

# 2025 SBS Graduate Convocation Ticket Instructions

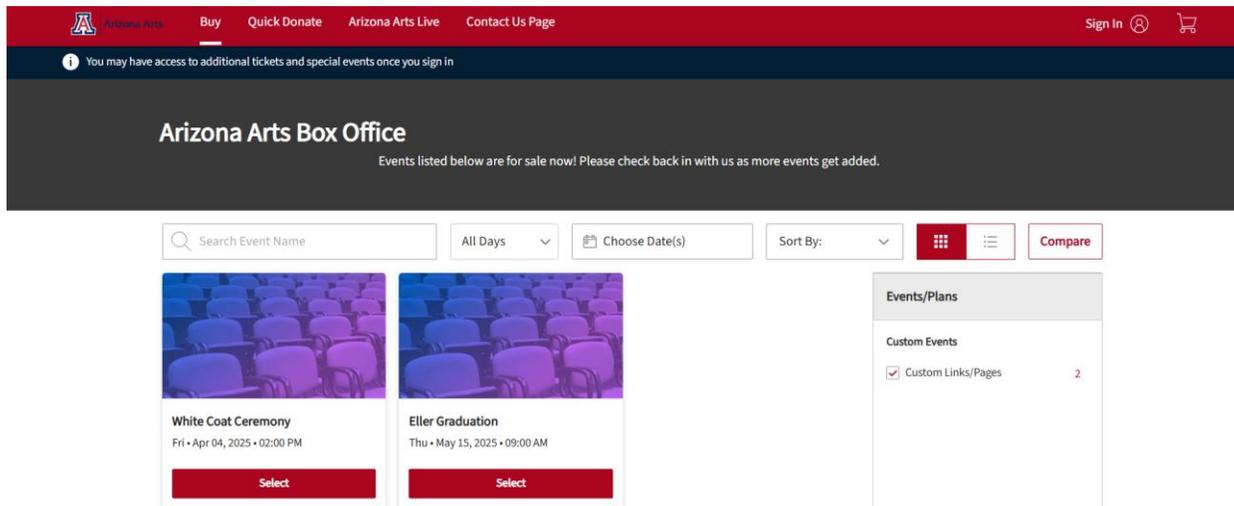
Here is an overview of the process from Centennial Hall:

<https://centhall.org/convocations-2025/>

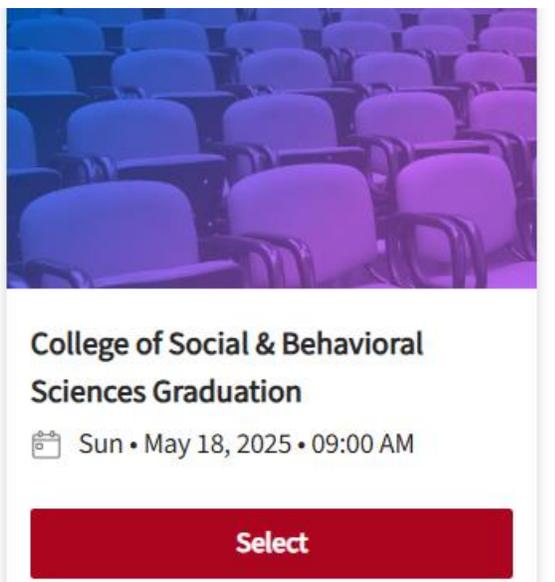
Here is the link to access the 2025 SBB Graduate Ceremony:

<https://am.ticketmaster.com/uapresents/buy>

Once you click on the above link you will be taken to the Ticketmaster/Centennial website.



Select the College of Social and Behavioral Sciences Graduation event. You will be directed to the login page where you will be prompted to create a Ticketmaster account with your U of A email.



You MUST create a new account using your Arizona.edu email address. Your tickets are linked to your UA email address. *If you do not create an account using this email address you will not be able to access your tickets.*

**SIGN IN TO ARIZONA ARTS BOX OFFICE**  
Powered by *ticketmaster*  
New to Ticketmaster? [Sign Up](#)

**Important Account Update**

You can now use the same email and password for both your Arizona Arts Box Office ticket account and your Ticketmaster account.

Arizona Arts Box Office ticket holder? Use your existing email to sign in and update your password if prompted.

New here? Use your Ticketmaster email and password.

[Learn more](#)

Email Address   
This field is required.

Password  SHOW  
This field is required.

