

# University College Birmingham

## Graduation Ceremonies September 2021



### Where and When?

This year, UCB will be holding two Graduation events, the rescheduled graduation originally due to be held in September 2020 and the planned graduation for this year's graduates. As in previous years these will take place in the prestigious Symphony Hall at the Birmingham International Convention Centre (ICC).

### Class of 2020

Students who completed a programme of study between 1st October 2019 and 31st October 2020 are UCB's Class of 2020. Your graduation ceremonies will take place on **3rd September 2021**.

Four Awards Congregations will be held **on 3rd September 2021**, each lasting approximately 1½ hours.

Ceremony 1 – 11.00am School of Education and Community

Ceremony 2 – 1.30pm School of Sports and Creative Services

Ceremony 3 – 4.00pm The Business School

Ceremony 4 – 6.30pm College of Food and Hospitality Management

As students were issued certificates and transcripts in September 2020, no further certificates or transcripts will be issued at this event.

### Class of 2021

Students who are due to complete a programme between 1st November 2020 and 12th August 2021 are UCB's Class of 2021. Your graduation ceremonies will take place on **17th September 2021**.

Four Awards Congregations will be held on **17th September 2021**, each lasting approximately 1½ hours.

Ceremony 1 – 11.00am School of Health, Sport and Food (Education and Social Care)

Ceremony 2 – 1.30pm School of Health Sport and Food (College of Food, Department of Sport and Nutrition)

Ceremony 3 – 4.00pm School of Business, Sports and Creative Industries (Department of Creative Industries and Department of Hospitality and Tourism)

Ceremony 4 – 6.30pm School of Business, Sports and Creative Industries (Department of Business, Marketing and Finance)

At the ceremony on Friday 17th September, the Award for which you and others have worked so hard for will

be formally conferred on you. Note that certificates and transcripts will be posted out to your home address after the event. If you do not wish for your certificate to be posted out to you, you can contact [graduation@ucb.ac.uk](mailto:graduation@ucb.ac.uk) to arrange an appointment to collect your documents from Academic Registry after 20th September. Please note that certificates are not available before the Graduation day.

You will be able to access the digital version of your certificate that day through Verify ([verify.ucb.ac.uk](https://verify.ucb.ac.uk))

It is a time for celebration and following the information and guidance provided will ensure that your day runs smoothly.

### Dress Code

Ceremonies are celebratory occasions where graduands will want to look their best for family, friends and for photographs. All students are required to wear academic dress, also known as a cap and gown, and are advised to wear smart clothing underneath their academic dress. William Northam recommends that graduands wear a button through top or shirt under the gown to help the neckband of the hood sit better. Members of the William Northam team will be available on the day to assist with academic dress and to answer any questions.

You will be able to order your academic dress from mid-June. We will contact you to confirm.

You should order your Academic Dress by August 2021 at the latest from the robing company, William Northam, by visiting their website:

[www.williamnortham.com](https://www.williamnortham.com) or by calling 0870 240 1852.

Your academic dress will be available for collection on the day from a hall in the ICC. The cap and gown must be returned to the robing hall no later than 8.30pm on the day of the Congregations. Late returns may be charged for the cost of another day's hire.

Please note that William Northam is the official supplier of robing for UCB Awards Congregations.



### Guest Tickets

Guest tickets for UCB's Graduation ceremonies can only be purchased directly from the Symphony Hall Box Office. **Tickets will be available from end July 2021. We will contact you to confirm the exact date that tickets become available and to confirm the maximum number of tickets that can be purchased.** This will be informed by current government and public health guidelines.

Guest tickets will be available at a cost of £18.00 each. Plus admin charge per booking. Graduands - you do NOT need to buy a ticket for yourself, as you will be given your ticket on the day.

Guest tickets can only be purchased by quoting the University Student I.D. number found on the I.D. card. Please ensure tickets are booked for the correct Congregation, date and time as it is very difficult to transfer the tickets to another ceremony.

The University strongly advises students to purchase guest tickets early to avoid disappointment as the ceremonies can sell out. A further release of seating may be made in the summer upon final confirmation of numbers and dependent on the relaxation of coronavirus restrictions. Please note that all attendees will be required to adhere to Symphony Hall's COVID Safe regulations. These may change over time and full details can be found here: [www.thsh.co.uk/your-visit/covid-safe](http://www.thsh.co.uk/your-visit/covid-safe)

You can purchase your guest tickets by any of the following methods:

- By telephone: 0121 780 3333 (Symphony Hall Box Office)
- Online at: [www.thsh.co.uk](http://www.thsh.co.uk)
- In person: by visiting the Symphony Hall Box

### Office

A per ticket commission will be charged, this being £3 for online, telephone and counter bookings. Please note that Symphony Hall policy states that all guests over the age of 18 months will be required to purchase a ticket.

**Lost tickets** - an additional charge will be made by the Symphony Hall Box Office for replacement tickets.

Ticket refunds will only be possible for unsuccessful students and will be arranged after the publication of final results, contact UCB Registry for further information.

