Summary: Positions with work locations in Indianapolis will need IU Credentials in order to obtain the Purdue University in Indianapolis Affiliate CrimsonCard and parking permit.

- **Access myPurdue to retrieve IU ID and email address**
- Use IU ID and to complete IU Starter Kit and retrieve IU username and passphrase
- **Use IU username and passphrase to complete steps for the Purdue University in Indianapolis Affiliate CrimsonCard**
- **Use IU username and passphrase and CrimsonCard to gain parking permit**

### Access myPurdue Portal

Log into [https://mypurdue.purdue.edu](https://mypurdue.purdue.edu) with your Purdue username and Password.

Your IU ID and IU email is visible on the **Purdue Indianapolis Info** card.

If the card is not visible, click **Discover More** or select **Discover** from the **Menu** and search **Purdue Indianapolis**

If you are unable to retrieve your IU ID and email, please contact your supervisor.

### Complete Starter Kit

Access [https://access.iu.edu/starterkit](https://access.iu.edu/starterkit) to create your IU account. Enter **Last Name, Birth Date, 10-digit University ID** copied from myPurdue.

- Follow the steps to create your passphrase
- Please note it may take 36 hours to complete this process.
Complete CrimsonCard

Access https://crimsoncard.iu.edu/purdue.html and navigate to the Purdue University in Indianapolis Employees section and complete required steps.

The Affiliate CrimsonCard provides access to buildings, office space, printing and more.

Acquire Parking Permit

Access https://parking.indianapolis.iu.edu/parking/permits/index.html

Navigate to Purdue Employees section and complete the needed steps.