



Congregation for the conferment of

Degrees & Awards

York Minster

November 2025

Information Guide



Contents

	Page		Page
1. Introduction	4	12. Accessibility	12
2. Ceremony Dates	4	12.1 York Minster	12
3. Tickets	5	12.2 Additional medical requirements	12
3.1 How to confirm your attendance and book guest tickets	5	12.3 Quiet Graduation ceremony	12
3.2 Extra guest tickets	5	13. Useful Information	14
3.3 Gown refunds & order amendments	6	13.1 Visas for overseas students attending the graduation	14
3.4 Lost or not received tickets	6	13.2 Travelling to York	14
3.5 Unable to attend the ceremony	6	13.3 Car parking	14
3.6 Contact details for ceremony tickets	6	13.4 Babies and children	14
4. Livestreaming	7	13.5 Certificate	14
5. Dress Code	8	13.6 Digital Certificate and Transcript	15
5.1 Academic dress	8	13.7 Can I defer my attendance?	15
5.2 Gown hire	8	13.8 Changes to your ceremony (force majeure)	15
6. Photography and video	10	14. Data Protection	16
6.1 Professional photography	10	15. Congregation gifts	17
6.2 Personal photography	10	16. Alumni	17
7. Arrival instructions	11	17. Graduate Success & Employability	18
8. Entry to the Minster	11	17.1 MyGraduationClip	18
9. Safety and security	11	17.2 Digital Graduate Package	18
10. Graduand and guest seating	12	17.3 Graduate Outcomes	19
11. During the Ceremony	12	18. Map	20

1. Introduction

The following guide is for graduands attending the November 2025 ceremonies at York Minster. This guide provides everything you need to know about your degree ceremony, including how to book, what to do on the day and frequently asked questions.

Academic congregations will be held to celebrate the conferral of degrees and awards upon students at the University who have successfully completed their studies and had their award conferred at the School Assessment Board (SAB) between December 2024 and September 2025.

2. Ceremony dates

Date	Time	School
Tuesday 18 November	10.00am	School of Science, Technology and Health
	1.45pm	School of Education, Language and psychology
Wednesday 19 November	10.00am	School of Education, Language and psychology and York Business School
	1.45pm	York Business School
Thursday 20 November	10.00am	York Business School
	1.45pm	York Business School
Friday 21 November	10.00am	School of Humanities
	1.45pm	School of Arts

Please see the ceremony dates [webpage](#) for further information. The above information is to be used as a guide only. You will receive a personalised invitation confirming the date of your ceremony.

3. Tickets

3.1 How to confirm your attendance and book guest tickets

graduationyork@yorks.j.ac.uk

An invitation to your graduation ceremony has been sent to your personal and/or home email address. Please make sure your contact details are up to date via the e:Vision homepage.

If you have not received your invitation or you have changed your contact details recently, please let us know by contacting **graduationyork@yorks.j.ac.uk** as soon as possible.

The deadline to confirm your attendance and book guest tickets is **4pm 30th September 2025**. You can book guest tickets on the **[Graduation Attire booking portal](#)**.

Guest tickets **must** be ordered before the ceremony. Initially, you will be able to purchase a maximum of two guest tickets, at £10.00 per ticket (your own ticket is free). This is to ensure each graduate is given equal opportunity to purchase two guest tickets.

Your own seat number in the Minster will be on your e-ticket which will be emailed to you around a week before the ceremony, along with your guest tickets. Please ensure that you give your guests their tickets as these will be checked on entry to the Minster.

If you experience any technical issues with ordering your tickets and /or gown, please contact the dedicated customer service department at Grad Attire on **service@graduationattire.co.uk** or use the chatbot function on their **[website](#)**.

3.2 Extra guest tickets

All eligible graduates are able to purchase two guest tickets. This is to ensure each student is given equal opportunity to purchase two guest tickets.

Further tickets may become available in October – you will be contacted if this is the case. Additional guest tickets will be charged at £10.00 per ticket. We are unable to confirm the availability of any additional tickets before 6 October so please do not contact us about additional guest tickets before this date as we will not be in a position to process your request.

If additional tickets become available for your ceremony, we will make them available to you in mid-October. The number of tickets we will be able to offer will depend on the size of each ceremony. Any additional tickets will be allocated on a first-come, first-served basis via the Grad Attire online portal and will incur a cost of £10.00 per ticket.

