PART A – WHO’S WHO AND COLLEGE ADMINISTRATION

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A.1 WHO'S WHO

St Hilda’s College 2018-2019

PRINCIPAL
Professor Sir Gordon Duff

MEMBERS OF THE GOVERNING BODY (in order of their election)
Professor Julia M Yeomans, FRS
Dr Anita Avramides
Professor Amanda Cooper-Sarkar
Dr Irene Moroz
Miss Maria Croghan (IT Fellow)
Dr Katherine Clarke (Domestic Fellow)
Professor Petra Schleiter
Professor Susan Jones (JdP Fellow)
Dr Margaret Kean
Dr Lorna Smith (Disability Lead)
Dr Rebecca M Armstrong (on leave)
Dr Helen J Swift (Tutor for Graduates)
Dr Hannah Smith
Dr Georgina Paul (Vice-Principal)
Professor Gregory Seregin
Professor Dmitry Filatov
Ms Bronwyn Travers
Dr Elinor Payne (Supernumerary Fellow)
Dr Kerstin Hoge (Supernumerary Fellow)
Dr Maike Glitsch
Professor Fiona Macintosh (Supernumerary Fellow)
Dr Rachel Condry (Supernumerary Fellow)
Professor Selina Todd
Dr Stephen McHugh
Professor Alison Noble (Technikos Professor)
Professor Daniel Wakelin (Griffiths Chair, Library Fellow)
Dr Aris Katzourakis

Dr David Howey
Dr Philippa Hulley (on leave)
Dr Dev Gangjee
Mr Frank Garget
Dr Catherine Swales
Dr Daniel Bulte
Dr Lorraine Wild (Dean)
Professor Jane Barlow

Dr Sarah Norman (Equality and Diversity Fellow)
Dr Anders Kock
Professor Catherine Schenk
Dr Claire Gwenlan
Dr Barbara Havelkovà (on leave)
SUPERNUMERARY FELLOWS

Professor Hilda Brown  Modern Languages (German)
Professor Anne Edwards  Education
Dr Victoria Elliott  English and Literacy Education
The Revd Canon Brian Mountford  Chaplain
Dr Maya Tudor  Government & Public Policy

SENIOR RESEARCH FELLOWS

Dr Lyndall Gordon  English
Professor Ester Hammond  Oncology
Dr Emily Keams (Dean of Degrees)  Classics
Professor Elizabeth Kenny  Music
Dr Mavis MacLean  Law
Professor Ruth Muschel  Oncology
Professor Daniel Zahavi  Philosophy

JUNIOR RESEARCH FELLOWS

Dr Yvonne Couch  Medicine
Dr Casey Doyle  Philosophy
Dr Maeve McKeown  Politics
Dr Alex Smith  Clinical Neuroscience
Mr Sebastian Wedler  Music
Dr Eve Worth  History
Dr Tingting Zhu  Engineering

ASSOCIATE RESEARCH FELLOWS

Dr Sebastian Alvarez  Economic History
Dr Rogier B Mars  Medicine (Pathology)
Dr Ana Namburete  Engineering
Dr Linda Troeberg  Medicine

CAREER DEVELOPMENT and FIXED-TERM FELLOWS

Dr Karina Cendon Bóveda (Career Development Fellow)  Politics
Dr David Lee (Fixed-Term Fellow)  Philosophy
Dr Jonathan Patterson (Career Development Fellow)  French

BRITISH ACADEMY POST-DOCTORAL FELLOWS

Dr Joseph Browning  Music
Dr Laura Paterson  History
Dr Hamsa Rajan  Interdisciplinary Area Studies

