

## The University of Manchester – Graduation FAQ's

### **IMPORTANT UPDATE to Graduation July 2020**

We have, regrettably, decided to postpone our graduation ceremonies this July. Students who complete their degree requirements will, of course, still graduate - even though there won't be an immediate ceremony. Certificates will be sent by post so please make sure that your student record is up-to-date.

A communication about the ceremonies from the President and Vice-Chancellor was issued to all graduating students, which contains more information. [Click Here](#)

At this stage, we expect that our December graduation ceremonies will go ahead as scheduled. However, we will keep this under review and will provide more details nearer the time for students who would normally expect to graduate in December.

As and when further information is available, these FAQs will be updated as appropriate.

### **Q. When is my graduation ceremony?**

The timetable of ceremonies is available online at <http://www.graduation.manchester.ac.uk/>

### **Q. Future ceremony dates?**

July Ceremonies – the actual days and times will be published in the preceding February when accurate undergraduate numbers are known so the timetable can maximize the number of available guest tickets.

<https://www.manchester.ac.uk/discover/key-dates/>

December Ceremonies – the actual days and times will be published in the preceding October when accurate postgraduate numbers are known so the timetable can maximize the number of available guest tickets.

<https://www.manchester.ac.uk/discover/key-dates/>

### **Q. How do I register my intention to graduate?**

You can register your intention to graduate once Graduation Registration is open – please click [here](#) for more information

### **Q. How do I get extra tickets for my graduation ceremony?**

Graduands will be allocated two guest tickets only. If additional guest tickets are available, these will be issued at the graduation registration desk in University Place on the day of the ceremony on a first come first served basis.

There is capacity to accommodate additional guests in our dedicated live screening venue in **Theatre A, University Place**. Guests are assured of an excellent view of the ceremony, including a close up view of each individual graduands as they are presented.

Please do not make any arrangements for more than 2 guests to be seated in the Whitworth Hall

### **Q. Can I defer my graduation ceremony?**

You can defer your graduation for up to one year. Please select 'No, I will not attend' on the online form and the option to defer will appear. Please also contact [graduation@manchester.ac.uk](mailto:graduation@manchester.ac.uk) directly providing details.

### **Q. Where is my Graduation ceremony?**

The ceremonies are held in the Whitworth Hall (No. 50 on the campus map).

### **Q. When can I get my certificate?**

Your degree certificate will be presented to you in your ceremony if you attend\* or if you choose to graduate in absentia then you can opt to either collect or have your certificate posted to your home address.

If you do not complete the online form by the deadline specifying how you would like to receive your certificate then this will automatically be posted to your home address.

\*If you deferred your graduation ceremony then you should already be in receipt of your certificate.

### **Q. I'm not attending my ceremony and requested for my certificate to be posted to my home address?**

If you opted to have your certificate posted to your home address this will be posted during the ceremony period. If your certificate is not received at your home address then you have one year to inform us and request a replacement. After this you would be required to purchase a duplicate from our [online Store](#).

Your home address must be correct on the Student System by the deadline. If your certificate is sent to an incorrect home address then we will not replace this and you would be required to purchase a duplicate.

### **Q. How long will it take for my certificate to arrive?**

If you graduated in July please allow until the 1<sup>st</sup> September for your certificate to arrive.

If you graduated in December please allow until 1<sup>st</sup> February for your certificate to arrive.

(Please do not query none receipt before the above cut-off dates)

### **Q. Do you have official Photographers?**

The University's authorized graduation photographers are H Tempest Ltd who offer a range of photographic service. They will be present in the University Place throughout graduation.

**Q. Where can I buy the DVD of my ceremony?**

You can purchase this at the desk in the University Place during the ceremonies or from the University [estore](#)

**Q. Where do I collect my guest tickets from?**

You can collect your guest tickets and your own seat number from the graduation registration desk in University Place

**Q. Where can I collect my gown?**

The Robing room is located in the University Place (No. 37 on [the campus map](#))

**Q. When do I have to return my gown?**

Robes should be returned to Ede & Ravenscroft in The University Place following the ceremony, except those graduates who have paid to keep their gown for an extra week. All gowns should be returned to The University Place by 6pm at the latest.

**Q. How long will my ceremony last?**

The ceremony will last for approximately an hour

**Q. When do I need to arrive for my graduation ceremony?**

You should arrive at least 2 hours before your ceremony is due to start. Registration opens 2 hours before each ceremony (located at University Place, No.37 on [the campus map](#)), you are not able to register or collect tickets earlier than 2 hours before your assigned ceremony.

**Q. I'm inviting a guest from overseas – how can they apply for immigration permission (a visa) to travel to the UK?**

If you are an international student and/or you are planning to invite guests from overseas you may find it helpful to look at the information on applying for immigration permission (a visa) to travel to the UK. - See more at: [www.studentsupport.manchester.ac.uk/immigration-and-visas/graduation-further-study/attending-graduation/](http://www.studentsupport.manchester.ac.uk/immigration-and-visas/graduation-further-study/attending-graduation/)

**Q. Do you have any disabled parking available?**

A drop off point is available for people holding a disabled blue badge in the front quad; vehicles cannot be left in the quad however there are disabled bays available in the multi storey car-parks.

**Q. Is there disabled access to the Whitworth Hall?**

Disabled access is via the Christie Building lift, guests in wheelchairs must sit at the rear of the hall. Disabled guests and students should report to porters under the Arch for assistance.

**Q. I didn't get the extra tickets I requested, what can I do?**

On the day of your ceremony any extra tickets available will be allocated on a first come first served basis only if available, available tickets can be collected from registration desk, University Place from 2 hours before your assigned ceremony. Any guests without a ticket will be directed to the live cinema link up.

**Q. Where is the Live Cinema Link?**

This will be screen in University Place, Theatre A (No.37 on the [campus map](#)).

**Q. How much do guest tickets cost?**

There's no charge for guest tickets

**Q. Do I need a ticket as a graduand?**

No, graduands do not require a guest ticket. But do require a seat number which are obtained at the Graduation registration desk in University Place

**Q. Do children need guest tickets?**

Children under 5 do not require a guest ticket, but they must sit on a lap of a guest with a ticket. They do not have a seat.

**Q. I'm not attending my ceremony, how can I receive my certificate?**

If you choose to graduate in absentia then you can opt to either collect or have you certificate posted to your home address. You must select the option you prefer before the 2<sup>nd</sup> July 2020 for July graduation.

If you do not complete the online form by the deadline specifying how you would like to receive your certificate then this will automatically be posted to your home address.

**Q. I'm not attending my ceremony, can I collect my certificate?**

If you opted to graduate in absentia and collect your certificate from the Student Services Centre then this will be available to collect one hour after the ceremony, from the SSC (No 57 on the [Campus Map](#))

**Q. I'm not attending my ceremony, can a friend collect my certificate?**

If you opted to graduate in absentia and collect your certificate from the Student Services Centre then this will be available to collect one hour after the ceremony, from the SSC (No 57 on the [Campus Map](#)). If someone is collecting this on your behalf you must provide them with an authorisation email.