Emails will be sent out by the University to notify you when/if these extra tickets are available. We are unable to reserve extra tickets on anyone's behalf or advise on the availability of additional tickets before 10th October.

If any of your guests are no longer able to attend, please let us know by emailing **graduationyork@yorks.j.ac.uk**. This will allow us to release tickets to others in your ceremony.

3.3 Gown refunds and order amendments

Generally, if you have made a mistake with the size of your gown or cap, you should not worry as we can simply update this so that it is a smooth process on the day.

Anything you have already paid for will require changes to be made manually over the phone. This would include changing the gown day hire to an extended hire, or even purchase.

If you can no longer attend the ceremony and require a refund please first contact graduationyork@yorks.ac.uk to inform us of this change. You will then need to contact the Grad Attire's customer service department via service@graduationattire.co.uk to request the cancellation of your booking and refund of funds

The University works hard to ensure that the Graduation ceremonies are enjoyable and celebratory, and as they are non-profit making, we cannot issue late or post-ceremony refunds.

Grad Attire's refund policy can be found [here](#).

3.4 Lost or missing tickets

Graduand and guest e-tickets are issued by email via the GradAttire online booking system. Please print out or download onto a mobile device and bring all tickets with you on the day as they will be checked and verified by staff on entry to the Minster. If you have any problems downloading your tickets or do not receive them, please contact the **graduation team before** the day of the ceremony.

Your seat number in the Minster will be on your e-ticket (graduands only). Please make sure that you are aware of this number before you enter the Minster so that we can show you to your seat as quickly as possible.

3.5 Unable to attend the ceremony

If you are unable to attend the ceremony, please contact the graduation team via graduationyork@yorks.ac.uk. Please include your name and student number in this email.

We hope, however, that your arrangements will proceed without any difficulty and that your ceremony will prove both memorable and enjoyable for you and your guests.

3.6 Contact details for ceremony tickets

If you are having technical issues ordering your tickets, you will need to contact the GradAttire customer service department on service@graduationattire.co.uk or use the chatbot function on their [website](#).

4. Livestreaming

If you have family or friends who are unable to attend the ceremonies, they will be able to watch a livestream of the occasion.

Each ceremony will be streamed live from York Minster and will be available to view on the **[York St John University Events YouTube channel](#)**. The footage will not be available for purchase.

Although every effort is made to ensure the live webcast is available to all viewers, York St John University cannot accept liability for any loss of webcast availability.



5. Dress code

5.1 Academic dress

Graduation is a formal occasion; please dress in smart clothes.

Students may wear their national costume, if they would like to. The Minster can get very cold in November, so graduands and their guests are advised to wear warm clothes.

Students must be wearing a gown in order to graduate. Our gowns are only available via Grad Attire

5.2 Gown hire

Graduation is a formal occasion, and academic gowns are required for all participating students and staff.

You can hire your gown through the [Grad Attire online booking portal](#) at the same time as you confirm your ceremony attendance.

Our gowns are only supplied via GradAttire, if you have any questions regarding this please get in contact via graduationyork@yorks.ac.uk



You will need to provide details of your height and head measurements. Ensure you order the correct gown - they are different for each level of award. The **final** deadline for ordering your gown will be confirmed in your invitation, follow up reminder emails will be sent closer to the time.

Hired gowns will be available for collection from Quad South Hall on campus, on the day of your ceremony from 7:00am and must be returned by 5:30pm. Please refer to the map at the end of this guide for directions.

For York St John University graduation ceremonies mortar boards are not worn during the ceremony but may be worn following the conferral of all awards or when processing out of the Minster



Undergraduate Certificate /
Diploma / Foundation



Bachelors



Postgraduate
Certificate / Diploma



Masters



Doctor of Philosophy



Honorary Doctorate





6. Photography and video

6.1 Professional photography

Grad Attire are providing the photography for the ceremonies, and you can pre-book your photography package through their [online booking portal](#) at the same time as you confirm your attendance and hire your gown.

Photography will take place in Temple Hall. Please make your way to the photography location once you have collected your gown. Please refer to the map at the end of this guide for directions.

