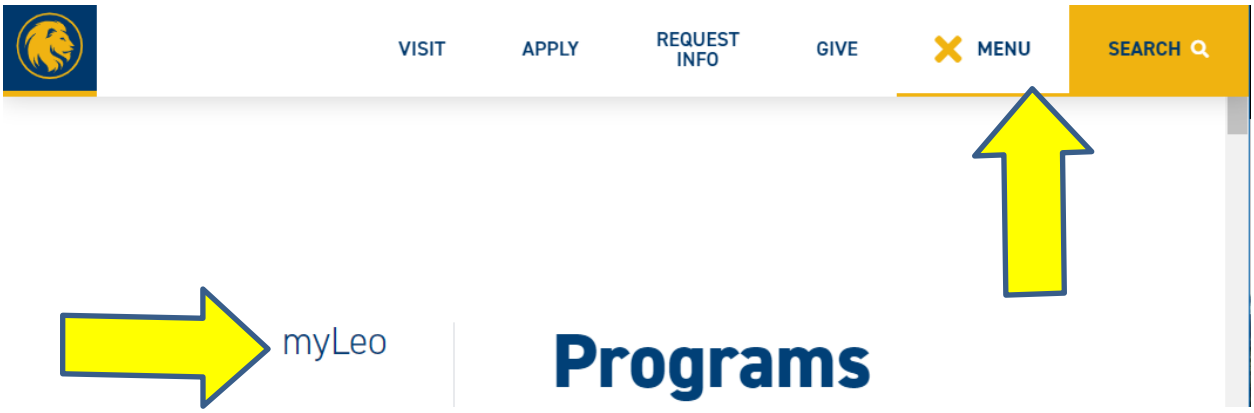
TEXAS A&M UNIVERSITY COMMERCE

Claiming your Tickets

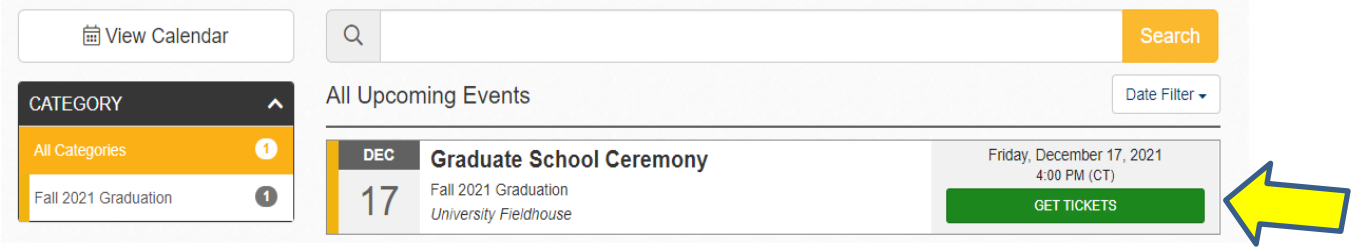
The ticket site is currently experiencing weak connection with the login portal. You will need to click the login button multiple times to get into the ticket site. Please keep trying to login until you are able to get into the ticket app.

