

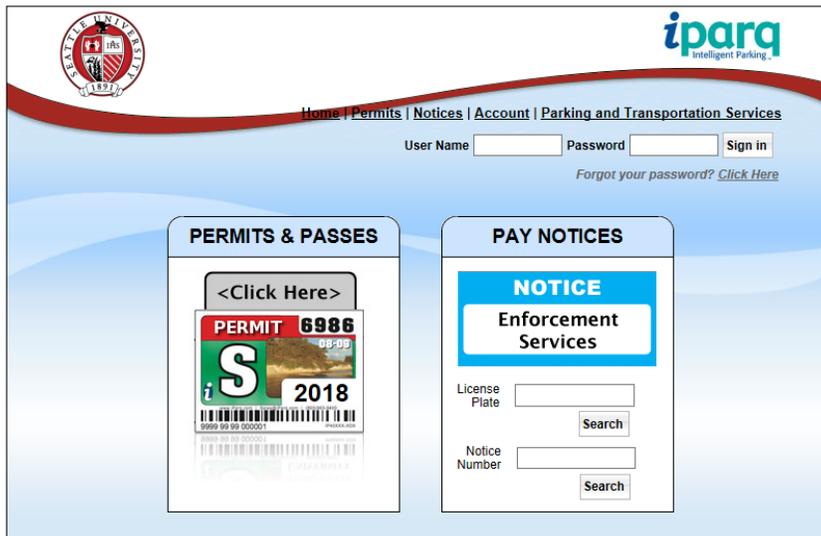
# Student Orca Renewal

Renewal fees will be paid through the iParq system.

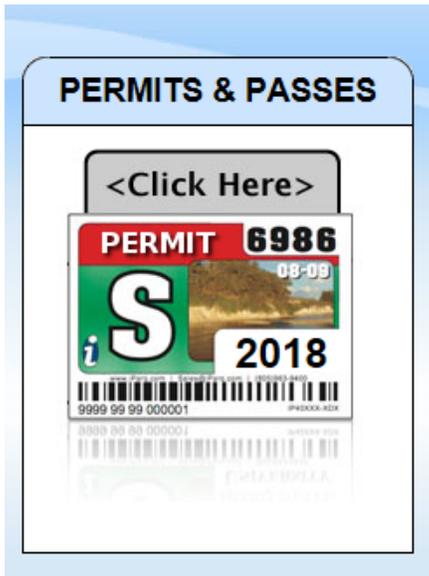
If you have lost your Seattle University Orca card, you will need to renew in the Public Safety Business Office.

1. Go to iParq:

<https://seattleu.thepermitstore.com/>



2. Click on Permits and Passes:



3. Enter your Seattle University ID number and full Seattle University e-mail address and click on Search:

The screenshot shows a web interface titled "SEATTLE UNIVERSITY PERMITS". Below the title is a section for "Pre-Approval Search". The text reads: "Seattle University offers Pre-Approved Permits. To see if you've been pre-approved, please enter all applicable data below." There are two input fields: "Campus ID (Enter zeros in front of ID number so that total number of digits is 7. eg. 555 = 0000555):" and "Campus Email (Use your official campus email address):". A "Search" button with a magnifying glass icon is located at the bottom right of the form area.

4. Scroll through the iParq options you are pre-approved for. You will see the Orca product you previously enrolled in, that you are pre-approved for to purchase.

If your transit product you were previously enrolled in does not meet your transit needs and you need to purchase a different transit product, PLEASE E-MAIL SEATTLE UNIVERSITY PUBLIC SAFETY AT [transitpass@seattleu.edu](mailto:transitpass@seattleu.edu) to advise which transit product you need to be pre-approved for. Public Safety will update the transit product in iParq so that you purchase the correct product:

The screenshot displays a product listing with the following details:

- Pre-Approved** (in red)
- ORCA RENEWAL - Student Winter Quarter 2019 Washington State Ferry VASHON ISLAND Ferry Pass**
- Info icon** Issued after administrative review
- BEFORE SELECTING ADD ITEM, PLEASE FULLY READ PRODUCT DESCRIPTION.
- First, you must review the User Agreement online: <https://www.seattleu.edu/media/transportation-and-parking-services/orca/Winter-Quarter-VI-Ferry-Pass-2019.pdf>
- By purchasing this product, it means that you have reviewed and... [more](#)
- Price: \$ 107.78**
- Valid Dates: Jan 7, 2019 to Apr 1, 2019**
- Add Item** button

5. Fully read the Orca Renewal Product Description. By clicking on "More" you will expand the product description:

**Pre-Approved**  
**ORCA RENEWAL - Student Winter Quarter 2019 Washington State Ferry VASHON ISLAND Ferry Pass**  
 Issued after administrative review  
BEFORE SELECTING ADD ITEM, PLEASE FULLY READ PRODUCT DESCRIPTION.

