

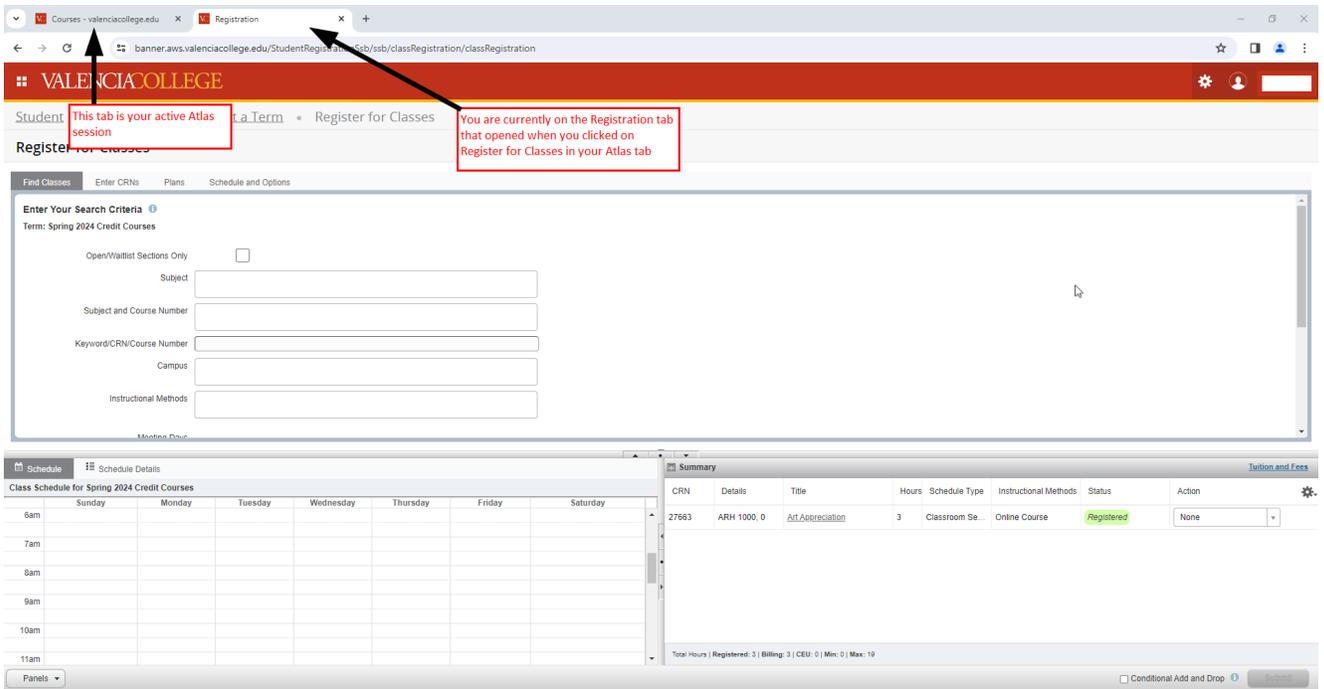


How to Print Your Student Schedule for Your Student ID Card and Parking Decal

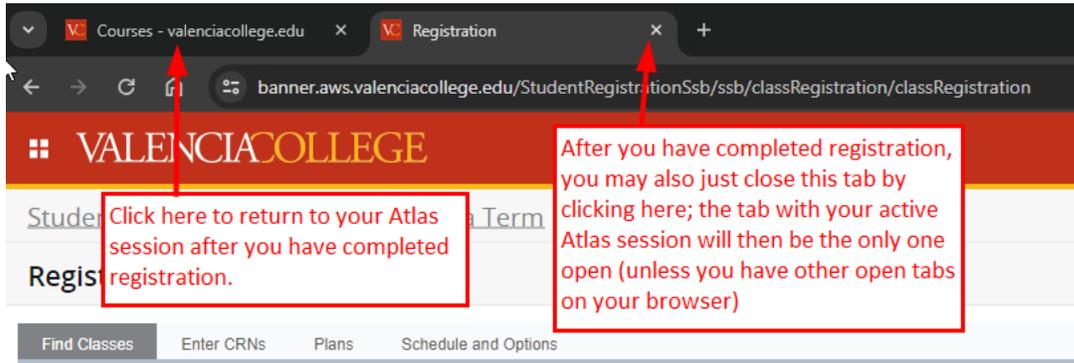
You must be registered in classes to obtain your [Student ID card and a parking decal](#) from Campus Security. After you have completed registration, follow the instructions below.

