

GRADUATION SCHEDULING AND APPLYING FOR YOUR CEREMONY

1. The University of Southampton holds ceremonies twice a year, in July and December. To find out whether you're eligible for summer (July) or winter (December) ceremonies please look at <https://www.southampton.ac.uk/graduation/dates-and-times/graduation-dates-until-2027.page>.
2. Your ceremony will be scheduled based on your programme of study and the number of seats in the ceremonial hall(s).
3. We will contact you on every e-mail address held on your student record to tell you how to apply for your ceremony. We usually do this in March (for July ceremonies) and September (for December ceremonies). It is your responsibility to ensure you monitor your e-mails and update your account using the 'My Student Record' icon on SUSSED before you finish your programme.
4. While every effort is made to reserve you a place in the ceremony to which you were originally scheduled, we may sometimes have to allocate you to another ceremony on a different date or time.
5. If you are transferring from a 4 year to a 3 year programme which means you would like to attend this year's ceremonies, we'll make every attempt to find a space for you and your guests, but you may not be scheduled in a ceremony with your programme, discipline or faculty. We may not be able to confirm details until after applications have closed.
6. If you defer from your original ceremony you can attend a ceremony in the future, although you may be scheduled with a different programme, discipline or faculty. It is your responsibility to contact us in March (for July ceremonies) or September (for December ceremonies) to let us know you would like to attend. We may not be able to confirm details until after applications have closed.
7. If you do not apply for space during the applications window, we will make every attempt to find you a space but this may not be with your programme, discipline or faculty. We may not be able to confirm details until late June (for July ceremonies) or mid-November (for December ceremonies).