Photographers will also be present during the ceremonies to photograph every graduand receiving their award on the stage.

All photos will be put into an online system for graduates to view within 48 hours of the graduation ceremony. A physical copy of this photo will be available for purchase when you return your gown on campus.

For photography packages, all photos will be put into an online system for graduates

to view within 48 hours of the graduation ceremony. All graduates with photos will then have 14 days to choose which photos they would like to be sent to our professional editing team.

Photos will then take around 6-8 weeks to be edited, printed and dispatched. All photos are dispatched over 2-3 working days once all editing is completed.

If you have any questions regarding photography, please contact the dedicated customer service department at Grad Attire via service@graduationattire.co.uk.

6.2 Personal photography

There are no restrictions on photography in the Minster, but we do ask graduands and their guests to consider others when taking photographs.

7. Arrival instructions

Please allow at least two hours to collect your gown and have your photographs taken before the start of your ceremony. Collect your gown from Quad South Hall and then make your way to Temple Hall. Please refer to the map at the end of this guide for directions.

Roads are very congested in York and car parking is in short supply. Please allow plenty of time for your journey and to negotiate the traffic in York.

All ceremonies will last approximately 1 hour 30 minutes.

For morning ceremonies, gowns and photographs will be available from 7.00am.

You will need to be gowned and arrive at York Minster by 9.30am at the latest.

For afternoon ceremonies, gowns and photographs will be available from 10.00am.

You will need to be gowned and arrive at York Minster by 1:15pm at the latest. If you are inadvertently delayed and think that you may be late for the start of the ceremony, please make sure that you contact the University on **01904 876757 as soon as possible**.

8. Entry to the Minster

Graduating students should enter the Minster by the South Door on Minster Yard (near the Roman Column and the statue of Constantine).

Your seat number in the Minster will be on your e-ticket (graduands only). Please make sure that you are aware of this number before you enter the Minster so that we can show you to your seat as quickly as possible.

Guests with additional needs will be sent an email with specific information on what they should do on the day - they should bring this email with them to the Minster.

9. Safety and security

Please note York Minster has adopted security arrangements to keep all our visitors as safe as possible. All guests are asked to limit any articles they bring with them to small personal handbags. Backpacks, luggage and suitcases of any description will not be permitted into the building. All visitors to York Minster may be asked to have their belongings searched by a member of the Minster Police. We are very grateful for your cooperation.

10. Graduand and guest seating

Graduating students will find their individual seat number on their e-ticket (sent by email a week before the ceremony). When entering the Minster, graduands will be directed to their seats by the stewards. **Please sit on the chair with your name and number on it.**

Once you have taken your place, please remain in your seat – if your seat is empty, it will indicate you are absent, and you will not be presented for your award.

Guests do not normally have pre-allocated seats. Guests should follow instructions from the stewards on where to sit. Please note that in larger ceremonies there are overflow seating areas in the Minster which do not have a direct view of the stage but will have screens to broadcast the ceremony.

All seats have extra leg space to ensure guests are as comfortable as possible. Guests should remain in their seats until directed to leave the Minster by a steward after the ceremony.

York Minster can get very cold in November; therefore, we recommend that guests dress as warmly as possible for the ceremonies.

11. During the Ceremony

The ceremony will be declared open, and the academic procession will make their way to the stage.

At the appropriate time, you will be directed onto the stage where your award will be conferred. A photograph of you crossing the stage will be taken by the Grad Attire official photographer. You will collect your certificate then be directed by university staff back to your seat.

Once the ceremony is declared closed the academic procession will leave the Minster through the South Transept doors. The stewards in charge will direct new graduates to join the procession at the appropriate moment, out through the South Transept doors, and into the Minster Piazza - where you should wait for your guests to re-join you.

Guests should remain in their seats until directed to leave the Minster via the Northwest door.

Please see our [graduation webpage](#) for a video walkthrough of what can be expected on the day.

12. Accessibility

12.1 York Minster

The entrance points at the Minster for both graduands and guest are accessible for wheelchairs. If you or any of your guests require a wheelchair space or have any additional requirements, please indicate this when you register on the Grad Attire booking portal.

If you have any questions about accessibility, please email the [graduation team](#).

