

# Keble College Financial Guide 2023-24

## Fees, Charges, and Financial Support

This guide is intended for both prospective and current students. It includes information on: fees; accommodation, meals and other costs; living costs; financial support; and financial advice.

The information in this guide was up-to-date on **17<sup>th</sup> January 2024**; every effort is made to update information without delay.

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## Fees and Funding

Details of your course fees are included with the Financial Declaration, sent to undergraduate offer-holders in March of their year of entry, and to graduates at the time of their offer. Undergraduates will also receive the annual *Fees and Funding Guide* from the University.

All students should expect their course fees to increase annually. Graduates should also be aware of the standard periods of [fee liability](#) and the [Graduate Continuation Charge](#) (see also below).

The [University's web pages on fees and funding](#) contain complete details of the University Tuition Fee, payable by all students, undergraduate and graduate. Undergraduates who receive funding from [Student Finance](#) for the Tuition Fee will need to apply in Hilary Term to the Student Loans Company each year.

### Course Fee

Full information on course fees can be found on the [University's web pages on fees and funding](#).

Once graduate students have reached the end of their standard period of fee liability Keble levies a **Graduate Continuation Charge** set at one quarter of the rate of the University charge. For 2023-24 this is £143 per term. This is payable until submission of thesis.

From the academic year 2019/2020, course fees for all matriculated students are published as a single figure.

### Note

Course fees for the following course and students are non-standard; you should consult the [University's web pages on fees and funding](#):

- Overseas undergraduate medicine
- Undergraduate Overseas or Islands students on a year abroad
- MBA
- EMBA

All students are personally responsible for making arrangements for fees to be paid. Fees are payable yearly in advance.

Any fees payable by grant or loan will be paid directly to the University. The College will only collect the University fees from those that have personal responsibility to pay them. All University fees collected by the College are paid to the University.

**Undergraduate Overseas Fees:** Course fees will be invoiced early September, and are payable by 30<sup>th</sup> September 2023. In cases where fees will be paid (in whole or in part) by other funding bodies, the fees will be invoiced separately. It is the responsibility of the student to ensure that the College is provided with evidence of funding. The College cannot enter into negotiations with funding bodies.

**Graduate Fees:** Course fees, will be invoiced in early September and are payable by 30<sup>th</sup> September 2023.

In cases where fees will be paid (in whole or in part) by other funding bodies, the fees will be invoiced separately. It is the responsibility of the student to ensure that the College is provided with evidence of funding. The College cannot enter into negotiations with funding bodies.

The University Fees and Funding webpages include useful information on:

- [Funding and scholarships](#)
- [Undergraduate funding, including for medical students](#)
- [Opportunities and funding for studying abroad](#)
- [Other graduate funding sources](#)
- [US and Canadian loans](#)
- [Funding for students with disabilities](#)

### **Year Abroad**

The fee for the year abroad is determined by the following factors: whether your year abroad is compulsory or optional, the year you started your course, the duration of time spent abroad, and your fee status. Overseas students will be charged a reduced rate of course fee for their year abroad. Go to the [Year Abroad Fees page](#) of the University website for further information on fee rates.

### **Suspension**

During periods of suspension of status, you will not be liable for any Course fees, University or College. Other charges, such as rent, may apply if you are permitted to remain in College accommodation. For full information on financial arrangements during periods of suspension please consult the College's **Guide for Undergraduates on Suspension of Status**, which can be found in the appendices of [The College Handbook and Regulations for Junior Members](#).

# Rents and Charges

## Accommodation

Accommodation in College rooms is offered to:

- All First-year, Second-year and Third-year undergraduates (except for those with a third year abroad)
- Fourth-year undergraduates who have spent a year abroad as part of their course
- First-year Graduates, we aim to offer rooms to as many graduate as possible - subject to availability

Undergraduates may opt to live outside College in their second, third year if they wish. Graduates may choose to live out from their first year.

There is some College accommodation for graduates in their second, third, and possibly further years; this is subject to availability in the H B Allen Centre. For accommodation purposes you are termed a 'returning graduate' if you are in your 2<sup>nd</sup> or subsequent years of your current course.

Rooms for first-year undergraduates are allocated by the Accommodation Manager, though incoming students may express a preference for type of room. Second-year and third-year students currently choose their room by a ballot system operated by the accommodation office. Full information on how rooms are allocated and how students can request reasonable adjustment on medical or other grounds will be found in the [College Handbook](#).

Undergraduate accommodation is located in the Parks Road site. The rooms in Liddon, Pusey and Sloane Robinson are organized along corridors, whilst those in Hayward and DeBreyne are on staircases. The 93 ARCO rooms consist of seven flats which contain 10-12 ensuite rooms, one large shared kitchen/common room, there are then a further six 2-bed apartments. Apartments have one bathroom and one small kitchen, each flat has a large equipped kitchen/common room.

