Student College Contract

PLEASE READ THIS DOCUMENT CAREFULLY. IT CONTAINS IMPORTANT INFORMATION ABOUT YOUR CONTRACT WITH THE COLLEGE

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Contract with the College

1. As a student at Oxford University you will be a member both of the University and of one of its Colleges or Permanent Private Halls. For convenience this document refers to both Permanent Private Halls and Colleges as "Colleges".

2. You will have two separate contracts: one with the University and one with your College.

3. The purpose of these terms and conditions is to set out the contractual basis for your relationship with the College, and to draw your attention to key terms.

4. Your contract with the College is made up of:

   a) The documents provided with these Terms and Conditions. These include:
      i. these Terms and Conditions;
      ii. the College Handbook of Regulations and the College Handbook of Information (hereafter 'College Handbooks') , available on the College website: http://www.univ.ox.ac.uk/content/policy-documents-and-regulations
      iii. Accommodation Contract
      iv. the Offer Letter from your College

   b) The College Statutes and Bylaws, and rules and policies made under them (see paragraph 9 below)

5. You will enter into your contract with the College before you begin your studies at the University and/or the College.

University and College Membership

6. You must be a member of a College in order to be a member of the University.

7. Your continuing relationship with your College is linked to your continuing relationship with the University. Similarly, your Offer from your College is linked to your Offer from the University. If you decline either offer, or if you fail to meet the conditions of either offer, you will lose your place at both your College and the University.

8. If your University membership is terminated (e.g. for breach of University rules and regulations), your membership of the College will also end. If you are suspended by the University, or subject to other sanctions, the College may impose similar, or other appropriate sanctions.

College Statutes, Bylaws and Policies

9. By entering into this contract you agree to comply with the College Statutes and Bylaws (http://www.univ.ox.ac.uk/content/governance) as amended from time to time and with the College Rules, Regulations and Codes of Policy, Practice and Procedure which are made under them. Links to these are set out at http://www.univ.ox.ac.uk/content/policy-documents-and-regulations. They include:

    a) The College Handbooks (http://www.univ.ox.ac.uk/content/policy-documents-and-regulations). These set out behaviour which is considered unacceptable by students and which may result in disciplinary action.

    b) Other regulations governing your relationship with the College concerning your studies, payment of fees and charges, residence, conduct and behaviour: examples are regulations relating to examinations, the ownership and exploitation of intellectual property, harassment, the use of IT and library facilities, health and safety issues and legislative requirements such as data protection.

10. By entering into this contract you agree that the College may take disciplinary action against you for breach of its Statutes and Bylaws and the College Rules, Regulations and Codes of Policy, Practice and Procedure, including the Code of Discipline. Such action would take place under the appropriate procedure and could result in sanctions including suspension or expulsion.

Your Responsibilities

11. You are required to comply with College rules on:

a) matters including, but not limited to, behaviour, IT usage and academic studies. You should refer to the College Handbooks (http://www.univ.ox.ac.uk/content/policy-documents-and-regulations). You undertake to pursue satisfactorily such studies as are required of you by any tutor, fellow or lecturer, or other qualified person, assigned by the College (or University, as the case may be) to teach you. For this purpose, studies include the reading of materials, carrying out prescribed activities such as practicals, the completion of written work, attendance in tutorials and classes and lectures, and the sitting of University and internal College examinations

b) fees and other charges being paid when they are due. You are responsible for any non-payment even if your fees are being paid by a third party. The College will collect University fees and transmit them to the University.

c) obtaining an appropriate visa if necessary and abiding by any visa conditions. Failure to do so may result in disciplinary sanctions in addition to any legal consequences.

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Support and information are available from Student Information and at http://www.ox.ac.uk/students/visa.

Teaching Arrangements

12. The College will make provision for students as follows:

    a) For undergraduate courses as it reasonably decides is necessary for their courses of study, taking account of any relevant departmental norms. Teaching may include tutorials, classes, seminars, and may be carried out by tutors or other fellows or lecturers of the College, or by any other persons considered by the College to be suitably qualified. Teaching provision for specialist options is subject to availability and may not be provided in all cases. Some teaching will be delivered by the department and this will vary between Colleges. Given the variation in courses of study, it is not possible to specific a minimum amount of teaching for undergraduates in all subjects.

    b) For graduate courses (including research degrees) the College will provide such support as it reasonably decides to be necessary in connection with the pursuit of the relevant course.

Library and IT Facilities

13. The College will provide library and IT facilities in connection with your studies and on the conditions and at the times set out in the College Handbooks (http://www.univ.ox.ac.uk/content/policy-documents-and-regulations), which may vary from time to time. Facilities may be withdrawn in the event of adverse circumstances beyond the control of the College.

Accommodation and Meals

14. The College will maintain a stock of residential accommodation that may be provided to you in connection with your studies and on the terms and conditions and in accordance with the procedures set out in the College Handbooks (http://www.univ.ox.ac.uk/content/policy-documents-and-regulations) and/or accommodation contract, which may vary from year to year**.**

15. The College will provide meals on the terms and conditions set out in the College Handbooks (http://www.univ.ox.ac.uk/content/policy-documents-and-regulations), which may vary from time to time.

Personal Data

16. By signing and returning this document, you agree to the collection, processing and use of individual personal data (including in appropriate circumstances, sensitive personal data) by the College for purposes connected with your studies, for the protection of health and safety whilst on College premises, for maintenance of alumni relations, and for any other lawful purposes. This includes information which you supplied in connection with your application to study. You also agree to the sharing by the College of such data for the same purposes with the University. This will be done in accordance with the principles set out in the Data Protection Act 1998

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(http://www.univ.ox.ac.uk/sites/www4.univ.ox.ac.uk/files/Data_Protection_Policy-revised%202016.pdf).

Complaints Procedure

17. The College Complaints procedure including subsequent rights of appeal are explained in the College Handbooks (http://www.univ.ox.ac.uk/content/policy-documents-and-regulations).

Jurisdiction

18. Your contract with the College and any dispute arising from it (including non-contractual disputes) shall be governed by the law of England and Wales and shall be subject to the exclusive jurisdiction of the English Courts.

Signed for on and on behalf of University College, Oxford	**Signed by the student**
Name:	Name:
Position:	Signature
Signature:	Date:
Date:	