12.2 Additional medical requirements

Should you or your guests have any additional requirements you feel we should be aware of, please indicate these when you register on the [GradAttire booking portal](#). We will then ensure suitable arrangements are made for you or your guests during the ceremony. This information is held securely and only shared with those involved in the running of the ceremony.

If you are unsure if this pertains to you, please email the [graduation team](#).

12.3 Quiet Graduation ceremony

York St John is committed to creating a safe and inclusive space for everyone, and this includes those attending our Graduation ceremonies.

Graduation is a time to celebrate your achievements with your family and friends; however, we understand that some students may find attending their graduation ceremony overwhelming.

Our quiet ceremony is designed for anyone who might feel more comfortable in a relaxed setting, including students and guests with learning difficulties, autism, social anxiety, or sensory processing difficulties. All Academic Schools are included as part of the ceremony, and it's open to everyone who is eligible to attend graduation in November 2025. We plan to host this special ceremony in our beautiful Chapel of St John the Evangelist on campus during the same week in November that ceremonies take place in York Minster.

If you would like to transfer your graduation to the quieter experience, please complete our interest form by no later than **4pm Tuesday 30 September 2025**. You should still go ahead and book your gown and guest tickets for the graduation ceremony you have been invited to, and we will contact you with further details about how to transfer.

If you have any questions regarding this, please contact our [graduation team](#).

13. Useful Information

13.1 Visas for overseas students attending the graduation

It may be necessary for international graduands to request an invitation letter to support a visa application. If you require a letter to support your visa application to attend Graduation, please visit our [graduation webpage](#) for instructions.

We do not provide visa letters for family/friends. For policy/regulatory purposes, we are not able to name guests, only the graduate we hold a student ceremony record for.

13.2 Travelling to York

Please see information on our [website](#) for how to get to York by your preferred method of transport.

13.3 Car parking

The many public car parks in York will be signposted. Information on parking and maps of the City of York and the campus can be found on our [visitor information page](#).

The long-stay car parks closest to the University are at Union Terrace, Foss Bank and St John's Street.

Please note there is a vehicle height restriction in the car parks of 6' 6".

Car parking facilities are not available on campus or at the Minster.

13.4 Babies and children

The University aims to make its graduation ceremonies as welcoming as possible, but the formal nature and duration of the ceremonies may make them unsuitable for babies and small children.

All children that require their own seat must have their own ticket, babies and small children under 5 years old can sit on guest's knees.

Any children attending graduation **must** be accompanied by an adult other than the graduating student as guests and graduating students do not sit together.

13.5 Certificates

You will receive your award certificate at your graduation ceremony. However, if you are a graduand of one of our partnership institutions, they will issue your certificate to you directly and it will not be available to collect on the day of the ceremony.

If you are unable to attend the ceremony your certificate will be posted to the home address listed on your record after the ceremonies have taken place. If you have recently changed address, please update this via the [e: Vision homepage](#).

If you have any questions regarding this, please contact our [graduation team](#).

13.6 Digital Certificate and Transcript

We work in partnership with Gradintelligence (also known as Gradintel) to provide you with official digital proof of your results (interim transcript) and award (final transcript and certificate).

Students who graduated since July 2023 have access to a digital copy of their certificate and transcript via Gradintelligence. Digital documents become available in Gradintelligence following the [University Assessment Board](#) that your award has been conferred at.

All documents bear the signature of the University's Academic Registrar and the Vice Chancellor. These documents are tamper proof and can be shared with anyone you choose, as verification of your achievements.

You will receive an email asking you to register with Gradintelligence which will enable you to complete the activation process and access your digital documents.

13.7 Can I defer my attendance?

It is University policy that attendance at graduation ceremonies cannot normally be deferred; you are expected to attend the ceremony following completion of your award. However, deferral may be permitted if genuine circumstances prevent you from attending your ceremony. All deferrals will need to be reviewed by management and are subject to approval.

You must apply for a deferral before the date of your ceremony and attend a new ceremony within one year. Requests to defer need to be submitted with explanation before the original ceremony has taken place to allow time for this to be considered.

For consideration of deferral please email the [graduation team](#).