Remember Me [Forgot Password?](#)

By continuing past this page, you agree to the [Terms of Use](#) and understand that information will be used as described in our [Privacy Policy](#).

Click on the **“Sign Up”** button:

Powered by *ticketmaster*  
New to Ticketmaster? [Sign Up](#)

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You will be taken to the sign-up page. Complete this form and remember to use your UA email address!

**CREATE A TICKETMASTER ACCOUNT**  
Powered by *ticketmaster*  
Create a new a Ticketmaster account.

Email Address   
This field is required.

Password  SHOW  
This field is required.

First Name  Last Name

Country of Residence  Zip/Postal Code

Keep me posted about Arizona Arts Live news!

By continuing past this page, you agree to the [Terms of Use](#) and understand that information will be used as described in our [Privacy Policy](#).

After completing this form, you will be asked to verify both your email address and your cell phone number.

# VERIFY YOUR ACCOUNT DETAILS

Powered by *ticketmaster*

To keep your account secure, we need to verify both your email and phone.

✉ Verify your email

REQUIRED

We'll send a one-time code to your email.

Verify My Email

📱 Add & Verify Your Phone Number

REQUIRED

To verify your phone number, we'll send you a one-time code.

Add My Phone

Visit our [Help Center](#) if you need assistance.

Cancel

Once you have verified both your email address and phone number you will be able to log into your account and access your tickets. Once you have logged in, you will see a list of events and you will see your name in the top right-hand corner of the page. If you are taken page that says “Access Denied”, please contact us at [sbs-convocation@arizona.edu](mailto:sbs-convocation@arizona.edu) so we can check that we submitted your name and email accurately.

The screenshot shows the Arizona Arts Box Office website. The top navigation bar includes the Arizona Arts logo, links for Tickets, Buy, Quick Donate, and Arizona Arts Live, and a user profile for Jessica Ross. A notification banner states: "Thank you Jessica Ross for signing in, you may have access to special events and increased ticket limits". The main heading is "Arizona Arts Box Office" with a sub-message: "Events listed below are for sale now! Please check back in with us as more events get added." Below this is a search and filter section with a search bar, "All Days" dropdown, "Choose Date(s)" button, "Sort By:" dropdown, a grid/list toggle, and a "Compare" button. The event listings are as follows:

Event Name	Date & Time	Action
College of Social & Behavioral Sciences Graduation	Sun • May 18, 2025 • 09:00 AM	Select
White Coat Ceremony	Fri • Apr 04, 2025 • 02:00 PM	Select
Eller Graduation	Thu • May 15, 2025 • 09:00 AM	Select

On the right side, there is an "Events/Plans" sidebar with "Buy Flow Filters" (Clear All) showing "Centennial Hall GA (1)" and "College of Social & Behavioral Sciences Graduation" selected. Under "Custom Events", "Custom Links/Pages" is selected with a count of 2. The footer contains "TICKETMASTER PRIVACY POLICY // COOKIE PREFERENCES // TERMS OF USE // COOKIE POLICY" and "© 1999-2025 Ticketmaster. All rights reserved."