## Security and key deposits

Graduates are charged a security deposit of £500 with the first term's accommodation. This will be released to them at the end of the licence period but may be retained in part or in whole by the College to cover part or all of any charges made to rectify any damage, cleaning issues or losses caused by the member concerned (normal wear excluded).

Undergraduates and Graduates currently pay caution money of £185

For graduates only, a deposit of £185 is required to confirm acceptance of accommodation and this is credited to the first term's rent

## Rents: Parks Road (main) site for Undergraduates

Whilst the standard of the rooms is uniformly high (as is recognised in the annual survey of student satisfaction levels, where Keble is routinely placed in the top five) not all rooms are the same. They differ in bathroom facilities (ensuite vs shared), size (large vs standard) and aspect (quad facing vs street facing vs street facing at ground level). These differences result in different rent levels. The mix of rooms for each year is as follows:

### Accommodation available for undergraduates

			Totals
			<b>370</b>
<b>Ensuite</b>	Large	Quad	25
<b>Ensuite</b>	Large	Street	11
<b>Ensuite</b>	Regular	Quad	112
<b>Ensuite</b>	Regular	Street	76
<b>Shared</b>	Large	Quad	41
<b>Shared</b>	Large	Street	4
<b>Shared</b>	Regular	Quad	72
<b>Shared</b>	Regular	Street	8
<b>Shared</b>	Regular	Ground	2
<b>Shared</b>	Large	Ground	5
<b>Ensuite</b>	Regular	Ground	12
<b>Ensuite</b>	Large	Ground	2

In the tables below, rents are given for a daily rate (per diem) and an annual rate (either three terms or 9 months for third years only that want this option) for 2023-24:

Rents				Per diem rents		
				1st	2nd	3rd
Ensuite	Large	Double	Quad	39.45	42.21	45.16
Ensuite	Large	Double	Street	35.50	37.99	40.65
Ensuite	Large	Double	Ground Street	31.69	33.91	36.28
Ensuite	Large	Single	Quad	37.48	40.10	42.91
Ensuite	Large	Single	Street	33.53	35.88	38.39
Ensuite	Regular	Double	Quad	35.50	37.99	40.65
Ensuite	Regular	Double	Street	31.56	33.77	36.13
Ensuite	Regular	Double	Ground Street	-	-	-
Ensuite	Regular	Single	Quad	33.53	35.88	38.39
Ensuite	Regular	Single	Street	29.59	31.66	33.87
Ensuite	Regular	Single	Ground Street	26.41	28.26	30.23

Shared	Large	Double	Quad		-	-	-
Shared	Large	Double	Street		-	-	-
Shared	Large	Double	Ground Street		-	-	-
Shared	Large	Single	Quad		33.77	36.13	38.66
Shared	Large	Single	Street		-	-	-
Shared	Large	Single	Ground Street		27.61	29.55	31.62
Shared	Regular	Double	Quad		-	-	-
Shared	Regular	Double	Street		-	-	-
Shared	Regular	Double	Ground Street		-	-	-
Shared	Regular	Single	Quad		27.61	29.55	31.62
Shared	Regular	Single	Street		23.67	25.33	27.10
Shared	Regular	Single	Ground Street		21.13	22.60	24.19

Rents				Annual rents			
				1st	2nd	3rd 9m	3rd 3T
Ensuite	Large	Double	Quad	7,337	7,851	11,652	8,717
Ensuite	Large	Double	Street	6,604	7,066	10,487	7,845
Ensuite	Large	Double	Ground Street	5,894	6,307	9,360	7,002
Ensuite	Large	Single	Quad	6,971	7,458	11,071	8,282
Ensuite	Large	Single	Street	6,237	6,673	9,905	7,409
Ensuite	Regular	Double	Quad	6,604	7,066	10,487	7,845
Ensuite	Regular	Double	Street	5,870	6,281	9,322	6,973
Ensuite	Regular	Double	Ground Street	-	-	-	-
Ensuite	Regular	Single	Quad	6,237	6,673	9,905	7,409
Ensuite	Regular	Single	Street	5,503	5,888	8,739	6,538
Ensuite	Regular	Single	Ground Street	4,912	5,256	7,800	5,835
Shared	Large	Double	Quad	-	-	-	-
Shared	Large	Double	Street	-	-	-	-
Shared	Large	Double	Ground Street	-	-	-	-

Shared	Large	Single	Quad	6,281	6,720	9,974	7,462
Shared	Large	Single	Street	-	-	-	-
Shared	Large	Single	Ground Street	5,135	5,496	8,158	6,103
Shared	Regular	Double	Quad	-	-	-	-
Shared	Regular	Double	Street	-	-	-	-
Shared	Regular	Double	Ground Street	-	-	-	-
Shared	Regular	Single	Quad	5,136	5,496	8,157	6,102
Shared	Regular	Single	Street	4,403	4,711	6,991	5,230
Shared	Regular	Single	Ground Street	3,930	4,204	6,240	4,668

Rents for following years will be determined by increasing the 2023-24 rents by a formula of 'CPI +2.5%'. Using the formula, the actual rent for the following academic year will be determined in January of the preceding academic year. The rents therefore shown in the table for 2<sup>nd</sup> and 3<sup>rd</sup> years are indicative. The rents set by the formula for following years will be subject to a downward only review mechanism that could result in a rent refund for students if actual inflation for the year in question turns out to be lower than what had been set using the formula. If actual College inflation exceeds that set by the formula there will not be an additional charge to students. The review will take place in January of the academic year in question and will compare actual College inflation for that year to the amount determined by the 'CPI+2.5%' formula the previous January.