First, you must review the User Agreement online: <https://www.seattleu.edu/media/transportation-and-parking-services/orca/Winter-Quarter-VI-Ferry-Pass-2019.pdf>

By purchasing this product, it means that you have reviewed and... [more](#)

**Price: \$ 107.78** **Valid Dates: Jan 7, 2019 to Apr 1, 2019**

6. The product description contains the link to the Orca User Agreement that you must additionally review:

**Pre-Approved**  
**ORCA RENEWAL - Student Winter Quarter 2019 Washington State Ferry VASHON ISLAND Ferry Pass**  
 Issued after administrative review  
BEFORE SELECTING ADD ITEM, PLEASE FULLY READ PRODUCT DESCRIPTION.

First, you must review the User Agreement online: <https://www.seattleu.edu/media/transportation-and-parking-services/orca/Winter-Quarter-VI-Ferry-Pass-2019.pdf>

By purchasing this product, it means that you have reviewed and... agree to Seattle University's Orca User Agreement for this product for this academic term.

iParq is the portal in which to pay your Orca renewal fee only.

Once payment has been processed, Seattle University will then place an order for your transit products through their Orca Business Account.

It may take several days for Orca product to load onto your Orca card.

To load and activate Orca products onto your Orca card, you must tap your card on an Orca reader/terminal.

ORCA IS NON-REFUNDABLE

[less](#)

**Price: \$ 107.78** **Valid Dates: Jan 7, 2019 to Apr 1, 2019**

7. Once you have fully read the iParq Orca product description and fully read Seattle University's Orca User Agreement, click on "Add Item:"

It may take several days for Orca product to load onto your Orca card.

To load and activate Orca products onto your Orca card, you must tap your card i

ORCA IS NON-REFUNDABLE

[less](#)

Price: \$ 107.78 Valid Dates:

**Add Item**

8. If you have an existing iParq account, log in with your iParq username and password. Otherwise, create an iParq username and password:



[Home](#) | [Open Orders](#) | [Permits](#) | [Notices](#) | [Account](#) | [Parking and Transportation Services](#)

User Name  Password

[Forgot your password? Click Here](#)

**Sign In / Create Account**

**ACCOUNT**

**Sign Into Your Account**

User Name

Password

[Need help signing in?](#)

You are required to **Sign In** to register your vehicle. If you do not already have an account, you can:

Creating an account allows you to view previous orders, update registered vehicles or manage your contact information.

**BEFORE YOU CREATE A NEW ACCOUNT!**

Before you create a new account, please check to see if you already have an account. Creating duplicate accounts in the system may delay receipt of your permit and create confusion for you and for Seattle University staff.

[Click here to see if you already have an account](#)

Thank you!

9. iParq step #2, enter your 8 digit Seattle University Orca card number and click on continue:

## Additional information is required for your purchase.

Please complete the required fields below. The other data is optional.

\* Campus ID (Enter zeros in front of ID number so that total number of digits is 7. eg. 555 = 0000555):

Your SU ID Number Here

\* Campus Email (Use your official campus email address):

Your SU E-mail AddressHere

\* ORCA CARD ONLY (Card Renewal Only):

CARD RENEWAL

For intermittent 1-DAY permits ONLY: Select which day you will park:

[[SELECT]]

For intermittent 2-DAY permits ONLY: Select the days you will park:

[[SELECT]]

For intermittent 3-DAY permits ONLY: Please enter the days you will park (ex: Mon,Tue,Wed):

\* ORCA CARD # (Enter your 8-digit ORCA CARD #):

Enter Your 8-Digit Orca Card Number

[Go Back to Shopping Cart](#)

[Continue](#)

10. iParq step #3, enter your payment information:

