|  |  |
| --- | --- |
| Student name | Date of birth |
|  |  |

**Undertaking by parent or guardian**

The following must be signed by a parent or guardian for all exchange students commencing studies in October 2023.

Your son/daughter/ward has accepted the college's confirmed offer of an exchange placement. The college requires you to accept ultimate responsibility for supporting them for the duration of their course for the exchange programme by undertaking to pay amounts due to the college for accommodation fees and charges related to living in college or other liabilities incurred by your son/daughter/ward.

Please signify that you accept the liabilities set out above by signing one copy of this form and filling in the details in the space provided below. You may wish to keep a copy for reference.

|  |  |
| --- | --- |
| **Name** |  |
| **Relationship to student** |  |
| **Address** |  |

|  |  |
| --- | --- |
| **Parent or guardian’s signature** | **Date** |
|  |  |

A summary of costs is listed below:

|  |  |
| --- | --- |
| Caution deposit | All students are required to pay a caution deposit of £320. This is refundable at the end of the programme if there are no unresolved issues. |
| Administration fee | A non-refundable administration fee of £70 is payable. |
| Accommodation | The rent for a student in a college room is £1,654.16 per term. This includes all utilities and free internet access. |
| Meals | Students are charged a catering credit of £95 per term, which can be used towards meals in college. The typical cost of three meals per day in college is approximately £15. |
| Total living costs | The university estimates that students will require between £1,290 and £1,840 per month per month for living costs. There is more information about this at [www.ox.ac.uk/admissions/undergraduate/fees-and-funding/living-costs](http://www.ox.ac.uk/admissions/undergraduate/fees-and-funding/living-costs). |
| Additional costs | There might be additional costs associated with the course such as field trips. Students should check this with their department or faculty. |

You must return a scanned copy of this form to [academic.office@some.ox.ac.uk](mailto:academic.office@some.ox.ac.uk) by **Friday 27th October 2023**