13.8 Changes to your ceremony (force majeure)

In the event of the graduation ceremony being cancelled or delayed due to circumstances beyond the University's control, we will (where at all possible) rearrange the ceremony for an alternative date but will not be liable for any losses incurred by you or your guests. Examples of such circumstances include, but are not limited to, natural disaster, acts or threats of terrorism, civil disturbance, national mourning, government actions, pandemic, industrial action, flood, fire, explosion, or the graduation venue becoming otherwise unavailable.



14. Data Protection

Graduates, guests and staff attending graduation ceremonies should be aware that they are regarded as public events. The names of graduates confirmed as attending the ceremony are published in an online commemorative graduation brochure of those in attendance. Details include name and course only, NOT degree classification. If anyone graduating in person objects to the publication of their personal data, they should contact the graduation team at graduationyork@yorks.ac.uk before 10th October 2025

Audio and visual images of the ceremony are publicly available through a livestream broadcast of the ceremony via the internet, which includes the announcement of graduate names. There may also be local media or University photographers and videographers present at the event and, by attending, you give permission to use any general images in publications, promotional materials, advertisements, websites or any other digital media or filming authorised by the University. By attending the event, graduates and guests consent to be party to these practices. Please make yourself known on the day if you do not wish to be featured in any photography.

15. Congregation gifts

The Students' Union (SU) stocks clothing and gifts on behalf of the University, including graduation teddy bears, hoodies, ties and other assorted gifts. All products are available from the Students' Union Information Point throughout the year.

The SU building is located in the centre of campus and is easy to find. Whether you're celebrating your graduation, or want to spoil someone you're proud of, our official YSJU hoodies and T-shirts are the perfect way to share success.

16. Alumni

This year's graduation ceremony is a celebration of your time at York St John. It's now the start of a new phase and the Alumni team can't wait to join you on your next journey.

We will send you an email explaining more about what it means to be an alum and how YSJ can continue to support and encourage you on your next exciting journey and beyond.

Staying in touch with YSJ as an alum means you get to hear all about our news, you will receive monthly newsletters and your annual alumni magazine, 1841. So, make sure you have given us your most up to date details, so you don't miss out!

Update your details here:



You can also keep in contact by following us on Instagram (@ysj alumni), Facebook (York St John Alumni), X (@YSJUALumni), LinkedIn (York St John Alumni) or simply email alumni@yorks.ac.uk.

As an alum of YSJU, if you would like to support us today in helping students of the future gain access to education we kindly ask, if you are able, to please donate by texting 'YSJ' followed by the amount you would like to contribute to 70085 (e.g.: YSJ10 / YSJ20 / YSJ50)). If you would like to find out more about scholarships please visit our website: yorks.ac.uk/support-us

Enjoy your celebration today and congratulations, see you in the future!

17. Graduate Success & Employability

17.1 MyGraduationClip

In celebration of your wonderful achievement, York St John University is pleased to present you with a free, personalised clip of your special moment on stage. This can be shared with your family and friends on social media. To access your video, we ask you to answer a few short questions about what you've been getting up to since you finished your studies. Look out for an email, a few days after you graduate from the team at MyGraduationClip who are working in partnership with our Careers Team.

17.2 Digital Graduate Package

Careers support from YSJ is here to support you beyond your university journey.

The Student Success and Employability team have created a Digital Graduate Package aimed at you, our 2025 Graduates. Here you will find resources to help you explore your options, successfully apply for graduate opportunities and take your next steps now that you've finished your studies.

You can also access 1:1 Careers advice and guidance, funding support for attendance at interviews and assessment centres, grants for business start-ups and paid graduate internships and job opportunities.

For more details on the support available, please visit www.yorksj.ac.uk/careers-and-placements/graduate-careers-support



