Step 1: Activate your commencement account by entering the email that notified you about your tickets. This will be your New Paltz email or your personal account (Gmail, Yahoo, Etc.). Then select the blue “Continue” button to proceed.
You will see the following confirmation screen if this step was completed successfully. Keep this tab open in order to complete the next step in the process.
Step 2: Check your email for communication with your new temporary password via the account activation flow. Note your login and copy your temporary password. Then navigate back to the open tab and select the login option.

Dear Commencement Test Account,

The Internet password for your account has been reset. Here is your new login information:

Login Account: ********
Temporary Password: cnrzcwrd

*please note, passwords are ALL letters, there are no numbers in any temporary password.

Please use your login and this temporary password to sign into your account by clicking below:

[Account Login]

If you want to request another temporary password please click below:

[Request New Password]

Thank you,
SUNY New Paltz Ticket Office

SUNY New Paltz Ticket Office
Step 3: Navigate back to the tab you kept open in order to sign into the account you just activated via the login button shown below.
Step 4: Enter your login and temp password and select SUBMIT to gain access to your account.
If you have completed the account activation process successfully, you will gain access to your account portal as seen below. You can close this tab out and navigate back to the email communication you received from the commencement office as shown on the next page.
Finally, return to the email you received from the commencement office and click on the link specific to your commencement ceremony as seen below. From there you will sign into the account you activated in order to claim your tickets.

Friday, May 19: Graduate Ceremony
Saturday, May 20: Undergraduate, College of Liberal Arts & Sciences

Congratulations again on your achievements at SUNY New Paltz!

Sincerely,

SUNY New Paltz Commencement Office