Information on rents for undergraduates starting in 2024-25 will be published in the preceding spring.

First- and second-year **licences** are for three terms of 9 weeks' duration. Third year students may choose between a three-term and a nine-month contract.

All undergraduates resident in the main site are required to vacate their rooms on the last day of term by 6 p.m. according to their accommodation licence agreement. If you stay in College without permission charges will apply.

### **Rents: H B Allen Centre (for Graduates)**

All the accommodation within the Centre is ensuite (with the exception of two sets of rooms which each can either be let as a 2-room apartment or as two single rooms with shared facilities). 67 rooms are self-contained studio apartments with their own kitchenettes: the rest of the accommodation is organised in flats of between 5 and 8 study-bedrooms, each flat having its own kitchen/dining room. All rooms have a double-bed, workspace, sitting area and storage facilities. The mix of rooms, and the rents being charged in 2023-24 (in £), are as follows:





**Hall charge**

There is no 'Hall charge'. All meals in College are pay-as-you-go, i.e. you pay for what you choose. Meals in college are charged to your battels. See 'Meal costs' under Living Costs below.

**MCR and JCR charges**

There is a subscription fee for membership of the Middle (Graduate) Common Room which is published on the MCR website two weeks before the start of the academic year.

**Gym charges**

All current members of Keble, which includes JCR, MCR, SCR and staff, are eligible to join the College gym. You must be a Keble member to use the Gym. There is a Membership fee of £39 per term or £79 per academic year (Michaelmas 2023 to Trinity 2024 and includes the long summer vac). The membership fee is payable by a charge to battels.

# Payments

## Battels

An account is kept for each student of the College. This account, known as **battels**, is sent out by email at the beginning of each term. Junior Members are required to make the following payments:

- the accommodation charge for the term in accordance with the Tenancy Agreement.
- the cost of food and other items, e.g. printing and photocopying, debited from the preceding term
- in the first term, a key deposit (where applicable) and caution money of £185

Accommodation rents are published in Trinity Term each year and charges are payable termly in advance.

You can view your battels account via EPOS – the online meal booking system - at any time.

The Financial Bursary is available to all students for assistance with financial matters. It is located in the ground floor of Pusey Quad staircase one. If you need to discuss your fees or battels please email the relevant email addresses detailed below

Graduate & Undergraduate fees

[fees@keble.ox.ac.uk](mailto:fees@keble.ox.ac.uk)

Battels

[battels@keble.ox.ac.uk](mailto:battels@keble.ox.ac.uk)

One of the following members of the accounts team will be able to assist you:

Accounts Assistant

Hien Le

Finance Manager

Jennifer Clarke

Financial Controller

Michael Hill

Contact the College Office ([college.office@keble.ox.ac.uk](mailto:college.office@keble.ox.ac.uk)) for confirmation letters for banks and scholarships.

All Junior Members are required to settle amounts due to the College by Friday of 1<sup>st</sup> Week of each term and, in respect of balances outstanding at the end of Trinity Term, by 10<sup>th</sup> August.

Failure to settle battels by the due date shall, in the absence of a reason deemed by the Bursar to be compelling, incur a fine of £15 (£30 if there has been late payment within the previous twelve months). If payment is not thereafter received within one week a further fine of £30 shall be imposed.

If you are unable to obtain the funds necessary to pay on time you should contact the Bursary immediately to discuss your circumstances. Do not wait until the payment is overdue.

## Methods of payment

The following methods of payment are accepted:

### 1. Payment On-line

You can pay battels on-line by debit card. WE DO NOT ACCEPT PAYMENT BY CREDIT CARD

To pay on-line you will need to log on to On-Line meal bookings at

<https://meals.keble.ox.ac.uk/select/index.html>

Use the 'Oxford member' link on the left hand side'; this can only be done once you have set up your single sign on account

Click on "Fees and Charges".

Click on "Pay Battel Payment" then complete the details required.