LECTURERS

Dr Vassilis Athanassoglou  Medicine (Clinical)
Mr Jasdeep Bahra  Medicine
Mr Soham Bandyopadhyay  Medicine
Ms Elsa Baroghel  French
Mr Luckshman Bavan  Medicine
Dr Jay Biernaskie  Biology
Dr Stephen Blamey  Philosophy
Dr Mary Board  Biochemistry
Dr Daniel Bos  Geography
Dr Alexandra Buckle  Music
Dr Rey Conquer  German
LECTURERS Ctd
Dr Martin Coombes
Geography
Dr Charlotte Cooper
French
Dr Jamshid Derakhshan (Deputy Dean of Degrees)
Pure Maths
Ms Giovanna di Martino
Classics
Dr Marco Dorigatti
Italian
Dr Ann Dowker
Psychology
Dr Manuel Dries
Philosophy
Dr Gareth Evans
English
Dr Mark Ford
Physical Chemistry
Ms Arushi Garg
Law
Dr Stephen Goddard
French
Dr Stephen Gwilym
Medicine
Dr Simon Hackett
Medicine (Biomedicine)
Ms Elsa Hammond
English
Professor Martyn Harry
Music
Professor David Hills
Engineering
Dr Saad Jbabdi
Engineering
Dr Sarah Jenkinson
Chemistry
Mr Joel Kariel
Economics
Dr Charlotte Jones
English
Dr Emily Kearns (Senior Research Fellow)
Classics
Dr Shelly Lachish
Biology
Professor Petros Ligoxygakis
Biology
Ms Suellen Littleton
Management
Mr Konstantinos Mangos (Lektor)
German
Dr Max Marcus
Chemistry
Dr Agota Mártom
English
Ms Florence Maw
French
Dr Matthew McGilvray
Engineering
Dr Fernando Nodal
Medicine
Dr Roy Norton
Spanish
Dr Joe Parker
Biology
Dr Ruth Percy
History
Dr Naomi Petela
Biochemistry
Dr Richard Povey
Economics
Dr Anna Ridley
Medicine (Pathology)
Mr Dane Rogers
Maths (Statistics)
Ms Alice Schneider
Law
Dr Andrew Sillett
Classics
Dr Sarah Snelling
Medicine (Biomedicine)
Dr Muhammad Sohail
Biochemistry
Ms Yang Song
Oriental Studies
Dr Roger Teichmann
Philosophy
Ms Areti Theofilopoulou
Politics
Dr John Traill
Music
Dr Linda Troeberg (Associate Research Fellow)
Biomedicine
Ms Leah Trueblood
Law
Mr Joaquim Vieira
Medicine
Mr Bryan Ward-Perkins
History
Dr Robert Wilkins
Medicine (Physiology)
Ms Laura Wright
English
Dr Jan Zglinski
Law
COLLEGE OFFICERS

Senior Tutor Dr Sarah Norman
Librarian Miss Maria Croghan
Bursar Mr Frank Gargent
Development Director Ms Bronwyn Travers
Accountant Dr Hemlata Bountra
IT Manager Mr Tom Anstey
Domestic Bursar Mrs Gerri Cane
Chaplain Revd Canon Brian Mountford
Director of College Music Dr Jonathan Williams
Academic Registrar Mrs Rebekah Unwin
Governing Body Secretary Ms Tora Pickup
Archivist Mr Oliver Mahony
Head of Buildings and Projects Mr Neil Hyatt
Communications Manager Mrs Claire Harvey
Transgender Lead Dr Sarah Norman
Disability Lead Dr Lorna Smith
Disability Co-Ordinator Mrs Rebekah Unwin
Dean of Degrees Dr Emily Kearns
Assistant Dean of Degrees Dr Jamshid Derakhshan
Royal Literary Fund Writing Fellow To be appointed
College Doctors Dr Antony Maddison
College Nurse Mrs Caroline Smith
Junior Deans Ms Rachael Griffiths

College Officers

The posts of the following College Officers revolve periodically among members of the Senior Common Room: Vice-Principal, Tutor for Graduates, the Dean, the Disability Lead, and Dean of Degrees. The Senior Tutor is also the Tutor for Admissions. The present holders of these posts may be found on the Who’s Who list of Governing Body Members. College Officers may be contacted via email or via the staff pigeonholes at the Porters’ Lodge.

