

Mr Jaime Ruiz-Zapatero

11<sup>th</sup> April 2020

Sent by email to: zcapjru@ucl.ac.uk

Dear Mr Jaime Ruiz-Zapatero,

## Your College Place

Congratulations on receiving an offer of a graduate place at the University of Oxford. We are very pleased to offer you a place at **St Cross College** subject to the conditions laid out below. Colleges are small, independent, multidisciplinary communities where you will meet academics and fellow students from around the world. You can find out more about St Cross here: <https://www.stx.ox.ac.uk/>.

### SUMMARY OF YOUR COLLEGE PLACE

<b>Applicant number:</b>	1346132
<b>Course:</b>	Doctor of Philosophy in Astrophysics (Full-Time)
<b>Course Start Date:</b>	See your Certificate of Offer

#### Financial conditions:

In addition to any condition(s) set in your Certificate of Offer sent by your academic department, you must **return the attached Financial Declaration and provide the required evidence by 30th June 2020.**

When making your Financial Declaration, you will need to:

- show that you have sufficient funding to cover the course fees for Year 1 of your course by providing financial evidence;
- give your assurance that you are able and willing to meet all your course fees beyond Year 1, if the duration of your course is longer than one year (no financial evidence of this is required); and
- give your assurance that you are able and willing to meet your living costs for the duration of your course (no financial evidence of this is required).

#### College continuation charge: (Research Students Only)

Research students who are still under active supervision beyond their maximum period of fee liability for their programme will be liable to pay a University continuation charge which has currently been set at £508 per term for 2020/21, but is subject to annual increase. There will be some bursaries available to cover the continuation charge which students may apply for - information will be available on departmental/faculty websites. Information about the University continuation charge and how it may increase annually was also provided in your departmental/faculty offer letter and the accompanying Course Information Sheet and Terms and Conditions. In addition, a College

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Continuation Charge (currently £127 per term, but which is subject to change) will be payable to the College.

### ACCOMMODATION

College accommodation is in high demand and allocated on a first-come, first-served basis. Please find attached to the email the College accommodation form which you can **provisionally** apply for now. The College cannot accommodate all first year students and if you wish to apply for College accommodation then you are advised to submit this form to [accommodation@stx.ox.ac.uk](mailto:accommodation@stx.ox.ac.uk) as promptly as possible. Please note that your accommodation **will only be finally confirmed** once the College has approved your funding evidence and the requirements of your financial declaration. Once you have submitted a satisfactory financial declaration, you will receive an email informing you that it has been approved by the College Bursar and your status has been updated to unconditional offer. If you have any questions concerning accommodation please contact [accommodation@stx.ox.ac.uk](mailto:accommodation@stx.ox.ac.uk).

### ACCEPTING YOUR COLLEGE PLACE

This letter constitutes your formal offer of a place at St Cross College and when you accept it you will enter into a contract with the college. The content of that contract and your responsibilities under it are explained in the College Student Contract which is attached to this letter. You can find the current student handbook here [https://weblearn.ox.ac.uk/access/content/group/stx/Junior%20Members\\_%20Handbook%202019%20v1.pdf](https://weblearn.ox.ac.uk/access/content/group/stx/Junior%20Members_%20Handbook%202019%20v1.pdf). Please read these and the other documents that accompany this offer carefully before you accept it. To accept this place, please contact **Eamonn Deeley** at [admissions-academic@stx.ox.ac.uk](mailto:admissions-academic@stx.ox.ac.uk) by **9<sup>th</sup> May 2020**. This offer may be withdrawn if we have not heard from you by this date.

If you choose to turn down the college place you are being offered in this letter (or exercise any cancellation right that we give you), please be aware that this means you are also turning down the University place on the course offered to you as the two offers are linked; you must be a member of a college in order to join the University.

We are delighted that we are able to make you this offer of a place and we look forward to welcoming you to St Cross College. If you have any questions, please do get in touch.

Yours sincerely,



Carole Souter

Master

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### YOUR KEY COLLEGE CONTACT

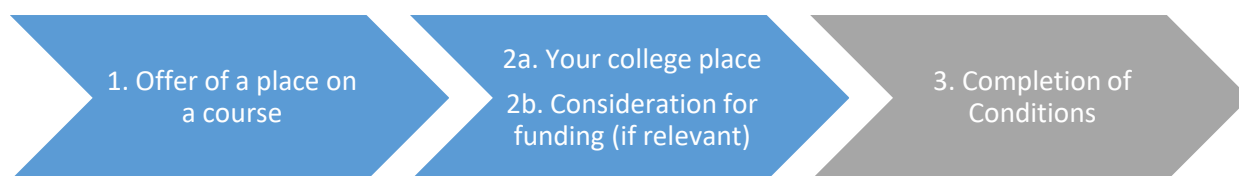
Name: Eamonn Deeley

Email: [admissions-academic@stx.ox.ac.uk](mailto:admissions-academic@stx.ox.ac.uk)

Phone: +44 (01865) 278446

\* *Right to Cancel*: [Note: This is a notice that the University is obliged to include in offer letters by law. However, we anticipate that this will affect only students who are required to pay a fee deposit as part of accepting their offer.] You are entitled to cancel your acceptance of a place at the college for any reason within a period of 14 days beginning on the day after the day on which we receive notification of your acceptance of this offer. You can do so by sending a notice in writing stating that you wish to cancel your acceptance of the offer of a place. The notice should be sent by e-mail to the contact above. Please note that by cancelling your acceptance of the offer, you will be withdrawing from both the University and the College.

