Electric Vehicle Charging Instructions for UNC

1. **Register with ChargePoint** (enter a username, password, contact info, and vehicle make, model, year, license plate).

2. **Choose ‘All Access’ if you plan to pay the hourly rate.** (If you are interested in buying a pre-paid annual permit with unlimited charging, visit the Public Safety building at 285 Manning Drive. For more information, call 919-962-3951.)

   - **All Access**
     - Access all stations, get your first two ChargePoint cards FREE!
     - This option requires you to put a credit card on file with an initial deposit of $25.

   - **Access - Free Only**
     - Limited free access
     - This option will only give you access to free stations on the network.

The $25 deposit will be credited to your account, and the hourly charging fee will be deducted from this deposit.

3. **ChargePoint will create your personalized user portal where you can keep track of all your charging activities, payments, gas savings and greenhouse gas savings.** In addition, you can set up your account to send you an email or text message when your charging activities are completed or when, for some reason, the charging has stopped.

4. **Log in to the account with your username and password.** You can log in from the top right of chargepoint.com. Once you have logged in, click on the ‘Connections’ tab where you can sign up to use the charging stations.

   [Diagram of ChargePoint user portal]

For information about how to use the charging stations, visit [www.chargepoint.com/chargingontheego-video.php](http://www.chargepoint.com/chargingontheego-video.php).

If you have any questions about the use of the charging stations,
call the 24/7 technical support hotline: 1-888-758-4389