There are also three Junior Deans, Rachael Griffiths, Christopher Bennett, and Anna-Maria Ramezanzadeh. The Junior Deans can be contacted at any time via the College Lodge.
A.2 THE COMMON ROOMS

The JCR
The JCR (Junior Common Room) is an association open to all undergraduate members of the College, including visiting undergraduates. The JCR elects a committee to represent its views and interests in the College. Its main object is to promote the welfare of its members, to organize social activities, and to represent the interests of students to the Governing Body of the College. The Code of Practice for the JCR is set out in Part H Appendix II.2 of this handbook.

Representatives of the JCR attend (with the right to speak but not to vote) meetings of the Governing Body, the General Purposes Committee, Domestic and Garden Committees, and also the Access and Admissions Committee, Development Advisory Committee, Welfare Committee, and Information Technology Committee.

The JCR International Officer is an international student who can provide support and advice with adjusting and settling into Oxford University life. The JCR International Officer may also organize social or informational events around national holidays and festivals. Contact the JCR International Officer if you have any questions or ideas in this area.

JCR Committee 2018-2019

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Emily Wilkins</td>
<td><a href="mailto:emily.wilkins@st-hildas.ox.ac.uk">emily.wilkins@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Treasurer</td>
<td>Saul Irwin</td>
<td><a href="mailto:saul.irwin@st-hildas.ox.ac.uk">saul.irwin@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Secretary</td>
<td>Kate Hampshire</td>
<td><a href="mailto:katherine.hampshire@st-hildas.ox.ac.uk">katherine.hampshire@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Access/ Equal Opportunities Officer</td>
<td>Sarah Mason</td>
<td><a href="mailto:sarah.mason@st-hildas.ox.ac.uk">sarah.mason@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Academic Affairs/Careers Officer</td>
<td>Ishaan Kapoor</td>
<td><a href="mailto:ishaan.kapoor@st-hildas.ox.ac.uk">ishaan.kapoor@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>College Affairs Officer</td>
<td>Poppy Price</td>
<td><a href="mailto:poppy.price@st-hildas.ox.ac.uk">poppy.price@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Bar Managers</td>
<td>Molly Clark</td>
<td><a href="mailto:molly.clark@st-hildas.ox.ac.uk">molly.clark@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Jess Taylor</td>
<td><a href="mailto:jessica.taylor@st-hildas.ox.ac.uk">jessica.taylor@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>James Battye</td>
<td><a href="mailto:james.battye@st-hildas.ox.ac.uk">james.battye@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Rob Keating</td>
<td><a href="mailto:robert.keating@st-hildas.ox.ac.uk">robert.keating@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Sam Sherr</td>
<td><a href="mailto:sam.sherr@st-hildas.ox.ac.uk">sam.sherr@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Oscar Brennan</td>
<td><a href="mailto:oscar.brennan@st-hildas.ox.ac.uk">oscar.brennan@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>OxfordSU/NUS and Returning Officer</td>
<td>Ralph Carro</td>
<td><a href="mailto:ralph.carro@st-hildas.ox.ac.uk">ralph.carro@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Arts Officer</td>
<td>Niimi Day Gough</td>
<td><a href="mailto:mia.daygough@st-hildas.ox.ac.uk">mia.daygough@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Entz Officers</td>
<td>Will Mills</td>
<td><a href="mailto:william.mills@st-hildas.ox.ac.uk">william.mills@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Alex Eacott</td>
<td><a href="mailto:alexander.eacott@st-hildas.ox.ac.uk">alexander.eacott@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Kamran Sharifi</td>
<td><a href="mailto:kamran.sharifi@st-hildas.ox.ac.uk">kamran.sharifi@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Sports Officers</td>
<td>Will Bentley</td>
<td><a href="mailto:william.bentley@st-hildas.ox.ac.uk">william.bentley@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Ellie McCourt-Clarke</td>
<td><a href="mailto:ellie.mccourt-clarke@st-hildas.ox.ac.uk">ellie.mccourt-clarke@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Charities Officers</td>
<td>Dora Marshall</td>
<td><a href="mailto:dora.marshall@st-hildas.ox.ac.uk">dora.marshall@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>Niamh O’Sullibhan</td>
<td><a href="mailto:niamh.osullibhan@st-hildas.ox.ac.uk">niamh.osullibhan@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>IT Officer</td>
<td>Sam Haggerty</td>
<td><a href="mailto:samuel.haggerty@st-hildas.ox.ac.uk">samuel.haggerty@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Environment and Ethics Officer</td>
<td>Luke Jelleyman</td>
<td><a href="mailto:luke.jelleyman@st-hildas.ox.ac.uk">luke.jelleyman@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Welfare Officers</td>
<td>Paula Gomez</td>
<td><a href="mailto:paula.gomez@st-hildas.ox.ac.uk">paula.gomez@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td></td>
<td>James Cockayne</td>
<td><a href="mailto:james.cockayne@st-hildas.ox.ac.uk">james.cockayne@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>Women’s Officer</td>
<td>Lola Dickinson</td>
<td><a href="mailto:lola.dickinson@st-hildas.ox.ac.uk">lola.dickinson@st-hildas.ox.ac.uk</a>/</td>
</tr>
<tr>
<td>LGBTQ+ Officer</td>
<td>Teddy Jennings</td>
<td><a href="mailto:edward.jennings@st-hildas.ox.ac.uk">edward.jennings@st-hildas.ox.ac.uk</a>/</td>
</tr>
</tbody>
</table>
Black and Minority Ethnic Officer  Chiara Sanchez  chiara.sanchez@st-hildas.ox.ac.uk/
Transgender Officer  Aleks Fagelman  aleks.fagelman@st-hildas.ox.ac.uk/
Disabled Students Officers  Charlie Hailes  charlie.hailes@st-hildas.ox.ac.uk/
Tom Gould  thomas.gould@st-hildas.ox.ac.uk/
Ball President  Tom Giles  thomas.giles@st-hildas.ox.ac.uk/
Freshers’/Finalists’ Officers  Jake Jackson  jacob.jackson@st-hildas.ox.ac.uk/
Jess Grindlay  jessica.grindlay@st-hildas.ox.ac.uk/
International/Overseas Officer  Ben Goh  benjamin.goh@st-hildas.ox.ac.uk/