### WHERE YOU ARE IN THE PROCESS



### ABOUT YOUR COLLEGE PLACE

#### Financial conditions

**Financial declaration:** Your completed Financial Declaration is due by the date stated in this letter.

The Financial Declaration process aims to ensure that you are fully aware of the expected fees and living costs associated with your course. 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.

You will find information on the kinds of supporting documentation that we can accept in the guidance notes within the Financial Declaration Form.

Information we have on any deposit you have paid or funding you have been awarded is included in the form and will reduce the sum that you are required to prove that you can meet.

If you have paid the deposit against the course fee required by your course but this is not already included in the form, please list it in section 4.

If you have already secured funding to cover the full cost of your studies, and this has been noted by us in the form, [please continue to complete the form](#) in order to demonstrate that you have read and understood your responsibilities, and to complete the process of fulfilling your financial conditions.

You can find out more about the Financial Declaration process at [www.graduate.ox.ac.uk/financialdeclaration](http://www.graduate.ox.ac.uk/financialdeclaration)

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### Accepting this College place: Grounds on which we may change your college

Once a college makes you an offer, there are only two grounds on which a change of college during the application process is possible:

- (i) the University moves you to another college as part of the process for securing funding;
- (ii) another college is better able to support any disability, long-term health conditions, or specific learning difficulties which have been declared. A change of college on disability grounds will only be possible in **exceptional cases** and you will be required to provide supporting medical evidence about your disability and its impact. Normally this kind of change extends only to those with a severe disability that requires substantial adjustments to living accommodation, a significant sensory impairment or those who have personal daily care needs.

### What happens next: Completion of conditions

Once you have met all academic and financial conditions, you will receive a Completion of Conditions letter from your academic department and you will be asked to return a University Card Form.

If you need a Tier 4 student visa for your course, the process can start after you have received your departmental Completion of Conditions notification.

### Keeping your contact details up to date

If any of your contact details change, please let us know as soon as possible to ensure you don't miss any important information.

### Queries

If you have any questions about your college place, please use the 'Key Contact' details provided above.

## THINGS TO CONSIDER

The following topics were covered in your Certificate of Offer. Please refer back to that document for further information.

### Disability, long term health conditions and specific learning difficulties

[www.graduate.ox.ac.uk/das](http://www.graduate.ox.ac.uk/das)

### Visa application

[www.ox.ac.uk/students/visa/before](http://www.ox.ac.uk/students/visa/before)

### Pre-sessional course in academic English

[www.graduate.ox.ac.uk/englishcourse](http://www.graduate.ox.ac.uk/englishcourse)

## Your College Place

### Deferral

[www.graduate.ox.ac.uk/defer](http://www.graduate.ox.ac.uk/defer)

### Complaints

[www.graduate.ox.ac.uk/complaints](http://www.graduate.ox.ac.uk/complaints)

## ARRIVING IN OXFORD

To help you with your travel plans once you have met all conditions and your place is confirmed, please check your course start date in your Certificate of Offer and note that you will need to be in College in time for your course start date and to attend specific induction events for graduate students. The College induction events and enrolment sessions will begin on Monday 28th September 2020. Most of the social events are organised by current students and it is up to you whether or not you attend. We do suggest you aim to attend at least some as they are a good way of meeting your fellow students. The **mandatory** College Induction day will be held on **Wednesday 7th October 2020: you must attend this event.**

Depending on your course, you may be required to attend a matriculation ceremony in Oxford at the start of your course. If so, we will be in touch with details soon. More information on matriculation can be found here: [www.ox.ac.uk/students/new/matriculation](http://www.ox.ac.uk/students/new/matriculation)

There is a wealth of information available to help you plan for our arrival in Oxford at [www.ox.ac.uk/students/new](http://www.ox.ac.uk/students/new)

## CHECKLIST OF ACTIONS YOU SHOULD TAKE IN RESPONSE TO THIS LETTER

- Read this letter and any attached documents carefully**
- Decide whether to **accept** your college place and let us know by the date stated in this letter
- If applying for College accommodation submit the application form to **[accommodation@stx.ox.ac.uk](mailto:accommodation@stx.ox.ac.uk)** as promptly as possible.
- Complete the Financial Declaration Form and provide relevant evidence by the deadline stated in this letter.
- Complete the College Student Contract and return along with your Financial Declaration form.