## 2. Bank Transfer: details as below.

Account name: Keble College

Bank: Handelsbanken

Oxford West Way Branch

Seacourt Tower, 2<sup>nd</sup> Floor

West Way, Botley,

Oxford

OX2 0JJ

Sort Code: 40-51-62

Account No.: 84245693

Swift code: HANDGB22

IBAN GB06HAND40516284245693

**Please give a reference of your full name/battels with your transfer to enable the College to allocate the payment directly to your account.**

Handelsbanken do not allow payment from certain countries, a link to this list can be found on the College's website <https://www.keble.ox.ac.uk/current-students/fees-and-battels-payment-methods/>. If you the country you are transferring from is on this list then please use Western Union Global Pay as per below

## 3. Western Union Global Pay

Please use the link on the website for Western Union Global Pay

<https://www.keble.ox.ac.uk/current-students/fees-and-battels-payment-methods/>

Please follow the instructions on the Western Union website to obtain a quote in your chosen currency and the details of how to make the transfer.

You will need to use your University Student Number, Name, Email Address and Date of Birth for the College to complete the required forms.

Once you have received the quote you are under no obligation to proceed with the quote.

## Living Costs

See information on [Living Costs](#) on the University's website.

### Meal costs

There is a self-service facility for breakfast, brunch, lunch and informal Hall and all items are charged individually. There is no separate Hall charge for meals. The arrangements for Hall meals in 2023-24 are still to be determined and charges will take account of the current high levels of inflation affecting all food costs. For 2022-23 the average cost of lunch was estimated at £4.92 (vegetarian) to £5.44 (meat) , and of a three-course dinner £10.07. Although the College will do its best to control food costs, in 2023-24 are very likely to be higher. Details on meal times and arrangements will be posted before the start of Michaelmas term. A full range of option menus is available and there are daily lunch and informal Hall specials. Charges for guests will apply.

Payment is made to your battels via University card.

Café Keble and Robin Geffen café at the HB Allen Centre- normally serves a variety of food and beverages. Details are sent out at the start of term. Payment may be made either on battels using your University card or by debit card. We do not accept cash.

### Utilities

For students living in College accommodation, there are no separate charges for electricity or any other utilities.

### Living Out

Undergraduates and graduates who live out of College may incur additional expenses arising from privately-rented accommodation. These may include substantial deposits. Properties occupied by only full-time students are exempt from paying Council Tax. See the Oxford City Council website on [Council tax exemptions](#).

Students living out of College are still able to take meals in Hall and elsewhere in College.

### Laundry

There are two Launderettes, one on the Parks Road site and one in the H B Allen Centre. Each has 6 washing machines and 6 dryers. Charges apply.

### Vacation costs

Publicly-funded non-finalists who are required to stay up outside normal term dates in order to sit University examinations or to undertake extra tutorial work on a tutor's recommendation (for example, to make up work missed through illness) shall, if living in College accommodation, not be charged rent for those additional days. Self-funded students will be charged for their accommodation at the normal accommodation rate. An undergraduate student may apply to stay up after the end of term to carry out coursework certified as essential by his or her tutor (for example, project or research work); these students and those staying to participate in a 'Blues' sporting event will be charged for their accommodation at the normal rate, but may be able to apply for assistance with these costs (through the College or Keble Association administered funds).

## Course Costs

Any costs associated with your course of study – graduate or undergraduate – are set by the relevant Department and/or Faculty and not by the College. You should check with the relevant Department.

Some courses involve fieldtrips or electives. Keble students can apply to the **Keble Association (KA)** for assistance with any costs arising from these. The KA also makes grants and awards for travel and study-related activities. Information of how to apply to the KA, and by when, is circulated to all students each term.

## Paid Work

For **undergraduates**, term-time employment is not permitted except under exceptional circumstances and in consultation with your tutor and Senior Tutor. During vacations you will be required to complete academic work and this should take priority over other commitments.

Information on paid work, internships and career opportunities can be found [here](#).

Students on an international visa will need to consult the University's guidelines [here](#).

The College's policy on paid work by **graduates** conforms with the University [guidelines](#) issued by Education Committee. Full-time graduate students should generally regard their studies as a full-time occupation of at least 40 hours per week, and should normally be available for academic commitments during usual working hours (i.e. 9 am to 7 pm on weekdays). Graduate students on taught courses should regard this as applying to term-time study whilst for students on research courses it applies year-round. The University therefore recommends that full-time graduate students on a taught course (such as a Master's) do not undertake more than 8 hours' paid work each week whilst studying.

The number of weeks of fulltime study required will depend on the course structure. Students may find they have substantial study commitments in the Christmas, Easter and summer vacations as well as the University's three full terms of eight weeks each. Students should check the structure of their own course, and its implications for any paid work, with their department or faculty. Students on research courses (such as a DPhil) are advised that any paid work should still allow them to spend **at least 40 hours per week for a minimum 44 weeks of the year on their studies.**

## Financial Support

Although you might think that the costs of studying at Oxford are much higher than elsewhere, this isn't necessarily the case. In addition to the various sources of direct financial support (outlined below) there are various ways in which costs are kept to reasonable levels. Keble offers good quality accommodation at affordable rents as well as meals in Hall (there are no separate Hall charges, you just pay for what you eat). You can live in the centre of the city, so there are no additional daily transport costs. Plus, there are extras such as travel and research grants from the Keble Association.

