MOBILE/PRINT-AT-HOME/REPRINT TICKETS INSTRUCTIONAL GUIDE



WHAT ARE MOBILE OR PRINT-AT-HOME TICKETS?

Forgot your tickets at home? Mobile ticket delivery is an electronic delivery method in which your tickets will be emailed to you as a PDF attachment. You can then present on your mobile device for scanning at event entry.

The print-at-home option will send two emails. One will be a confirmation of your order and the other will include your tickets. Please add Tickets@GeorgiaSouthern.edu to your email safelist to help ensure that you will receive the email containing your print-at-home tickets. Adobe Acrobat Reader Version 4 or higher is required to print your tickets. *Tickets must be printed on white paper only.*

Step 1:

Navigate to GSEagles.com/Tickets and log into your account. Select "Manage My Account."

Step 2:

Select Reissue under the "My Tickets" menu.

Step 3:

Select the event you wish to reprint or have delivered to your mobile device. **Click Next.**

Step 4:

Confirm your event selection by checking the box once more and **Click Next.**

Step 5:

Select your desired delivery method from the drop down - Print at Home or Mobile Delivery. **Click Next.**

Step 6:

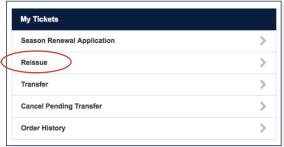
Confirm the re-delivery by selecting **"Yes, Reissue".** Two emails will be sent to your account email address. The first confirms your order and the second will contain your mobile tickets in PDF form or your print-at-home tickets.

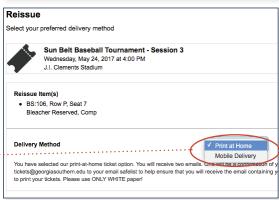
NOTE:

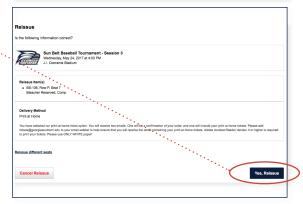
Once you have received your tickets via email you may add them to your mobile device or passport for easy retrieval at the ticket gate.











IMPORTANT NOTE:

Present your mobile ticket on your smartphone at the gate. All tickets are scanned at each facility using the barcode on each ticket.