Financial information for undergraduates at Somerville College
2016 Entry

1. Financial Declaration
2. University fees
3. College fees
4. Overseas students' advance payment against fees and charges
5. Living and travel costs
6. College charges
7. Summary of fees and other fixed charges payable in 2016-17
8. Provision for initial out of pocket expenses after arrival
9. Queries regarding fees and charges
10. Payment of fees and charges
11. Payment methods
   11.1 Bank transfer
   11.2 Debit and credit cards
   11.3 Cheque
12. Opening a UK bank account
13. Advice on financial matters
Before you start the academic year, it is important that you take all the necessary steps in order to secure funding for your studies. The College is unable to provide credit facilities. If you are a UK- or EU-resident student, you are entitled to certain Government funding towards your tuition fees and maintenance costs (accommodation and living expenses), provided that you register with the appropriate authorities. Detailed information about funding your studies is on the Web site of the University's Student Funding Services, at www.ox.ac.uk/feesandfunding. In addition to any loans, grants, bursaries and scholarships which you may secure, you may also need to receive contributions from your parent(s) or guardian(s), or from other sources, to meet:

- University fees if not covered by a student Tuition Fee Loan
- College fees if you are not a UK or EU student
- the costs of accommodation and living expenses not covered by loans or grants

1. Financial Declaration
You are expected to provide any additional funding that is necessary to meet costs not covered by loans, grants, bursaries, or scholarships. Please sign and return the Financial Declaration certifying that you accept ultimate responsibility for your fees and other charges. The notification of eligibility for public funding from your Local Authority or equivalent (UK and EU students only) must also be attached to the form. The College is unable to provide credit facilities. Send your completed hard-copy Form to the Academic Office at Somerville, to arrive no later than Wednesday 31st August 2016.

2. University Fees
UK and EU students on a standard undergraduate course may take out a Government-funded Tuition Fee Loan to cover tuition fees. Overseas students must pay their own tuition fees. Tuition fee information and rates are on the University’s Web site at www.ox.ac.uk/feesandfunding/fees. All Graduate-Entry Medicine students must pay the £3,465 of the University fees for the first year of their course and may be able to take out a tuition fee loan for the rest. Graduate-entry medicine students are eligible for the tuition fee reduction for those with a low household income. For more information please contact student.funding@admin.ox.ac.uk. In subsequent course years, only overseas students must pay their own University fees. For UK and EU students, the UK Government’s Department of Health will in second and subsequent course years pay University fees.

3. College Fees
Overseas students must pay a College fee. UK and EU students (including graduate-entry medicine students) on standard undergraduate courses do not need to pay the College fee. The College fee for undergraduates for 2016-17 is £7,135.

4. Overseas students’ advance payment against fees and charges
Overseas students are required to make an advance payment against fees and charges of £1,000. Somerville must receive this in full on or before Friday 16th September 2016 in order for students to secure their place for the academic year 2016-17. The advance will be credited against the fees and other charges due for your first term. No such advance payment is required from UK or EU students.

5. Living and Travel costs
All students should be aware that, even if you take out loans and/or qualify for grants, scholarships, and bursaries, you may still need additional funds to cover your expenses during term-time. We suggest that total expenditure for living and personal expenses, books and stationery for an undergraduate who is able to live at home in the Christmas and Easter vacations will in 2016-17 amount to at least £9,250. For undergraduates unable to return home during these vacations, this should be increased to at least £11,850. You will also need to meet the cost of travel to and from Oxford. Guidance on living costs is available on the University’s Web site at www.ox.ac.uk/students/fees-funding/living-costs.

6. College Charges
   a) Accommodation: the College accommodation charge for a first year on a standard undergraduate course for the academic year 2016-17 will be £3,796.76 (£1,238.40 for Michaelmas Term, £1,279.68 for Hilary Term and £1,279.68 for Trinity Term). For first-year Graduate-Entry Medicine students, the accommodation charge for 2016-17 will be £5,800.32 (£1,933.44 per term). This accommodation charge is payable termly at the start of each term. Note that this charge covers specific dates. The use of rooms before or after this period is subject to additional vacation residence charges of £20.64 per night. College grants are available to meet these
vacation residence charges if and when certain criteria are met. Details will be available when you arrive at Somerville. Further information on accommodation and payment is given below.

b) **Catering Credit** of £80 must be paid by all new undergraduates, by **Friday 16th September 2016**. Please see below for further information on College Catering and the Catering credit. The Catering credit of £80 is payable each term. Meals are available in the Dining Hall at subsidized rates, and three meals in a day are unlikely to cost more than £15.

c) **Key Deposit** of £55 must be paid by **Friday 16th September 2016**.

d) **Caution deposit**: an initial deposit against damages of £255 is required, to be refunded at the end of your course if there are no unresolved issues at that time and must be paid by **Friday 16th September 2016**.

e) **Administration fee**: you will also be charged a non-refundable fee of £55 to cover
- Fees payable to the University when degrees are conferred.
- The cost of producing transcripts and other documentation when required.
- Membership of the Somerville Association, the College's alumni organisation.

This fee must be paid by **Friday 16th September 2016**.

