

ARMS ONLINE PARKING REGISTRATION STEP-BY-STEP INSTRUCTIONS

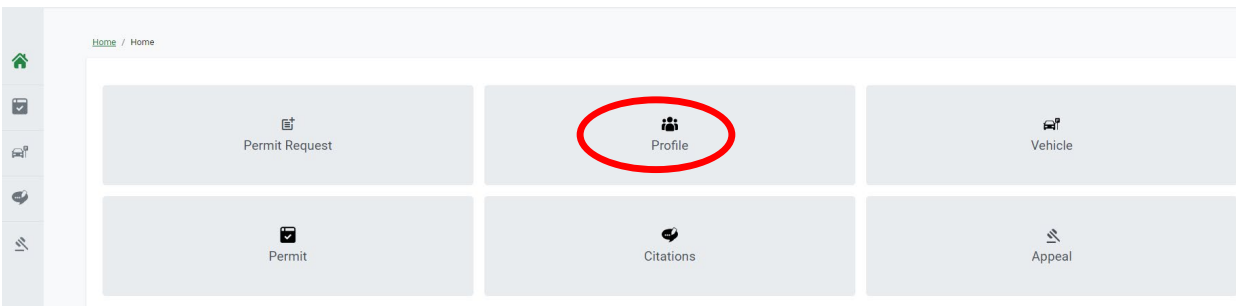
Go to parking.arms.app

The permit fee this year is a flat rate of \$100. There is an exception for seniors matriculating in December, email <mailto:kirving@bowdoin.edu>.

1. Login with your **Bowdoin email account**



2. Select **PASSWORD AUTHENTICATOR** option
3. Click **PROFILE**



4. Verify your information, edit if needed.
5. **IMPORTANT - ADDRESS:** Click on the three dots under Action

TEST, STUDENT [EDIT](#)

BILLING ID 321321321	NAME TEST, STUDENT	SUFFIX	DATE OF BIRTH 01/01/2000
DRIVER'S LICENSE ME - 123456789	EMAIL student.bowdoin@arms.com	USER TYPE ST-STUDENT	SITE Main Campus
USER ROLE Student	MODIFIED DATE 04/06/2023	MODIFIED BY TEST, STUDENT	

ADDRESS + ADD

ADDRESS TYPE	ADDRESS	ACTION
Campus	1234 SMITH UNION 1050 BRUNSWICK, ME - 04011 US	⋮

PHONE + ADD

NUMBER TYPE	NUMBER	ACTION
Cell Phone	555-121-2121	⋮

PERMITS VEHICLES CITATIONS

4. Edit the **Select CAMPUS MAILBOX STUDENT**, Street Number - Enter your **SU MAILBOX #** (# only). Street Name enter **SMITH UNION** (nothing else), SUITE enter nothing, City **BRUNSWICK**, State **ME**, Zip **04011**

5. Make sure the check boxes at the bottom are checked for **IS MAILING** and **IS PRIMARY**

EDIT ADDRESS

IS MAILING IS PRIMARY IS FOREIGN ADDRESS

ADDRESS TYPE *
CAMPUS MAILBOX - STUDENT

STREET NUMBER *
001

STREET NAME *
SMITH UNION

SUITE NUMBER

CITY *
BRUNSWICK

STATE *
ME

ZIPCODE *
04011

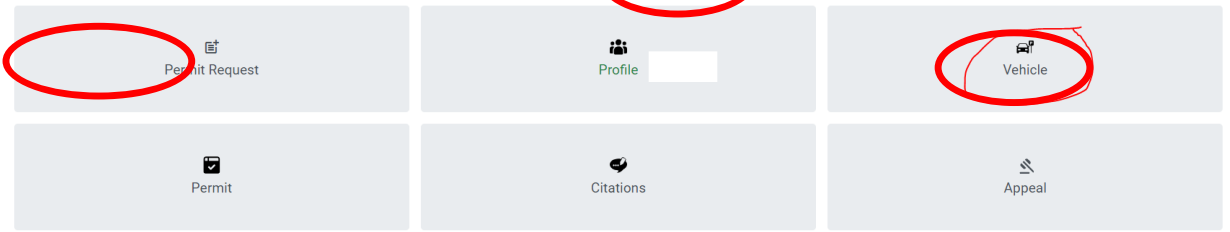
UPDATE

You may enter your home address but DO NOT CHECK the boxes for **IS MAILING** and **IS PRIMAR**