**The College will endeavour, within the resources available, to ensure that all Keble students will not have to worry about funding during their time at College. Alumni and friends of the College recognise that the costs of studying at University are increasing. Through their generous donations the College is able to offer some financial support to those in need. This support includes the Oxford Bursaries for undergraduates which are part-funded by the University and the College, but also additional funding where there is genuine need and further funding to support those experiencing unforeseen financial circumstances. Grants (usually between £500 and £2000) are awarded to students in all years of undergraduate study according to the means-testing process completed upon application.**

Financial support is mainly directed at assisting with students' on-course costs, but there are also some funds to help with expenses incurred as a result of course- and career-related activities during the vacations.

### **Oxford Bursaries**

Jointly funded by the College and University, there is a comprehensive bursary programme in place to support Home undergraduates. There is no separate application process for Oxford's bursaries as these are based on the household income assessment carried out by your regional funding agency. Full details of the schemes are available [here](#).

### **Keble Bursaries**

As a complement to the funding available from Oxford University and the government, Keble is able to offer additional support to undergraduates who need it. Keble Bursaries are funded by former students and friends of Keble, via the Talbot Fund, to support the current and next generation of undergraduates at Keble. No separate application is required for these. Decisions on the allocation of Keble Bursaries are made during Michaelmas term based on the same reported household income figures used for Oxford Bursaries.

### **Keble College Student Support Fund**

The College has some funds available to financially support all students, including non-Home students. These are designed to assist students whose circumstances have significantly changed since arriving at College, including for unforeseen and unforeseeable reasons. All applications are treated in confidence. There are two ways of applying, depending on the nature of the need:

- 1) For requests either involving smaller amounts or for **emergencies** that can't wait for a termly meeting, applications can be made direct to the Student Support Officer ([student.support@keble.ox.ac.uk](mailto:student.support@keble.ox.ac.uk)).

- 2) The Student Support Committee meets once a term to consider applications for general and longer-term support.

### **How to apply to the Student Support Committee:**

1. The application form is on the website at <https://www.keble.ox.ac.uk/current-students/> or can be obtained from the Student Support Officer, Aimee Rhead ([student.support@keble.ox.ac.uk](mailto:student.support@keble.ox.ac.uk)), to whom it should be returned once filled in by the following deadlines:

Michaelmas and Hilary Terms - no later than 4.00 p.m. on Tuesday of 4<sup>th</sup> Week

Trinity Term - no later than 4.00 p.m. on Wednesday of 2<sup>nd</sup> Week

2. Please make sure that you have read the guidance on the University website about how your application will be assessed: [Oxford Financial Assistance Fund | University of Oxford](#)
3. Further advice on how to complete the form may be obtained from the Student Support Officer.
4. The Student Support Committee (comprising the Senior Tutor, Student Support Officer, Welfare Fellow and Accounts Assistant) will consider all applications in confidence. It will follow the same criteria of assessment as the Oxford Assistance Fund. The Committee meets on Monday 5<sup>th</sup> week in Michaelmas and Hilary terms, and Monday 3<sup>rd</sup> week in Trinity term.

Student support funds are finite and therefore the College makes decisions on applications based on appropriate criteria. Each application is assessed on an individual basis but priority is given to students on course and to students who can demonstrate good evidence of financial need.

Individuals in need of support will also be expected to apply to other sources, such as the University or (for Home students) UK government funding.

Graduates who have recently signed a financial declaration that their fees and living costs will be met for the duration of their course are very unlikely to be awarded financial support. This applies particularly to graduates on one-year courses. It is understood, however, that things can change during a longer course and individuals should apply if their circumstances have significantly changed. It is unlikely that the College will be able to provide significant or long-term financial assistance; in such circumstances it may be advisable to suspend status until the underlying problem can be resolved.

In general, support is more likely to be provided when an applicant can show that they have taken reasonable steps to moderate their expenditure.

5. The Student Support Committee will consider the application and, if the amount requested is more than the fund can normally support, it can be forwarded to the University's scheme – the Oxford Assistance Fund. The College may be able to make some provision, in which case the OHF can be approached for the remainder.

6. Applicants will be informed in writing of the Committee's decision with its reasons within one week of its meeting.

### **Oxford Assistance Fund (OAF)**

The University's main fund for supporting students has two schemes, one for Home students and one for all other students. Up-to-date information on this fund, including any application deadlines, can be found here: [Oxford Assistance Fund | University of Oxford](#)

### **OAF for Home students (previously known as the Access to Learning Fund):**

Enrolled and suspended Home students of all study levels who are experiencing financial difficulty can apply for financial assistance and will be assessed in line with national guidelines.

