



Lincoln College

UNIVERSITY OF OXFORD

From the Bursar

Email c/o: bursarsec@lincoln.ox.ac.uk

March 2024

Dear Student

**Re: Graduate Students – Financing your studies**

Congratulations on your being offered a place as a postgraduate student at Lincoln College. We look forward to welcoming you to the College. In the meantime this letter is to address important information regarding your course fees, living costs and payment.

As you have received the offer of a place, the college will require you to complete a Financial Declaration form to meet your financial condition of admission. This aims to ensure that you are fully aware of the expected fees and living costs associated with your chosen course of study at Oxford. It is your opportunity to consider very carefully the financial commitment you are entering into, and to take full responsibility for it. If you cannot pay your fees and living costs, you will not normally be able to continue your studies. When you complete your Financial Declaration you will be asked to:

- show that you have sufficient funding to cover the course fees for Year 1 of your course, by providing financial evidence such as a letter from your scholarship sponsor or your bank
- give your assurance that you are able and willing to meet all course fees beyond Year 1, if the duration of your course is longer than a year
- give your assurance that you are able and willing to meet your living costs for the duration of your course

**1. Course Fees**

Course fees vary, depending on:

- your course of study
- your status for funding purposes, i.e whether or not you are classified as a student supported from UK government funds.

For more information on these fees I direct you in the first instance to the University's web-site page on fees and expenses for different courses of study: <http://www.ox.ac.uk/students/fees-funding>.

The course fees are for provision of tuition, supervision, academic services and facilities by the University (including your department or faculty) and the colleges, but do not include residential or other living costs.

It may be that your course fees are to be paid directly to the College by a funding body, a government agency or by some other sponsor. Please remember that the ultimate liability for fees rests with you, and it is your responsibility to ensure that all arrangements are in place for payment of the fees expected of you.

As regards your status for funding purposes, it is essential that you establish, as quickly as possible, your status for fee payment, especially if you expect or intend to be classified as a "UK Government-Supported Student", paying fees at the Home rate. The criteria for being so classified are given at: <https://www.ox.ac.uk/admissions/graduate/fees-and-funding/fees-and-other-charges/fees>

On the attached Declaration Form we state what we understand to be your status for funding purposes; and the fee you are expected to pay, based on the information I have given you above. If you are in any doubt as to your status and the associated extent of your liability for tuition fees, you should contact either me or the University Fees Office ([student.funding@admin.ox.ac.uk](mailto:student.funding@admin.ox.ac.uk)) for clarification. You are advised to do this sooner rather than later.

## 2. Living Costs

Remember that in addition to tuition fees, you will have to provide for your accommodation and other living costs while you are studying. Of course we cannot tell each individual precisely how much it will cost them to support themselves, but I must advise you that Oxford is not an inexpensive place to live. Indeed, the University's estimate of expenses incurred by graduate students is that a single student, studying full-time, will need between £1345 and £1955 per month to cover living costs in Oxford, depending upon their personal preferences in expenditure. You should allow for an increase of 5% per annum for each year that you will be studying in Oxford. The Financial Declaration Form prepared for you indicates a lower and higher limit for living costs for each year of your course with inflationary increases built in.

Your **battels** (or termly college bills) invoice will include a charge for your accommodation, where appropriate. *Accommodation charges for 2023-24 are listed in Appendix A of the Student Handbook which you can access through the offer holder hub.* The invoice will in addition include a number of other items, such as:

- The Kitchen Charge - a termly charge paid by all students and which provides credit to set against meals bought in the College, but which is not refundable if it is not all used during the Term (in 2023-24 for post-graduate students this charge is £109.00 for each of three terms, and it will be subject to an inflationary increase for 2024-25).
- A small charge for room contents insurance (approx. £16.00). Please note that this is optional.
- Charges collected by the College at the request of the student body (for example, the MCR's punt-hire scheme)

## 3. A word about payment

Course fees, for your first year of study, and accommodation/catering charges, for your first term, are payable at the start of your programme of studies. When you arrive in Oxford you will be presented with an invoice (battels) for these sums of money by the college's accounts office, and you are liable to pay in full by October 18<sup>th</sup> 2024, the end of the first week of Full Term. You may pay in the following ways:

- Credit card or debit card
- Wire transfer from another bank - in which case, you may have to pay additional charges levied by the bank(s) and will have to meet any shortfall resulting from foreign exchange fluctuations
- For students with a non-UK bank account the Transfermate website: <https://lincoln.paytostudy.com/> This method ensures we receive payment of the full amount outstanding and no hidden charges are deducted by the banks.

The College's bank details are as follows:

Lincoln College Current Account  
Lloyds TSB  
Carfax Branch  
High Street, Oxford  
Sort code: 30-96-35      Account Number: 01399296

for international transfers

IBAN : GB58LOYD30963501399296  
BIC : LOYDGB21023

Please ensure that your bank prints your name clearly on the instructions for the wire transfer, to enable the College to trace the flow of funds into our account.

## 4. The College Deposit

All full-time student members of College are required to pay a £400 deposit to the College. This is retained by the College and will be returned to you at the end of your course of studies, less any deductions for outstanding battels, damages, etc. This will be added to your college invoice (battels) and will be payable at the same time (by 18<sup>th</sup> October).

Do not hesitate to contact me if you require more information.

Yours sincerely,

Alex Spain - Bursar