6. Click the **HOME** icon



7. Select **VEHICLE**



8. If your vehicle is listed click on the box, if you need to ADD a vehicle click the +NEW button.

a. If you get this message **"vehicle already in system;** email PLATE # to <mailto:kirving@bowdoin.edu>.

b. If **vehicle model is not listed**, select one of the options and email correct info to <mailto:kirving@bowdoin.edu>

Vehicle List
Home / Vehicles

Search + NEW FILTER LIST VIEW DETAIL VIEW

LICENSE PLATE#	STATE	DATE EXPIRES	YEAR	MAKE	MODEL	STYLE	TYPE	COLOR MAJOR	ACTION
555678	CA		2020	SUBARU	Crosstrek		Sports Utility Vehicle	GOLD	

9. Enter all the **yellow highlighted** fields

Vehicle Detail

[Home](#) / [Vehicles](#) / Vehicle Detail

ADD VEHICLE X CANCEL **SAVE**

LICENSE PLATE#* STATE* DATE EXPIRES YEAR MAKE* MODEL*

STYLE TYPE COLOR MAJOR COLOR MINOR

VIN#* SPECIAL FEATURES

INSURANCE POLICY# INSURANCE COMPANY INSURANCE PHONE

INSURANCE AGENT INSURANCE ADDRESS

10. Click the **HOME** icon



11. Select **PERMIT REQUEST**

[Home](#) / Home

Permit Request Profile Vehicle

Permit Citations Appeal

12. **Verify Address**, hit **NEXT**

PERMIT REQUEST



1 Confirm Shipping Address 2 Select Vehicle and Permit Type 3 Summary 4 Permit

Please, review and confirm that the mailing address below appears as it should on a shipping label.

STUDENT TEST
1234 SMITH UNION 1050,
BRUNSWICK, ME - 04011

Click Next, if the address is correct, or Go to [Profile](#) if changes are to be made.

Next

13. **Select the vehicle** you are registering by clicking the corresponding box

14. **Select permit type**: only one option: **Student Permit 2023-24**

PERMIT REQUEST



1 Confirm Shipping Address 2 Select Vehicle and Permit Type 3 Summary 4 Permit

Please select the vehicle(s) you may bring onto campus. If the vehicle(s) are not available for selection in the list, please [click here](#) to add vehicle.

LICENSE	STATE	YEAR	MAKE	MODEL	COLOR
<input checked="" type="checkbox"/>	CA	2020	SUBARU	Crosstrek	GOLD

Permit Type:

User Type:

Additional Amount: \$0.00

Issue Amount:

Total Amount:

Next

- 15. Hit **NEXT**
- 16. **VERIFY** the next screen

17.

PERMIT REQUEST

Confirm Shipping Address Select Vehicle and Permit Type **3 Summary** 4 Permit

Name & Contact Info: Mailing Address Info:

Billing ID: 321321321 Name: TEST, STUDENT Address: 1234 SMITH UNION 1050, BRUNSWICK, ME - 04011

DOB(mm/dd/yyyy): 01/01/2000 Email: student.bowdoin@arms.com

Cell Phone: (555) 121 -2121

LICENSE	YEAR	MAKE	MODEL	COLOR
555678	2020	SUBARU	Crosstrek	GOLD

Permit Type: PUR-PURPLE PERMIT YR User Type: ST - STUDENT

Issue Amount: \$150.00 Additional Amount: \$0.00

Total Amount: \$150.00

- 18. Hit **SUBMIT**
- 19. You should receive confirmation with the Permit number.

Person: TEST, STUDENT

Permit Type: PUR-PURPLE PERMIT YR

Permit number: 22PUR0008

Valid from: 08/21/2023

to:

Vehicle: 555678

If you have any problems email <mailto:kirving@bowdoin.edu> or call 207-725-3458