1. Access myLEO on the University homepage
    a. Click Menu
    b. Click myLEO

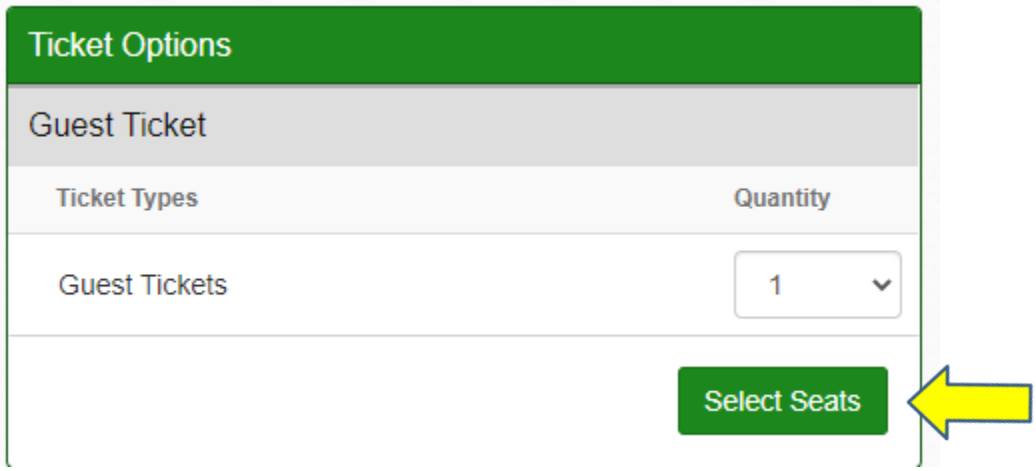


2. Click on *Graduation Ceremony Tickets* located under the APPS tab in myLEO

3. Select *Get Tickets* for your ceremony.

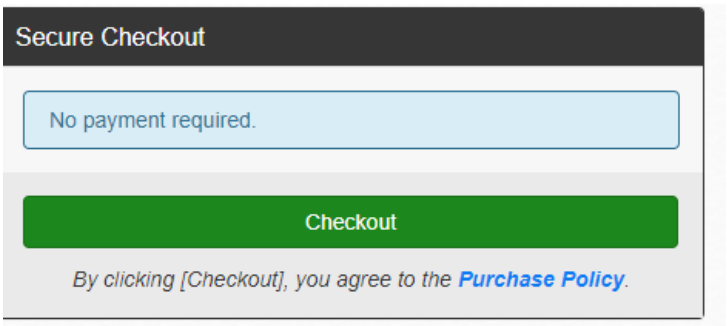


4. Click on the Guest tickets drop down menu to select the amount of tickets you wish to claim. (There will be a max amount).

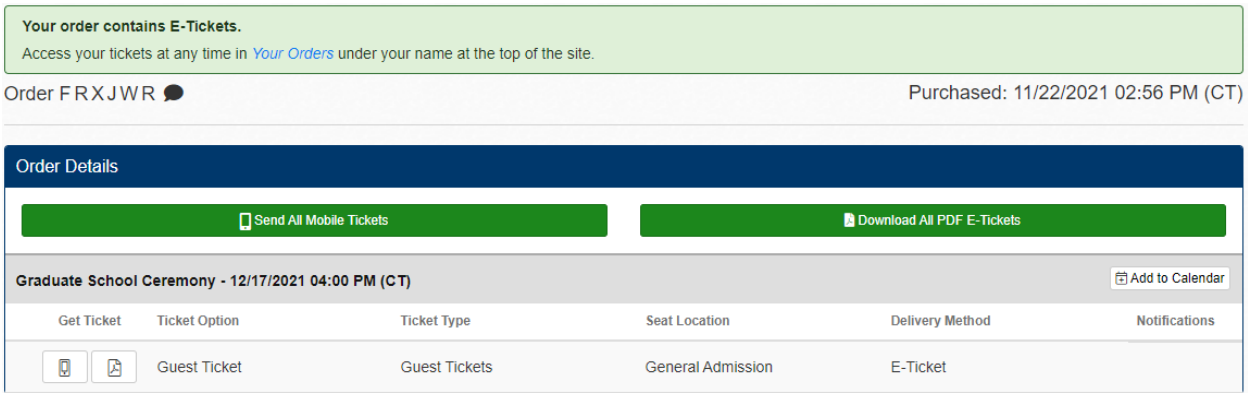


5. Choose amount of tickets and click *Select Seats.*

6. Review cart and then click *Checkout.*

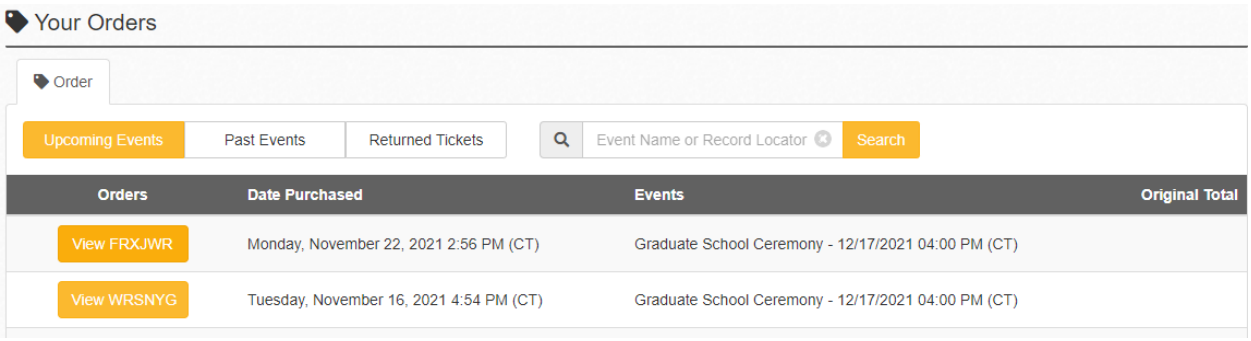


7. You have now claimed your tickets and can either send them via text message or download them.
   *You do not need to print your tickets as we can scan tickets from mobile devices.



Re-accessing your Tickets

**If you are unable to download your tickets at the time you claim them, you can always go back into the ticket app to access them.

1. Log into your myLEO and go back into the ticket APP. Click on *MY ORDERS* in the drop down menu from your name at the top of the page.

2. You will now see a list of your orders and can download your tickets from there.