Instructions for Acquiring a Donor Daily Blue Permit

With UCLA’s transition to an electronic parking system, daily passes are now issued through the Bruin ePermit Portal instead of through the campus information booths. To acquire a Courtesy Day Permit, please follow the instructions below on the day you plan to visit campus.

For Medical Center Parking:

- Select Lot 1 as your campus destination. The Donor Daily Blue Permit is valid in the Staff section of Lot 1.
- Please note: With a Disabled Placard, if Lot 1 is not available during selection, you may choose another lot and still park in Lot 1, as long as your Disabled Placard is displayed.
- You must enter Lot 1 from Gayley Avenue using the Staff Parking entrance. Lot 1 is the same parking structure for the Medical Center, just a different entrance than Westwood Boulevard.
- You may access the medical center by using the back entrance directly from the garage.

For assistance, please call Donor Relations at (310) 794-2447.

Step 1: Visit www.bruinepermit.ucla.edu and click on the Bruin ePermit Logo.

Step 2: Click “LOGIN” in the upper right hand corner.
**Step 3:** Select “Guest Login”

**Step 4:** Enter your Guest Login information and click “Log In”
Step 5: Click on the “Get Permits” button

Step 6: Click the "Next >>" button. Please allow 1-2 minutes for the page to load.
Step 7: Select the Blue / 1-Day|Donor permit from the list of available options.

Step 8: Check the boxes indicating you have read and agree to all terms and conditions.

Step 9: Click the "Next>>" button to proceed to the vehicle information page.
Step 10: Select the vehicle you would like to use with your permit and click "Next >>" to continue.
**Step 11:** Click on the Lot dropdown menu to choose your desired lot. Click "Next>>" to continue.

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- You may access the medical center by using the back entrance directly from the garage.
Step 12: Review the order and provide a valid email address for the receipt. Click on the “Proceed with Transaction” button to continue.
Step 13: Click “Complete Transaction” button to continue.
Step 14: Proceed through the payment process; when you get to the Order Confirmation screen, your order is complete and you may utilize your Daily Donor Parking Permit.