

## Changes in Regulations to provide for combined fees

PRAC/1

### Planning and Resource Allocation and Education Committees

Approved at meetings of PRAC on 6 March 2017 and 20 March 2018 and of Education Committee on 10 March 2017 and 09 March 2018

### Regulations on Financial Matters

### Revision of regulations to provide for combined fees

#### Location of change

In *Examination Regulations 2017, Regulations on Financial Matters*, at <http://www.admin.ox.ac.uk/examregs/2017-18/ai-ronfinamatt/>

With effect from 1 October 2019

#### Detail of change

1. Amend heading above citation reference 1.1 as follows (new text underlined, deleted text struck through):

**'§1. University fees payable by members of the University'**

2. Amend citation reference 1.1 as follows (new text underlined, deleted text struck through):

<sup>1.1</sup>1. All fees payable under this Section are set by Council's Planning and Resource Allocation Committee on the recommendation of the Joint Fees and Student Support Advisory Group on an annual basis and are available from [www.ox.ac.uk/students/fees-funding/fees/rates](http://www.ox.ac.uk/students/fees-funding/fees/rates) or from the Planning and Resource Allocation Section.'

3. Amend citation reference 1.3 as follows (new text underlined, deleted text struck through):

<sup>1.3</sup>(a) Every member of the University shall pay a University fees at the appropriate annual rate for each academic year in which he or she is working in Oxford'

4. Amend citation reference 1.18 as follows (new text underlined, deleted text struck through):

<sup>1.18</sup>(iii) on application by their society, and subject to the approval of Council's Education Committee, some part of the University fees for an academic year may subsequently be returned to those who do not work in Oxford for the whole of that year. The general rule agreed by Council is that, for each complete term not spent working in Oxford, one third of the annual fees shall be returned.

5. Amend citation reference 1.19 as follows (new text underlined, deleted text struck through):

<sup>1.19</sup>3. Every member of the University shall pay a University fees at the appropriate annual rate for each term from and including the term in which he or she begins to work for the Second Examination for the Degree of Bachelor of Medicine up to and including the term in which he or she completes all the stages of the examination, or ceases to work for the examination.'

6. Amend citation reference 1.21 as follows (new text underlined, deleted text struck through):

<sup>1.21</sup>(a) Subject to the provisions of cl. 5 below, every member of the University shall pay a University fees at the appropriate annual rate for each term in which he or she is registered as a Probationer Research Student or is working for one of the qualifications listed below...'

7. Amend citation references 1.45 - 46 as follows (new text underlined, deleted text struck through):

X<sup>1.45</sup>(d) Candidates who continue to work for one of the qualifications listed in this clause after attempting an examination shall pay a ~~University fees~~ for each term in which they receive tuition or supervision; but if they receive no further tuition or supervision, they shall pay no further ~~University fees~~ but shall pay the fee prescribed in §7 below when they re-enter. Candidates whose thesis submitted for the degree of M.Litt., M.Sc., or D.Phil., has been referred back shall pay no further ~~University fees~~, but shall pay the fee prescribed in §7 below when they apply for re-examination; and candidates whose dissertation for the degree of M.Sc. in Education did not satisfy the examiners shall pay the fee prescribed in §7 below before a revised or new dissertation for Part II of the examination is examined. For the purposes of this clause, 'term' shall include any period of forty-two days' residence reckoned as a term of residence under the Regulations for Residence in the University provided that not more than three ~~University fees~~ shall be payable in the same academic year.

1.46(e) The ~~fees~~ shall be collected in accordance with §3 below.'

