

# The University of Manchester – Coronavirus

## IMPORTANT UPDATE to Graduation July 2020

### Will graduation ceremonies take place this year?

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, this information will be updated as appropriate.

### Are the July ceremonies being rescheduled?

We are looking at alternative ways to mark your achievements both remotely in July and then, when time allows, in person as we recognise how important this celebration is to you and your families.

#### \*June 2020 update – remote celebrations:

Virtual Celebrations are to be hosted locally in the week beginning 27<sup>th</sup> July 2020. A digital programme will also be available from week beginning 27<sup>th</sup> July.

Invites from each School/Department will be forwarded within the next two weeks providing local details. We will update our pages to reflect this information.

### Can I defer my July graduation to December due to the cancellation of July ceremonies?

Unfortunately, no as the July graduation ceremonies have been cancelled, we are unable to defer students from July to December. Please see response to [Are the July ceremonies being rescheduled?](#)

### I have already booked flights/made transport or accommodation arrangements?

We regret that the University of Manchester cannot be held liable for any loss or damage, including but not limited to travel and accommodation costs, which may arise from a graduation ceremony that is cancelled or rearranged due to the coronavirus. We suggest that you contact your travel or insurance provider / hotel booking in relation to the cancellation of your bookings.

### How will I receive my certificate?

We will make sure that your degree certificate will be posted to your home addresses. Please make sure that your address is correct and up to date on [your student record](#).

You must ensure your home address and name (see guidance below) are fully updated no later than **22nd July 2020 no amendments can be made after this date**

You will receive your certificate no later than mid-September.

## **How does my name appear on my certificate?**

Your full name as recorded on [your student record](#).

## **My name is not showing on my record correctly – How can I check this?**

To view your full name please login to [your student record](#). Go to Student Centre and navigate to the following Self-Service > Degree Progress / Graduation > Attend Graduation Ceremony

## **My name is not showing on my record correctly – How can I change / update my name?**

Names can only be amended by staff members. Once you have checked your full name by following the above process and your name contains errors, please see below on how to change or update your name.

If your name has 1 or 2 letters that have been mixed up or missing please email your school administrator or email [ssc@manchester.ac.uk](mailto:ssc@manchester.ac.uk) or [graduation@manchester.ac.uk](mailto:graduation@manchester.ac.uk) explaining that the name is slightly incorrect and provide the correct spelling of your full name.

If part of your name is fully missing or incorrect family name due to marriage etc. you will need to send official documents (Wedding certificate / Passport / Change of Name Deeds) as proof in order to get your name updated please email your school administration or email [ssc@manchester.ac.uk](mailto:ssc@manchester.ac.uk) or [graduation@manchester.ac.uk](mailto:graduation@manchester.ac.uk) explaining that your name is incorrect. Please ensure your name is fully updated no later than **22<sup>nd</sup> July 2020**

## **I am not marked as a potential graduate?**

This is not an issue you will still be able to check your Home address details are correct. Should you not be marked as a potential graduand you will not be able to check your full name. Therefore, to check if your name is fully recorded please email [graduation@manchester.ac.uk](mailto:graduation@manchester.ac.uk) all details need to be updated by 22<sup>nd</sup> July 2020

## **I have an outstanding tuition fee debt**

It is our policy that degrees will not be awarded to anyone who has a tuition fee debt outstanding to the University.

If you owe tuition fee debts to the University, these must be settled by Wednesday, 22 July 2020. If you settle any debt after this date, your name will not appear in the digital programme.

If you are unsure what debts you owe to the University, email the Credit Control Team on [self.funding@manchester.ac.uk](mailto:self.funding@manchester.ac.uk) as soon as possible.

## **I want to decide how you want your personal information to be used?**

### **Digital programme**

To complement our virtual graduation celebrations, we'll be creating a digital programme. Your name and award will be included, but your individual classification will not be.

If you don't want your name and award to be included, please email [graduation@manchester.ac.uk](mailto:graduation@manchester.ac.uk) by 5pm on Wednesday, 22 July 2020. Please use 'Graduation programme' in the email subject line.

## **Virtual graduation celebrations**

As part of our virtual graduation celebrations, we might display your name and/or your image during the live event or as part of some pre-recorded content. If you don't want us to use your name and/or image, please [contact your School](#) directly.

## **Third party verifications**

Your degree information will also be shared with [Higher Education Degree Datacheck](#) (HEDD). HEDD is the UK's verification service and is managed by Jisc.

This lets potential employers verify your results online. The information stored about you in the HEDD database can only be accessed with express written permission from you each time. The data is not just accessible to anybody at any time.

Email the Student Services Centre on [ssc@manchester.ac.uk](mailto:ssc@manchester.ac.uk) to ask about the process of removing your qualification from HEDD. We advise against this because it might increase the time it takes to verify your result during employment screening or by other universities.

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