

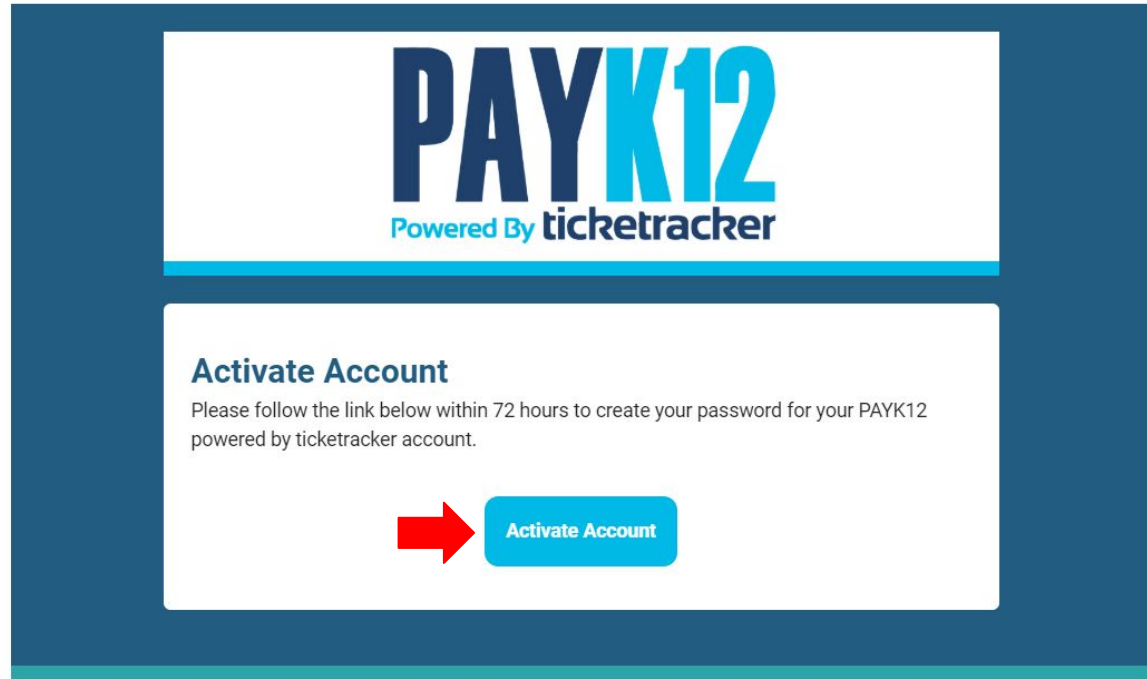
# PAYK12 Account Setup

Welcome to PAYK12! This guide will show you how setup your account.

After purchasing your first ticket on [secure.payk12.com](https://secure.payk12.com), you will receive a welcome email from us that looks like the first example.

You will have 72 hours to create your account, if you do not activate within that time frame don't worry, your tickets will still be available. Please contact us or your school to activate your account.

Go ahead and click "Activate Account"



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Next you will create a password for your new account. Please make sure that your password is strong enough. It needs to at least be “Weak” for the system to accept it.

If the password is “too weak”, you will notice the “Set Password” button disappears. This is telling you that you need a stronger password.

Go ahead and click “Set Password” once you are done!



The screenshot shows the PAYK12 password reset interface. At the top, the logo 'PAYK12 Powered by ticketracer' is displayed. Below it, the text 'Please reset your password' is centered. There are two input fields: 'Enter new password' (labeled 'Password') and 'Verify password' (labeled 'Repeat Password'). Both fields have a red asterisk on the right. At the bottom, a dark blue button with a lock icon and the text 'Set Password' is visible.



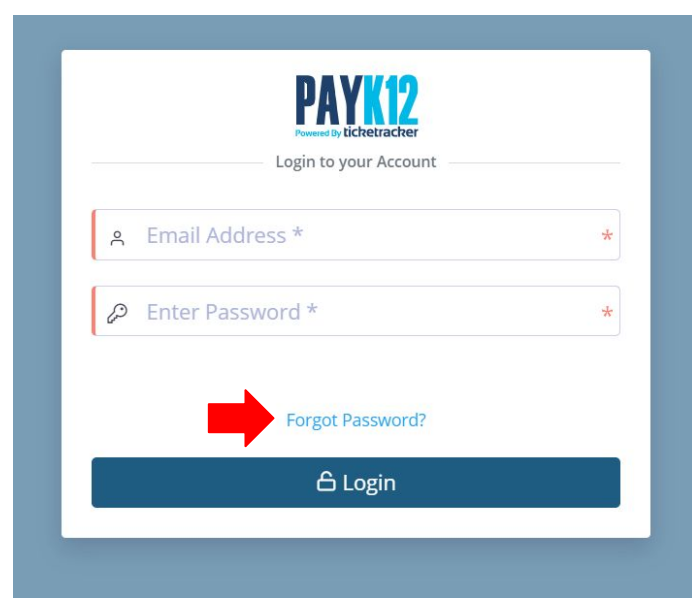
This screenshot shows the same form as the previous one, but with a password entered. The 'Password' field now has a green checkmark on the right. Below the field, a progress bar indicates 'Password Strength: Weak'. A red arrow points to the 'Weak' text. The 'Set Password' button is still present.



