



Student Guide

Buying Tickets



Purchasing your Tickets...

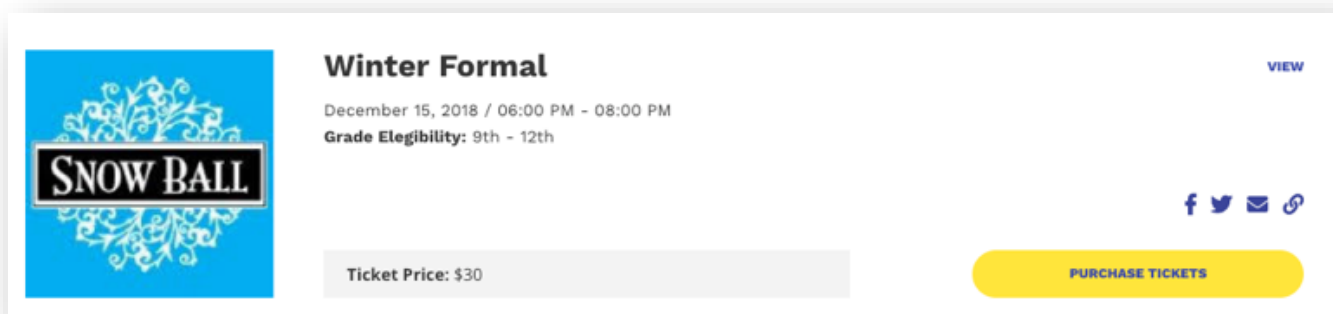
Welcome to My School Dance, the only online dance and event management platform! Now you can purchase your dance tickets, sign any Behavioral Agreements, and download tickets online from any device.

Here is how you get your tickets:

- 1 To create an account, go to www.myschooldance.com and click "Sign Up". Enter your personal information, double check your email is correct.
- 2 Select your role as 'Student', enter your Grade, and find your School. State → County → Choose Your School from dropdown.
- 3 Once your account is created and verified, you should see the link to Purchase Tickets under the 'Dances' tab.

Note: the ticket has a small processing fee associated with using a credit card

- 4 Purchase your ticket.
 - a Click 'Purchase Tickets' next to the dance.

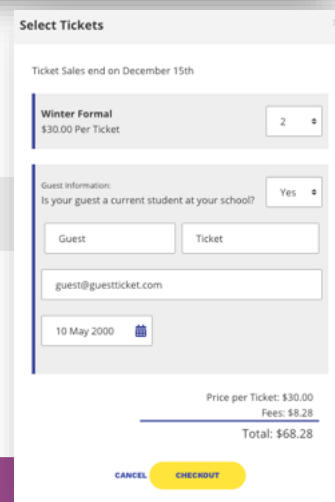


The screenshot shows the 'Winter Formal' event page. On the left is a blue square logo with a white snowflake design and the text 'SNOW BALL'. To the right of the logo, the event title 'Winter Formal' is displayed in bold. Below the title, the date and time 'December 15, 2018 / 06:00 PM - 08:00 PM' and the grade eligibility 'Grade Eligibility: 9th - 12th' are listed. A 'VIEW' link is in the top right corner. Below the event details, the ticket price 'Ticket Price: \$30' is shown. At the bottom right, there is a yellow button labeled 'PURCHASE TICKETS'. Social media icons for Facebook, Twitter, Email, and LinkedIn are also present.

- b Select the number of tickets and enter Guest ticket information if applicable.

