Graduation Terms & Conditions

Effective from:

By applying to attend Cardiff Metropolitan University Graduation Ceremonies (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 request tickets for 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**

You accept and agree that:

1. **Ticket applications**
	* Tickets for each Ceremony will only be available to eligible graduands. An eligible graduand is a person who has successfully completed all elements of their course and has been awarded by the Examination Board.
	* You will not be an eligible graduand if you have not gained 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.
	* By making an online application to attend the Ceremony you consent to the following:
		+ if you specify any special requirements in your application on behalf of yourself and/or your guests, to the University passing relevant details of any such special requirements to the Ceremony venue to enable any appropriate adjustments to be made;
		+ to the University using for its own publicity purposes, any still and video images taken at your Ceremony by the University’s contractors. For the avoidance of doubt, these images may include images of graduands and their guests within crowd shots; and
		+ the publication of your name and the name of your award in the University’s Graduation Programme.
	* Your application for your graduand ticket to your Ceremony must be submitted no later than (the “**Application Deadline**”). Graduand tickets are complimentary.
	* Your application for up to the guaranteed two guest tickets to your Ceremony must be submitted no later than the Application Deadline.
	* Tickets for both graduands and guests are limited and are subject to availability. Graduands or their guests must not canvas an official of the University to request more tickets.
	* Tickets will be emailed to your Cardiff Met email address one week before the ceremony.
2. **Cancellation of Tickets**
	* Should you wish to cancel any or all of your tickets please email graduation@cardiffmet.ac.uk.
	* Any Gown refunds must be discussed with Ede and Ravenscroft.
3. **The Ceremony**
	* You must be seated in your seat allocated on your ticket reservation at least 45 minutes prior to the start of the scheduled Ceremony start time.
	* All tickets are non-transferrable. Neither your graduand ticket nor any guest tickets obtained are transferable to another Ceremony or to another person.
	* All graduands must dress appropriately for the event. Academic dress is mandatory at all Ceremonies and can be hired through Ede and Ravenscroft once you have confirmed your attendance at the ceremony.
	* 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.
	* The University also reserves the right to eject from the Ceremony and/or Ceremony venue any graduand (or guest) who fails to comply with the Terms or who the University reasonably considers is causing a disruption to the Ceremony or to other graduands and guests.
	* If for any reason the Ceremonies cannot take place or are delayed 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, or as a result of any industrial action or dispute involving the University, or at the Ceremony venue, the University will not be liable for any losses direct, or otherwise, incurred by graduands or their guests. The University will, where at all possible, make alternative arrangements for any graduands affected, but 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.
	* The University will not be liable for any loss of property including Camera’s, phones etc
4. **General Provisions**
	* These Terms are governed by English law and you and the University both agree that the courts of England and Wales will have non-exclusive jurisdiction.
	* 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.
	* These Terms form a contract between you and the University only and no other person shall have any rights to enforce them.
	* 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.
	* 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 right’s or remedies.