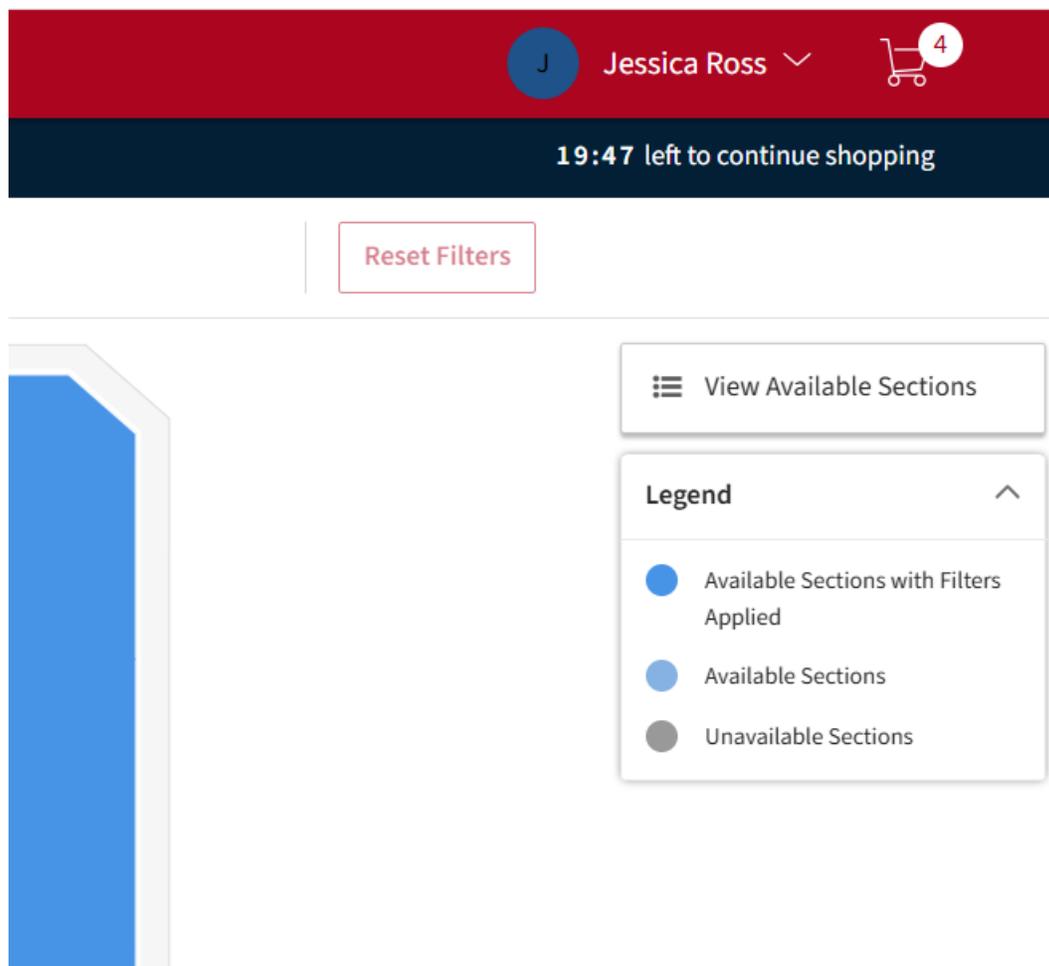
You will be brought to your ticket selection page:

You can claim up to 11 tickets for this ceremony (1 for you and up to 10 guest tickets). **Please do not select more tickets than you will need.** If you requested more than 11 tickets when you registered for the ceremony with SBS, we will contact you after registration closes with more information on whether you can obtain those extra tickets.

Change the quantity of tickets to the amount that you will need for you and your guests:

Qty   

After you have clicked the “add to Cart” button, the page will refresh, and you will see the tickets in your shopping cart on the top right-hand side of your screen. This refresh may take a few seconds for your cart to update with the quantity of tickets:



Click on the Shopping Cart icon when you are ready to check out and receive your tickets. After clicking the Shopping Cart icon, you will be brought to this page:

# Shopping Cart

Review the items added in your shopping cart below and proceed to checkout in order to confirm them. Delete or add necessary items in your cart.

Item Details	Seat Details	Ticket Info	Item Price	
 College of Social & Behavioral Sciences Graduation Sun • May 18, 2025 • 09:00 AM Centennial Hall	GA QTY: 10	Adult	\$0.00	 
The prices you see here are exclusive of taxes, Fees and Shipping costs will be calculated once you are in the checkout step.			<b>Cost of Seats</b>	\$0.00
			<b>Total Amount</b>	<b>\$0.00</b>

Total  
\$0.00

[Continue Shopping](#) [Checkout](#)

Click the **“Checkout”** button. You will be brought to this page:

## Complete the checkout steps and submit your payment

Below are the steps you will need to complete in order to submit your payment. On the right rail, your summary will automatically update based on the options you select under each step. Once you complete each step, click "Submit".

### Delivery & Shipping

College of Social & Behavioral Sciences Graduation: 

**Mobile- Free**  
View on Phone

**Account Details :** [Edit](#)

Jessica Ross

### Order Summary

\$0.00 

I accept the **Terms and Conditions**

[Place Order](#)

### Cart items

1 Items Summary \$0.00

 College of Social & Behavioral Sciences Graduation  
GA, QTY: 10  
**\$0.00**

Total Value \$0.00

As you can see the delivery method will be “Mobile-Free”. Click on the down arrow icon in the Delivery and Shipping box to reveal Account Detail info. You **MUST** click on the Account Details “Edit” button and update your address. *You will not be able to proceed with the purchase if you do not enter your address in this field.*

**Account Details :** [Edit](#)

Jessica Ross

You will also see there is no payment required for these tickets:

**Payments** 

 **Payment Not Required**

Since your balance is \$0, you do not need to select a Payment Option or Payment Method. Click Submit below to complete your order.