The MCR
The MCR (Middle Common Room) is an association open to all who are reading for higher degrees and diplomas, a second BA, those with senior status, mature students, and undergraduates in their fourth or subsequent year. The Code of Practice for the MCR is set out in Part H Appendix II.2 of this Handbook.

The MCR elects a committee to represent its views and interests in the College. Representatives of the MCR attend (with the right to speak but not to vote) meetings of the Governing Body, the General Purposes Committee, Garden Committee, and also the Development Advisory Committee, Welfare Committee, and Information Technology Committee. The MCR organises a range of social, welfare, and research-related events for members.

MCR Committee 2018-2019

President  Giacomo Bertuzzi  giacomo.bertuzzi@st-hildas.ox.ac.uk/
Vice-President  Alice Kelly  alice.kelly@st-hildas.ox.ac.uk/
Treasurer  Daniel Quetschlich  daniel.quetschlich@st-hildas.ox.ac.uk/
Secretary  Linnea Hoheisel  linnea.hoheisel@st-hildas.ox.ac.uk/
Secretary  Jessica Pu  jessica.pu@st-hildas.ox.ac.uk/
International Students Officer  Andrei-Florian Stoica  andrei-florian.stoica@st-hildas.ox.ac.uk/
Fourth Year Representative  Edwin Birch  edwin.birch@st-hildas.ox.ac.uk/
Welfare & Equality Officer  Anay Nangalia  anay.nangalia@st-hildas.ox.ac.uk/
Welfare & Equality Officer  Trisha Raj  trisha.raj@st-hildas.ox.ac.uk/
LGBTQ Representative  Shu Lee  shu.lee@st-hildas.ox.ac.uk/
Environmental Officer  Alejandro Navas  alejandro.navas@st-hildas.ox.ac.uk/
Domestic Officer  Alexander Bridge  alexander.bridge@st-hildas.ox.ac.uk/
Library Officer  Amanda Lyons  amanda.lyons@st-hildas.ox.ac.uk/
Social Secretary  Mina Moniri  mina.moniri@st-hildas.ox.ac.uk/
Social Secretary  Sarah Bridge  sarah.bridge@st-hildas.ox.ac.uk/
Social Secretary  Kilian Kampar  kilian.kampar@st-hildas.ox.ac.uk/
Sports Officer  Leo De Waal  leo.dewaal@st-hildas.ox.ac.uk/
Admiral of the Fleet  Alexander Koffman  alexander.koffman@st-hildas.ox.ac.uk/
Academic Officer  Sebastian De Vuyst  sebastian.devuyst@st-hildas.ox.ac.uk/
Academic Officer  Emmanouil S Perdikakis  emmanouil-spyridon.perdikakis@st-hildas.ox.ac.uk/