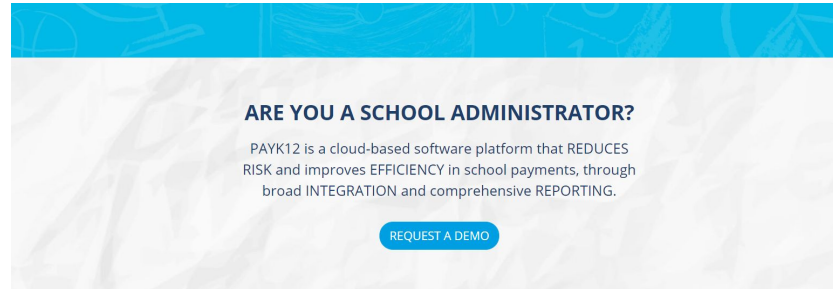
This screenshot shows the form with a password entered that is considered 'Too Weak'. The progress bar indicates 'Password Strength: Too Weak', with a red arrow pointing to the text. The 'Set Password' button is no longer visible, and a large red question mark is overlaid on the bottom right of the form.

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Once your password is set, you will be redirected to the login screen. Go ahead and type in your email address you activated your account with and the password you just created. If you ever forget your password, just click the “Forgot Password?” link.



If for some reason you are not redirected to the login screen, go to [secure.payk12.com](https://secure.payk12.com). Scroll down to the bottom of the page and click “login” under the “Ticketholders” section.



Resources  
Contact Us

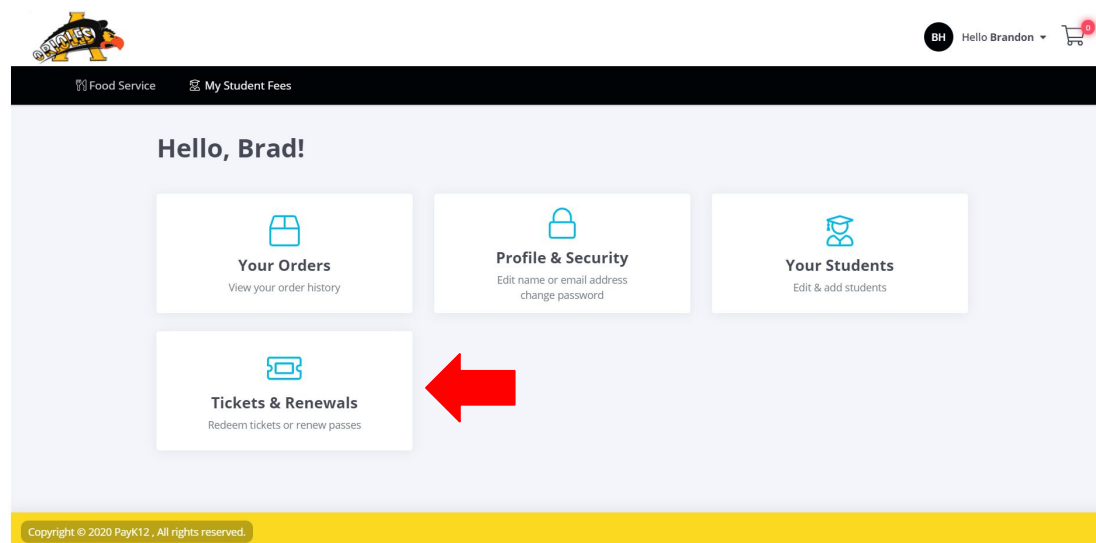
Ticketholders

Cart  
Account  
Students  
Login

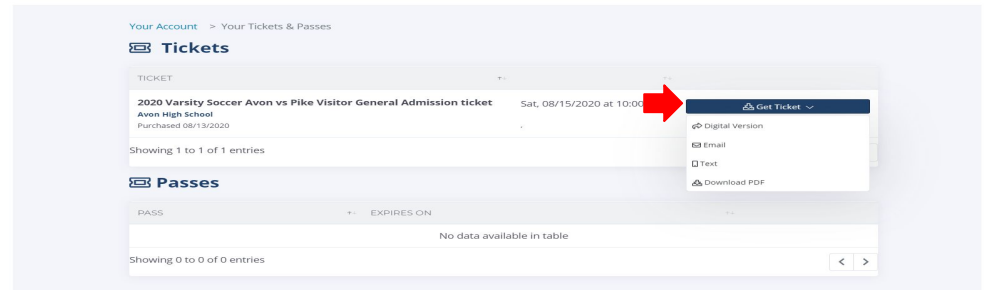


# PAYK12 Account Setup

Congrats! You are officially logged in to your PayK12 account. Please feel free to click around and look at your options. Then, go ahead and click on “Tickets & Renewals”.