Click on the box to accept the terms and conditions and then Click on **“Place Order.”**

**Order Summary** **\$0.00** 

I accept the **Terms and Conditions**

**Place Order**

**Cart items**

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**1 Items Summary** **\$0.00**

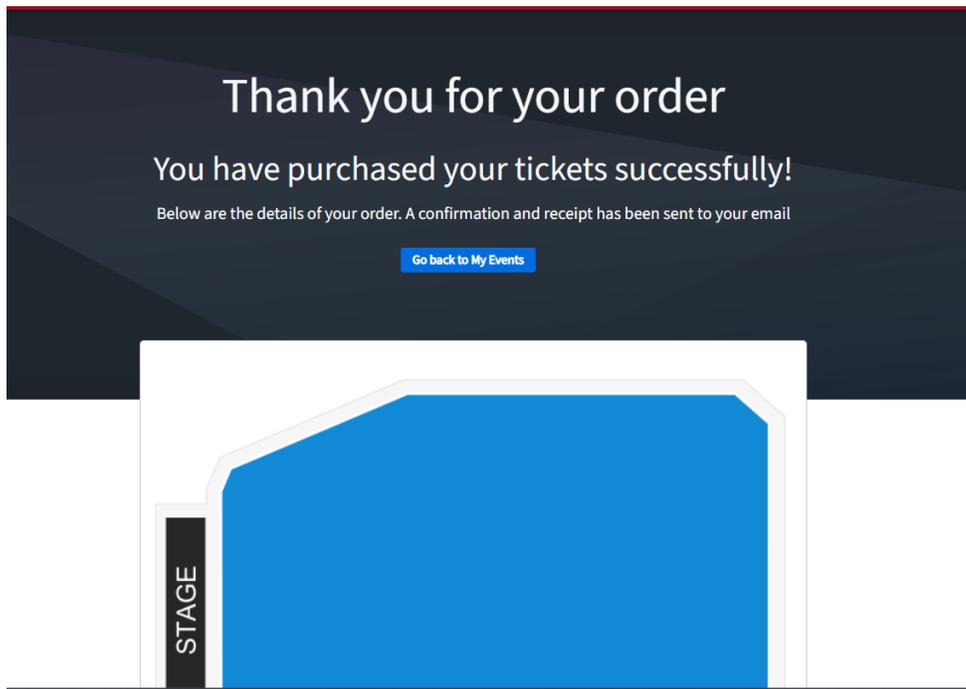
 **College of Social & Behavioral Sciences Graduation** 

GA, QTY: 10

**\$0.00**

**Total Value** **\$0.00**

After clicking on the Place Order button, you should get a confirmation page like this:



### **Transferring Tickets to Your Guests:**

**A confirmation email will be sent to your UA email box.** Once you have received the confirmation email, you will see the option to **“Manage Tickets.”**

When you click on the manage tickets button within the confirmation email, you will now be able to transfer tickets to your guests. You can transfer tickets via your desktop computer or your mobile device.

*You will need the name and email address or cell phone number of each individual to whom you wish to transfer tickets.*

**REMEMBER TO KEEP ONE TICKET FOR YOURSELF! YOU WILL NEED A TICKET TO GET INTO CENTENNIAL HALL FOR YOUR CEREMONY.**

Please keep in mind, the Ticketmaster website works best if using your mobile device to order, transfer and view your tickets and barcode. Your tickets **MUST** be presented on a mobile device. You will not be able to print or screenshot the ticket barcode.

You will be prompted to log into your account using your UA email. It is best if you use your mobile device for transferring tickets to your guests:

## SIGN IN TO ARIZONA ARTS BOX OFFICE

Powered by **ticketmaster**

New to Ticketmaster? [Sign Up](#)

**Important Account Update**

You can now use the same email and password for both your Arizona Arts Box Office ticket account and your Ticketmaster account.

**Arizona Arts Box Office ticket holder?** Use your existing email to sign in and update your password if prompted.

**New here?** Use your Ticketmaster email and password.

[Learn more](#)

Email Address

This field is required.

