

🎓 STEP-BY-STEP GUIDE: BOOKING GRADUATION & GUEST TICKETS ON QUICKET

🔗 Step 1: Go to the Quicket Booking Page

- Go on the link on your graduation invitation/
- Open your web browser and go to the Quicket website: <https://www.quicket.co.za>
- Use the search bar to find your graduation event by typing the name of your institution or event (e.g., ORBIT Grad 2025 session 1/2/3).

🛒 Step 2: Select Your Tickets

- Click on the correct event listing.
- Choose the number of tickets:
 - 1 x Graduate Ticket
 - 2 x Guest Tickets
- Click “**Book Tickets**” or “**Buy Now**”.

☐ Step 3: Fill in Attendee Information (Mandatory Fields)

For the Graduate Ticket:

- **First Name:** [Your Name]
- **Last Name:** [Your Surname]
- **Email Address:** yourname@example.com
- **Phone Number:** [your phone number]
- **Field of study:** [Your qualification]

For Guest Ticket 1:

- **First Name:** [Guest 1 Name]
- **Last Name:** [Guest 1 Surname]

For Guest Ticket 2:

- **First Name:** [Guest 2 Name]
- **Last Name:** [Guest 2 Surname]

⚠ *All fields must be completed accurately to ensure a valid booking.*

📄 Step 4: Complete booking

- Review your booking summary.
- and complete the purchase/booking and check out.

✉ Step 5: Check Your Email

- You will receive a confirmation email from Quicket with your tickets attached as PDFs.
- Download the tickets or save them to your phone.

✏ Step 6: Bring Tickets to the Venue

- Bring **all three tickets** to the venue:
 - Either **printed** or **saved on your phone**.
- Tickets will be **scanned at the door for entry**.
- No ticket = no entry, so please double-check that you have all of them!