17.3 Graduate Outcomes

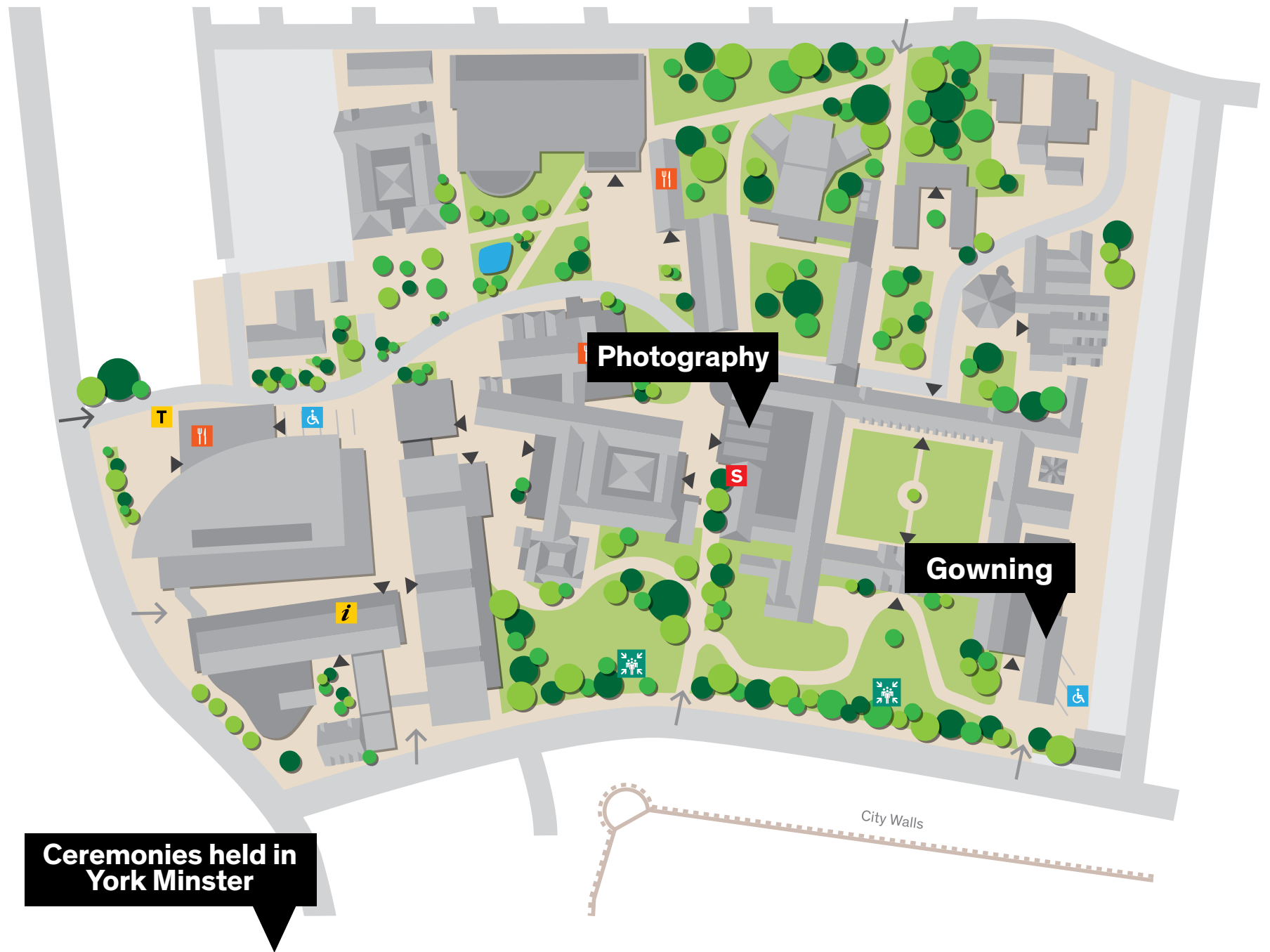
A national survey capturing the activities and perspectives of graduates was launched in December 2018.

The responses to this Graduate Outcomes survey will be crucial in allowing current and future students to make informed choices and in helping us to evaluate and promote our courses. To support the survey, we are required to hold accurate contact details for you, including a personal email address, at least one telephone number, and a postal address (this can be a parental/guardian address).

We would be very grateful if you could now review and update the details we currently hold about you. Please contact the York St John University Student Success and Employability Team via GraduateOutcomes@yorksj.ac.uk to update your contact details.

The survey is owned by HESA, the Higher Education Statistics Agency, who have published more information for students as well as guidance on how your contact details will be used: <https://www.hesa.ac.uk/innovation/outcomes>

<https://www.hesa.ac.uk/about/regulation/data-protection>



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YORK ST JOHN UNIVERSITY

Contact us

For any enquiries related to graduation please contact the Student Records team at graduationyork@yorks.ac.uk or telephone 01904 876757.