Password

 SHOW

Remember Me

[Forgot Password?](#)

[Sign in](#)

Once you have logged in, you will see the My Events page:

**My Events** [Transfer Tickets](#)

**Get Your Tickets Ready**  
For the fastest way in, view and save your tickets to Apple Wallet to beat busy network connections.

[My Listings](#)



**College of Social & Behavioral Sciences Graduation**

Sun • May 18, 2025 • 09:00 AM

Tucson, AZ — Centennial Hall

[View Event Details](#)

Click on the **Transfer Tickets** button on the top right of your screen. Once you click that button, you will see a prompt to authenticate your account with a code texted to your phone or email address:



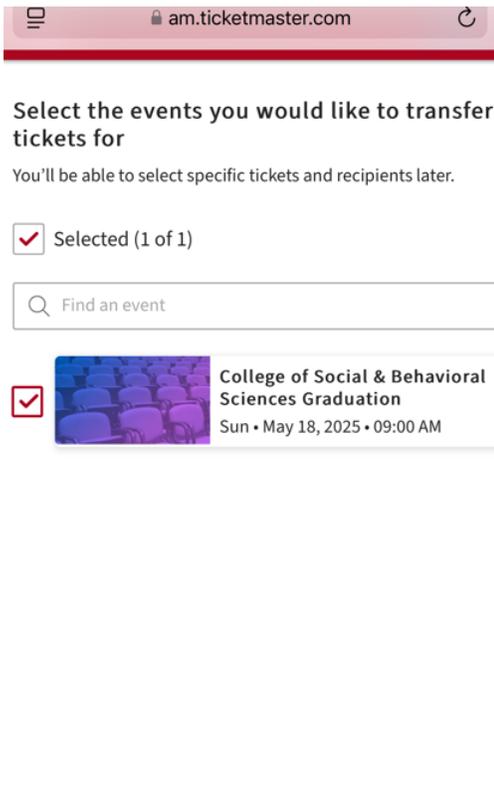
### Authenticate Your Account

We want to make sure it's really you. Choose how you'd like to receive your one-time code:

- Text me at \*\*\*\*\*6696  
Standard data and messaging rates may apply
- Send me an email

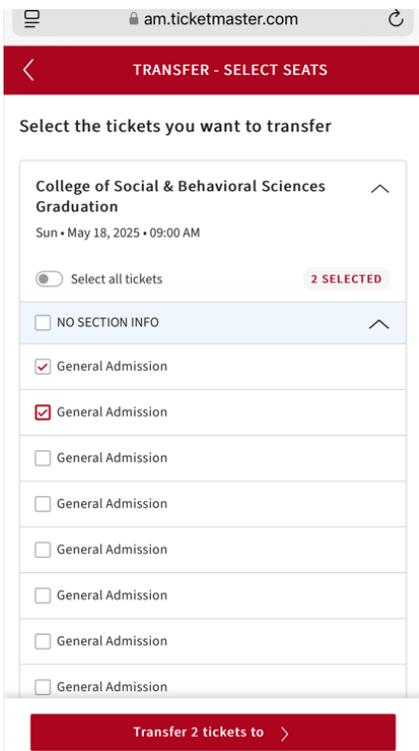
Next

Once your account is authenticated you will be taken to a page to select the events you would like to transfer tickets for. Click on the College of Social& Behavioral Sciences Graduation event and click **Continue:**

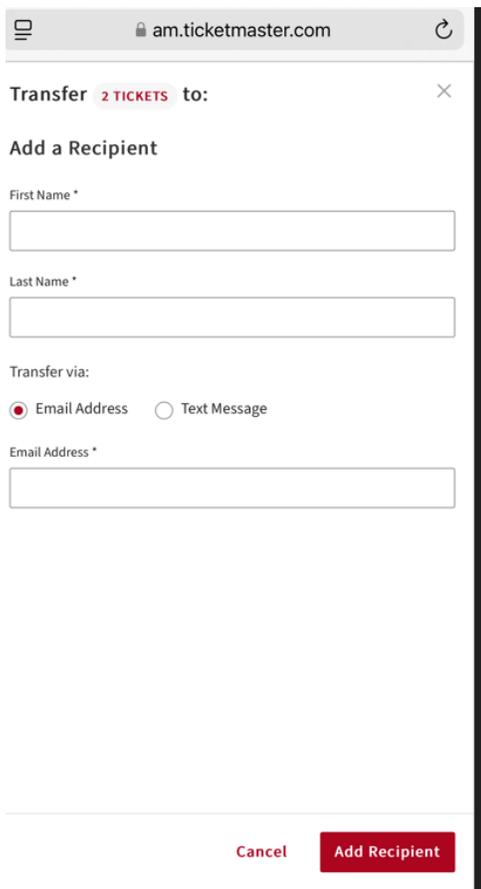


On the next page, select the number of tickets you would like to transfer. Remember to leave yourself one ticket!