Note: All instructions and screenshots are from the Chrome internet browser in an Incognito session.

1. When you accessed registration via your Atlas account, a new tab should have opened in your web browser:



2. Return to your Atlas account; to do this, click on the browser tab where your active Atlas session is located or close the tab that has your registration:



3. You should still be on the **Courses** tab in your Atlas account. Click on **Student Profile** inside the **Student Profile** channel:

Student Profile

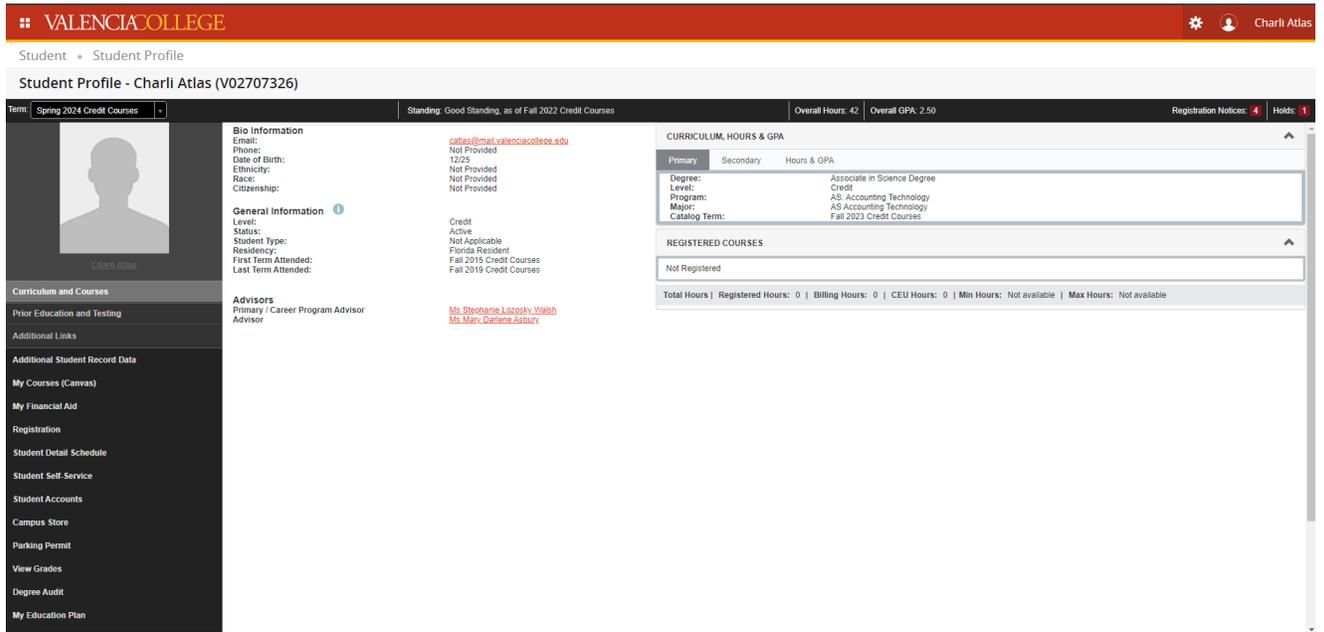
New The Student Profile allows you quick and easy access to your academic record and to common student activities, such as:

- Registration
- Viewing Financial Aid
- Viewing Valencia College Grades
- Ordering Transcripts
- and more

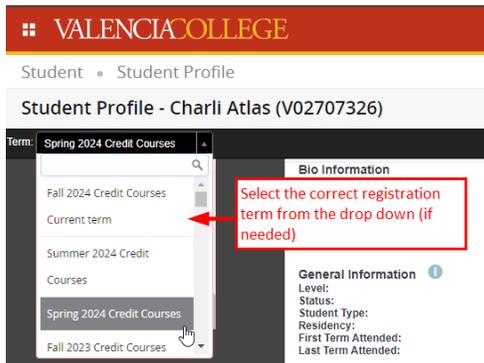
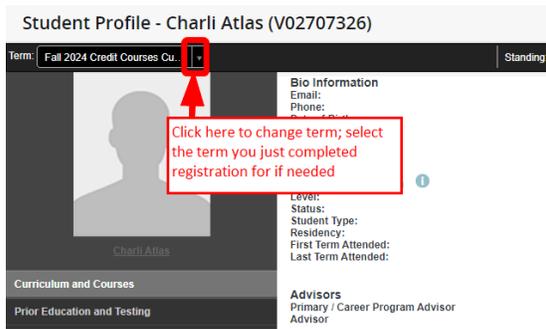
Click here

