

# How to print with Comet Print

1 

- Email [cometprintbw@utdallas.edu](mailto:cometprintbw@utdallas.edu) or [cometprintcolor@utdallas.edu](mailto:cometprintcolor@utdallas.edu) with your letter sized (8.5 x 11) attachments using your UTD email.
- Wait for a confirmation email stating that your print job has been sent to a kiosk.

2 

- Go to a Library Copy Center.
- Swipe Comet Card at a black & white or color printer.

3 

- Select the document you would like to print.
- Click Print

To modify your print job visit:  
<https://cometprint.utdallas.edu/myprintcenter>



To release your print job you must have CometCash on your Comet Card.

- BW \$0.06 per page
- Color \$0.25 per side

To add funds to your Comet Card visit:  
[www.utdallas.edu/cometcenter/get](http://www.utdallas.edu/cometcenter/get)



## Need Help?

- Ask at the Library Services Desk
- Call (972) 883-2911



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