**Log into your student account:**

**Log-In to your student ticket account** [**using this link**](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fkennesawstate.evenue.net%2Fcgi-bin%2Fncommerce3%2FEVExecMacro%3FlinkID%3Dta-usa10%26evm%3Dmyac%26msgCode%3D32000%26shopperContext%3DST%26returnURL%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST%26url%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST&data=05%7C02%7Cpparke25%40kennesaw.edu%7C2420170f72404013c12c08dc86697fac%7C45f26ee5f134439ebc93e6c7e33d61c2%7C1%7C0%7C638533034869558333%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=eMjOwroCI4qQ2SE1Jf87o74q%2BNz8Rxzwjlj53vg3k9g%3D&reserved=0).

* 1. You must sign in using your student log in on this portal or the system will not recognize you as a student.
  2. If you do not know your password, click the "Sign In With a Code" button and a button will be sent to your KSU student email.

**Purchase additional tickets:**

1. Log-In to your student ticket account [using this link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fkennesawstate.evenue.net%2Fcgi-bin%2Fncommerce3%2FEVExecMacro%3FlinkID%3Dta-usa10%26evm%3Dmyac%26msgCode%3D32000%26shopperContext%3DST%26returnURL%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST%26url%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST&data=05%7C02%7Cpparke25%40kennesaw.edu%7C2420170f72404013c12c08dc86697fac%7C45f26ee5f134439ebc93e6c7e33d61c2%7C1%7C0%7C638533034869569870%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=Iic8EeHgi0ieX%2BEsAjnAaAerQHdNwTcno6QgUGwXa4M%3D&reserved=0). (You must sign in using your student log in on this portal or the system will not recognize you as a student. If you do not know your password, click the "Sign In With a Code" button and a button will be sent to your student email.)
2. To purchase additional tickets, select KSU Commencement
3. Now, select your specific event!
4. Proceed through the ticket purchasing process to secure your tickets.
5. Your confirmation should arrive via email from [ticketorders@kennesaw.edu](mailto:ticketorders@kennesaw.edu).

**Download your mobile tickets: The tickets must be downloaded directly to the mobile device that will attend the ceremony.**

1. Log-In to your student ticket account [using this link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fkennesawstate.evenue.net%2Fcgi-bin%2Fncommerce3%2FEVExecMacro%3FlinkID%3Dta-usa10%26evm%3Dmyac%26msgCode%3D32000%26shopperContext%3DST%26returnURL%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST%26url%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST&data=05%7C02%7Cpparke25%40kennesaw.edu%7C2420170f72404013c12c08dc86697fac%7C45f26ee5f134439ebc93e6c7e33d61c2%7C1%7C0%7C638533034869575700%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=YLCI8y48P0QX8jREnSk8CgSr%2B4V2affWR3bfF1raKcw%3D&reserved=0). (You must sign in using your student log in on this portal or the system will not recognize you as a student. If you do not know your password, click the "Sign In With a Code" button and a button will be sent to your student email.)
   1. Please note that if you transfer tickets to non-KSU guests, they will need to create an account to download them.
2. Click on the three bars on the upper left-hand corner
3. Under "My Tickets," click on the word "My Upcoming Events"
4. Click on the ceremony under "My Upcoming Events"
5. It will prompt you to add to your device's mobile wallet.

**Ticket Transfer (From Mobile Device):**

1. Log-In to your student ticket account [using this link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fkennesawstate.evenue.net%2Fcgi-bin%2Fncommerce3%2FEVExecMacro%3FlinkID%3Dta-usa10%26evm%3Dmyac%26msgCode%3D32000%26shopperContext%3DST%26returnURL%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST%26url%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST&data=05%7C02%7Cpparke25%40kennesaw.edu%7C2420170f72404013c12c08dc86697fac%7C45f26ee5f134439ebc93e6c7e33d61c2%7C1%7C0%7C638533034869580379%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=Qpv8UOI9qJ3t5J5%2FXv21YSLBVA8Cin%2BVaKKi1DLbaxs%3D&reserved=0). (You must sign in using your student log in on this portal or the system will not recognize you as a student. If you do not know your password, click the "Sign In With a Code" button and a button will be sent to your student email.)
2. Click on the three bars on the upper left-hand corner
3. Under "My Tickets," click on the word "transfer"
4. Select the tickets you wish to transfer
5. Enter the recipient's email address or mobile phone number and confirm the transfer.
   1. All recipients will need to create an account to accept the transfer

**Ticket Transfer (From Desktop):**

1. Log-In to your student ticket account [using this link](https://nam04.safelinks.protection.outlook.com/?url=https%3A%2F%2Fkennesawstate.evenue.net%2Fcgi-bin%2Fncommerce3%2FEVExecMacro%3FlinkID%3Dta-usa10%26evm%3Dmyac%26msgCode%3D32000%26shopperContext%3DST%26returnURL%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST%26url%3D%2Fcgi-bin%2Fncommerce3%2FSEGetGroupList%253FlinkID%253Dta-usa10%2526groupCode%253D%2526RSRC%253D%2526RDAT%253D%2526shopperContext%253DST&data=05%7C02%7Cpparke25%40kennesaw.edu%7C2420170f72404013c12c08dc86697fac%7C45f26ee5f134439ebc93e6c7e33d61c2%7C1%7C0%7C638533034869584613%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=XDpt4FA8tgdrm6J2PFeAKMBLG80jH4R6b7FCyY%2FfQQk%3D&reserved=0). (You must sign in using your student log in on this portal or the system will not recognize you as a student. If you do not know your password, click the "Sign In With a Code" button and a button will be sent to your student email.)
2. Go to the "Manage My Account" in the upper right corner of the screen
3. Select the tickets you wish to transfer
4. Enter the recipient's email address or mobile phone number and confirm the transfer.
   1. All recipients will need to create an account to accept the transfer