Student Profile

4. You will be directed into your **Student Profile**:



5. If necessary, change the term that is being displayed in your **Student Profile** to match the term you just registered for by clicking on the drop-down arrow in **Term: Fall 2024 Credit Courses Cu...** and select the correct term (this is important; you must show that you are registered in the term for which you are obtaining your Student ID and/or Parking Permit):



Your **Student Profile** page will refresh and you will see your just registered for courses in the **Registered Courses** area in your **Student Profile**:

VALENCIA COLLEGE

Student - Student Profile

Student Profile - Charli Atlas (V02707326)

Term: Spring 2024 Credit Courses | Standing: Good Standing, as of Fall 2022 Credit Courses | Overall Hours: 42 | Overall GPA: 2.50 | Registration Notices: 4 | Holds: 1

Bio Information
 Email: catlas@mail.valenciacollege.edu
 Phone: Not Provided
 Date of Birth: 12/25
 Ethnicity: Not Provided
 Race: Not Provided
 Citizenship: Not Provided

General Information
 Level: Credit
 Status: Active
 Student Type: Not Applicable
 Residency: Florida Resident
 First Term Attended: Fall 2015 Credit Courses
 Last Term Attended: Fall 2019 Credit Courses

Advisors
 Primary / Career Program Advisor

CURRICULUM, HOURS & GPA

Course Title	Details	CRN	Hours	Registration Status	Instructor
Art Appreciation	ARH 1000 0	27663	3	Registered Via Web	Ms. Claire Knob-Paul

Total Hours | Registered Hours: 3 | Billing Hours: 3 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 19

6. Use your mouse and, anywhere on the **Student Profile** page, right click to open a menu where you can select **Print...**:

VALENCIA COLLEGE

Student - Student Profile

Student Profile - Charli Atlas2 (V03354619) CONFIDENTIAL

Term: Spring 2024 Credit Courses | Standing: Good Standing, as of Spring 2023 Credit Courses | Overall Hours: 0 | Overall GPA: 0.00 | Registration Notices: 4 | Holds: 0

Bio Information
 Email: catlas2@mail.valenciacollege.edu
 Phone: 407.7330601
 Date of Birth: 12/25
 Ethnicity: Not Provided

General Information
 Level: Credit
 Status: Personal Interest (CR)
 Student Type: Personal Interest
 Residency: Not Required
 First Term Attended: Spring 2021 Credit Courses
 Last Term Attended: Spring 2021 Credit Courses

