PART A – WHO’S WHO AND COLLEGE ADMINISTRATION

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A.1 WHO’S WHO

St Hilda’s College 2017-2018

PRINCIPAL
Professor Sir Gordon Duff

MEMBERS OF THE GOVERNING BODY (in order of their election)

Professor Julia M Yeomans, FRS  Physics
Dr Anita Avramidis  Philosophy
Professor Amanda Cooper-Sarkar  Physics
Dr Irene Moroz  Applied Mathematics
Miss Maria Croghan (IT Fellow)  Librarian
Dr Katherine Clarke  Ancient History
Professor Petra Schleiter  Politics
Professor Susan Jones (JdP Fellow)  English
Dr Margaret Kean (Domestic Fellow)  English
Dr Lorna Smith (Disability Lead)  Inorganic Chemistry
Dr Rebecca M Armstrong (on leave)  Classics
Dr Helen J Swift (Library Fellow, Tutor for Graduates)  Modern Languages (Medieval French)
Dr Hannah Smith  Modern History
Dr Georgina Paul (Vice-Principal)  Modern Languages (German)
Professor Gregory Seregin  Pure Mathematics
Professor Dmitry Filatov  Plant Sciences
Ms Bronwyn Travers  Development Director
Dr Elinor Payne (Supernumerary Fellow)  Linguistics (Phonetics and Phonology)
Dr Kerstin Hoge (Supernumerary Fellow)  German Linguistics
Dr Maike Glitsch  Biomedical Science
Professor Fiona Macintosh (Supernumerary Fellow)  Classical Reception
Dr Rachel Condry (Supernumerary Fellow)  Criminology
Professor Selina Todd  Modern History
Dr Robert Paton  Organic Chemistry
Dr Stephen McHugh  Psychology
Professor Alison Noble (Technikos Professor)  Biomedical Engineering
Professor Daniel Wakelin (Griffiths Chair)  Medieval English Palaeography
Dr Aris Katzourakis  Zoology (Evolutionary/Ecological Genomics)
Dr David Howey  Engineering (Electrical Power)
Dr Philippa Hulley  Musculoskeletal Sciences
Dr Dev Gangjee  Law (Intellectual Property)
Mr Frank Gargent  Bursar
Professor John Gibbons  Philosophy
Dr Catherine Swales  Clinical Medicine
Dr Daniel Butte  Engineering
Dr Lorraine Wild (Dean)  Geography
Professor Jane Barlow  Evidence-based Intervention & Policy Evaluation
Dr Sarah Norman (Equality and Diversity Fellow)  Senior Tutor
Dr Anders Kock  Economics
Professor Catherine Schenk  Economic and Social History
Dr Claire Gwenlan  Physics
SUPERNUMERARY FELLOWS
Professor Hilda Brown  Modern Languages (German)
Professor Giulio Chiribella  Quantum Computing
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
Dr Emily Kearns  Classics
Dr Mavis MacLean  Law
Professor Ruth Muschel  Oncology

JUNIOR RESEARCH FELLOWS
Dr Amr Aswad  Zoology
Mr Alexander Betts  Zoology
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 Ana Namburete  Engineering
Dr Linda Troeberg  Medicine
Dr Stephen Wren  Chemistry