3. Shipping / Billing | 4. Review | 5. Complete

### Payment Options

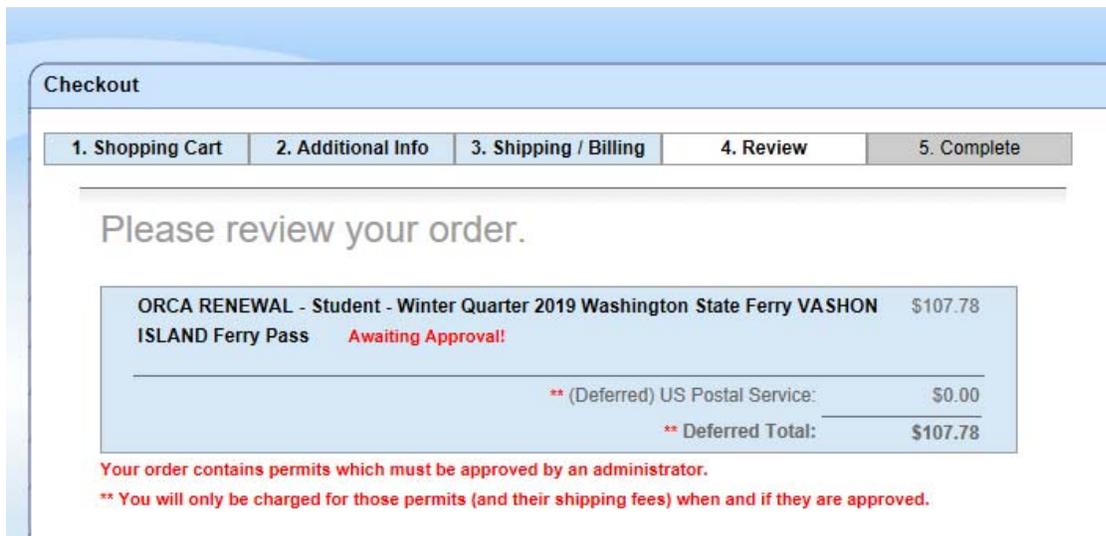
The order total comes to \$107.78 plus shipping. What payment method do you want to use?

New Method

Payment Method:   
Mastercard  
Visa

[Continue](#)

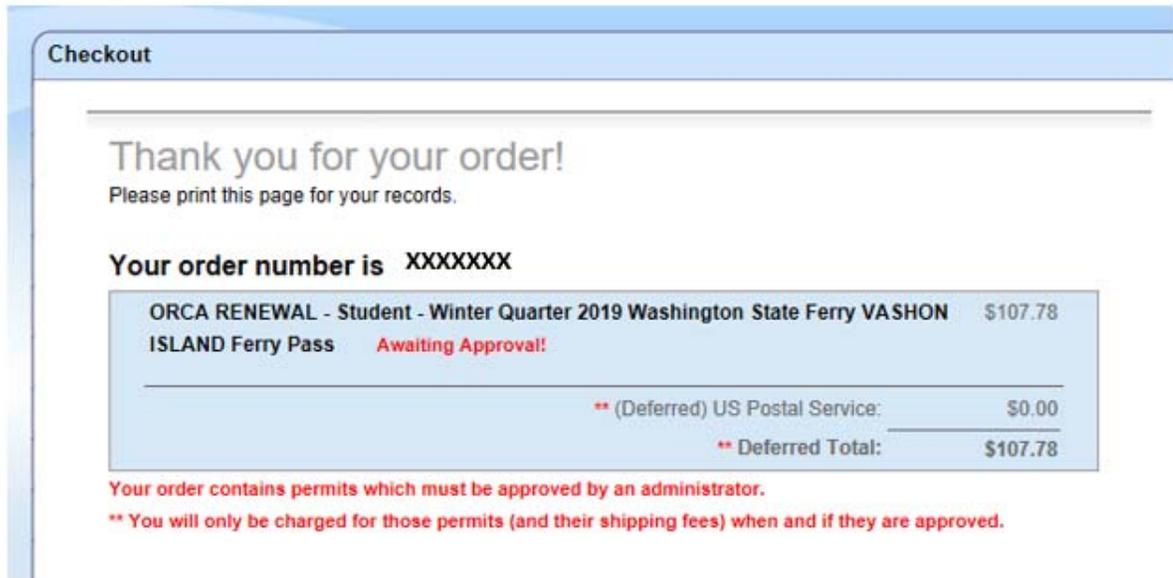
11. iParq step #4, please review your order



After reviewing your order, there is a final “I agree” button to click on at the bottom right hand of the screen:



12. You will see "Thank you for your order!" You are also provided with your iParq order number:



You will receive two e-mails from iParq (the first e-mail summarizing your iParq order, and then a second e-mail advising you when the renewal payment has been processed).

After payment is processed, Seattle University Public Safety will then place the order for your Orca product through their Orca Business Account. It may take several business days for product to load onto your card. You will receive an e-mail from Seattle University Public Safety when Orca product has been purchased for your Orca card.

Thank you!

Transportation and Parking Services  
Department of Public Safety  
206-296-5992  
[transitpass@seattleu.edu](mailto:transitpass@seattleu.edu)