

## Terms and Conditions

**Admission to and conduct at the University of Bolton Degree Congregation is governed by these terms and conditions. By using the online payment facility to purchase tickets you accept the following terms and conditions.**

- Your graduand ticket and guest ticket(s) are not transferrable to another ceremony or to another other student or guest(s).
  - Your graduand ticket will be available for collection on the day of your ceremony from Greater Manchester Business School (GMBS) when you complete registration.
  - We do not send tickets by post or by any other method. We will send you an email containing information about how to collect your tickets and other important details about your degree ceremony at least seven (7) days prior to your congregation.
  - In the unlikely event you are unable to book the Ceremony you have been assigned to, this will be due to all student and guest tickets being sold out. Please rest assured that the Graduation Team will assign your ticket and your guest tickets to another ceremony. You will receive communication from the Graduation Team via the myBolton app and to your student email address informing you of the change to your ceremony if this situation presents itself. Whilst we appreciate that many of you would like to attend the same ceremony as your peers, it is not always possible due to seating capacity within the Albert Halls.
  - Any ticket you purchase from us remains the property of the University of Bolton at all times. The University reserves the right to withdraw permission and refuse you or your guest(s) admission to a ceremony. If this occurs, you will be refunded the price of any guest ticket which has been withdrawn or for which access was refused. The University will issue all refunds once all ceremonies have taken place.
  - The University reserves the right to ask any person to leave the ceremony and/or venue if the University considers they are causing a disruption to the ceremony or other guests. A refund of the ticket price will not be issued in this circumstance.
  - Guests with young children or babies should be confident that the young children or babies within their party will not cause disruption to other guests. Guests with young children or babies that become unsettled may be asked to step out of the venue until further notice.
  - Doors to the Albert Halls at Bolton Town Hall will open 1 hour before the start of the event.
  - All graduands and their guests must arrive at the Albert Halls no later than 30 minutes before the start of your ceremony.
- Note:** the walk from the Greater Manchester Business School (GMBS) to the Albert Halls is approximately 5 minutes.

- There is a strict closed-door policy in place at Albert Halls. Therefore, all graduands and guests must arrive at least 30 minutes before the start of your ceremony. If you do not arrive at least 30 minutes before the start of the ceremony, then you will be classed as a latecomer and may not be able to take part in your graduation ceremony. It is not possible to issue refunds to latecomers, however, you will be permitted to watch the ceremony in the live streaming lounge.
- Your guest(s) must be seated at least 15 minutes before the start of the ceremony. They can be seated on any seat that is not reserved for graduands, staff, or guests of the University.
- If your guest(s) can no longer attend please notify us by e-mail at: [graduation@bolton.ac.uk](mailto:graduation@bolton.ac.uk) no later than Friday 5 July 2024 and a refund will be issued once all ceremonies have taken place. If you have any queries please visit our graduation web pages:

[Graduation 2024 | Student Area | University of Bolton](#)

A privacy policy has been provided for this event and can be found on our graduation website.

#### Force Majeure

If the graduation 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 the venue at which the ceremonies are due to be held, the University will not be liable for any losses direct, or otherwise, incurred by graduates or their guests. The University will, where at all possible, make alternative arrangements for any students affected.