



Financial Guide for Graduates 2024 entry



WADHAM
COLLEGE
UNIVERSITY OF OXFORD

PLEASE NOTE:

The information in this guide is intended for students commencing their studies in 2024/25 and is correct as at July 2024. For the latest information, for both new and returning students, please visit www.ox.ac.uk/students/fees-funding

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1. WHAT DOES IT COST AND HOW DO I PAY?

1.1 COURSE FEES

For fees purposes graduate students are classed as Home or Overseas. Your classification depends on your nationality and certain residence conditions, and the definitions used by the University are given in Appendix I of the Examination Regulations. If you are unsure of your classification more details are available at www.ox.ac.uk/students/fees-funding/fees/status.

Course fees will usually increase annually. In deciding the annual level of increase, the University will take into account a range of factors, including rises in the costs of delivering the programme and changes in government funding. You can read further information on these annual increases on the University website at www.ox.ac.uk/students/fees-funding/fees/changes-fees-and-charges.

1.1.1 HOW DO I PAY?

As stated in Appendix I, Regulations on Financial Matters of the current Examination Regulations available at <https://www.admin.ox.ac.uk/examregs/>, 'The Annual University fees shall be paid on or before the seventh day of Michaelmas Full Term'. Please ensure that if you are liable for the payment of your fees, you have paid them by **Friday 18th October 2024**.

1.1.2 PAYMENT METHODS

Payments should be made by Bank Transfer, Cheque or online transfer. An arrangement is in place with Flywire <https://wadham.flywire.com>, which may offer International payments at a competitive exchange rate.

Bank Name: **BARCLAYS BANK plc, Oxford City Branch**
Account Name: **WADHAM COLLEGE GENERAL ACCOUNT**
Branch Sort Code: **20-65-26**
Account Number: **93631990**
SWIFT/BIC: **BARCGB22 IBAN: GB16 BARC 2065 2693 6319 90**

Please ensure that your family name and student number are quoted as part of the reference. Please also note that the sum due is in GBP and any transfer or currency exchange charges are the individual student's responsibility.

Payments by Credit Card, Pre-Paid Card (or International Pre-payment Card) or other Cards that charge the recipient a fee or commission are not allowed. In the event that payments are made using such cards, then the College will have to investigate and make special administration arrangements for these payments, and an administration charge will be made.

1.1.3 BY WHEN DO I NEED TO PAY ?

As stated in Appendix I, Regulations on Financial Matters of the current Examination Regulations available at <https://examregs.admin.ox.ac.uk/> 'The Annual University fees shall be paid on or before the seventh day of Michaelmas Full Term'. Please ensure that if you are liable for the payment of your fees, you have paid them by **Friday 18 October 2024**.

1.1.4 WHAT HAPPENS IF I DON'T PAY?

If you have not paid your course fees in full by **Friday 18 October 2024** and you have not made an agreement with the college to pay in instalments, you are liable for suspension from access to the premises and facilities of the University. You will be notified of your liability for suspension and from the notification date you have a further four weeks in which to pay your fees. If within that time period you do not make arrangements to pay your fees in full or in instalments, you may be suspended until such a time as your fees have been paid.

1.2 BATTELS

Battels are bills sent to college members at the start of each term, listing the charges payable to the college. Depending on your circumstances, your battels can cover accommodation and catering charges for the coming term. They can also include charges or credits for other services from the previous term and vacation, such as vacation residence, college meals, MCR fees, photocopying and other small charges. The first battels of the academic year is sent in Michaelmas Term and may also include course fees if you are liable to pay these.

1.2.1 HOW AM I INVOICED AND HOW DO I PAY?

You will receive your battels to your email inbox during minus first week of each term. Payments may be made as set out in Section 1.1.2.

1.2.2 WHAT HAPPENS IF I DON'T PAY?

If you have not paid your battels in full by Friday **18th October 2024** and you have not made an agreement with the college to pay in instalments, you are liable for suspension from access to the premises and facilities of the University. You will be notified of your liability for suspension and from the notification date you have a further four weeks in which to pay your battels. If within that time period you do not make arrangements to pay your battels in full or in instalments, you may be suspended until such a time as your battels have been paid.

2. WHAT FINANCIAL SUPPORT IS AVAILABLE TO HELP FUND MY STUDIES?

Graduate Funding arrangements for Fees and Living Costs will have been confirmed in the Financial Declaration as part of your offer and acceptance. This section addresses Funding that may be applied for while on-course.

