

## How to Register Vehicle for Faculty/Staff

1. Go to [www.montevallo.edu](http://www.montevallo.edu).
2. Click on Faculty & Staff link at the top of the page.
3. Scroll down to middle of the page and click on Banner Self Service Link.
4. Log in to Banner Self Service by using M# and PIN.
5. Click on the Employee Tab on the top left of the page.
6. Click on the BossCar link.
7. Enter vehicle information.
8. Hang tag will be sent to your department.

### Accessible (Disability) Parking

All faculty, staff and students must register their vehicle (purchase an individual university hangtag/sticker). Individuals who have a state disability parking placard or license tag should obtain the disability (blue) permit from the DSS office. Student should submit their commuter or resident parking sticker to exchange for the accessible hangtag. DSS will need to see a copy of the receipt/registration for the state placard/license plate to confirm the individual's need for the campus blue tag.

Information link:

<https://www.montevallo.edu/campus-life/around-campus/getting-around/parking/>