Once you have selected the number of tickets you would like to transfer to another person, click on the transfer ticket button on the bottom of the page:



Here you will add a recipient for the tickets. You can send the tickets to their email or phone number but remember that the person will need to have the tickets on their mobile device to enter Centennial Hall the day of the ceremony. They cannot print their digital tickets:



The screenshot shows a web browser window with the URL `am.ticketmaster.com`. The page title is "Transfer 2 TICKETS to:". Below this, the heading "Add a Recipient" is displayed. The form contains the following fields and options:

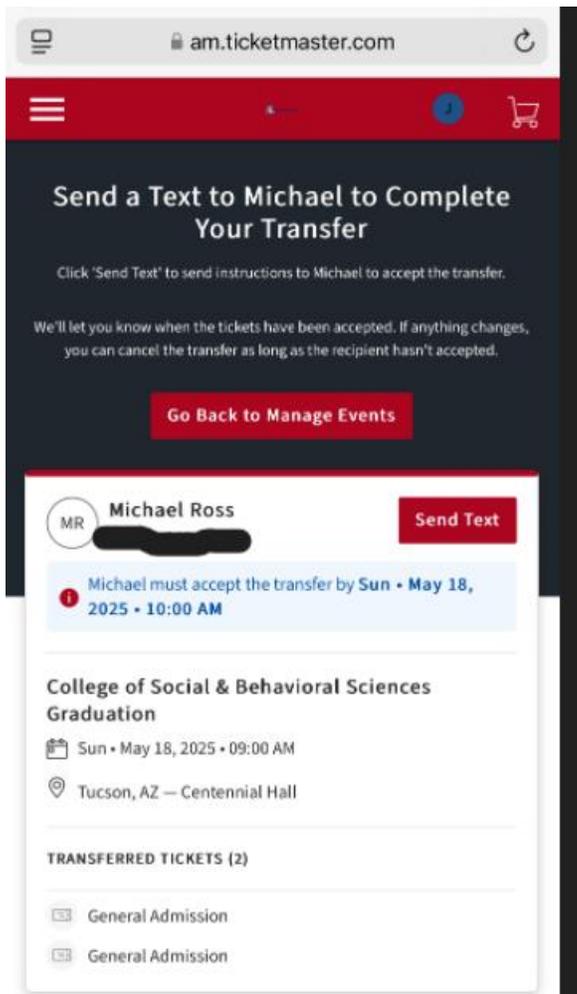
- "First Name \*" with an empty text input field.
- "Last Name \*" with an empty text input field.
- "Transfer via:" section with two radio button options: "Email Address" (which is selected) and "Text Message".
- "Email Address \*" with an empty text input field.

At the bottom of the form, there are two buttons: "Cancel" and "Add Recipient".

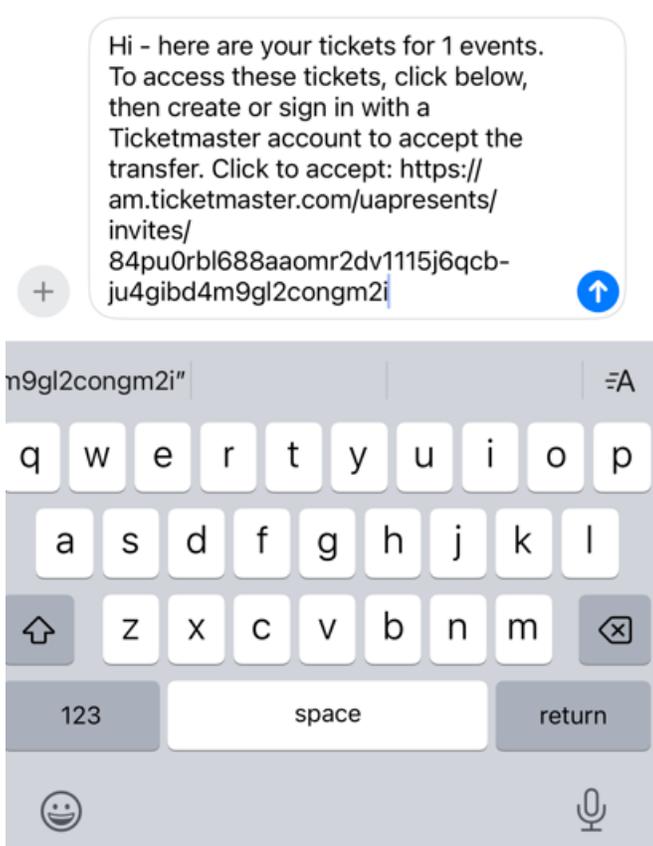
Once you have added the recipient, you will be taken to the next page where you can review your transfer:



