

# Football Season Ticket Seat Change/Upgrade Process

Below are instructions for upgrading or selecting a new seat location for your football season tickets. Everyone has received an e-mail with the time you are eligible to log in and see what other seats are available. At the time of your selection appointment, simply follow these directions to select your new location yourself.

**If you would rather speak with an Account Representative or if you have any questions or problems during this process, please call the UTSA Ticket Office at 210-458-UTSA (8872) and someone will help you with the seat selection.**

1. At the time of your appointment (**but not before**), sign in to your UTSA Athletics Account Manager account at this web page: <https://oss.ticketmaster.com/html/home.html?team=utxsanant>  
This web page can be found on [www.goUTSA.com](http://www.goUTSA.com) on the *Tickets* page. The link to it is called *My UTSA Account*.

You can sign in to your account with your Account ID (or e-mail address) and Password. Click on the Forgot Password link if you don't know your password or call the ticket office at 210-458-UTSA.

2. On your account home page, click on the link under the Seat Changes/Upgrades area on the left side of the page.

The screenshot displays the UTSA Athletics Account Manager interface. On the left sidebar, the 'Seat Changes/Upgrades' link is circled in black. The main content area includes a 'Your Invoice' section with a message: 'There are no outstanding invoices on your account. If you wish to view your invoice history please click on the link above.' Below this is the 'Manage My Tickets' section, which lists 'My Ticket Options' such as TRANSFER, PRINT, SELL, and DIGITAL DELIVERY. A 'manage my tickets' button is visible at the bottom right of the Manage My Tickets section.

3. Select all listed current tickets that you've purchased and click on the continue button. **Comp tickets will not show up to upgrade online. Please call the ticket office at 210-458-8872 if you have complimentary seats that you need to relocate.**

Welcome  
You are currently in Account owned by

Choose Your Seats

1. Check the box to the left of all tickets listed.
2. Click the "continue" button to begin selecting new seats

Quick Links  
home  
manage my tickets

### Seat Change/Upgrade Process

#### TICKETS TO BE SELECTED

#### Your Current Tickets

Below are your seats currently in your account. Choose all the seats that you would like to select a new location for today. Any comp tickets in your account will not show up here. Please call the ticket office at 210-458-8872 if you have complimentary seats that you need to relocate.

Type	Seats	Price	Status
<input checked="" type="checkbox"/> Full Season Ticket for the 2018 UTSA Football season + Show Events	Section 101 Row 25 Seat 5, 6, 7, 8, 9, 10 Renewal Season Ticket	US \$90.00 x 6 (US \$13.33 avg per ticket)	Currently Available view eligible upgrade items
<input type="checkbox"/> Full Season Ticket for the 2018 UTSA Football season + Show Events	Section 135 Row 19 Seat 12, 13, 14, 15 Fac/Staff	US \$110.00 x 4 (US \$18.33 avg per ticket)	Currently Available view eligible upgrade items

➔ continue

4. Then a section map will come up with all sections that you are eligible to pick seats in. **Only seats at your current price level will show up as available online. To upgrade your seats to a section with a higher required donation, please call the Ticket Office at 210-458-UTSA.** Select the section you want to look at and then a map will appear showing exactly what seats are available in that section. Use the tools at the right side of the page to zoom in or scroll to other sections.

Simply select the new seats you would like and then confirm your selections. Or click on the CANCEL or LOG OUT buttons at any time to keep your current seats and make no change.

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#### Select New Seats

NOTE: You may not leave a single unoccupied seat.

Average Price per Event (US \$) [ ]

Seats represented on the map reflect the full price. Eligible discounted prices may apply once a seat is selected.

Current Seats: Section 101, Row 25, Seat 5  
View Current Events

SEAT RELOCATION INFO  
Please note that you cannot leave a single seat unoccupied by itself. Sections with a higher required seat donation than your current seats will not be available online. Please call the Ticket Office at 210-458-UTSA to upgrade to a new price level with a higher required donation. If you need any assistance please call 210-458-8872.

Instructions | Map Disclaimer

Available Also Available Not Available

Selected Seats\* (0) | Show Details COST: Cancel Checkout