8. Amend citation references 1.48 - 49 as follows (new text underlined, deleted text struck through):

<sup>1.48</sup>(a) The number of termly ~~University fees~~ payable under cl. 4 above by those working for the degree of D.Phil. shall not exceed nine provided that:

1.49(i) [for candidates admitted for a DPhil from 1 September 2006 onwards] Candidates for the D.Phil. may count towards this figure up to three termly ~~University fees~~ paid while working for the degree of M.Phil., M.St. in Legal Research, or B.Phil. provided that the candidate has been given leave to supplicate for that degree;'

9. Amend citation references 1.51 - 56 as follows (new text underlined, deleted text struck through):

<sup>1.51</sup>(b) The number of termly ~~University fees~~ payable by candidates for the Doctor of Engineering shall not exceed twelve.

1.52(c) The number of termly ~~University fees~~ payable under cl. 4 above by those working for any qualification other than the degree of D.Phil. or D.Eng. shall not exceed six in respect of each qualification, provided that:

1.53(i) Candidates who transfer from the D.Phil. to the M.Litt. or M.Sc. by Research may count up to six ~~University fees~~ paid while working towards the D.Phil. (including fees paid while holding the status Probationer Research Student) towards this figure;

1.54(ii) Candidates receiving tuition or supervision after attempting an examination shall continue to pay ~~University fees~~ for each term in which they receive tuition or supervision;

1.55(iii) Candidates under (iv) and (v) below who receive tuition or supervision after attempting an examination or who require an extension of time shall continue to pay ~~University fees~~ for each term in which they receive tuition or supervision, provided that the total number of fees shall not exceed the maximum provided in each case;

1.56(iv) Part-time students for the Degree of Master of Theology shall not pay more than six ~~University fees~~ (at the half rate) while working for Part II of that degree;'

10. Amend citation reference 1.58 -59 as follows (new text underlined, deleted text struck through):

<sup>1.58</sup>(vi) Part-time students for the MSc in Software Engineering, the MSc in Software and Systems Security, the Postgraduate Diploma in Software Engineering, Postgraduate Diploma in Software and Systems Security, the Postgraduate Certificate in Software Engineering, the Postgraduate Certificate in Object Technology, and the Postgraduate Certificate in Software and Systems Security shall pay all applicable module fees; students who receive tuition or supervision after attempting an examination shall continue to pay ~~University fees~~ for each term in which they receive tuition or supervision, provided that they shall not pay more than four annual registration fees for the MSc courses, two annual registration fees for the Postgraduate Diploma courses, and one registration fee for the Postgraduate Certificate courses; students requiring an extension of time shall pay a fee of £100 for each term in which they continue to receive tuition or supervision;

1.59(vii) Part-time students for the MSc in Mathematical Finance shall pay not more than two ~~tuition fees~~ covering seven terms of study, payable at the start of the first and second years of the course

respectively; students requiring an extension of time shall pay a fee of ~~£610~~ ~~£570~~ for each term in which they continue to receive tuition or supervision.'

**11. Amend citation reference 1.60 - 64 as follows (new text underlined, deleted text struck through):**

~~1.60~~ (d) the number of termly ~~University~~-fees payable by candidates registered for a D.Phil. through one of the following doctoral training programmes shall not exceed twelve: Autonomous Intelligent Machines and Systems; Cardiovascular Medicinal Chemistry; Cyber Security; Environmental Research; Healthcare Innovation; Industrially Focused Mathematical Modelling; Interdisciplinary Bioscience; Life Sciences Interface; New and Sustainable Photovoltaics; Oil and Gas; Partial Differential Equations: Analysis and Applications; Science and Technology of Fusion Energy; Synthesis for Biology and Medicine; Systems Approaches to Biomedical Science; Systems Biology;

~~1.61~~ (e) the number of termly ~~University~~-fees payable by candidates registered for a D.Phil. through one of the following doctoral training programmes shall not exceed twelve: Biomedical Imaging; Statistical Science; Synthetic Biology. Candidates registered for one of these doctoral training programmes, who are admitted by the University of Warwick, Bristol. or Nottingham, and who hold the status of Probationer Research Student at Oxford, shall not normally pay more than three termly ~~University~~-fees while at Oxford;