Applications should be made using a form available from the Student Support officer, who can discuss the application. They are assessed by the Student Fees and Funding team on a rolling basis until the end of Trinity term. All matriculated students with Home fee status are eligible to apply if they are experiencing financial difficulties; this does not necessarily need to have been caused by unforeseen circumstances.

Eligible applications with a shortfall of greater than around £3,000 may be referred on for further consideration by the University Financial Assistance Committee at its termly meeting to assess whether additional support can be awarded. Financial Assistance applications from Home students with a shortfall greater than £3,000 should be submitted well in advance of the University Financial Assistance Committee deadlines.

**OAF for Overseas, EU and Islands fee status students (previously known as the University Hardship Fund):**

Enrolled students of any fee status and of all study levels who experience *unexpected* financial difficulties due to circumstances which could not have been predicted at the start of their course can apply for support of up to £8,000. Support at this level will usually be in the form of a loan and grant. Applications are assessed by the University Financial Assistance Committee on a termly basis. Applications should be made using a form available from the Student Support officer, who can discuss the application.

**Student Support Fund Bursary**

First-degree undergraduates ordinarily resident in the UK (usually students with Home fees status) who have started their course in 2021/22 or after, are enrolled, and who require financial assistance of up to £750 are eligible to apply for a new Student Support Fund bursary. Bursaries can be provided to students with household incomes of c. £62k or less to address a shortfall in their finances or to meet additional exceptional costs they may be facing relating to their individual circumstances. Applications will also be accepted from those who do not meet the income eligibility threshold, where justification of exceptional personal circumstances can be provided. Applications are accepted on a rolling basis until the end of Trinity term.

Details here: <https://www.ox.ac.uk/students/fees-funding/ug-funding/oxford-support/ssf>

**Funding for Students with Disabilities**

Via the University there is financial support for students with disabilities, including the disabled Students Allowance for UK students. Full information is available from the [University website](#)

Note: You should apply for DSA as soon as you have been made an offer (conditional or unconditional) to study at the University of Oxford as it can take up to 14 weeks to process DSA applications and for support to be fully implemented.

**Estranged Students**

Undergraduates who, for whatever reasons, are estranged from their family and therefore unable to find suitable accommodation out of term, may be eligible for support from the University and the



College. This may include financial assistance as well as access to accommodation, including out of term time. If you think you need assistance, please contact the Student Support Officer, [student.support@keble.ox.ac.uk](mailto:student.support@keble.ox.ac.uk)), who can discuss your situation in confidence.

The University has signed up to the [Stand Alone Pledge](#) for students without family support.

### **Childcare costs**

Information for student parents can be found [here](#).

Information on assistance with childcare costs from the University can be found [here](#).

## Financial Difficulties: sources of advice

If you run into financial difficulties there are people you can contact for advice, both inside and outside the College. It's often the case that financial worries are inseparable from other concerns, for example about health, family and your studies. Details of the **College Welfare** team are found elsewhere on the College website.

### College support

**Aimee Rhead** (Student Support Officer) can advise you on the various sources of College and University financial support and how to apply. [Student.support@keble.ox.ac.uk](mailto:Student.support@keble.ox.ac.uk)

**Hien Le** (Accounts Assistant) can advise on battels, bursaries, and undergraduate fees. [Hien.le@keble.ox.ac.uk](mailto:Hien.le@keble.ox.ac.uk)

**Stephen Cooke** (The Bursar) can advise on problems paying battels and rents. [bursar@keble.ox.ac.uk](mailto:bursar@keble.ox.ac.uk)

### University support

The University's guidance and advice on what to do if you run into financial difficulties is at <https://www.ox.ac.uk/students/fees-funding/assistance/review>.

The [Student Advice Service](#) of the Oxford Student Union can advise on budgeting, funding, banking and debt.

# Grants and Awards

## 1. Keble Association

The Keble Association (KA) is a registered charity run by former students of Keble for the benefit of current undergraduate and graduate students. Well over 100 students received grants last year.

The Keble Association considers applications for:

- *Study Grants* for materials, equipment, research and other related costs.
- *Travel Grants* with an emphasis upon humanitarian travel purposes.
- *Arts Grants* for personal or group arts activities.
- *Internships/work experience*

**Application deadline: Forms and information are sent out to all students by email in 0<sup>th</sup> week each term, with the submission deadline usually in 4<sup>th</sup> week.**

**Study Grants** are for costs not normally met by the college or departments, for example research conference costs, compulsory field study and some equipment costs.

**Travel Grants** are an established feature of Keble life. Humanitarian travel is the focus of the KA's support and the likely benefits of such travel are always carefully considered by the committee.

**Arts Grants** are given to individual students participating in arts activities such as tours or performances and to arts clubs and groups in college. The KA are particularly keen to support new arts activities in college.

