****IMPORTANT**** FACULTY- STAFF DECAL INSTRUCTIONS

ALL PARKING DECALS MUST BE ENTERED INTO THE BENTLEY PORTAL PRIOR TO COMING TO THE CARD OFFICE TO PICK UP YOUR DECAL

To reach the parking decal registration portal use the following steps:

Go to My.Bentley.edu

Select Log in

Enter your Username and Password

Select LOGIN
Select “Faculty/Staff Self-Service” and then select “Request Parking Decal”
Complete the form and select “Submit” at the bottom of the form

Name: 
Decal Eligible for: Staff

STUDENTS: Effective at the start of the fall semester, the University will be assessing an annual parking fee that will be charged to your student account.
- Residents - $62.50 per semester
- Commuters - Undergraduate Day $37.50 per semester
- Part-Time Evening and Graduate $25.00 per semester

Please enter the following information about your vehicle:

Vehicle Make: Select Vehicle Make
Vehicle Type: Select Vehicle Type
Vehicle Color: Select Vehicle Color
Vehicle Year: 
Vehicle State of License: Select Vehicle State of License

Vehicle License Plate: 

By submitting this request I agree to abide by the parking rules and regulations established by Bentley University. I further understand that I am fully responsible for the vehicle to which my decal is affixed and that any violation of these rules and regulations may result in my vehicle being ticketed and/or towed at my expense and that repeated or extreme violations may result in the revocation of my privilege to operate and park a motor vehicle on Bentley University property.

For more information on Parking Policies please click: CampusPoliceParking

Submit Reset

You do not need to print out the receipt that is generated but you must bring your Bentley ID, a valid driver’s license and valid registration for any vehicle you are registering.