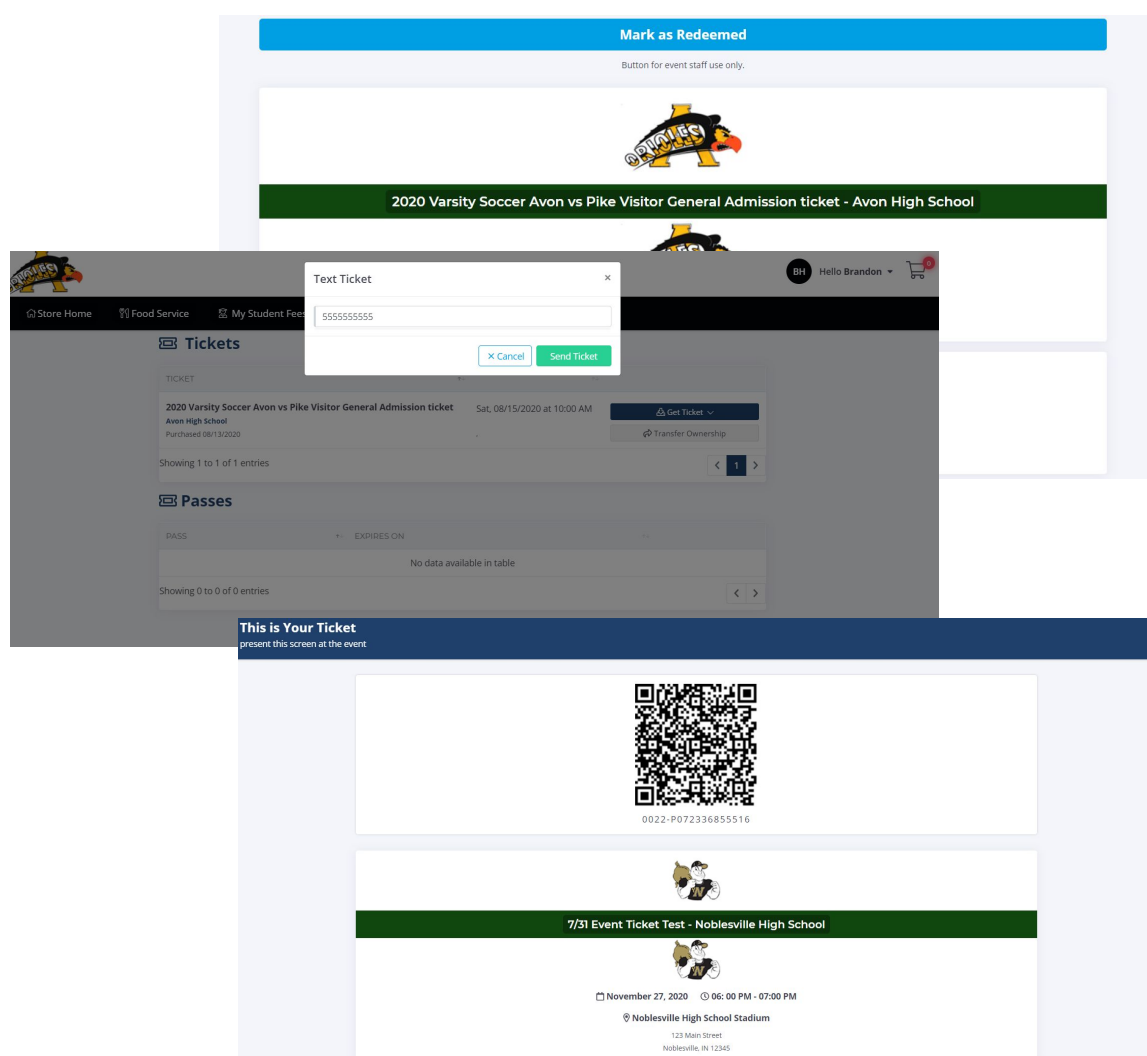
Here is where you will be able to view and use your sports passes and tickets. If you click on “Get Ticket” you will see there are a couple different ways to use your digital ticket. See next page to learn more.



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- Digital Ticket - This will redirect you to a new page where your ticket can be scanned or redeemed.
- Email - This will send your ticket to the email you created your account with.
- Text - This will allow you to text your pass to any number. A link will then be sent to that number. The link will direct you to your ticket.
- Download PDF - This will allow you to download your scannable pass and print it off. (Keep in mind you cannot download a redeemable pass).

Feel free to test out all the options and see what works best for you!



# PAYK12 Account Setup

If you have any questions about your tickets or PayK12 account, please feel free to contact us at [support@payk12.com](mailto:support@payk12.com) or contact your school directly. We hope you enjoy your PayK12 experience!