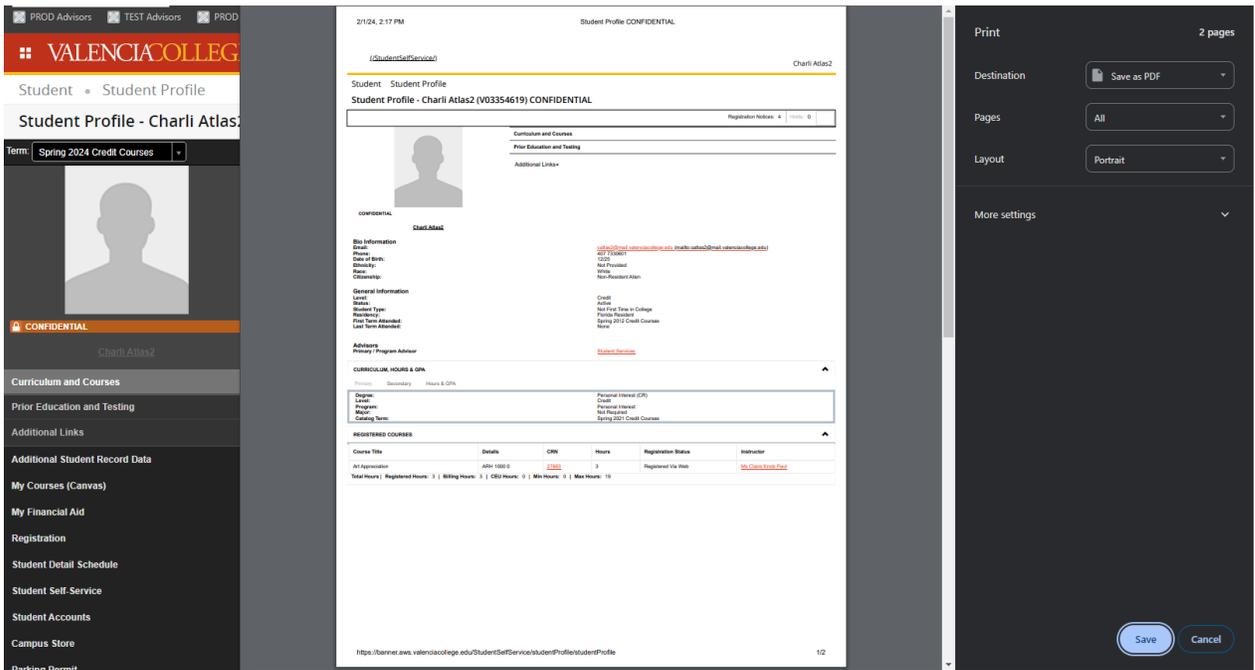
Advisors
 Primary / Program Advisor

CURRICULUM, HOURS & GPA

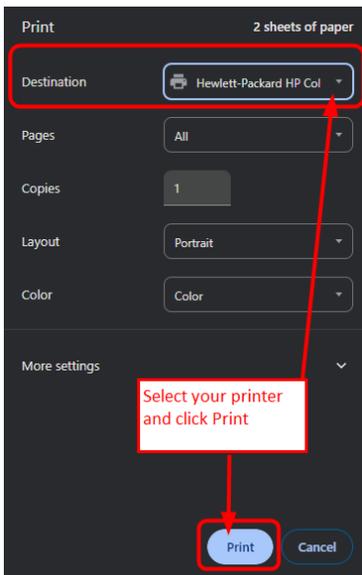
Course Title	Details	CRN	Hours	Registration Status	Instructor
Art Appreciation	ARH 1000 0	27663	3	Registered Via Web	Ms. Claire Knob-Paul

Total Hours | Registered Hours: 3 | Billing Hours: 3 | CEU Hours: 0 | Min Hours: 0 | Max Hours: 19

7. After you have selected print, you will see:



8. In the window that has opened with your **Student Profile** in printable format, click on **Destination** and select your printer and click **Print** :



9. Take your printed **Student Profile** page showing your current registration to [Campus Security](#) to obtain your Student ID and/or Parking Permit. To obtain your parking permit, be sure to complete the required Vehicle Parking Permit Application (note: you will also need to bring your current vehicle registration information with you to obtain your Parking Permit). You will find a link to the **Vehicle Parking Permit** inside your **Student Profile** (located on the left-hand side of the page under **Additional Links**):

The screenshot displays the Valencia College Student Profile for Charli Atlas2. The page is divided into several sections:

- Header:** VALENCIA COLLEGE, Student Profile - Charli Atlas2 (V03354619) CONFIDENTIAL.
- Navigation:** Spring 2024 Credit Courses, Standing: Good Standing, as of Spring 2023 Credit Courses, Overall Hours: 0, Overall GPA: 0.00, Registration Notices: 4, Holds: 0.
- Left Sidebar:** A list of navigation links including Bio Information, General Information, Advisors, Curriculum and Courses, Prior Education and Testing, Additional Links, Additional Student Record Data, My Courses (Canvas), My Financial Aid, Registration, Student Detail Schedule, Student Self-Service, Student Accounts, Campus Store, **Parking Permit** (highlighted with a red box and arrow), View Grades, and Degree Audit.
- Main Content Area:**
 - Bio Information:** Email: atlas2@mail.valenciacollege.edu, Phone: 407 7330601, Date of Birth: 12/25, Ethnicity: Not Provided, Race: White, Citizenship: Non-Resident Alien.
 - General Information:** Level: Credit, Status: Active, Student Type: Not First Time in College, Residency: Florida Resident, First Term Attended: Spring 2012 Credit Courses, Last Term Attended: None.
 - Advisors:** Primary / Program Advisor, Student Services.
 - CURRICULUM, HOURS & GPA:** Degree: Personal Interest (CR), Level: Credit, Program: Personal Interest, Major: Not Required, Catalog Term: Spring 2021 Credit Courses.
 - REGISTERED COURSES:** A table with columns for Course Title, Details, CRN, Hours, Registration Status, and Instructor. One course is listed: Art Appreciation (ARH 1000 0) with CRN 27563, 3 hours, registered via web, and instructor Ms. Claire Knob-Paul.

Need help? Reach out to one of our [Student Support Services](#). For technical assistance with your Atlas account, call the Atlas Student Help Desk at 407-582-5444 or email askatlas@valenciacollege.edu.