

Student Parking Permit Application Information

Permits

- Students **must apply online** for a 2026/2027 vehicle parking permit beginning August 17th, 2026.
- All motorized vehicles (car, van, motorcycle, motorbike, scooters, etc.) and bicycles must be registered on your My Parking portal (see instructions on next page).
- You will be issued one hang tag permit that can be shared between vehicles.
 - All vehicles must always display the hang tag on the rear-view mirror if parked on the Concordia Campus.
 - Failure to display the hang tag will result in a citation.
- Bicycle permits and/or motorcycle permits do not expire.
- A parking permit holder may only park in lots/rows they have a permit for; the letter on the permit will match the letter on the lot/row signs.
- **Student permits do NOT allow parking in the parking lots labeled R-1, R-2 and R-3, Visitor or other reserved spaces.**

Guest Permits

- If you have a guest visit campus they will need a Temporary Parking Permit.
- Temporary Parking Permits can be picked up in the Parking Services office in the Mugaas Plant Operations Center building on the corner of 6th Street and 8th Avenue, M-F from 7:30am-4pm. You will need to provide the license plate number for the vehicle of your guest.

ADA Permits

- Only vehicles with a state issued ADA permit are allowed to park in handicap stalls, marked with a blue handicap sign and blue paint on the parking space.
- Vehicles with a state issued ADA permit are also allowed to park in any non-reserved stall in any campus parking lot.
- Concordia students must register their vehicles on their My Parking portal even if an ADA permit is displayed.

Parking Citations/Appeals

- Student parking fines will be transferred to your student account in the Business Office. If parking fines are not paid, a hold will be placed on your student account.
- Parking Citation appeals **must be made online** within 10 days of receipt of the citation.
 - Appeals will not be allowed or considered past the 10-day deadline.
 - Appeal status and information can be found in the My Parking portal.

Fire Lanes

- Fire lanes are designated with signage and/or yellow paint on the curbs.
- It is against policy to park in these areas and vehicles may be issued a citation and towed as it is a safety issue.

Timed & Visitor Parking Stalls

- Timed parking stalls are available for general use by students, employees, and visitors.
 - R-1 lot, adjacent to Lorentzen
 - G-2 lot, adjacent to the Bookstore
 - G-3 lot, adjacent to Hvidsten
- See signage for allowed minutes in each timed parking stall.
- Visitor parking stalls are reserved for campus guests. Concordia students parking in visitors or other specifically reserved stalls will be issued a citation.

Student Parking Permit Application Information

Parking Policies Brochure

- A Parking and Traffic Policies brochure is available in the Parking Services office or online:
<https://cobbernet.cord.edu/directories/offices-services/facilities-management-2/parking-services/>

Parking Permit Registration begins August 17th, 2026.

- **Go to:** <https://cobbernet.cord.edu/parking>
 - **Login to Cobbernet** using your Concordia College username and password
- Click on: **“Parking Permit Application & Vehicle Updates”**
- Click on: **“APPLY FOR A PERMIT OR UPDATE VEHICLE INFORMATION”**
- Click on: **“Manage Vehicles”** on the left side menu
- Verify that all vehicles listed are active and information for each vehicle is correct
 - Add or update vehicle information as needed
 - If your vehicle does not have a license plate number, please use your last name and then update your plate number once you receive it.
- Click on: **“Permit Registration”** on the left side menu
- Select the vehicle you are applying for and click **“Continue”**.
- Select the lot from the application pull down list by clicking the down arrow:
 - **Choose the S Lot if you are living on-campus** (Permit code S will match lot code S)
 - **Choose the G Lot if you are living off-campus** (Permit code G will match lot code G)
- Click the **“Check Mark”** to the right
- Select **“Enter your full name to give consent”**
- Click on: **“Enter your full name”** and type name and choose **“Continue”**
- **Enter Phone Number** and click **“Continue”**
- Click on: **“Confirm Permit Dates”**
- **Final step: Print a temporary permit and place face up on the driver’s side dash in your vehicle. The temporary permit is good for 30-days allowing you time to pick up your permanent permit.**
- **Your hangtag permit will be delivered to your CPO Box. Please make sure your permit is displayed properly by September 1, 2026.**
 - **You will only receive one hangtag permit.** Permits can be shared with other vehicles if they are registered to your account. If the permit is not displayed on the rear-view mirror of any vehicle parking on campus, a “Failure to Display” citation will be issued.

Please direct all questions, comments, or concerns to Parking Services at 218-299-3267 or parking@cord.edu