

## University Tickets Instructions For New Users

You will first need to set up a [University Tickets](#) account. To do this, click “Log in / Register,” then select “Student / Faculty / Staff.”

Sign in with single sign on to get to the next step.

You will need to set up your Customer Information, Billing Information (this is the address where your bill is sent) and Shipping Information.

You will see all upcoming events. On the event that you wish to attend, click “Get Tickets.”

Select the number of tickets needed for quantity and click “Select Seats.”

Complete all necessary information, then select “Checkout.”

Please note that you will have 20 minutes to make your selection, or the tickets will be removed from your cart.