The next page will prompt you to send the text message to your recipient. Click on the **“Send Text”** button next to your recipient. Please note that your recipients must *accept* your transferred tickets by the ceremony start time:

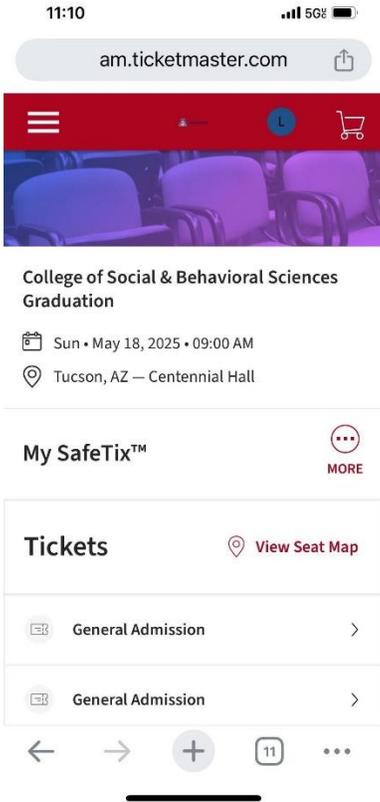


After you have clicked in the **“Send Text”** button, a link and text will automatically load into your messages. You will need to send the text message from your phone for the link to be sent to your recipient:

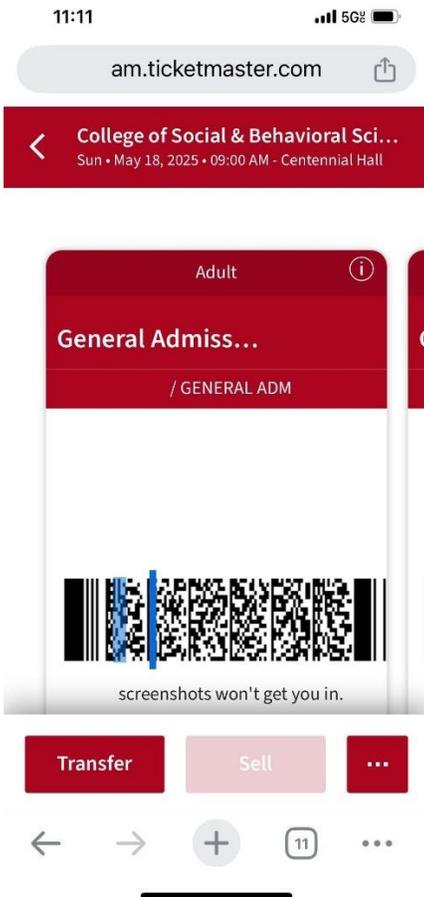


Make sure you send the text message to your recipient! Your recipient will receive instructions in the link provided on how to accept and download their tickets.

Your guests will need to log in and claim the tickets or they will not be valid. **Once the tickets have been claimed, they can be added to a digital wallet (fastest way)** or guests can return to their Ticketmaster account on their phones to access their tickets for day-of-ceremony entry. If you haven't added the ticket to a digital wallet, on the day of the event, log into your Ticketmaster account, select the event, and click on general admission.



This is what your digital ticket will look like:



Please test ahead of time to ensure that you can see your tickets.

**Returning Unneeded Tickets:**

*If the recipient can no longer attend the ceremony, they will need to send their tickets back to the graduate account. This is done in the same way as the initial transfer:*

Log into the account, select the tickets that will not be used, and hit “return”. This will put the tickets back into the original ticket holder’s account. Here, the tickets can either be redistributed to another guest or “refunded” if the tickets are no longer needed.

***If you have any issues with any of the above steps or have not received your confirmation or tickets, please contact the Centennial Box office at (520) 621-3341.***