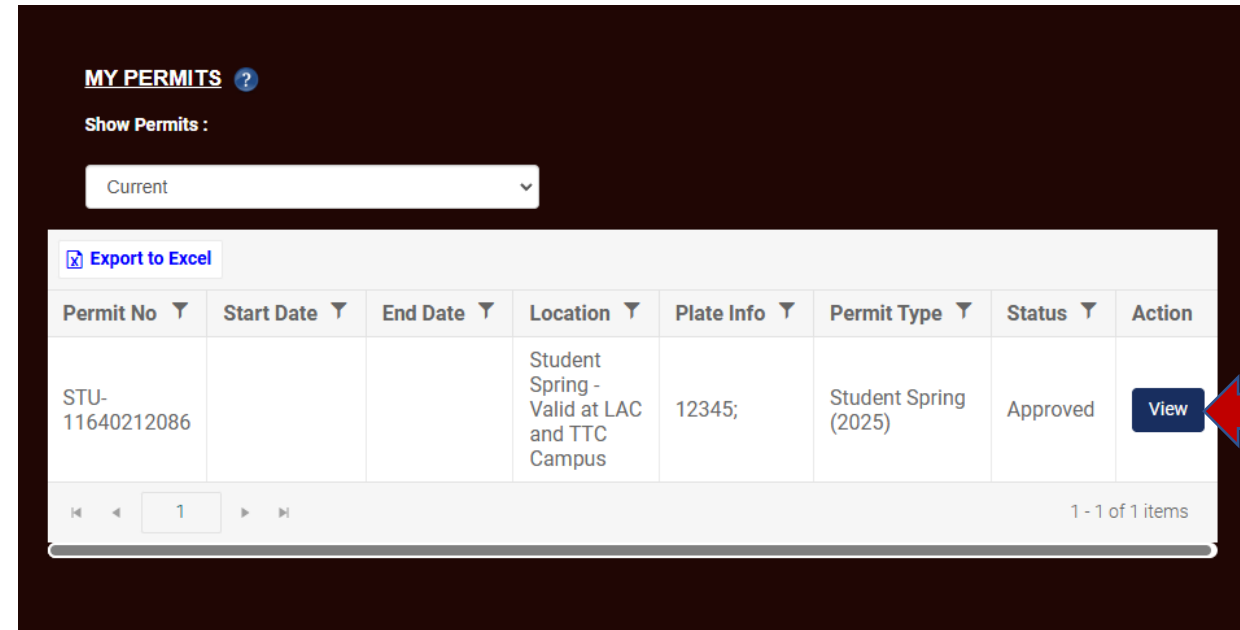
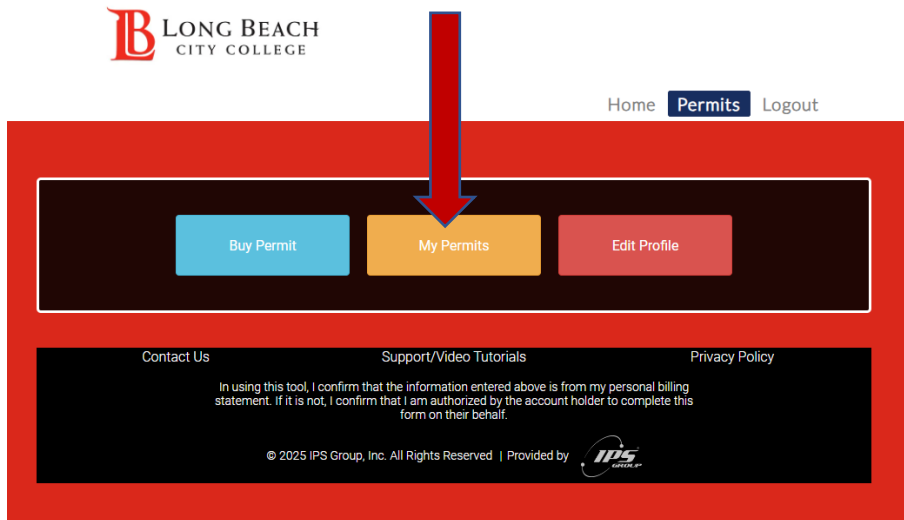
Card Number

Card Expiry

Card CVV

 [Submit Payment](#)

Step 11: Click on My Permits to verify that your permit is in paid status. Approved status is not an active permit until it shows paid. If it says Approved, click on View to proceed to the payment step. If you accidentally add a second one by accident, you can click on View to delete the extra one.



Important Reminders:

- Your permit must be in "Paid" status to be valid. Permits in "Approved" status are not valid until full payment is confirmed.
- Semester permits are only valid for one vehicle. Separate permits are required for additional vehicles.
- Double-check that the license plate number entered is correct.

Need Help?

Visit LBCC Parking Services in Building X: Public Safety on [Clark Ave. and Lew Davis St.](#), or call **(562)938-5085** or **(562)938-4460**. For more information, visit the [LBCC Parking website](#).

[How to Purchase a Virtual One-Day Parking Permit](#)

On-Site: Scan the QR codes on signs posted in throughout the lots

Text Message: Text **“PAY”** to **77447** to receive a link for purchasing a permit.

Mobile App: Download the **Park Smarter App** to buy a one-day permit before arriving on campus.



Need help?

Visit LBCC Parking Services in Building X:
Public Safety on [Clark Ave. and Lew Davis
St.](#), or call **(562)938-5085** or **(562)938-4460**.

For more information, visit the [LBCC
Parking website](#).