### Facilities offered by Symphony Hall

Wheelchair positions during the Congregation are situated on the ground level and Upper Circle and must be booked in advance on 0121 780 4949. Please note that the number of wheelchair facilities is limited and spaces are allocated on a first-come-first-served basis.

Free parking for students or guests with disabilities is located in the nearby Arena Birmingham North Car Park. Wheelchair users may be dropped off in King Alfred Place (outside ICC). Limited parking for blue badge holders driving their own vehicles is available on King Alfred Place - please book in advance on 0121 780 4949 (9.30am-5.00pm).

Please note Paradise Circus and Broad Street, located close to the Symphony Hall, are currently undergoing major redevelopment which may cause traffic delays. For further information see

[www.birmingham.gov.uk/paradise](http://www.birmingham.gov.uk/paradise) or [www.paradisebirmingham.co.uk](http://www.paradisebirmingham.co.uk)

Symphony Hall has excellent access for those with limited mobility and staff will try to meet individual requirements where possible. Should you require assistance please inform us as soon as possible prior to the event to ensure University and ICC staff are available to help you on the day. You should indicate any specific seating requirements when purchasing tickets.

General parking is available at a number of nearby car parks. A map of these can be accessed at: [www.birmingham.gov.uk/parking](http://www.birmingham.gov.uk/parking)

**Please be advised that Birmingham's new Clean Air Zone comes into effect from Tuesday 1st June 2021. Drivers of certain types of vehicles will be charged for entering the city centre area. To find out if you are affected, please find more information at [www.brumbreathes.co.uk](http://www.brumbreathes.co.uk)**

### What will happen on the day?

Although we will inform you during the summer of the time you will have to register at the reception desk, you must be in your designated seat 30 minutes before the start of your Congregation. Your guests are requested to be in their seats at least 15 minutes prior to the start of your Congregation. There may be extra checks pertaining to COVID-19 safety, so you may wish to leave yourself extra time. The Congregation will start and end with a procession of Academic staff.

It is very important that, unless told otherwise by a University steward wearing a blue gown, you are in the seat number given to you on your ticket. In this way we ensure that you enter the stage at the correct time and in the correct order. Once seated, you may not leave until told to do so by a University steward.

After you have crossed the stage, you will not return to the same seat that you sat in earlier. For this reason, you will not be able to bring a handbag or any other personal items into Symphony Hall with you. Please leave them with a member of your family or a friend for the duration of the ceremony. An invitation and further details will be sent to you prior to the ceremony.

### Photography

There will be a number of photo studios set up in the ICC on the day of the Congregations and you can have a photo taken (alone, with fellow students, or with your family).

A photograph of you crossing the stage will also be available via the William Northam website.

If you require photographs of your graduation, please contact William Northam by calling 0870 240 1852, via [emailstudents@williamnortham.com](mailto:emailstudents@williamnortham.com) or by visiting their website, [www.williamnortham.com](http://www.williamnortham.com)

### Important notes about Resits

If you are due to complete in the summer of 2021 and are asked to re-submit or re-sit during the July/August examination period, you will only be able to attend the Awards Congregations subject to successfully completing the qualification and satisfying the requirements of the Boards of Examiners. Re-sit results will be available on the 10th September 2021.

Please note that, due to printing deadlines, it may not be possible to include re-sit students in the Graduation ceremony booklet.

If you attend the ceremony, your name will still be called out as you cross the stage as this is read from the

ticket that you receive upon registration on the day.

**You must also register your intention to attend the Congregation at the earliest opportunity.** Please remember there might be a further release of seating later in the summer depending on the final confirmation of numbers and any potential relaxation of social distancing regulations.

We look forward to celebrating your achievement and please note that each Congregation will be streamed live on the UCB website.

Note that for your safety, all Graduation events and services are subject to UK Government guidelines regarding COVID 19, this may unfortunately include cancellation or postponement of this event. Individual suppliers will provide details of refund policies prior to purchase. For detailed information see <https://www.gov.uk/coronavirus>

### **Useful contact details**

#### **University College Birmingham - Academic Registry (for Graduation information)**

Website: [www.ucb.ac.uk/graduation](http://www.ucb.ac.uk/graduation)

Email: [graduation@ucb.ac.uk](mailto:graduation@ucb.ac.uk)

Tel: 0121 232 4158 or 0121 232 4178

Address: Registry, The Link, University College Birmingham, 65-77 Summer Row, Birmingham B3 1JJ.

#### **Symphony Hall**

Website: [www.thsh.co.uk](http://www.thsh.co.uk)

Ticket telephone line: 0121 780 3333

To arrange disabled parking: 0121 780 4949

#### **Gown Hire Company-William Northam**

Website: [www.williamnortham.com](http://www.williamnortham.com)

Email: [emailstudents@williamsnortham.com](mailto:emailstudents@williamsnortham.com)

Order hotline: 0870 240 1852

#### **Photographers William Northam**

Website: [www.williamnortham.com](http://www.williamnortham.com)

Email: [emailstudents@williamsnortham.com](mailto:emailstudents@williamsnortham.com)

Order hotline: 0870 240 1852