CAREER DEVELOPMENT and FIXED-TERM FELLOWS
Dr Karina Cendon Bóveda (Career Development Fellow)  Politics
Dr Karl Laird (Fixed-Term Fellow)  Law
Dr Jonathan Patterson (Career Development Fellow)  French
Dr Richard Povey (Fixed-Term Fellow)  Economics
LECTURERS
Dr Vassilis Athanassoglou
Ms Elsa Baroghel
Mr Luckshman Bavan
Ms Valerie Belu
Dr Mary Board
Dr Daniel Bos
Dr Krzysztof Brzezinski
Dr Alexandra Buckle
Dr Martin Coombes
Ms Charlotte Cooper
Mr Gregorio Curello (Graduate Teaching Assistant)
Dr Jamshid Derakhshan
Dr Marco Dorigatti
Dr Ann Dowker
Dr Manuel Dries
Dr Gareth Evans
Dr Mark Ford
Ms Arushi Garg
Dr Amber Gartrell
Dr Stephen Goddard
Dr Stephen Gwilym
Professor Martyn Harry
Mr Christoph Held (Lektor)
Professor David Hills
Dr Saad Jbabi
Dr Charlotte Jones
Dr Emily Kearns (Senior Research Fellow)
Dr David Lee
Professor Petros Ligoxygakis
Ms Suellen Littleton
Dr Aurelio Malo
Ms Florence Maw
Mr Robert McCulloch
Dr Matthew McGilvray
Dr Fernando Nodal
Dr Roy Norton
Dr Ruth Percy
Dr Anna Ridley
Mr Dane Rogers
Ms Alice Schneider
Dr Andrew Sillett
Dr Muhammad Sohail
Ms Yang Song
Dr Pauline Souleau
Dr Roger Teichmann
Dr Nicola Thomas
Dr John Traill
Dr Linda Troeberg (Associate Research Fellow)
Ms Leah Trueblood
Professor Heather Viles (on leave)
Mr Bryan Ward-Perkins
Dr Robert Wilkins
Dr Stephen Wren (Associate Research Fellow)

Ms Elsa Baroghel
Ms Valerie Belu
Dr Mary Board
Dr Daniel Bos
Dr Krzysztof Brzezinski
Dr Alexandra Buckle
Ms Charlotte Cooper
Mr Gregorio Curello (Graduate Teaching Assistant)
Dr Jamshid Derakhshan
Dr Marco Dorigatti
Dr Ann Dowker
Dr Manuel Dries
Dr Gareth Evans
Dr Mark Ford
Ms Arushi Garg
Dr Amber Gartrell
Dr Stephen Goddard
Dr Stephen Gwilym
Professor Martyn Harry
Mr Christoph Held (Lektor)
Professor David Hills
Dr Saad Jbabi
Dr Charlotte Jones
Dr Emily Kearns (Senior Research Fellow)
Dr David Lee
Professor Petros Ligoxygakis
Ms Suellen Littleton
Dr Aurelio Malo
Ms Florence Maw
Mr Robert McCulloch
Dr Matthew McGilvray
Dr Fernando Nodal
Dr Roy Norton
Dr Ruth Percy
Dr Anna Ridley
Mr Dane Rogers
Ms Alice Schneider
Dr Andrew Sillett
Dr Muhammad Sohail
Ms Yang Song
Dr Pauline Souleau
Dr Roger Teichmann
Dr Nicola Thomas
Dr John Traill
Dr Linda Troeberg (Associate Research Fellow)
Ms Leah Trueblood
Professor Heather Viles (on leave)
Mr Bryan Ward-Perkins
Dr Robert Wilkins
Dr Stephen Wren (Associate Research Fellow)
COLLEGE OFFICERS