The SCR
The SCR (Senior Common Room) consists of the Fellows, Research Fellows, Lecturers, and Senior Administrators of the College.
A.3 COLLEGE ADMINISTRATION

ADMINISTRATION OFFICE HOURS

The Principal’s office is in South Building Room 30. Appointments to see him should be made through the Principal’s PA (South 28) T. 76813.

The Senior Tutor’s office is in South Building Room 31. Appointments to see her should be made by email senior.tutor@st-hildas.ox.ac.uk/

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>DAYS</th>
<th>TIME</th>
<th>TEL NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Office</td>
<td>Monday - Friday</td>
<td>9.00 am - 11.00 am</td>
<td>86620 /</td>
</tr>
<tr>
<td>(for Academic matters)</td>
<td></td>
<td>11.30 am - 12.30 pm</td>
<td>86679 /</td>
</tr>
<tr>
<td>South 27</td>
<td></td>
<td>2.00 pm - 4.30 pm</td>
<td>76815</td>
</tr>
<tr>
<td>Accounts Office</td>
<td>Monday - Friday</td>
<td>9.30 am - 11.00 am</td>
<td>86641 /</td>
</tr>
<tr>
<td>(for Financial matters)</td>
<td></td>
<td>11.30 am - 12.45 pm</td>
<td>76802</td>
</tr>
<tr>
<td>South 10</td>
<td></td>
<td>2.30 pm - 4.30 pm</td>
<td></td>
</tr>
<tr>
<td>Bursar</td>
<td>Appointments to see the Bursar should be made through the Bursar’s PA (South 23)</td>
<td></td>
<td>76809</td>
</tr>
<tr>
<td>(for Financial matters)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic Bursar's Office</td>
<td>Monday - Friday</td>
<td>9.00 am - 11.00 am</td>
<td>76890</td>
</tr>
<tr>
<td>(for Domestic matters)</td>
<td></td>
<td>11.30 am - 12.45 pm</td>
<td></td>
</tr>
<tr>
<td>South 15</td>
<td></td>
<td>2.00 pm - 4.30 pm</td>
<td></td>
</tr>
</tbody>
</table>

ACADEMIC OFFICE

The Senior Tutor, who is also Tutor for Admissions, has general responsibility for the management of all academic matters in the College. The Academic Registrar manages the Academic Office, which deals with admissions, matriculation, entering students for examinations, student records, and graduations. The Academic Office staff consists of the Tutorial Officer, the Admissions Officer, the Recruitment and Schools Programme Officer, and the Academic Assistant. The Academic Office is located in South 27; the Academic Registrar’s office is in South 32.

Outside the times when the office is open, students are asked to contact the Academic Office by email at:

college.office@st-hildas.ox.ac.uk
STUDENT CARDS, TRANSCRIPTS AND CERTIFICATES

University Cards (Bodcards)
All students are issued with a University card (known as a ‘Bodcard’) on their arrival. Whilst this is primarily a Library card (ie Bodleian Card) it also provides photocopying and printing facilities in College, access to Departmental buildings, sports facilities, College dining facilities, the College pedestrian gate and College buildings between 11pm and 5.30am, and a range of other University buildings. You should look after this card carefully, but if your card is damaged, lost or stolen, you can order a replacement card:

- If your card is lost, you will need to pay for a replacement card online at: http://www.admin.ox.ac.uk/estates/ourservices/fm/card/online_store
- If your card is stolen, contact the Academic Office who will arrange for you to get a new card. You will not need to pay for a replacement card if you have a police incident number.
- If your card is damaged, contact the Academic Office who will order a replacement card for you free of charge.
- You will automatically be sent a replacement Bodcard if there is any change to your course of study or to your personal details.
- The Lodge can issue a temporary visitor pass if your card is lost or stolen, so that you can access College buildings.

