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.)

   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](http://chargepoint.com). Once you have logged in, click on the ‘Connections’ tab where you can sign up to use the charging stations.

   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