<table>
<thead>
<tr>
<th>College Officer</th>
<th>Location</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal</td>
<td>South Building Room 27</td>
<td>76814</td>
<td><a href="mailto:principal@st-hildas.ox.ac.uk">principal@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Senior Tutor</td>
<td>South Building Room 31</td>
<td>76811</td>
<td><a href="mailto:senior.tutor@st-hildas.ox.ac.uk">senior.tutor@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Tutor for Graduates</td>
<td>Email</td>
<td></td>
<td><a href="mailto:tfg@st-hildas.ox.ac.uk">tfg@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Librarian</td>
<td>Hall Building Library</td>
<td>76848</td>
<td><a href="mailto:maria.croghan@st-hildas.ox.ac.uk">maria.croghan@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Academic Registrar</td>
<td>South Building Room 32</td>
<td>76889</td>
<td><a href="mailto:college.office@st-hildas.ox.ac.uk">college.office@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Bursar</td>
<td>South Building Room 21</td>
<td>76803</td>
<td><a href="mailto:bursar@st-hildas.ox.ac.uk">bursar@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Accountant</td>
<td>South Building Room 9</td>
<td>86622</td>
<td><a href="mailto:accounts.office@st-hildas.ox.ac.uk">accounts.office@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Domestic Bursar</td>
<td>South Building Room 15</td>
<td>76808</td>
<td><a href="mailto:gerri.cane@st-hildas.ox.ac.uk">gerri.cane@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Head of Buildings and Projects</td>
<td>South Building Room 20</td>
<td>76898</td>
<td><a href="mailto:buildings-support@st-hildas.ox.ac.uk">buildings-support@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>IT Manager</td>
<td>Off JCR Computer Room</td>
<td>76891</td>
<td><a href="mailto:it-support@st-hildas.ox.ac.uk">it-support@st-hildas.ox.ac.uk</a></td>
</tr>
</tbody>
</table>

**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 the staff pigeonholes at the Porters’ Lodge.

There are also three Junior Deans, Rachael Griffiths, Sean Kelly and Katie Truslove. The times when the Dean and Junior Deans are available are posted on their notice board in South Building.
**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 2017-2018**

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>Antara Jaidev</td>
<td><a href="mailto:antara.jaidev@st-hildas.ox.ac.uk">antara.jaidev@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Vice President/Treasurer</td>
<td>Georgie Bingham</td>
<td><a href="mailto:georgia.bingham@st-hildas.ox.ac.uk">georgia.bingham@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Vice President/Secretary</td>
<td>Madeleine Hancock</td>
<td><a href="mailto:madeleine.hancock@st-hildas.ox.ac.uk">madeleine.hancock@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Access/ Equal Opportunities Officer</td>
<td>Saloni Pun</td>
<td><a href="mailto:saloni.pun@st-hildas.ox.ac.uk">saloni.pun@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Academic Affairs/Careers Officer</td>
<td>Xiwan Wei</td>
<td><a href="mailto:xi.wei@st-hildas.ox.ac.uk">xi.wei@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>College Affairs Officer</td>
<td>TBC</td>
<td></td>
</tr>
<tr>
<td>Bar Managers</td>
<td>Ruxi Vasile</td>
<td><a href="mailto:ruxandra.vasile@st-hildas.ox.ac.uk">ruxandra.vasile@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Billy Whyte</td>
<td><a href="mailto:billy.whyte@st-hildas.ox.ac.uk">billy.whyte@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Zak Watt</td>
<td><a href="mailto:zak.watt@st-hildas.ox.ac.uk">zak.watt@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Buttery Managers</td>
<td>Chessa Odgers</td>
<td><a href="mailto:francesca.odgers@st-hildas.ox.ac.uk">francesca.odgers@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Izzy Lewis</td>
<td><a href="mailto:isobel.lewis@st-hildas.ox.ac.uk">isobel.lewis@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Hannah Jago</td>
<td><a href="mailto:hannah.jago@st-hildas.ox.ac.uk">hannah.jago@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>OUSU/NUS and Returning Officer</td>
<td>TJ Fitzgerald</td>
<td><a href="mailto:thomas.fitzgerald@st-hildas.ox.ac.uk">thomas.fitzgerald@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Arts Officer</td>
<td>Cassie White</td>
<td><a href="mailto:cassandra.white@st-hildas.ox.ac.uk">cassandra.white@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Entz Officers</td>
<td>Magnus Jeffery</td>
<td><a href="mailto:magnus.jeffery@st-hildas.ox.ac.uk">magnus.jeffery@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Claire Rich</td>
<td><a href="mailto:claire.rich@st-hildas.ox.ac.uk">claire.rich@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Tom Stowell</td>
<td><a href="mailto:thomas.stowell@st-hildas.ox.ac.uk">thomas.stowell@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Sports Officers</td>
<td>Digby Hopkinson-Woolley</td>
<td><a href="mailto:digby.hopkinson-woolley@st-hildas.ox.ac.uk">digby.hopkinson-woolley@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Eleanor James</td>
<td><a href="mailto:eleanor.james@st-hildas.ox.ac.uk">eleanor.james@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Charities Officers</td>
<td>Serena Millen</td>
<td><a href="mailto:serena.millen@st-hildas.ox.ac.uk">serena.millen@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Blue Weiss</td>
<td><a href="mailto:blue.weiss@st-hildas.ox.ac.uk">blue.weiss@st-hildas.ox.ac.uk</a></td>
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<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>
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<tr>
<td>Environment and Ethics Officer</td>
<td>Rupert Stuart-Smith</td>
<td><a href="mailto:rupert.stuart-smith@st-hildas.ox.ac.uk">rupert.stuart-smith@st-hildas.ox.ac.uk</a></td>
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<tr>
<td>Welfare Officers</td>
<td>Mikey Ahearn</td>
<td><a href="mailto:michael.ahearn@st-hildas.ox.ac.uk">michael.ahearn@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td></td>
<td>Ruth Cox</td>
<td><a href="mailto:ruth.cox@st-hildas.ox.ac.uk">ruth.cox@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>Women’s Officer</td>
<td>Gazelle Mba</td>
<td><a href="mailto:ogazielum.mba@st-hildas.ox.ac.uk">ogazielum.mba@st-hildas.ox.ac.uk</a></td>
</tr>
<tr>
<td>LGBTQ+ 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>Black and Minority Ethnic Officer</td>
<td>Lamis Hamdi</td>
<td><a href="mailto:lamis.hamdi@st-hildas.ox.ac.uk">lamis.hamdi@st-hildas.ox.ac.uk</a></td>
</tr>
</tbody>
</table>
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 fourth year undergraduates. 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, Domestic and Garden Committees, and also the Development Advisory Committee, Welfare Committee, and Information Technology Committee. The MCR organises a range of social and research-related events for members.