**Internships/work experience** grants are available to students in receipt of a university or college bursary, or otherwise able to demonstrate that they are in financial need, to help meet costs such as accommodation or travel not met by a sponsor/employer.

### Can I Apply?

You can apply if you are a current undergraduate or graduate student. Please bear in mind that this money has been given by previous students for the Association's charitable purpose, 'To help by means of grants or loans, past and present members of the college who are in financial need'. So don't apply simply to take advantage of an opportunity – apply if you need it. Our funds are limited.

### How to Apply

Application forms and information are sent out to all students by email in 0<sup>th</sup> week each term, with the submission deadline usually in 4<sup>th</sup> week. Students can also request a form from Alex Gibbs ([college.office@keble.ox.ac.uk](mailto:college.office@keble.ox.ac.uk)). They can also advise on the application and whether the KA is the appropriate source of help. There are certain grant conditions that you will need to meet, and most grants require a report back to the KA that we may post on our website. All Arts, Study & Travel grant applications require a reference or letter of recommendation from your tutor/supervisor. The current Chair of the Keble Association Grants Committee Vivek Srivastava.

## 2. College Graduate Support Fund

There is a fund available to assist graduate students with their academic studies. Students may apply for assistance for:

- course-related equipment;
- fieldwork costs;
- attendance at relevant conferences (especially if a paper or poster is being presented);

- visits to libraries or archives outside Oxford.

Applications using the Graduate Support Fund Form available from the Alex Gibbs, College Office ([College.Office@keble.ox.ac.uk](mailto:College.Office@keble.ox.ac.uk)) should be sent with a letter of support from the student's Supervisor, Course Advisor or College Adviser as appropriate. Students will be expected to apply to parallel sources of funding, for instance from Divisions, Faculties, Departments, and from Research Council funds.

Applications for grants from the Fund may be made at any time, but must be made in advance; grants will not normally be awarded retrospectively. The maximum sum awarded to any student will not normally exceed £400 in any academic year. If you are in doubt about whether an application is appropriate, or the terms on which it should be made, please consult the College Office.

### **3. The Mavis Gibson award for Graduates**

The Mavis Gibson award is made to graduate studying history to support costs associated with course-related travel. There is no separate application for this award, which is considered alongside the Keble Association's grants and awards in Trinity term.

### **4. The Owen Travelling Scholarship**

The Owen Travelling Scholarship of £600 for travel in connection with the study of classical antiquity, to be awarded to an undergraduate studying either Ancient and Modern History, Classical Archaeology and Ancient History or Archaeology and Anthropology, or a postgraduate studying Classical Archaeology. There is no separate application for this award, which is considered alongside the Keble Association's grants and awards in Trinity term.

### **5. The Ian Walker Prize for Graduates**

The Ian Walker Prize (£140) provides funds for limited research project, travel to conferences or summer vacation project work. It is available to undergraduates and postgraduates in science subjects. They are emailed in Hilary term with details of how to apply.

### **6. Language courses**

[The Oxford University Language Centre](#) normally offers a Fast Track Modern Languages pathway (formerly the OPL programme). The fee for 2022-23 was £495. Information on 2023/24 courses and fees will be provided in due course from the centre's website. The College will reimburse 50%, payable on completion of the course at the end of Trinity term. Please let the College Office have a copy of your course registration form (which will have been signed by your tutor) when you start. When you have finished, send a copy of the course completion certificate to the College Office; you will be reimbursed on your battels.

## Blues Fund – University Sports and Activities

There is a fund to support costs arising from participation in University sport. It is administered by the Senior Treasurer for Junior Members' Activities, Professor Ed Peel.

1. The College acknowledges that those junior members who play sport at the University level often incur considerable additional expenditure. It is not possible to seek to reimburse all such expenditure but some contribution is made from the Junior Members Activities' Budget by way of the Blues Fund. It is not a condition of applying for funding from this scheme that you should be awarded a Blue. Any representation *of the University* will suffice.
2. The procedure for allocation of the Fund is as follows:
  - 2.1 The type of expenditure normally covered/not covered is indicated below:  
Items of expenditure **normally covered**:  
sports equipment - bats, hockey sticks, footballs etc.  
competition entry fees, subs etc  
hire of facilities: court time etc.  
refereeing payments  
travel (if required) outside Oxford; NOT taxis to sports grounds within Oxford  
accommodation, if required to stay out of Oxford (but not meals)  
  
