UNIVERSITY OF DELAWARE
Parking Services

How to Add or Remove from a Parking Waitlist

When a parking lot or garage is sold out due to demand, eligible users may place themselves on a waitlist for that location.

Step 1: Log in to the Parking Portal

1. Using a computer browser, go to **https://sites.udel.edu/parking/** and click **MY PARKING ACCOUNT**.
2. From the top navigation bar, click **LOGIN**.
3. Select **AFFILIATED LOGIN** and enter your UD credentials and 2FA code.

Step 2: Add Yourself to a Waitlist

1. Scroll down and click **ADD / EDIT WAITLIST**.
2. Review the **I understand** statement and click **NEXT**.
3. Click **ADD** next to each lot or garage you wish to be wait■listed for.

Step 3: Log Out

1. Click your name in the top-right corner.
2. Select **LOGOUT** to clear your session.

Remove Yourself from a Waitlist

1. Log in to your Parking Account and open **ADD / EDIT WAITLIST**.
2. Review the **I understand** statement and click **NEXT**.
3. Under **Your Current Saved Waitlist Selections**, click **DELETE** for each lot you want to remove.
4. Click **OK** to confirm the removal, or **CANCEL** to keep the selection.
5. Log out to clear your session.

Need help? Zoom Meeting ID: 302 831 1184 • Email: parking@udel.edu