MCR Committee 2017-2018

Vice-President Julia Heitmann julia.heitmann@st-hildas.ox.ac.uk
Finance Officer Nafisa Sharif nafisa.sharif@st-hildas.ox.ac.uk
Academic Officer Giovanna Di Martino giovanna.dimartino@st-hildas.ox.ac.uk
Admiral of the Fleet Anna Chamberlain anna.chamberlain@st-hildas.ox.ac.uk
Environmental Officer Katie Truslove katherine.truslove@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 through the Tutorial Officer (South 27) T. 86679.

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>DAYS</th>
<th>TIME</th>
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<tr>
<td>Academic Office</td>
<td>Monday - Friday</td>
<td>9.00 am - 11.00 am</td>
<td>86620 /</td>
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<td></td>
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<td>86679 /</td>
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<td></td>
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<td>2.00 pm - 4.30 pm</td>
<td>76815</td>
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<tr>
<td>Accounts Office</td>
<td>Monday - Friday</td>
<td>9.30 am - 11.00 am</td>
<td>86641 /</td>
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<td></td>
<td></td>
<td>11.30 am - 12.45 pm</td>
<td>76802</td>
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<tr>
<td>Bursar</td>
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<td>(South 28)</td>
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</tr>
<tr>
<td>Domestic Bursar's</td>
<td>Monday - Friday</td>
<td>9.00 am - 11.00 am</td>
<td>76890</td>
</tr>
<tr>
<td>Office</td>
<td></td>
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<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>2.00 pm - 4.30 pm</td>
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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](http://www.admin.ox.ac.uk/estates/ourservices/fm/card/online_store)
- If your card is stolen, contact the Academic Office. 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.

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/](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](http://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](http://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](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.st-hildas.ox.ac.uk/content/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](http://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/](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](http://www.ox.ac.uk/students/visa/during/work).