~~1.62~~ (f) the number of termly ~~University~~-fees payable by candidates registered for a D.Phil. through one of the following doctoral training programmes shall not exceed twelve: Diamond Science and Technology; Gas Turbine Aerodynamics; Renewable Energy Marine Structures; Science and Application of Plastic Electronic Materials. Candidates for these programmes may count towards this figure up to the equivalent of three termly ~~University~~-fees paid to the relevant partner university;

~~1.63~~ (g) the number of termly ~~University~~-fees payable by candidates registered for a D.Phil. through the doctoral training programme in Theory and Modelling in Chemical Sciences shall not exceed twelve. Candidates registered for a D.Phil. through this doctoral training programme may count up to three termly ~~University~~-fees paid while working for the M.Sc. in Theoretical and Computational Chemistry towards this figure;

~~1.64~~ (h) Fee requirements relating to full-time students undertaking graduate study shall also apply to part-time students holding the same status, save that part-time students shall be required to pay half the applicable full-time fees over twice the applicable length of time for full-time students, except where the fees for the part-time programme is otherwise specified in the regulations, and except where the applicable period is otherwise specified under cl. 5(c) above.'

**12. Amend citation references 1.71 - 72 as follows (new text underlined, deleted text struck through):**

~~1.71~~ (k) The number of termly ~~University~~-fees payable by candidates for a D.Phil. in the Medical Sciences Doctoral Training Centre who have been admitted to a four-year doctoral programme shall not exceed twelve.

~~1.72~~ (l) The number of termly ~~University~~-fees payable by candidates for a D.Phil. in Biomedical Sciences under the NIH-Oxford programme shall not exceed six.'

**13. Amend citation reference 1.73 as follows (new text underlined, deleted text struck through):**

~~1.73~~ 6. Subject to the approval of Council's Education Committee, where a clinical student has already spent at least three terms working full-time for the Degree of M.Sc. by research and has paid at least three ~~University~~-fees in respect thereof, any further fees payable in respect of the M.Sc. course for terms in which he or she is also working as a clinical student at a university clinical school outside Oxford may be remitted.'

**14. Amend citation references 1.75 - 78 as follows (new text underlined, deleted text struck through):**

**'§2. Visiting, Recognized, and Matriculated Non-Award Students**

~~1.75~~ 1. Every member of the University who, not holding an academic appointment in the University or the colleges, has been matriculated in order to study in the University otherwise than for a degree, diploma, or certificate of the University shall pay a ~~University~~-fees at the appropriate

annual rate published at [www.ox.ac.uk/students/fees-funding/fees/non-award](http://www.ox.ac.uk/students/fees-funding/fees/non-award) or available from the Planning and Resource Allocation Section for each term in which he or she is studying in the University.

1.762. Every person on the Register of Recognized Students or on the Register of Visiting Students shall pay a ~~University-fees~~ at the appropriate annual rate on the basis set out below, and as published, in the case of (a), at [www.ox.ac.uk/students/fees-funding/fees/visiting-recognised](http://www.ox.ac.uk/students/fees-funding/fees/visiting-recognised) or available from the Planning and Resource Allocation Section and, in the case of (b), by the college concerned, for each term in which he or she is studying in the University.

1.77(a) For Recognised Students, fees shall be payable the appropriate percentage 50% of the 'overseas' graduate research fee rate specified for the relevant subject area, as determined by the Planning and Resource Allocation Committee; in cases where a Recognised Student is studying across subject areas with different fee rates, the applicable fee rate shall be that which applies to the larger portion of their studies; in the case of two subjects equally weighted, the fee rate shall be that which applies to the subject that carries the higher fees; in the case of three subjects weighted equally, the fee rate shall be that which applies to the subject that carries the mid-level fees.

