

Graduation Ceremony Tickets Requests

Grad Name Oak Bay 2019

★ Important Changes to Ticket Process ★

The University of Victoria has implemented changes to the ticketing process for the Grad Class of 2019. Please read these directions very carefully as the process for reserving tickets has completely changed.

Payment Due by
March 11,

Do not contact UVic in regards to purchasing tickets. Ticket price is \$10.00/ticket

- Complete this document and submit to Karen Adams, Accounts Office, Oak Bay High.
- Make your payment via School Cash Online or by cash or cheque payable to “Oak Bay High School” and deliver to Karen Adams, Accounts Office.
- Documents will be stamped in the order they are received.
- The order received will be used by the UVic Ticket Centre to allocate best available seats.
- UVic will process the distribution of ceremony tickets and send them by **email** to the graduating student.
- Any special requests for seats must be indicated on this form (Split Seats, Mobility, Etc.)

Students / Family

Tickets will be sent to the graduating student from the UVic Ticket Centre via the email provided. Tickets can be printed in advance and brought to the venue on the day of the ceremony **or** the ticket can be presented on a mobile device where the barcode can be easily scanned.

Once the tickets are distributed via email, students can contact the UVic Ticket Centre if changes are needed to the seating arrangements. UVic is happy to make changes if seats are available. Making changes to tickets will invalidate the bar code on the exchanged ticket.

The barcode of each ticket is linked to the seat and printing multiple tickets of the same seat will not get you in the door. All tickets have the name of the graduating student printed on them.

Students First Name: _____ **Last Name** _____

Please Print Clearly. Tickets will be sent to this email address.

Email _____ **Cell Number** _____

Tickets Requested (Not Extra) 1 Ticket or 2 Tickets

Special Note: Do you require any tickets to be split up or have mobility requirements?

Split Tickets _____

Mobility Requirements Wheelchair Limited Stairs Other _____

Please note: Availability of extra tickets will be announced at a later date (TBC)