Financing your graduate studies at Somerville College
2016 Entry

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The College regrets that neither it nor the University has substantial funds to provide scholarships for those graduates already on a course to meet fees, dues or the cost of accommodation, food or other expenses. The majority of substantial scholarships are awarded at the same time as offers of places are made. You are therefore advised to think very carefully before embarking on a graduate course, and warned that you should not start any course without having a reasonable expectation of sufficient money to complete it. The courses all require you to spend not only the terms but the greater part of the vacations on full-time academic work. You should not therefore expect to be able to finance your course by gainful employment in either term-time or during the vacations.

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 the cost of:

a) University fees if not covered by a Postgraduate Loan
b) College fees
c) accommodation and living expenses not covered by loans or grants

1. Fees
Oxford is a collegiate university. To read for any Oxford degree, you must be a member of a college as well as of the University. You will therefore be liable for payment of fees both to the University and to Somerville. We hope you will make full use of your dual membership. You must pay your fees termly, at the start of each term. If you have third-party funding, such as a scholarship, this may pay your University and/or College fees directly to Somerville. However, the College reserves the right to charge you personally if adequate documentation of your third-party funding is not received. Please note that MBA students should pay both their University fee and College fee directly to the Said Business School.

1.1 University fees
The level of your University fees will be determined by your residency status and your course. Fees for a given course vary depending on whether you are deemed to be resident in the UK, the rest of the EU, or in a country outside the EU (referred to as "Overseas"). In addition, taught graduate courses and the BM BCh (Second BM) have special rates applicable to residents of the Channel Islands and the Isle of Man. An estimate of your University fees will have been specified on the Financial Declaration Form you received from Somerville. However, you can confirm your fees at the following page of the University website: www.ox.ac.uk/feesandfunding/fees/information/universityrates.

UK and EU students may take out a Postgraduate Loan to cover tuition fees. Overseas students must pay their own tuition fees.

Fees for a given academic year are payable in three termly instalments at the start of each term. Different courses require fees to be paid for different numbers of terms:

- Diplomas, MSt, MSc: fees payable over three terms.
- MPhil, BPhil, MLitt, DPhil: fees payable from admission to completion of the course. There will be a maximum of nine payments for a DPhil and six payments for the other degrees. If you require a period longer than six terms to complete a BPhil, MPhil, or MLitt, or longer than nine terms to complete a DPhil, the University will charge a University Continuation Charge (currently £425 per term). Absence from Oxford for purposes of research may be allowed within the period of six and nine terms respectively. The termly University and College fees (see below) would, however, continue to be payable.
- Students entering into a taught course and subsequently gaining admission for a DPhil will be subject to a total of 12 termly fee payments throughout the duration of the two courses.
- BM BCh (Second BM): for fees purposes, students on this course are classified as undergraduates. UK and EU students are liable for University fees for the first three terms of their course only. University fees in the six remaining terms are paid by the National Health Service (NHS). Overseas students are liable for University fees for all nine terms of the course.

If you have any doubt about the University fees for which you will be liable, please contact Ian Wooldridge in the College Treasury (email: treasury@some.ox.ac.uk tel.: +44 (0)1865 270625).
1.2 College fees
The Somerville College fee for graduate students for the academic year 2016-17 will be £2,933 (£977 for Michaelmas Term, £978 for Hilary Term and £978 for Trinity Term). This is for all graduates, irrespective of course or residency status. However, UK and EU students studying for the BM BCh (Second BM) are exempt from the College fee. If you require a period longer than six terms to complete a BPhil, MPhil, or MLitt, or longer than nine terms to complete a DPhil, a College continuation fee will be payable each term until you complete your course. The college continuation fee for the academic year 2016-17 is currently £105 per term.

1.3 Continuation fees
If you require a period longer than six terms to complete a BPhil, MPhil, or MLitt, or longer than nine terms to complete a standard DPhil, or twelve months for DPhil at the Doctorial Training Centre, no further University fees will be required after six, nine or twelve terms respectively but you will be charged a University Continuation charge which is currently £425 per term. The amount will be reviewed on an annual basis as part of the annual fee review process. You can find more information at www.ox.ac.uk/feesandfunding/fees/information/maxlib/pgrccfaq. A College fee will similarly not be charged after those periods, although a College continuation fee will be payable each term until you complete your course. The college continuation fee is currently £105 per term.

2. 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 19th August 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, or from overseas MBA students or those holding a scholarship or studentship which will pay your University fees.

3. Living and travel costs
You will need to make provision for food and other living expenses during your period of residence at Oxford. Guidance on living costs is available on the University's Web site at www.ox.ac.uk/feesandfunding/fees/livingcosts. We estimate that you will need in the region of £1,000 per month in living costs in the academic year 2015-16. You will also need to meet the cost of travel to and from Oxford, and the cost of any travel required by your course or to return to your home.

4. College charges
4.1 Charges due by Friday 19th August 2016:
   a) Overseas students' advance of fees payment of £1,000 (unless you have a scholarship that covers University fees)
   b) Room Reservation Payment of £500 (only if assigned a college room - this is credited against your first term's payment of accommodation – see below)
   c) Key Deposit of £55 (this will be returned to you once your keys are handed back at the end of your course).
   d) Administration Fee: you will 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.

If you are progressing directly from a previous degree at Somerville, you will not need to pay an administration fee, and your deposits will be held over from your previous degree, so do not need to be paid again for 2016-17. All students beginning a new course are required to pay all applicable charges and deposits listed above. This includes students holding a Scholarship from Somerville.