Note: Be sure to select whether the Guest attends your school or not

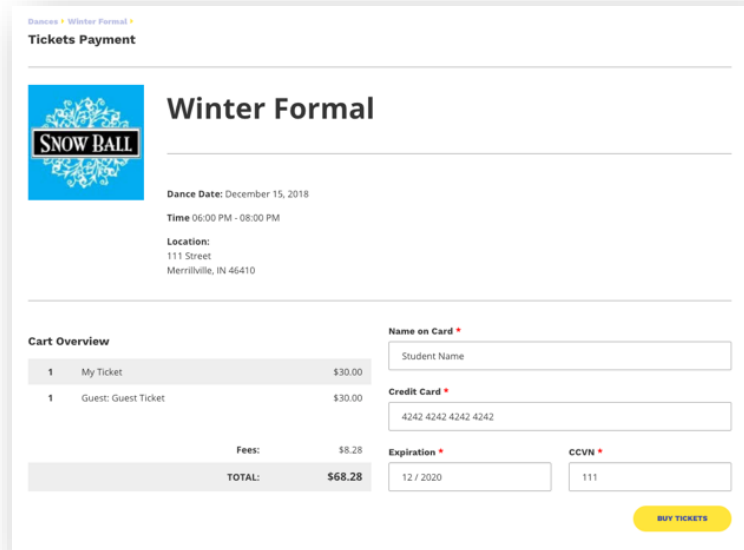
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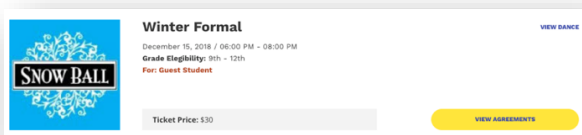
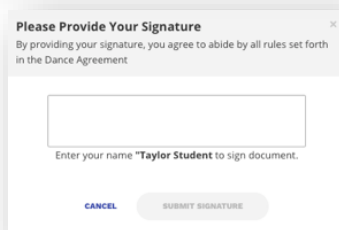
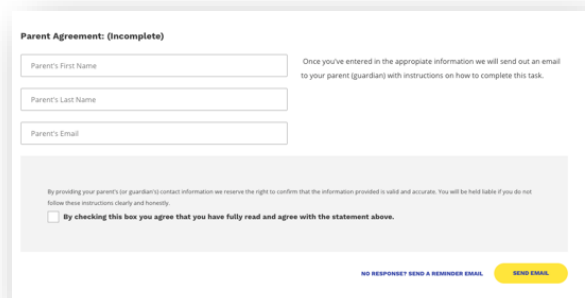
The screenshot shows the 'Select Tickets' modal. At the top, it says 'Ticket Sales end on December 15th'. Below this, the event 'Winter Formal' is listed with a price of '\$30.00 Per Ticket' and a quantity of '2' selected. The 'Guest Information' section asks 'Is your guest a current student at your school?' with a 'Yes' button selected. There are input fields for 'Guest' and 'Ticket', and a text field containing 'guest@guestticket.com'. A date field shows '10 May 2000' with a calendar icon. At the bottom, the pricing is summarized: 'Price per Ticket: \$30.00', 'Fees: \$8.28', and 'Total: \$68.28'. There are 'CANCEL' and 'CHECKOUT' buttons at the very bottom.

c Enter your payment information, and click 'Buy Tickets'

Note: The year of your credit card must have 4 digits



- 5** After the ticket is purchased, if there are agreements to be signed, you will be prompted to sign the Student Agreement, and enter the contact information for the other individuals where applicable.
- a** When entering the contact information for any dates or parents, please be sure to double check the correct email is entered.
 - b** You and your Guest cannot have the same email address.
 - c** The Guest will be prompted to create an account and enter their information for the Agreements.
 - d** The information for your ticket and your Guest's ticket can also be entered on the 'My Tickets' tab.



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Once all agreements are signed, you will find your ticket to download on the 'My Tickets' tab.

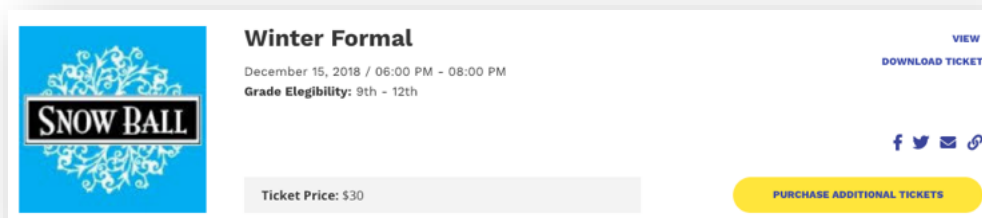


OR



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You can purchase additional tickets by going to the 'Dances' button and clicking 'Purchase Additional Tickets' next to the dance.



That's it!

If you have any issues, one of our support staff would be happy to help you. Please contact us at support@myschooldance.com or give us a call at 833-336-8656.

Happy Dancing!