1.78(b) For Visiting Students, fees shall be payable at such rates as are set by the college concerned; the college shall pay to the University a sum representing the appropriate percentage 50% of the 'overseas' undergraduate fee rate specified for the relevant subject area, as determined by Planning and Resource Allocation Committee on the recommendation of the Joint Fees and Student Support Advisory Group; in cases where the subject is not offered at undergraduate level, fees shall be payable at the appropriate percentage 50% of the 'overseas' graduate research fee rate as specified for the relevant subject area; in cases where a Visiting Student is studying across subject areas with different fee rates, the applicable fee rate shall be that which applies to the larger portion of their studies; in the case of two subjects equally weighted, the fee rate shall be that which applies to the subject that carries the higher fees; in the case of three subjects weighted equally, the fee rate shall be that which applies to the subject that carries the mid-level fees.'

15. Amend citation references 1.80 – 86 as follows (new text underlined, deleted text struck through):

### **'§3. Arrangements relating to the payment of University-fees**

1.801.

1.81(a) Not later than the fourteenth day after the last day of every Full Term, the Head or Bursar of every society, or the Head of the student's department for programmes where fees are usually paid directly to the department, shall send to the Director of Finance ~~Secretary of the Chest~~ a schedule signed by himself or herself containing the names of all members of the society who were liable to pay the ~~University-fees~~ referred to in §1 and §2 above, in respect of that term.

1.82(b) The Head or Bursar of every society shall pay to the Director of Finance ~~Secretary of the Chest~~ such ~~University-fees~~ as were due for that term in accordance with the mechanisms agreed between the colleges and the University from time to time. Where ~~University-fees~~ are collected by a department these shall be paid to the Director of Finance ~~Secretary of the Chest~~ in accordance with the mechanisms that are agreed from time to time.

1.832. Annual ~~University-fees~~ shall be paid on or before the seventh day of Michaelmas Full Term (or of the term in which the student commences his or her course, as the case may be) unless the Bursar of the student's college or the Head of the student's department for programmes where fees are usually paid directly to the department, certifies in writing that:

1.84(a) The college has approved the student's application to pay by instalments, the first such instalment having been paid; and/or

1.85(b) The student has applied for, and is prima facie eligible for, a contribution to his or her fees from his or her local authority (or other fee-paying body), and the college is of the opinion that no contribution will be required from the student;

1.86(c) The student's programme did not commence on the first day of the relevant term, and payment is due on the seventh day after the actual commencement of the student's programme.'

16. Amend citation references 1.87 - 93 as follows (new text underlined, deleted text struck through):

~~1.87~~3.

~~1.88~~(a) In the event that any fees ~~or continuation charge~~ payable by the student, or the relevant instalment towards such ~~a fees~~, remains unpaid after the due date of payment it shall be the duty of the Bursar of the student's college, or the Registrar for programmes where fees or charges are usually paid directly to the University, or the Head of the student's department for programmes where fees or charges are usually paid directly to the department, to notify the student concerned that, in the event that the fees or charges due have not been paid in full within four weeks from the date of such notification, the student shall ordinarily be liable for suspension from access to the premises and facilities of the University (including the Examination Schools and other places of examination). The student shall be informed that, apart from in exceptional circumstances, they will be suspended from the end of such four-week period until such time as outstanding fees or charges have been paid, at which point they may apply for reinstatement, or until two terms have elapsed, at which point they will be removed from the Register of Students. The Bursar or Head shall also inform the Registrar that he or she has so notified the student concerned; and if the fees or charges due have not been paid in full within the specified four-week period, the Bursar or Head shall inform the Registrar of the position, whereupon, subject to the other provisions of this clause, the University shall have the right, having considered the circumstances of the case, to suspend the student concerned from access to the premises and facilities of the University. If the fees or charges due have not been paid in full within two terms of the date of any suspension imposed under this clause, the University shall have the right, having first considered the circumstances of the case, to remove the student from the Register of Students. A student may apply to Education Committee for reinstatement to the Register of Students. Any such reinstatement, which is not automatic, will be conditional upon payment of all outstanding fees.

