

Information for Guests at Graduation

Please note that the Graduation Ceremony will be held in Troon Concert Hall.

Access to Graduation Ceremonies

Please note that access to the Graduation Ceremonies is **by ticket only**. All guests including any children must hand in a ticket at the entrance to Troon Concert Hall in order to ensure admission. Tickets for guests will be given to the graduand at the time when the graduand registers before the start of the ceremony.

Guests should be seated no later than 30 minutes before the ceremony.

When making your arrangements for the day you should note that graduation is a formal ceremony. The entire proceedings can take up to two hours and is therefore considered unsuitable for pre-school children.

Cloakroom Facilities

Cloakroom and toilet facilities are available in the Concert Hall.

Disabled Access

Disabled access to Troon Concert Hall is most easily achieved via the ramped entryway to the Walker Hall which has a linked internal corridor to the Concert Hall; when you arrive at the venue please make yourself known to the marshals who will direct you to the appropriate seating. If you are physically or visually impaired and require any special assistance, please let the University know as early as possible, and no later than one week before the ceremony, by emailing us at ayr.graduation@uws.ac.uk. A wheelchair can be made available on request.

Travel & Car Parking

Please note there is on street parking and a public car part adjacent to the Concert Hall. The Troon railway station is five minutes' walk from the Concert Hall (see map).

Mobile Phones and Photography

Please ensure that all mobile phones are on silent mode throughout the proceedings. Photographs may be taken during the ceremony, although we ask that you are considerate to other guests sitting adjacent to you.

Publication & Photographs

Crowd shots will be taken by the University photographers at the venue and at our graduation receptions and these may include images of graduands and guests.

During the ceremony and the subsequent celebrations, members of University staff will be present taking photograph and this may include photographs of graduands and guests as individuals or part of a small group. These images may be used on the graduation website and on the University's social media channels. They may also be used in future graduation

brochures and booklets and in our marketing and promotional materials both in the UK and overseas.

We will use these images in both printed and electronic format and may use them for a period of up to 5 years after they have been taken. The photographer will ask for verbal consent before taking any pictures either individually or as part of a small group. If you do not wish for your photograph to be taken and used in the way described above, you should tell the photographer when they ask for your consent.

**If there is anything further we can do to ensure your day is an enjoyable one,
please contact Student Administration by email
Ayr.graduation@uws.ac.uk or by phone 01292 886309
Information can also be found on the University website at
www.uws.ac.uk/current-students/graduation**