2.1 COLLEGE FUNDS

On-course students are also welcome to apply for a range of Grants and Bursaries for Academic, Sporting, and Artistic activities, and Travel Grants, and some financial support for student clubs and societies.

Details of these are available on the College Website, the section covering Financial Support: <https://www.wadham.ox.ac.uk/finance/graduate-finance> .

2.2 SCHOLARSHIPS

The vast majority of substantive scholarships available at Oxford are awarded as part of the admissions process, and therefore students are very unlikely to be awarded scholarships that would make a significant contribution towards their fees or living costs after they have arrived. There are a small number of scholarships for which students already on course can apply, although in the majority of cases a successful applicant would have to move to a different college in order to take up the offer of such a scholarship. Details of such scholarships can be found using the University's Fees, Funding and Scholarship Search:

<https://www.ox.ac.uk/admissions/graduate/fees-and-funding/fees-funding-and-scholarship-search>

3. TARGETED FUNDING AND EXTRA SUPPORT

3.1 STUDENTS WITH CHILDREN OR DEPENDANTS

If you have dependents (a partner or child) or live with other family members, you will need to take into consideration the increased costs of childcare provision, food, clothing etc. More information and advice is available from the living costs page at www.ox.ac.uk/students/fees-funding/living-costs. A number of additional sources of childcare funding are available; for further details, including eligibility criteria, visit www.admin.ox.ac.uk/childcare/feesandfunding.

3.2 STUDENTS WITH DISABILITIES

Students with disabilities should contact the University's Disability Advisory Service for information on any funding available. Contact details and more information about the provisions and facilities for students with disabilities can be found on the University website: www.ox.ac.uk/students/welfare/disability/needs.

4 . HARDSHIP FUNDING

4.1 FOR STUDENTS IN FINANCIAL DIFFICULTY

There are resources available to help students who experience financial difficulties, and the colleges and the University are sympathetic to the increasing costs that everyone faces. However, there are some basic rules that apply to all students:

UK	If you are a UK student, are you in receipt of all government funds to which you're entitled?
Overseas/Islands	If you are an Overseas student, did you ensure that you would have sufficient funds to cover all costs before you came to Oxford?

These sorts of questions will be asked before you can apply for further assistance from your college or the University.

If you would like to discuss your application for any of these funds, or you wish to discuss your financial situation in general, you can contact the Finance Bursar at finance.bursar@wadham.ox.ac.uk.

4.2 OXFORD'S FINANCIAL ASSISTANCE

The financial assistance available from the University is dependent on fee status (including residency) and additional eligibility criteria. You should first discuss your circumstances with your college financial assistance officer so they can review your funding options with you. You can contact Sarah Rush, the Finance Bursar's PA (on FBsec@Wadham.ox.ac.uk) to arrange a meeting with the Finance Bursar.

Students can apply to Oxford's financial assistance schemes via an online application form. Your college financial assistance officer can provide you with further details of the application process and guidance notes, and will be required to submit a statement in support of your application. You will be asked to submit supporting documentation with your application and will then be assessed through the relevant scheme, according to your fee status and the level of funding you require, as set in 4.2.1 and 4.2.2 below.

4.3 COLLEGE FINANCIAL ASSISTANCE

The College hardship fund is applied for in parallel with the Oxford Assistance Fund using the same form. A single application is considered to cover both.

The college offers means-tested Accommodation Assistance Bursaries. These are offered to Home students in receipt of Maintenance Loans based on declared Household Income, and also offered on an equivalent basis to EU and Overseas Students from lower-income households.

Further information is given on the College website, and students are invited to contact the Finance Bursar's PA on FBsec@Wadham.ox.ac.uk.

5. WHAT HAPPENS IF...

5.1 ...I LIVE OUT IN PRIVATELY RENTED ACCOMMODATION?

This section outlines a number of financial points that you need to budget for if you live out of college in privately rented accommodation for any period of time during your course. Single accommodation will be offered to all full-time first-year graduates, but many of our graduate students live out.

5.1.1 SECURING A HOUSE FOR THE YEAR

There are separate costs associated with living out. These usually include application fees, a deposit, and some agencies will require the first or two months of rent to be paid in advance. Make sure you check these costs with the agency or landlord before committing to anything.

If you have friends who have lived out they may be able to recommend agencies. For more advice about living out you can contact the Oxford SU Student Advice Service, who publish a *Living Out* Guide alongside giving advice. You can email advice@oxfordsu.ox.ac.uk or visit www.oxfordsu.org/get-involved/resources/living-out/.