Items of expenditure **NOT normally covered**:  
kit/clothing, including any footwear, team strips and club uniforms (Blues blazers etc.)  
refreshments, including training meals  
medical treatment  
If any items on this list appear in a claim, they will simply be deleted. Any items not on either list will be left to the discretion of the Senior Treasurer whose decision will be final.
  - 2.2 NB. Receipts must be obtained for all claims which may be made. By this is meant an official receipt from, e.g. a supplier; NOT a receipt slip of the type sold as booklets which anybody can fill in. No application for reimbursement will be accepted without a receipt. If official receipts are not available, a letter in support may be accepted as evidence of expenditure, but only if it is signed by the Senior Member for the University sport in question. Such letters will NOT be accepted and the claims in question will not be processed, if it is signed by another junior member.
  - 2.3 By no later than the end of Week 6 in Trinity Term, a claim must be submitted to the Senior Treasurer, along with supporting receipts. There is no application form. A short letter setting out the items claimed for and the total amount will suffice, but receipts alone will not. There is no extension of this deadline, so if a claim is invalid because, e.g., it is not in accordance with para 2.2 there will be no opportunity to re-submit it.
  - 2.4 The allocation of the Blues Fund is at the discretion of the Senior Treasurer but, ordinarily, it will be allocated on a pro rata basis dependent on the level of valid claims made.

## Internships

Information on internships and careers-related opportunities is available from the [Careers Service website](#)

Application can be made to the **Keble Association** for financial support for internships.

## Academic awards and prizes

College prizes may be awarded by tutors as follows:

- i) for a first-class performance in a College examination;
- ii) for sustained excellence in tutorial essays or analogous assignments and for academic improvement;
- iii) for a Distinction or a First in the First Public Examination

### Other College Prizes

The Michael Zola Prize of £250, for outstanding performance in First Public Examinations by a student from a non-selective, non fee-paying school/college, open to all undergraduates from such schools/colleges but with a preference for Humanities. No application is needed.

The Denis Meakins Prize of up to £500 for the best 'all round' performance in Chemistry, taking into account academic achievement and extra-curricular contributions to the College. Open to all undergraduates reading Chemistry, this award may be divided between two or more students and participation in University level activities (e.g. sport) may be taken into account in assessing contribution to college life.

The Sir Christopher Dobson Prize (£200) awarded to Undergraduate chemists for outstanding performance in Chemistry.

The Denis Shaw Fund awards a prize of up to £170 for exceptional performance in University examinations in Physics.

The Roquette Palmer Prize of £200 for proficiency in French, awarded after examination in the Trinity Term, and open to all undergraduate members of the College in their first two years of residence; the prize will not be awarded to any candidate who, in the opinion of the examiner, is a native speaker of the language.

The Harris Prize (£200) is awarded to the undergraduate achieving the best performance in the Final Honour School of Jurisprudence.

The Franklin Prize for Engineering Science (£370) at Keble awarded to for the best overall performance in the Final Honours School in Engineering Science.

The Franklin Prize for the best Engineering Science Project (£370) at Keble is given to the student awarded the highest result in the 4<sup>th</sup> Year project.

The Bennett Prize (£150) is awarded for the best in-College 4<sup>th</sup> Year Engineering Science presentation (Hilary Term).

The Gordon Smith Prize for Geography (£200) is awarded for the best performance by a second year Geography student.

The Gordon Smith Dissertation Award(s) (up to £200) is awarded for demonstrating excellence in research undertaken for an undergraduate dissertation

The Deidre Tucker Prize (typically £500 for each) Law, Mathematics and Modern Languages. Subject tutors will contact second years with details when required.

English most improved (£50) awarded to a 1<sup>st</sup> year student.

Nigel Smith Prize (£50) awarded to most improved student studying English.

The Durham Prize (up to £200) is awarded to a student for outstanding performance in taught masters.

The Roy Kay Scholarship (up to £500) awarded to clinical students on academic merit.

£200 prizes are awarded to the students with the best College First Class or Distinction result in each subject (or subject grouping) in the First Public Examination. These prizes are awarded at dinner in Hall at the start of Michaelmas Term. The awards include the named prizes of: the Geffen Prize for English; the Harris Prize for Law; the Bennett Prize for Engineering; and the Talyarkhan Prize for PPE.

### **Undergraduate Scholarships**

Scholarships are awards made by the Governing Body in recognition of academic excellence. The annual value of a Scholarship is £200, credited to battels in Michaelmas term, and the Scholars is also entitled to two free meals a week in Hall during term (but no more than four formal halls per term). Scholars are entitled to wear a special gown and are normally invited annually to a Scholars' Dinner.

The Governing Body will elect to scholarships students declared by their Director of Studies to have shown consistent excellent academic performance through their results in the First Public Examination, College Examinations, and/or other assessments. Awards are subject to renewal each year. Governing Body may at any time withdraw such a scholarship, or a College Organ, Choral or Music Scholarship, on the recommendation of the Director of Studies or the Senior Dean, if the holder's academic work or behaviour is deemed to be of an inadequate standard.

### **Vacation Bursaries**

Chemistry Research Bursary of up to £900 for Chemistry Undergraduates undertaking research projects during the long vacation between their 2nd & 3rd years.

Walters Kundert Fund of up to £2,000 for chemists studying Part I, Part II, MPhil or DPhil. To enable Keble chemistry students to carry out secondments in research labs during vacations.