~~1.89~~(b) On application by their society, or by the Head of the student's department for programmes where fees are usually paid directly to the department, and subject to the approval of Council's Education Committee, some part of the fees ~~for an academic year~~ may subsequently be returned to those who do not work in Oxford for the whole of that year as a result of expulsion. Unless otherwise provided in respect of an individual programme of study, the general rule is that, for each complete term not spent working in Oxford, one third of the annual fees ~~shall be returned~~.

~~1.90~~(c) On application by their society, or by the Head of the student's department for programmes where fees are usually paid directly to the department, and subject to the approval of Council's Education Committee, some part of the fees ~~for an academic year~~ may subsequently be returned to those who do not work in Oxford for the whole of that year as a result of suspension or withdrawal. Unless otherwise provided in respect of an individual programme of study, the general rule agreed by Council is that, for each complete term not spent working in Oxford, one third of the annual fees ~~shall be returned~~, and that in addition, if a student withdraws or suspends their status on or before Monday of Week 4 of any term the fees payable in respect of that term will generally be reimbursed to the student.

~~1.91~~(d) Certain programmes, including programmes which have been granted permission to charge non-refundable deposits and programmes within the Department for Continuing Education, the Mathematical Institute, and the Saïd Business School, may operate different refund policies in relation to cases under (b) and (c) above: where this is the case, the departmental policy for the programme of study concerned takes precedence over the general rule.

~~1.92~~(e) Applications for the remission or waiver of University fees, for the resolution of issues relating to the non-payment of University fees, and for all other questions of doubt or difficulty relating to the liability of individual students for University fees, including those covered under cl. 2 and 3 (a) and (b) above, and for questions of doubt or difficulty relating to the charging of deposits for course fees, or for tuition-fee reductions or bursaries as covered in §6, or for liability for the continuation charge as covered in §4 shall be determined by the Fees Panel Joint Panel on Remission of Fees. The Panel shall be chaired by the Assessor and consist of two members nominated by Conference of Colleges, two members nominated by Council's Education Committee, and the Assessor-elect. Applications for dispensation from residence requirements, other than those specified above, shall be determined by the Proctors, on condition that if the Fees Panel or the Proctors, as the case may be, are unable to agree on how to deal with any individual application they shall refer the application to Council's Education Committee for decision.



<sup>1.93</sup>(f) There shall be no appeal against a decision of the ~~Fees Panel~~ Joint Panel on Remission of Fees. A student may, however, make a further application under the procedures outlined above for relief from suspension or such terms as may have been imposed by a ~~Fees~~ the Panel if the Bursar of his or her college supports an application on the basis that the student's financial circumstances have changed for reasons beyond his or her control.'

17. Amend citation references 1.94 - 95 as follows (new text underlined, deleted text struck through):

**'§4. Regulations relating to the University continuation charge**

<sup>1.94</sup>1. A candidate admitted to graduate research study (that is, a student for the D.Phil., D.Eng., M.Litt., M.Sc.(Res), or any other programme of study designated as a research programme) who commenced their current programme of study in or after September 2011 and who has reached the end of the period of fee liability, as defined at §1, cl. 5, and who thereafter remains registered as a graduate research student, shall pay a continuation charge for each subsequent term up to and including the term in which the thesis is submitted. Candidates whose thesis has been referred back shall pay no further ~~University fees~~ or continuation charge, but shall pay the fee prescribed in §7 below when they apply for re-examination.

<sup>1.95</sup>2. A student who is paying ~~University~~ fees in respect of any given term shall not be liable for a continuation charge in the same term.'