4.2 Fees and charges due by Friday 16th September 2016:
   a) University Fees 2016-17 (if not covered by a scholarship award). First instalment of three (as reduced by advance payment of £1,000 if made by Friday 19th August 2016)
   b) College Fees 2016-17 (if not covered by a scholarship award). First instalment of three (if applicable)
c) **Accommodation:** Where you have been provided with a room by the College please refer to your individual contract for the dates and charges, payable in three equal instalments for a 3 term contract or 4 equal instalments for a 4 term contract. Note that the contract and charge covers specific from and to dates. The use of rooms before or after this period is subject to additional vacation residence charges on a per night basis. The charge for subsequent years is subject to change. Further information on college accommodation and payment is given below. If you have been assigned a room in Wellington Square then this is a contract with the University Accommodation Office and deposits and rents are payable directly to them. Wellington Square accommodation is not included in the table below.

d) **Catering credit** of £80 per term must be paid by all graduates living in College accommodation. Graduates living in accommodation not provided by the College do not need to pay a Catering credit. Please see below for further information on College Catering and the Catering credit. The Catering credit is payable at the start of each term by all graduates living in College accommodation.

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

<table>
<thead>
<tr>
<th>Description</th>
<th>Academic year</th>
<th>Initial payment</th>
<th>Initial payment due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overseas students' advance payment</td>
<td>£1,000</td>
<td>£1,000</td>
<td>Friday 19\textsuperscript{th} August 2016</td>
</tr>
<tr>
<td>Room reservation payment (only needed from those assigned a room in college)</td>
<td>£500</td>
<td>£500</td>
<td>Friday 19\textsuperscript{th} August 2016</td>
</tr>
<tr>
<td>Catering credit (if living in College accommodation)</td>
<td>£240</td>
<td>£80</td>
<td>Friday 19\textsuperscript{th} August 2016</td>
</tr>
<tr>
<td>Key deposit</td>
<td>£55</td>
<td>£55</td>
<td>Friday 19\textsuperscript{th} August 2016</td>
</tr>
<tr>
<td>Administration fee (if applicable):</td>
<td>£55</td>
<td>£55</td>
<td>Friday 19\textsuperscript{th} August 2016</td>
</tr>
<tr>
<td>University fees 2016-17 (where no Postgraduate Loan)</td>
<td>See paragraph 1 above</td>
<td>1/3\textsuperscript{rd} of annual fee</td>
<td>Friday 16\textsuperscript{th} September 2016</td>
</tr>
<tr>
<td>College fees 2016-17 (if applicable)</td>
<td>£2,933</td>
<td>£977</td>
<td>Friday 16\textsuperscript{th} September 2016</td>
</tr>
<tr>
<td>College accommodation 2016-17 (if applicable)</td>
<td>See 4.2 above</td>
<td>1/3\textsuperscript{rd} or 1/4\textsuperscript{th} of annual fee</td>
<td>Friday 16\textsuperscript{th} September 2016</td>
</tr>
</tbody>
</table>

Please note that **overseas students** can opt to make either
a) One payment on or before **Friday 19\textsuperscript{th} August 2016**, incorporating fees, room reservation, charges and deposits, or
b) Two payments, the first being the overseas students' advance payment of £1,690, by **Friday 19\textsuperscript{th} August 2016**, and the second being the balance due, by **Friday 16\textsuperscript{th} September 2016**.

5.1 **Students holding a scholarship or studentship paying University and/or College fees**

Some students hold a scholarship or studentship which covers your University fees and/or College fees, and which will pay these fees directly to either Somerville or Oxford University. If you hold such a scholarship or studentship, you yourself do not need to pay to Somerville the University/College fees covered by your scholarship or studentship, or the overseas student advance payment of £1,000. You will, however, need to pay the following deposits and other charges, by **Friday 19\textsuperscript{th} August 2016**:

a) Catering credit (if living in College accommodation) £80
b) Key deposit £55
c) Administration fee £55

5.2 **Exchange students**

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 the following deposits and other charges, by **Friday 19\textsuperscript{th} August 2016**:

a) Overseas students' advance payment (if you are paying University fees and you pay the overseas fee rate)
b) Accommodation charge (if living in College accommodation)
c) Catering credit (if living in College accommodation)

d) Key deposit

e) Administration fee

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

If you hold a scholarship or studentship, you may not receive your first payment until a week or two after you arrive in Oxford. Holders of Somerville Scholarships must report to the College’s Treasury (finance department) following arrival at Somerville, which will trigger the payment of the first instalment of your Somerville Scholarship. Holders of scholarships and students with other funding should make provision for some spending money when you first arrive at the College, to cover initial food and personal expenses until you receive your first payment instalment.

7. **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).

8. **Payment methods**

Accepted payment methods are: cheque drawn on a UK bank account, in UK £ sterling; bank transfer in UK £ sterling; Visa and MasterCard debit and credit cards

**BACS/Bank Transfer:**
Payable to: Somerville College
Bank: Barclays Bank PLC
Branch: 54 Cornmarket Street
Oxford
OX1 3HB
IBAN: GB89BARC20652060998907
SWIFT/BIC: BARCGB22
Sort Code: 206520
Account No: 60998907

9. **Opening a UK bank account**

You will be required to open a UK bank account, so that the College can pay you any monies due to you (e.g. scholarships, or deposits being refunded to you at the end of your course). You will need to inform the Treasury of your UK bank account details, once it has been opened. You will also need to keep this bank account open for at least one month after your course end date so that deposits can be transferred back to you. Information on opening a bank account can be found on the University’s Web site at:

[www.ox.ac.uk/feesandfunding/ugcurrent/managingyourfinances/bank](http://www.ox.ac.uk/feesandfunding/ugcurrent/managingyourfinances/bank)