

Terms and Conditions for Graduation

It is the responsibility of the Student to read through and understand these Terms and Conditions. By registering for a Graduation ceremony we will deem this as the Student's acceptance of these Terms and Conditions.

Academic Dress

All Students attending a Graduation ceremony must wear the correct academic dress.

Academic dress must be hired from the University's official academic gown supplier, Ede and Ravenscroft.

If a Student is not wearing the correct academic dress, they may be refused entry to the Graduation ceremony. Academic dress cannot be hired on the day of a Graduation ceremony.

Please refer to Ede and Ravenscroft's terms and conditions for further information relating to the conditions of hire of academic dress.

All Attendees

All attendees present at Graduation (including all surrounding land, car parks and other facilities under the ownership and/or control of the Operator) shall:

- Only enter the Cathedral with a valid ticket (no ticket, no entry, without exception).
- Comply with all current Government requirements and guidance regarding COVID-19.
- Comply with any health checks required by the British Health Authority and/or the Operator prior to being given access to the Liverpool Cathedral.
- Observe all social distancing protocols and wear any PPE (such as masks or face coverings) in accordance with the Government or British Health Authority guidance in place at the time.
- Maintain personal hygiene including, but not limited to, by regularly washing their hands, using hand sanitiser, avoiding touching their face and observing coughing and tissue etiquette.
- Do not remove any hand sanitiser, disinfectant wipes or other personal hygiene products made available at the Cathedral from their given location.
- Follow all signage and instructions of staff, officials, the police or other emergency services present (at the Cathedral at all times).
- Only attempt to access those areas for which they are entitled.

Cancellation/Force Majeure

If the Graduation ceremonies cannot take place or are delayed due to circumstances beyond the control of the university, including but not limited to acts of God, fire, flood, natural disaster, war or threat of war, acts or threats of terrorism, civil disorder, unauthorised strikes, governmental regulation or advisory, recognized health threats as determined by the World Health Organisation, the Centers for Disease Control, or local government authority or health agencies (including but not limited to the health threats of COVID-19, H1N1, or similar infectious diseases), curtailment of transportation facilities, or other similar occurrence beyond the control of the parties. The university will not be liable for any losses direct, or otherwise, incurred by Students or their guests. Students and their guests should ensure that they have sufficient insurance protection to cover any losses they might suffer as a result of a ceremony being cancelled or delayed.

Data Protection

- Please see the University's online student privacy notice for Graduation ceremonies <https://www.ljmu.ac.uk/legal/privacy-and-cookies/external-stakeholders-privacy-policy/ljmu-graduation-ceremonies-privacy-notice>
- for more information about how the University handle student data.
- To protect the privacy of student personal data, the Graduation Ceremonies team can only discuss a Student's ceremony attendance with the Student.
- Students who attend a Graduation ceremony will have their first name and surname announced.
- Students who apply to attend a Graduation ceremony will have their first name, surname and degree title printed in the souvenir programme.
- The event will be filmed including footage of you collecting your award from the stage. This footage will be available for purchase on DVD, will be live streamed on the LJMU website and later uploaded to the LJMU YouTube channel.

Eligibility

Students may not attend Graduation until their degree has been approved by the relevant body. Please note that in certain circumstances final confirmation of degrees may not be made until after the deadline to register for Graduation.

If a Student's degree is not confirmed by the date of their Graduation ceremony, their registration and any tickets reserved for guests will be cancelled. It is then the Student's responsibility to contact Ede and Ravenscroft to make the appropriate arrangements in relation to their academic dress hire.

Filming and Photography

- Flash photography within the ceremony venue by Students and guests is strictly prohibited.
- All Graduation ceremonies are professionally recorded and footage may be used by the University for media and advertising publications, including online postings.

The University's Graduation ceremonies are professionally filmed and broadcast live online, details of this can be found at www.ljmu.ac.uk/graduation.

DVDs or digital copies of the ceremonies will be available to purchase from lamaGraduate.com after Graduation.

Any Students and/or guests may feature in the footage/images captured by the University or their professional photographers/videographers.

If a Student registers to take part in a Graduation ceremony, or a guests attends a Graduation ceremony, this will be deemed as their acceptance for their image to be captured in the live broadcast, or by the University's official photographer.

If Students or guests do not wish to be filmed or photographed please inform a member of staff on the information desk prior to the start of the Graduation ceremony or by emailing the Graduation team at Graduation@ljmu.ac.uk.

Location, Date and Time of Ceremony

- The Graduation ceremonies will take place at Liverpool Cathedral (Anglican), St. James Mount, L1 7AZ.
- The date and time of all Graduation ceremonies are PROVISIONAL and subject to change, the University reserve the right to merge or split ceremonies if numbers require (however the ceremony day will not change). Students will be notified of this by email after the registration deadline has passed. The Student will receive the confirmation mailing from the Graduation Ceremonies team after the Student registration deadline.
- Students and any anticipated guests are strongly advised not to make any travel or accommodation arrangements prior to 24 June. The university is not responsible and accepts no liability for any costs including but not limited to travel or accommodation costs that are incurred by Students and guests.

Right to Refuse Entry

- Students must collect their gown at the Cathedral and be in their academic dress before the start of the Graduation ceremony.
- Students and guests must be seated before the start of the Graduation ceremony.
- No Student or guest will be allowed to enter a Graduation ceremony once it has commenced.
- The University reserves the right to ask any person to leave the Graduation ceremony venue if they act in any manner which is disruptive to the proceedings or to other attendees.

Student Cancellation

Once a Student has registered to attend, if for any reason the Student is unable to attend their Graduation ceremony then they, must as soon as reasonably possible, inform the Graduation team of this by emailing them at Graduation@ljmu.ac.uk.

If a student informs the Graduation team that they are unable to attend their Graduation ceremony then both the Student's and any guest tickets will be cancelled and should be returned to the Graduation team.

It is the student's responsibility to contact Ede and Ravenscroft to make the appropriate arrangements in relation to their academic dress hire.

Student Registration and Tickets

- Attendance at a Graduation ceremony is not mandatory and has no impact on the awarding of a Student's degree. Degree certificates are not presented at Graduation ceremonies.
- In order to attend a Graduation ceremony Students MUST register to attend their Graduation ceremony before the deadline of Friday 4 June 2021 (week 1) or Friday 11 June 2021 (week 2).
- Students and up to two (2) guests can attend the Graduation ceremony free of charge. If either the Student or their guests have any access requirements that require specific assistance or prior organisation then please complete the disability section of the online registration form.
- All tickets (both Student and guest Tickets) are non-transferrable
- The University recommends that Graduation ceremonies are not suitable for babies or children under the age of five as they are long, formal occasions. Everyone attending the Graduation ceremonies, including children aged 2 and over, must have their own guest ticket.

Tuition Fee Debts

- Student tuition fees and all debts to the University must be settled in full prior to a Student's attendance. Students may be unable to graduate if they have any outstanding debts to the University.

Visas

The University does not provide letters for visas for Graduation purposes. You will however have received a confirmation email upon completion of your registration for graduation which you may use for this purpose. The University will not provide letters in support for visas for guests. It is the Student's responsibility to make any necessary arrangements around visas for both themselves and guests.