18. Amend citation references 1.97 - 101 as follows (new text underlined, deleted text struck through):

**'§5. Regulations relating to the fees for certain scholarship and exchange agreements**

<sup>1.97</sup>1. Notwithstanding the provisions of §1 above, the University shall remit 45% ~~three-fifths~~ of the prescribed ~~University~~ fees payable by any overseas student who establishes, by information certified to the Director of Finance by an officer of the student's college or society, that at least half of the cost of the student's maintenance (as distinct from ~~university or college~~ fees), as determined by Student Fees and Funding in the relevant year, has been provided by resident Junior Members of the University (otherwise than from funds of common rooms contributed directly or indirectly by grant-paying authorities in payment of membership fees); provided that:

<sup>1.98</sup>(a) the number of students whose fees are remitted under this clause shall not in any one year exceed thirty-five and that any arrangements required for determining the allocation between colleges or other societies of the benefits available under this clause shall be subject to approval from time to time by Council's Education Committee.

<sup>1.99</sup>(b) the student's college or society shall remit 55% ~~two-fifths~~ of the prescribed ~~University~~ fees, ~~the full prescribed College fees~~, and shall also meet the balance of the cost of the student's maintenance, as determined by Student Fees and Funding, that is not covered by the Junior Members; and

<sup>1.100</sup>(c) the criteria for and selection of students benefiting from these provisions shall be administered through the Reach Oxford Scholarship Scheme.

<sup>1.101</sup>2. Council's Education Committee shall have power to approve exchange arrangements with other universities under which no fees are payable on either side. Any of the ~~University~~ fees prescribed in §1 or §2 above, which would otherwise have been payable by any person working in Oxford under those exchange arrangements shall be remitted.'

19. Amend citation reference 1.102 as follows (new text underlined, deleted text struck through):

**'§6. Regulations for Oxford Bursaries and ~~Tuition-Fee~~ Reductions**

<sup>1.102</sup>1. The arrangements described in this section apply to members of the University, entitled, in accordance with the criteria set out in §1, cl. 1, to be charged ~~University~~ fees at the appropriate 'home' (and EU) rate, who are working in Oxford: ...'

20. Amend citation references 1.114 - 118 as follows (new text underlined, deleted text struck through):

<sup>1.114</sup>3. Students described in cl. 1 who commenced their programme of study on or after 1 September 2012, and who would otherwise be liable for full ~~University~~ fees as described in §1, will

be eligible to be assessed for a reduction in ~~University fees~~, hereafter referred to as a 'tuition-fee reduction' subject to cl. 4, and provided that:

~~1.115~~(a) they are entitled to receive support from a funding agency as described in cl. 6 below; and

~~1.116~~(b) they are not reading for a qualification of an equivalent or lower level to one they already hold, unless they are reading for a course under 1(c), 1(d), 1(e) or 1(g) above.

~~1.117~~The level of the ~~tuition-fee~~ reduction will be at the rates determined from time to time by Council's Education Committee and Planning and Resource Allocation Committee. The different levels of ~~tuition-fee~~ reduction are set out on the University website. Special regulations for members of the University described in cl. 1 (d) and (g) are set out in cll. 11-13. Students will not be entitled to a cash equivalent of a ~~tuition-fee~~ reduction.

~~1.118~~4. If a student who is eligible to be charged ~~University fees~~ at the 'home' (and EU) rate is not entitled to means-tested maintenance support from their funding agency, they will not be eligible to be assessed for a bursary or ~~tuition-fee~~ reduction in that academic year. Students who are entitled to be assessed by the Student Finance Services Non UK Team, and who are entitled, in accordance with the criteria set out in §1, cl. 1, to be charged fees at the appropriate 'home' (and EU) rate, are eligible to be assessed for a bursary or ~~tuition-fee~~ reduction, subject to the conditions referred to in cl. 10 below.'

