


Hello,

COVID has brought a lot of changes to the world, nation, state, and this University. A few of the changes have happen to parking and indirectly to Parking Services. We have been asked and we have delivered. This PDF is a guide on how to locate your Transportation Fee on your Student Bill, step by step and in color. This will assist in you knowing if you need to pay the \$25 Parking Permit Fee to Parking Services or not.

1) Login to MyCampus with your maine.edu information

<https://mycampus.maine.edu/>

 **Maine's
Public
Universities**
UNIVERSITY OF MAINE SYSTEM

user.name @maine.edu

password

Login

[Questions? - Manage your account.](#)

Caution: For security reasons, please log out and exit your web browser when you are done accessing services that require authentication.

[Non-discrimination Notice](#) | [Accessibility Information](#) | [Privacy Policy](#)

Example: user name = jane.smith

password = UsmHusky#1

2) Once logged in, go to LaunchPad (blue arrow) and click on the MaineStreet icon (blue circle)



USM > Home

A screenshot of the "LaunchPad" menu. The menu is titled "LaunchPad" and contains a grid of application icons. The "MaineStreet" icon, which is a blue circle with a white location pin, is highlighted with a blue square and a blue arrow points to it from the right. Below the grid is a list of links with right-pointing arrows: "MaineStreet", "UMS ID Management", "UMS Quick Links", "USM Quick Links", and "Campus Portals".

Together for

USM Return-to

UMS Emplo

Your 2020 - 20

Social Securit
The University

UMS Studen

Introducing O
OneCard now €

Sexual Assault

3) At MaineStreet screen, select Student Self-Service, then click on Student Center (see blue arrow)



Menu

- ▶ University of Maine System
- ▶ Employee Self-Service
- ▼ Student Self-Service ←
 - Student Center
 - Student Homepage
- ▶ Enterprise Applications
- ▶ Training Tools & Materials
- ▶ Technical Support
 - Class Search
 - Distance Learning Class Search
 - Transfer Course Equivalencies
 - My Preferences

Student Message Center

[Links to all Student Self-Service training guides](#)

Other useful links:

- [Blackboard](#)
- [Brightspace](#)
- [Email access](#)

MaineStreet News

[Prospective and Current Faculty and Staff](#)

Sexual Assault Prevention

The University of Maine today, please click on the

To manage your UMS i

To visit the MaineStreet

[MaineStreet Info](#)

4) On the Student Services Center page, go to Account Activity (blue arrow) under Finances (blue circle)

[Redacted]'s Student Center

Academics

Enrollment
My Class Schedule
Wish List

Academic History
Grades
Degree Progress Report
Academic Summary
Course History by Subject
Transfer Credit Report

other academic... ▾

Deadlines URL Gradebook

2021 Spring Schedule

Class	Schedule	Room

Weekly Schedule ▶

Finances

My Account
View My Bill
Pay My Bill
Account Activity ←
Item Summary

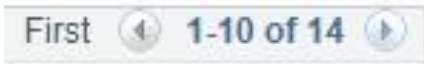
Financial Aid
View Financial Aid
FAFSA Status

i You have no outstanding charges at this time.

5) There are four different billing ways for the Transportation Fee

i) Note the current semester is selected (blue arrow)

ii) Use the arrows to move through to find your Transportation Fee (green arrow)



o Or click on the  button, to the right side of the Transactions box

a) The first is you are charged the Transportation Fee and there is no refund, you do not need to pay the \$25 Parking Permit Fee.

Account Activity

View by										
University of Southern Maine	From	07/21/2020	To	01/21/2021	2021 Spring	go				
Transactions					Personalize	Find	View All	Download to Excel	First	11-17 of 17
Posted Date	Item	Term	Charge	Payment						
	Transportation Fee	2021 Spring	55.00							

Currency used is US Dollar

The Transportation Fee can be seen as \$55, \$83, \$110 (current 2020-2021 fee).

b) The second is you are charged the Transportation Fee and have a portion refunded, you do not need to pay the \$25 Parking Permit Fee.

Account Activity

View by

All Campuses 07/21/2020 01/21/2021 2021 Spring

Transactions Personalize | Find | View All | First 11-20 of 29

Posted Date	Item	Campus	Term	Charge	Payment
	Transportation Fee	University of Southern Maine	2021 Spring	-28.00	

Currency used is US Dollar

The refunded amount for the Transportation Fee can be seen as a -27.00, -28.00, or -55.00 (current 2020-2021 fee).

c) The third is you are charged the Transportation Fee, but you were refunded the amount, you will need to pay the \$25 Parking Permit Fee.

Account Activity

View by

University of Southern Maine From 07/21/2020 To 01/21/2021 2021 Spring go

Transactions Personalize | Find | View All | Download to Excel First 1-10 of 17

Posted Date	Item	Term	Charge	Payment
	Transportation Fee	2021 Spring	-55.00	

Currency used is US Dollar

The full refunded amount for the Transportation Fee can be seen as a -55.00, -83.00, or -110.00 (current 2020-2021 fee).

d) The fourth is you see the words Transportation Fee and yet there is no charge assigned, you will need to pay the \$25 Parking Permit Fee.

Account Activity

View by

All Campuses From 07/22/2020 To 01/22/2021 2020 Fall

Transactions Personalize | Find | View All | | Download to Excel First 11-14 of 14

Posted Date	Item	Campus	Term	Charge	Payment
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Transportation Fee	University of Southern Maine	2020 Fall	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Currency used is US Dollar

This is the why the Parking Permit Fee was created. Students need to have a parking permit (hangtag) to park on either Portland or Gorham campuses.

We hope this little guide helped you know if you have a Transportation Fee or not.

We wish you the very best of luck during your time here at University of Southern Maine.

Parking Services

Any questions or still not sure, do not hesitate to contact us at (207) 780-4718 or email usmparkingservices@maine.edu.