

AUTUMN AND WINTER TERMS & CONDITIONS

Effective from: June 2024

By applying to attend The University of Law Graduation Ceremonies to be held in November 2024 and January 2025 (together, the “**Ceremonies**” and each a “**Ceremony**”), you, the Graduand, confirm that you have read and understood these terms and conditions (the “**Terms**”) and that you accept and agree to be bound by them and will procure that any guests for whom you purchase tickets will also comply with them. Failure to comply with any of these Terms may result in the loss of your place at the Ceremony or you being refused entry to the Ceremony venue.

Terms

1. Ticket applications

1.1 Tickets for each Ceremony will only be available to purchase by eligible Graduands. For full details of eligibility please contact the Academic Registry team on academic.registry@law.ac.uk.

1.2 You will not be an eligible Graduand if you are unsuccessful in your final exams and do not gain sufficient credits for your award. In such circumstances, you may not attend the Ceremony as a Graduand. However, if you are permitted to re-sit any of your final exams, or if you choose to appeal the final outcome, and you subsequently receive sufficient credits for your award then you will be invited to another graduation ceremony at a later date.

1.3 By making an online application to attend the Ceremony you consent to the following:

- (a) if you specify any access requirements in your application on behalf of yourself and/or your guests, to the University passing relevant details of any such access requirements to the Ceremony venue to enable any appropriate adjustments to be made;
- (b) to the University using for its own publicity purposes, any still and video images taken at your Ceremony by the University’s photography and videography contractors. For the avoidance of doubt, these images may include images of Graduands and their guests within crowd shots; and
- (c) the publication of your name and the name of your award in the University’s Graduation Programme.

1.4 Your application for your Graduand ticket to your Ceremony must be submitted upon hiring or purchasing your gown no later than **11:45pm (GMT) on 06 October 2024** the (“**Application Deadline**”) for the Ceremony to be held at The Barbican Centre, London. Graduand tickets are complimentary.

1.5 Your application for guest tickets to your Ceremony must be submitted no later than the Application Deadline. Full payment for any guest tickets is required when submitting your application.

1.6 If you have any access requirements, please notify the graduation team at least 6 weeks in advance of the date of your Ceremony by emailing graduation@law.ac.uk.

1.7 Tickets for both Graduands and guests are limited and are subject to availability.

1.8 All tickets will be allocated on a “first-come, first-served” basis in the order that the online applications are received by the University. Please note that guest tickets are not reserved until the application has been completed in full and, where guests’ tickets have been requested, an application will only be deemed to have been completed in full once full payment for such tickets has been made.

1.9 In the event that you are unable to attend the Ceremony to which you have been invited, and wish to attend a Ceremony on an alternative date then please contact the University as soon as possible (and no later than three months prior to the date of the Ceremony that you wish to attend) by emailing graduation@law.ac.uk. The University will endeavour to accommodate your request, but please note that neither your place at nor any guest tickets to the Ceremony to which you had been invited can be held following the Application Deadline. If we cannot accommodate your request for a Ceremony on an alternative date then we will offer you the opportunity to attend another Ceremony at a later date and within two years of the date of successful completion of your award.

2. Cancellation of Tickets by You or the University

2.1 Should you wish to cancel the hire of your academic dress (including Graduand ticket), please contact the Graduation Attire team via the live chat function, T: 01234 988880 or E: service@graduationattire.co.uk, no later than **5:00pm (GMT) on 07 October 2024** (the “**Gowning Refund Deadline**”). Any refund requests made after the Gowning Refund Deadline will be automatically rejected.

2.2 Should you wish to cancel any or all of your bookings for guest tickets, please contact the Graduation Attire team via the live chat function, T: 01234 988880 or E: service@graduationattire.co.uk, no later than **5:00pm (GMT) on 14 October 2024** (the “**Guest Ticket Refund Deadline**”). Any refund requests made after the Guest Ticket Refund Deadline will be automatically rejected.

2.3 Any guest tickets purchased are non-refundable after the Refund Deadline. However, if you become unable to attend your Ceremony after confirming your place then please notify us by emailing graduation@law.ac.uk no later than two weeks prior to the date of your Ceremony (the “**Transfer Deadline**”) and we will endeavour to transfer your booking to an alternative Ceremony subject to availability.

2.4 We will review the circumstances of any Graduands who are unable to meet the Transfer Deadline and consider themselves to have exceptional circumstances on a case by case basis.

2.5 The University reserves the right to cancel, reschedule or postpone any or all of the Ceremonies if there are not enough Graduands confirmed at a particular Ceremony or due to circumstances beyond the control of the University including (without limitation) fire, explosion, terrorist act (or threat of terrorist act), act of God, pandemic (including **Coronavirus** which means the disease known as coronavirus disease (COVID-19) and the virus known as severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2) and any viruses or diseases having equivalent effect), or as a result of any industrial action or dispute involving the University, or at the Ceremony venue. In these circumstances, the University will not be liable for any losses direct, or otherwise, incurred by

Graduands or their guests as a result of any such cancellations, rescheduling or postponement. All Graduands and guests must have in place sufficient insurance protection to cover any losses they may suffer as a result of a Ceremony being cancelled or delayed.

2.6 In the event that the University has to cancel, reschedule or postpone any Ceremony, it will where at all possible, make alternative arrangements for any Graduands affected and will endeavour to offer the Graduand and their guests to attend a Ceremony on an alternative date.

3. The Ceremony

3.1 You must register your arrival at the Ceremony venue no less than 45 minutes prior to the scheduled Ceremony start time. You must be seated in the seat which has been allocated to you on your e-Ticket reservation at least 30 minutes prior to the start of the scheduled Ceremony start time.

3.2 All tickets are non-transferrable. Neither your graduand ticket nor any guest tickets purchased are transferable to another Ceremony or to another person.

3.3 All Graduands must dress appropriately for the event. Academic dress is mandatory at all Ceremonies and can be hired through Graduation Attire upon confirming your attendance at the ceremony.

3.4 There will be no late admission to the Ceremonies. The University reserves the right to refuse admission to any Ceremony for late arrival or other reasonable cause.

3.5 The University also reserves the right to eject from the Ceremony and/or Ceremony venue any Graduand or guest who fails to comply with these Terms or who the University reasonably considers is causing a disruption to the Ceremony or to other Graduands and guests. A refund will not be given in such circumstances.

4. General Provisions

4.1 These Terms are governed by English law and you and the University both agree that the courts of England and Wales will have exclusive jurisdiction.

4.2 The University processes information about you and, where applicable, about your guests that you provide when making your online application in accordance with the University's **Privacy Policy**. By providing this information you consent to such processing and you warrant that all information provided by you is accurate.

4.3 These Terms form a contract between you and the University only and no other person shall have any rights to enforce them.

- 4.4 The University may transfer its rights and obligations under a contract with you to another organisation, but this will not affect your rights or the University's obligations under these Terms.
- 4.5 If any part of these Terms is deemed invalid, illegal or for any reason unenforceable then that part will be deemed deleted and will not affect the validity and enforceability of the remaining parts. Any failure by the University to enforce its rights or remedies under these Terms shall not be construed as a waiver by the University of those or any other rights or remedies
- 4.6 The University reserves the right to amend these Terms at any time. Any amendments will be published on the University's website.