5.1.2 BUDGETING FOR EXTRA COSTS

When you live in college accommodation the cost usually covers water, gas and electricity. When you live out you will need to make sure you have budgeted for these extra costs as the rent won't usually include bills.

There are a number of bill sharing websites and apps that can be helpful in making sure bills are split equally amongst your housemates. If you can talk to the previous tenants they may be able to give you a more accurate idea of how much bills tend to cost per month.

5.1.3 COUNCIL TAX

Full-time students are exempt from paying Council Tax and must apply for an exemption on the Oxford City Council webpage:

[Apply for a student Council Tax exemption | Student Council Tax exemption | Oxford City Council](#)

If you live with non-students or part-time students then the household will be liable for Council Tax but this may be at a reduced rate.

5.2 ...I WANT TO SEEK EMPLOYMENT TO SUPPORT MY STUDIES?

The University recognizes that some graduate students will want to undertake a limited amount of paid work during their studies. The University has paid work guidelines which you should read prior to undertaking employment (<https://academic.admin.ox.ac.uk/policies/paid-work-guidelines-graduate-students>). The guidelines aim to ensure that any paid work undertaken does not adversely affect your success in your studies and, in particular, it notes the following:

- Students on full-time postgraduate taught courses should not undertake more than eight hours' paid work per week during term-time

- Students on full-time postgraduate research courses should regard their studies as a full-time occupation of at least 40 hours a week, at least 44 weeks per year, and normally be available for academic commitments during core working hours (9am-5pm on weekdays).

Some graduates will also have prescribed limits on how many hours of paid work they can undertake, for example, graduates funded by research councils and some other scholarships, and those graduates with student visas.

You should be aware that demand for part-time, paid work in Oxford often exceeds the amount of paid work available, whether or not it is of an academic nature. Therefore, when planning how to finance your studies you should not rely on the availability of paid work to fund yourself.

5.3 ...I TAKE LONGER THAN ANTICIPATED TO COMPLETE MY COURSE?

It is not uncommon for postgraduate research students to take longer than anticipated to complete their studies. After a student comes to the end of their period of 'fee liability' (the course duration as given on the Financial Declaration Form you have already completed), they will no longer be charged the full course fee. They will however be liable for a substantially lower termly 'continuation charge' charged by the University, details of which can be found here:

<http://www.ox.ac.uk/students/fees-funding/fees/liability/graduate-continuation-charge>

Please note that most scholarships, whether funded by the College, the University, or an external funding body, will only cover fees and living costs for the period that a student is within fee liability, so there are significant financial implications to not completing your course within that period.

6. MONEY MANAGEMENT

6.1 BUDGETING

Your financial situation can make a big difference to your university experience. It's important to take some time to think about your expected living costs before your first academic year, and review these throughout your degree, to make sure you have basic funding provision in place. You can find details of expected living costs on our website at www.ox.ac.uk/students/fees-funding/living-costs.

Starting university is a really exciting time, but in the early weeks it can be easy to overspend, particularly when you have what seems like a huge amount of money in your bank account at the start of term and there are so many activities to get involved in. Planning a realistic budget, and sticking to it, will usually ensure your incoming funding can cover your essential outgoings. The following webpage offers some suggestions for keeping your finances under control <https://www.ox.ac.uk/students/fees-funding/assistance/managing-budget>.

6.2 STUDENT BANK ACCOUNTS

If you have not already done so, it is worth looking into opening a UK student bank account. Although many banks try to tempt students with special offers, these are not the only factors to consider when choosing an account. You may want to think about the following points:

- What are the overdraft arrangements ?
- Do they have a branch in Oxford ?
- What happens when you finish your course ?
- Several banks provide a graduate account for a number of years after graduation, which allows you longer to pay back any overdraft you have incurred.

App-based accounts may offer faster account set-ups and cheaper international fund transfers, and often offer useful features such as the ability to transfer money between “pots”, or to transfer money to your friends using a phone number. However, not having a physical bank to visit can present other challenges, which as needing to deposit cheques by post, or limits on the number of free ATM transactions that can be made in a month. Make sure you research thoroughly before choosing, and you may still find it useful to have a more traditional bank account in addition to an App.

6.3 EMPLOYMENT AND TAX

During term time you will have very little time for even a part-time job, although there may be opportunities for you to do a limited amount of paid work within colleges. The summer vacation is at least three months long, which gives you time to earn money and gain valuable work experience. The University Careers Service has plenty of information about available opportunities; visit www.careers.ox.ac.uk for further details. In the Christmas and Easter vacations you may also have some time for part-time work, but bear in mind that you are likely to have academic work to complete over the holiday.

