

******IMPORTANT******

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

LOG INTO YOUR MY.BENTLEY.EDU ACCOUNT

Look for Parking Decal

The screenshot shows the myBentley portal homepage. At the top left is the 'my BENTLEY' logo. Below it is a navigation bar with 'HOME', 'ACADEMICS', 'FINANCES', and 'JOE'S PAGE'. On the left side, there is a section for 'Undergraduate Resources' with a photo of students and links for 'Student Self-Service' and 'Academic Departments'. The main content area has a section for 'Administrative Responsibilities' with a table showing 'Task' and 'Due Date', and a message: 'You have no administrative responsibilities at this time.' Below that is a section for 'Parking Decal' with a message: 'The online parking registration portal is now online. ALL students are reminded that they must apply for a parking decal and affix the decal to their vehicle no later than Sunday, September 15, 2013. If you have a decal from last semester and did not have any changes you do not need to reapply for another decal. [Click here](#)'.

To Apply from Portal Select click here

Complete this form and select "Submit" at the bottom of the form

Name: John Student
Decal Eligible for: Resident

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

Commuter Part-Time Evening and Graduate - \$25.00 per semester

Please enter the following information about your vehicle:

Vehicle Make:

Vehicle Type:

Vehicle Color:

Vehicle Year:

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](#)

Print this form and bring valid registration, driver's license and Bentley ID to Card Office