• To request your commencement tickets, click [here](http://go.osu.edu/CommencementTix) or visit

• When prompted, enter your Ohio State name.# email and ticket office password.
  – If you do not know your log in information, DO NOT Create a New Account – it will not provide you access to commencement tickets!
  – This is the same information you use to log in to manage your student football/men’s basketball tickets
  – *(Please Note: your Ohio State Student Ticket Account password is typically not the same as your osu.edu password. If you have forgotten your password, please click the 'Forgot Your Password' link and a temporary password will be sent to your email on file.)*

• Hit Continue
Tickets will be required for all guests aged 2 and older for 2018 Autumn Commencement. Graduates do not require a ticket and those under 2 will be admitted without a ticket as long as they are seated on a parent/guardian's lap. All guest tickets must be printed on paper and will be scanned for entry into the Schottenstein Center. Instructions on how to print your tickets will be sent in early December. **All seating for Autumn Commencement is General Admission. Each graduate may request up to four (4) tickets.** To ensure that all graduates can secure tickets for their guests, please only request the quantity of tickets you need below!

The university does not condone buying and selling commencement tickets. Each ticket printed at home will contain a unique identifier that is traceable to the student who requested the ticket and can be scanned only once. Tickets containing the same bar code will not be granted access to the Schottenstein Center. Any attempt to sell or make copies of electronic tickets will be considered misuse of Ohio State property and may be considered a violation of the Code of Student Conduct.

- Once you’ve logged in with your student ticket account, select the number of commencement tickets you’d like to request from the drop down box
- Click “add to cart”
• Select your delivery method
  – “Print @ Home” is the only delivery method for Commencement. You won’t be able to print your tickets immediately but will be sent an email in early December with printing instructions!

• Click “checkout”
• Review your Order for the correct quantity of tickets
• Check the box that indicates you agree to the terms of use
• Click “submit order”

• You will receive an email confirmation after your ticket order is received. Instructions to log back into your account and print your tickets will be sent in December!
Commencement Ticket Waitlist Information

• If you need more than the 4 tickets allocated for each graduate, you can add yourself to the waitlist for up to 4 additional tickets

• These requests are not guaranteed – you will be contacted the week of December 4th if we are able to fulfill your waitlist request!
• To request additional commencement tickets via the waitlist, click here or visit http://go.osu.edu/CommencementTix Waitlist

• When prompted, enter your Ohio State name.# email and ticket office password.
  – If you do not know your log in information, DO NOT Create a New Account – it will not provide you access to commencement tickets!
  – This is the same information you use to log in to manage your student football/men’s basketball tickets
  – (Please Note: your Ohio State Student Ticket Account password is typically not the same as your osu.edu password. If you have forgotten your password, please click the 'Forgot Your Password' link and a temporary password will be sent to your email on file.)

• Hit Continue
The options to fulfill your waitlist request will continue to populate as you follow the steps below:

- Click the button next to 2018 Autumn Commencement
- Click the button next to “Submit Wait List Request”
- Select the number of additional commencement tickets from the drop down box.
  - Please only request the number of tickets you actually need to ensure as many graduates as possible receive their tickets!
- Select Delivery: Print @ Home
  - If we are able to fulfill your waitlist request, you will receive an email in early December
- Hit Continue
• Verify your wait list request
• Click “Submit Request”

You will receive an email that your waitlist request has been received. If your waitlist request is fulfilled, you will be notified in early December.