

## The College Rules:

As at other universities, a person accepting admission to the College thereby accepts an obligation to obey the College Rules and those of the University and to pay such fees, dues and charges as the College or University may lawfully determine. The undertaking to obey these rules forms part of the Somerville College Student Contract, which all students are required to sign before entering.

- a) Those who have accepted a College place but have to withdraw for any reason should give at least three months' notice. Failing this, they will be expected to pay the fees and charges for the ensuing term. The same applies to any Junior Member withdrawing after beginning his or her course. In the case of absence through illness for long periods, a partial remission of maintenance charges may be made.
- b) Any Junior Member who, in the course of his or her academic career, is planning or experiences any material change in their personal circumstances must discuss it with his or her Personal Tutor and with the Principal, Treasurer, or Senior Tutor.
- c) Academic work must have the first claim on the time and effort of all Junior Members; students are expected to work to the best of their ability, to attend all academic appointments, and to produce all required written work punctually.
- d) In order to maintain appropriate peace and quiet in the College community, Junior Members must accept such restrictions as the Dean, after consultation with members of the College, may from time to time impose.
- e) If a Junior Member fails to meet the standard of application and behaviour expected, the College's procedures for academic and decanal discipline may be invoked. These, together with appropriate complaints and appeal procedures, shall be kept under review by the Governing Body and promulgated by means of the College Handbook, web-site and other appropriate media.
- f) The Governing Body reserves the right to require withdrawal by any Junior Member whose residence, whether for want of industry or any other stated reason, is considered by the Governing Body to be no longer desirable
- g) Any undergraduate standing for a JCR Executive post must consult his or her tutor in advance of the election. No undergraduate on probation for his or her place may seek election to the JCR Executive or to a similar office in a student organization. Undergraduates on report may not seek election to the JCR Executive without their tutor's permission.
- h) Undergraduates in their first year are expected to live in College during Full Term. Any exception to this must have the approval of the undergraduate's Tutor and of the Principal.
- i) An undergraduate or graduate room in College is for single occupancy by the Junior Member to whom it is allocated. Hence Junior Members must strictly observe the limits on the number of occasions when they may entertain a guest overnight, given in the *Deans' Regulations*.
- j) All Junior Members have an obligation to keep themselves informed by checking their pigeonholes and their College e-mail daily, and checking for notices in the Porters' Lodge, in the Front Hall, and on the College web-site [www.some.ox.ac.uk](http://www.some.ox.ac.uk)
- k) It is the responsibility of all students, undergraduate and graduate, to make sure that they can be easily contacted at any time. When not in Oxford, therefore, Junior Members have an obligation to inform the College authorities in advance if they cannot be contacted within three or four weeks over the Vacation.

June 2008