

# Spartan Student Admission Transfer FAQ

## ***What is Student Admission Transfer?***

The Transfer process allows Spartan student season admission holders to transfer their admission **free of charge** to another MSU student **PRIOR TO THE GAME**. This process will make it unnecessary to sell/lend or give your MSU ID to another student and will transfer your admission to another student's ID.

## ***What is the deadline to transfer a student admission?***

Two transfer steps must be completed by kickoff.

1. Invitation to transfer must be **SENT** to potential recipient
2. Invitation must be **ACCEPTED** by recipient

## ***Where can I transfer my admission?***

Online only at [www.msuspartans.com](http://www.msuspartans.com)

## ***How do I transfer a MSU student admission online?***

- 1) Go to [www.msuspartans.com](http://www.msuspartans.com)
  - a. Click on the ticket icon ("Tickets") at the top, right corner
  - b. Hover over STUDENTS, then click Sign In
    - i. If you have used the online ticket office before, input your information under ALREADY REGISTERED
    - ii. If you have *not* used the online ticket office before, click on "Register" - you will need your APID/Student number.
- 2) Once signed in, scroll over MANAGE MY ACCOUNT, click "Spartan Ticket Transfer".
- 3) Click the *Transfer* link below the game you wish to transfer.
- 4) Check one box for each individual seat you wish to transfer to another **current MSU student**. You will be asked to confirm your request on the following page.
- 5) Enter the information for the student to whom you are transferring the admission. The email entered **MUST** be their MSU email address.
- 6) Submit the information and confirm the information is correct on the next page.
- 7) **The Recipient will receive an email and will have to follow the link to accept the transfer. The transfer will not be complete until the recipient has accepted the transfer.**
- 8) **A student trying to gain admission with another's ID will be denied entry and the ID will be confiscated.**
- 9) Students can only hold one admission on an ID per game. Once a student has accepted a transfer, the same admission cannot again be transferred.

For more information, contact:

Spartan Ticket Office  
517.355.1610 or 800.GO.STATE  
[tickets@msu.edu](mailto:tickets@msu.edu)