New cards must be collected in person from the Academic Office and old cards handed over to be destroyed. It usually takes 2-3 days for a new card to be produced.

Transcripts
Academic transcripts are available from the University website (http://www.ox.ac.uk/students/graduation/transcripts/) at a charge of £12 per transcript. At the end of their studies, all students will automatically receive from the University one copy of their official transcript. These transcripts will be sent to the postal address given on the Student Self Service website (www.ox.ac.uk/students).

Enrolment Certificates
Enrolment certificates are proof of student status and can be printed directly from the University Student Self Service website (www.ox.ac.uk/students). You should make sure that your personal and academic details are correct on this site at all times.

Council Tax Exemption
The Enrolment certificate (see above) is accepted by Oxford City Council as proof of student status for exemption from Council Tax.

Bank Letters
The Enrolment certificate (see above) is accepted by most banks as proof of student status when opening a new account. For further guidance on opening a bank account see: http://www.ox.ac.uk/students/new/international.
GRADUATION

University of Oxford Degrees are conferred at degree ceremonies, held in the Sheldonian Theatre, or the Examinations Schools. You may graduate in person or in absence, either straight after you have finished your degree, or many years later.

- Undergraduate or taught Master’s students will automatically receive an email invitation at the end of Michaelmas Term of their final year, with instructions on how to book a degree ceremony. Degree Ceremonies are booked using the eVision system.
- Research students will automatically receive an email with instructions on how to book a degree ceremony once they have been granted leave to supplicate. Degree Ceremonies are booked using the eVision system.

It is a College policy that all MA degrees are conferred in absence.

Full information about booking a degree ceremony can be found on the University website at www.ox.ac.uk/students/graduation/ceremonies and on the College website at www.sthildas.ox.ac.uk/graduation.

Research Degree Library Submissions prior to Graduation
Graduands are, in addition to their hardbound submission to the Bodleian Library, required to submit a digital copy of their thesis to the Oxford Research Archive – http://www.bodleian.ox.ac.uk/ora. The Research Degrees Team will contact graduands who have booked a degree ceremony either in person or in absence, but who have not yet submitted the required copies, to remind them of the need to submit both a hardbound and a digital copy of their thesis. This will happen in the two weeks before each ceremony. Graduands who do not submit the required copies will not be allowed to graduate.

Degree Certificates
Please note that a degree certificate cannot be obtained until your degree has officially been conferred, either in person or in absence, at a graduation ceremony. Please refer to the University website for information about obtaining degree certification. www.ox.ac.uk/students/graduation/certificates.
INFORMATION FOR INTERNATIONAL STUDENTS

International students can find useful advice on the University website: 
www.ox.ac.uk/students/new/international

International students may always consult the Academic Office or members of the College’s Welfare Team. The MCR and JCR both have Welfare Officers, and the JCR also has an International Officer.

International students will normally have a Tier 4 student visa which will last for the duration of their course. If you do need to renew your visa during your course please allow sufficient time as this can be a very lengthy process.

Advice and information about visas both during and after your course can be found on the University website http://www.ox.ac.uk/students/international_students/.

A student visa holder must inform the UK Visas and Immigration agency if their circumstances change during their studies. The University is obliged to tell the UK Visas and Immigration agency about any students who fail to arrive for the start of a course, withdraw from a course, defer or suspend their studies, or students who fail to attend for significant periods of time. You must not remain in the UK beyond the time allowed by your visa, unless a renewal application has been made. Failure to comply with the visa obligations might result in prosecution or deportation from the UK and may adversely affect future visa applications. Information about international students’ rights to work, including National Insurance numbers, can be found at www.ox.ac.uk/students/visa/during/work.