21. Amend citation reference 1.137 as follows (new text underlined, deleted text struck through):

~~1.137~~(b) Students whose revised household income assessment has increased will not be liable for increased ~~University fees~~, unless the initial ~~tuition-fee~~ reduction was obtained due to incorrect information being knowingly submitted to the student's funding agency by the student or their sponsor;'

22. Amend citation reference 1.139 - 142 as follows (new text underlined, deleted text struck through):

~~1.139~~10. The arrangements for changes to bursary and ~~tuition-fee~~ reduction entitlement between years are as follows:

~~1.140~~(a) Students entitled, in accordance with the criteria set out in §1, cl. 1, to be charged ~~University fees~~ at the appropriate 'home' (and EU) rate, and who are entitled to be financially assessed by Student Finance England, Student Finance Northern Ireland, Student Finance Wales, the Student Awards Agency for Scotland, the SLC or the NHS, are required by these funding agencies to apply for financial support each year if they wish to access means-tested support. The assessment of their household income by their funding agency may change from year to year, and consequently their entitlement to a bursary and/or ~~tuition-fee~~ reduction is subject to change each year. Special regulations are set out in cll. 11 and 12 for financial assessments for members of the University working for the Preliminary Examination in Medicine (Part II) and Bachelor of Medicine (Second Examination);

~~1.141~~(b) Students entitled, in accordance with the criteria set out in §1, cl. 1, to be charged fees at the appropriate 'home' (and EU) rate, and who are entitled to be financially assessed by the Student Finance Services Non UK Team may have their household income assessed in the first year of study only. Students who wish to have their household income reassessed or continuing year students who wish to be financially assessed for the first time must submit a request to the Student Fees and Funding section.

~~1.142~~(c) Students will only be eligible to be assessed for a bursary and/or ~~tuition-fee~~ reduction for the period in which they are entitled, in accordance with the criteria set out in §1, cl. 1, to be charged ~~University fees~~ at the appropriate 'home' (and EU) rate.'

23. Amend citation reference 1.154 as follows (new text underlined, deleted text struck through):

**'§7. Fees payable by candidates on registration, entry for an examination, application for leave to supplicate, resubmission of a thesis for certain degrees, or supplicating for admission to or accumulation of certain degrees**

~~1.154~~1. Fees are payable in the following circumstances. Fees are reviewed on an annual basis with the fees for the current academic year available from [www.ox.ac.uk/students/fees-funding/fees/liability/other-charges](http://www.ox.ac.uk/students/fees-funding/fees/liability/other-charges) or from the Planning and Resource Allocation Section. In the

case of circumstances described in (a)–(c) below and if ~~University~~ fees as defined in §1 are payable in respect of the same term, fees for (a)–(c) below do not apply.'

**24.** Amend citation references 1.184 - 186 as follows (new text underlined, deleted text struck through):

**'§10. Fees payable by certain students working in departments or faculties who are not members of the University nor Recognized students nor Visiting Students**

~~1.184~~1. If a person who is not a member of the University is admitted to work, and receive instruction or supervision, in any university department by the head of the department, he or she shall pay to the Director of Finance ~~Secretary of the Chest~~ such fee or fees as shall be prescribed by the head of the department in accordance with arrangements approved from time to time by Council's Education and Planning and Resource Allocation Committees.

~~1.185~~2. The head of each department shall have discretion to fix a fee or fees for any member of the University who is working in his or her department, unless that member is liable to pay ~~University~~ fees under the provisions of §1 or §2 cl. 1 or would be liable but for the provisions of §1 cl. 5 thereof.

~~1.186~~3. The head of each department shall maintain, and on request send to the Director of Finance ~~Secretary of the Chest~~ not later than the end of the third week of Full Term, or in the case of students working in the vacation only, as soon as may be, a list of the names of the students attending lectures or working in his or her department other than those liable to pay a fee covering that term under §1 or §2.'

**25.** Amend citation references 1.189 – 193 as follows (new text underlined, deleted text struck through):

**'§11. Fees payable by certain Clinical Students**

~~1.189~~1. Every person attached to the clinical school under regular instruction for a qualifying medical examination of another university or of a recognised professional institution shall, unless liable to pay ~~University~~ fees under the provisions of §1, pay to the Regius Professor of Medicine a fee of £10 on admission and ~~a University fees~~ every three months at the annual rate published at [www.ox.ac.uk/students/fees-funding/fees/rates](http://www.ox.ac.uk/students/fees-funding/fees/rates) or available from the Planning and Resource Allocation Section which would be applicable to him or her if liable for fees under §1 cl. 3.

