Conroe ISD Event Tickets - College Park High School

Home page: <u>https://apps.conroeisd.net/EventTickets/Default.aspx?Filter=collegepark</u>

Please create an account if you have not already with CISD Event Tickets by going to <u>https://apps.conroeisd.net/EventTickets/Register.aspx</u>. You must have an account and be logged in to purchase tickets. Students and staff can use their SSO account and do not need to create a new one.

HOW TO PURCHASE TICKETS

- Register an account if you have not already done so (CISD students and employees can use the SSO to login). Upon entering your information, you will be emailed a special link that is used to verify your account to ensure you have access to the email address specified. Your account won't be created for login unless you use this link. Your email app may not show the link as a hyper link and will require you to copy the link into your browser.
- 2. Log in to your CISD Event Tickets account https://apps.conroeisd.net/EventTickets/Portal/Login.aspx
- 3. After logging in you can purchase tickets by clicking the desired event and then clicking "Tickets".
- 4. If you are a parent and purchasing before it goes on sale to the general public you will enter your special access pin # given to you by the coach if you do not need a special code you will go on to step 5.
- 5. Select either the home or away button (depending if you are the home or visitor) then the general admission tab and last seating.
- 6. The next page will have a big blue box click anywhere in there and a box will appear asking if you would like to add this seating to your cart say yes it will then ask if you would like an adult or student and how many click again if you want an adult and student.
- 7. Once you hit purchase you will be directed to our payment processor **MYSCHOOLBUCKS** to finalize the purchase.

HOW TO REDEEM TICKETS

Option 1

- 1. After purchase, you will receive an email with your ticket QR codes attached.
- 2. You can either download the attachments and print them or download them to your phone's images to present for scanning at the entrance.

Option 2

- 1. You can also access your tickets purchased on your profile page after logging into CISD Event Tickets and clicking on the desired ticket's view button
- 2. Present your phone to the scanner or personnel at the entrance.

Remember that a QR code can only be used once - so if you are sending to others make sure you send them the one you did not use or they will have to purchase a new one.