For information about how students are taxed when working in the holidays, please visit www.gov.uk/student-jobs-paying-tax.

6.4 STUDENT DISCOUNTS

Many businesses offer discounts to students, so it's worth checking before paying for goods to make your money stretch a little further.

Many local stores will accept your University Card, however some high street chains might require an NUS Totum Card. These can be purchased via www.totum.com. There are also a number of websites you can register with for access to online student discounts such as www.myunidays.com and www.studentbeans.com.

6.4 PAPERWORK

It is important to save copies of documentation relating to your finances as you may need it later. Digital copies can be easily accessed when you are at Oxford or at home. If you apply for financial assistance you will be required to provide electronic copies of these documents.

We would particularly advise saving a digital copy of the following:

- Financial notification letter from your Student Finance agency
- Oxford Bursary or Crankstart Scholarship letter
- Scholarship award letters
- Notification of financial assistance payments
- Tenancy agreement (if you're living out)
- Battels statements

7. VALUABLES AND INSURANCE

7.1 RISK AND LIABILITY

Any valuable items you bring onto the college site or into college-owned accommodation are there at your own risk. You are advised to lock your room door, and not to leave valuable items unattended when outside your room. It is tempting to leave possessions in areas that appear secure, for example your computer or tablet in the library, your musical instrument in a music room, or your gown or coat in cloakrooms, and if you chose to do so it is at your own risk.

7.2 INSURANCE

7.2.1 Students living in college-owned accommodation

The College includes a basic level of (fire, flood & theft) contents insurance for students who rent rooms in college-owned accommodation. Students living in college-owned rooms are covered. Students living out are not covered. Insurance is provided by Endsleigh, and you should send any claims to them. They are likely to require:

- i) a letter of confirmation from college that you are a resident student
- ii) a Police Report for any theft
- iii) information to prove ownership of the item, such as a receipt of the item or a photo of you using it.

For the year 2024/25 the coverage is set out in the insurance certificate, available on the [college website](#). Please note the contents insurance cover provided by Endsleigh may include an excess. This is the amount you need to pay to support your claim. The policy has many exclusions, including Accidental Damage, theft of Laptops / Tablets / Phones when outside your room, theft of Bikes unless securely locked in a cycle shed.

It is strongly advised that you take out “Gadget Insurance” for your laptop / tablet / phone and any other equipment which are likely to be critical to your studies, and to take out specialist insurance for any valuable items (e.g., musical instruments, collectables, jewellery) that you may choose to keep in your room.

Tip: It is recommended that you make a checklist of all your valuables, take photos of each item, and, where possible, keep receipts in a safe place.

7.2.2 Students living out of college

If you are living out, you are not covered under the College room insurance. You are strongly advised to take out your own contents insurance, or to confirm whether your possessions may be covered under another policy such as contents insurance for your parents’ home.

8. USEFUL CONTACT DETAILS

There are many people throughout the University who are available to provide financial advice and guidance to students.

COLLEGE RESOURCES]:

Finance Bursar:	Finance.Bursar@wadham.ox.ac.uk
Finance Bursar's PA:	FBSec@wadham.ox.ac.uk
Domestic Bursar:	Domestic.Bursar@wadham.ox.ac.uk
Senior Tutor:	Senior.Tutor@wadham.ox.ac.uk
Chaplain and Welfare Advisor:	Jane.Baun@wadham.ox.ac.uk
Welfare Advisor:	Welfare.Advisor@wadham.ox.ac.uk
Wadham SU Committee (e.g Welfare, international rep etc)	http://su.wadham.ox.ac.uk

UNIVERSITY RESOURCES

Student Fees and Funding	www.ox.ac.uk/students/fees-funding
Funding enquiries:	student.funding@admin.ox.ac.uk
Bursary enquiries:	bursaries@admin.ox.ac.uk
Fee enquiries:	student.fees@admin.ox.ac.uk
US loan enquiries:	us.loans@admin.ox.ac.uk

Oxford SU RESOURCES

Vice-President (Welfare and Equal Opportunities)	vpweo@oxfordsu.ox.ac.uk
Vice-President (Access and Academic Affairs)	vpaccaff@oxfordsu.ox.ac.uk

USEFUL EXTERNAL WEBSITES

www.gov.uk/student-finance	www.ucas.com/money
www.studentfinanceni.co.uk	www.moneysavingexpert.com/students/
www.saas.gov.uk	www.brightknowledge.org/money-housing
www.studentfinancewales.co.uk	www.totum.com
www.hmrc.gov.uk/students	

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