7. **Summary of fees and other fixed charges payable in 2016-17**

<table>
<thead>
<tr>
<th>Fees/Charges</th>
<th>UK / EU students</th>
<th>Overseas students</th>
<th>Payable by</th>
</tr>
</thead>
<tbody>
<tr>
<td>Advance payment (Overseas Students)</td>
<td>n/a</td>
<td>£1,000.00</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>University fees (where no UK/EU Fee Loan)</td>
<td>£9,000.00</td>
<td>Dependent upon subject</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>College fee (Overseas Students)</td>
<td>n/a</td>
<td>£7,135.00</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>Accommodation (standard courses per term) (where no UK/EU Fee Loan)</td>
<td>£1,238.40</td>
<td>£1,238.40</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>Accommodation (Graduate-Entry Medicine per term) (where no UK/EU Fee Loan)</td>
<td>£1,933.44</td>
<td>£1,933.44</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>Catering credit (per term)</td>
<td>£80.00</td>
<td>£80.00</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>Key deposit</td>
<td>£55.00</td>
<td>£55.00</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>Caution deposit</td>
<td>£255.00</td>
<td>£255.00</td>
<td>Friday 16th September 2016</td>
</tr>
<tr>
<td>Administration fee (non-refundable)</td>
<td>£55.00</td>
<td>£55.00</td>
<td>Friday 16th September 2016</td>
</tr>
</tbody>
</table>

Students coming to Somerville on an exchange programme may be exempt from paying University and College fees; information about this is available from the College. All exchange students, including those exempt from University and College fees, must pay all other deposits, credits, and charges listed above (except accommodation costs if living in non-College accommodation).

8. **Provision for initial out of pocket expenses after arrival**

If you have been awarded a Maintenance Loan (and other Maintenance Grants where applicable), your first instalment will be paid directly into your nominated bank account within five days of your being formally registered at the College. Provision should be made for some spending money when you first arrive at the College, to cover initial food and personal expenses until you receive this first instalment.

9. **Queries regarding fees and charges**

Any queries regarding fees and charges should be addressed to Ian Wooldridge in the Treasury (email: treasury@some.ox.ac.uk tel.: + 44 (0)1865 270625).

10. **Payment of fees and charges**

You will receive a personal statement of fees and charges at the start of each term, and again prior to the fourth week of each term. These statements are known as "battels". Each battels statement will indicate the date by which any outstanding charges must be paid. This date will be the Friday of 1st week and the Friday of 4th week of term. Failure to pay on time may result in the imposition of a fine. Please refer to the College Regulations for further information regarding non-payment of charges. Any queries on battels statements should be addressed to Ian Wooldridge in the Treasury (email: treasury@some.ox.ac.uk tel.: + 44 (0)1865 270625).
11. Payment methods

11.1 Bank transfer: payments may be made by bank transfer (wire transfer) to

<table>
<thead>
<tr>
<th>Bank</th>
<th>Barclays Bank, Oxford City 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account name</td>
<td>Somerville College</td>
</tr>
<tr>
<td>Account number</td>
<td>60998907</td>
</tr>
<tr>
<td>Sort code</td>
<td>20-65-20</td>
</tr>
</tbody>
</table>

Please ensure that the “student name” and "Battels" is quoted as a reference on any bank transfers, to assist the Treasury in allocating the funds received.

If paying from overseas, please ensure that you instruct your bank that local and foreign bank charges are paid by you, and not deducted from funds sent. Also note the following international banking identities for our bank:

<table>
<thead>
<tr>
<th>IBAN number</th>
<th>GB89BARC20652060998907</th>
</tr>
</thead>
<tbody>
<tr>
<td>SWIFT/BIC</td>
<td>BARCGB22</td>
</tr>
</tbody>
</table>

11.2 Debit and credit cards: payments may be made by Visa/ MasterCard debit and credit cards or American Express. We cannot accept payment using the following cards: Visa Electron or JCB, Diners’ Club. Payment by debit or credit card may be made by telephone during office hours 09.00 to 12.00 and 14.00 to 16.00, UK local time, Monday to Friday. Please call Ian Wooldridge in the Treasury on +44 (0)1865 270625. Where this method is used, the security number on the rear of the card, if present, will be required.

11.3 Cheque: cheques should be made payable to Somerville College, and drawn on a UK bank account in UK £ sterling. Please send them to the College Treasury. We regret that if a cheque is returned as unpaid by your bank, a replacement guaranteed payment will be required by bank transfer, debit/credit card or by UK bank draft. Please write your full name and "Battels" on the back of the cheque.

12. Opening a UK bank account
You will need a UK bank account, so that the College can pay you any monies due to you (e.g. bursaries, or deposits being refunded to you at the end of your course). Information on opening a bank account can be found on the University’s Web site at: www.ox.ac.uk/students/new/international.

13. Advice on financial matters
The College Accountant, Elaine Boorman, (elaine.boorman@some.ox.ac.uk) is available to give you advice on financial matters, particularly in cases of financial difficulty. If you have money worries, potentially serious or not, or if you just feel that you could benefit from some advice about how to handle your financial affairs, you can arrange to see her. Anything that you say, and any information that you provide, will be treated in the strictest confidence.