~~1.190~~2. The Regius Professor of Medicine shall have discretion to fix fees for persons attached to the clinical school who are not under regular instruction but who would otherwise be liable to pay a fee or fees under cl.1 above.

~~1.191~~3. Within fourteen days of the last day of every Full Term the Regius Professor of Medicine shall:

~~1.192~~(a) Send to the Director of Finance ~~Secretary of the Chest~~ a schedule specifying (a) the names of all the persons who were liable to pay any of the fees referred to in cll. 1 and 2 above since the preparation of the previous schedule, and (b) the particular fees payable by such persons, and

~~1.193~~(b) Account to the curators for the fees so specified between those at the 'home' and 'overseas' rates, for the remainder of the course then being undertaken.'

**Explanatory Notes**

These changes give effect to the move to charging course fees from 2019/20 on the basis of the combined total of university and college fees.

The University currently charges separate university fees and college fees to graduate students (taught and research, home and overseas), and to overseas undergraduate students; no separate college fees are however charged to Home/EU students. The move to combined fees for 2019/20 will contribute to the improvement of admissions processes and student information by providing clear details of total course fees for applicants and students on course, through websites and offer letters.

The move to combined course fees was developed under the auspices of the Joint Fees and Student Support Advisory Group (JFSSAG), a joint body of the University and Colleges which reports to the Planning and Resource Allocation and Education Committees of



Council, and to Conference of Colleges. The move was adopted by binding vote at Conference of Colleges, and endorsed by the University Council.

The detailed implications of the move have been communicated across the University in the form of circulars, available to members of the University in the [fee information area of Weblearn](#).

The Appendix on Financial Matters in the *Examination Regulations* sets out details about *university* fees, including the length of time for which fees are payable, the rules over payment of fees, and procedures in the event of non-payment. In practice, colleges normally follow the same policy over fee liability and non-payment of fees in respect of college fees as for university fees, and it has been agreed by PRAC and Education Committee, with the support of Council and Conference, to substitute 'fees' for 'university fees' in the regulations, to provide that the existing provisions will stand in respect of the combined fees.

Cl. 2 makes clear that the level of fees are set annually by Council's Planning and Resource Allocation Committee on the recommendation of JFSSAG.

The way in which the university element of fees is calculated for Visiting Students, Recognized Students and Matriculated Non-Award Students will change from 2019/20 as a consequence of the move to Combined Fees. Currently the University element is 50% of the relevant standard Overseas *university* Fee. In future, it will be set at the appropriate percentage of the Overseas *combined* fees in such a way as to maintain close to the status quo in terms of university income per student. Cl. 14 gives effect to this.

Cl. 16, I.192-193 (regulations 3 (e) and (f)) concerns the Fees Panel, which currently has power to remit *university* fees in response to individual cases. With the introduction of combined fees, the panel will be given the power to remit some or all of the combined fees. The Panel's membership already has a balance of university and college members. Its name is hereby changed to 'Joint Panel on Remission of Fees', to make clear its joint nature, and to clarify that its role is to consider individual cases for remission and related matters. Details of its constitution are removed from the regulations, but will be overseen by Education Committee and Conference.

The introduction of combined fees requires a revision to the way in which the percentages of course fees remitted by the University and colleges respectively are calculated for Reach Oxford Scholars. Revised provisions have been agreed which will provide for the balance of the cost to be split between the University and college in broadly the same proportion as hitherto, and are provided for under cl. 18.

The opportunity is taken to delete out-of-date references to the Secretary of the Chest, and to substitute the current title of Director of Finance, and to reflect the annual uplift in the extension fee for the MSc in Mathematical Finance.