

[your ref # - optional]

### Planning and Resource Allocation Committee

With the exception of the amendment to citation reference 1.49, the changes were approved by the Secretary of PRAC in accordance with the power delegated to them by the Committee.

The amendment to citation reference 1.49 was approved by the Chair of PRAC on behalf of the Committee on 27 June 2024 following a change in policy approved by the Joint Fees and Student Support Advisory Group in June 2024.

### Regulations on Financial Matters

**Brief note about nature of change:** Removal of provision for a reduced DPhil fee liability for students who have completed an Oxford MPhil (from MT25); reorganisation of the presentation of the Regulations on Financial Matters; removal of a reference to the PGCert in Supervision of Applied Clinical Practice

### Location of change

In Examination Regulations 2023-24, Regulations on Financial Matters  
<https://examregs.admin.ox.ac.uk/Regulation?code=ai-ronfinamatt>

### Effective date

From 1 September 2024

### Detail of change

Replace the single web page covering all the Regulations on Financial Matters by a new index page listing the following 12 Parts and new separate webpages for each section which have been relabelled as 'Parts'

Regulations on Financial Matters

~~Section I. Fees and Dues payable to the University~~

Regulations on Financial Matters: Part 1 Fees payable for awards of the University

Regulations on Financial Matters: Part 2 Visiting, Recognized, and Matriculated Non-Award Students

Regulations on Financial Matters: Part 3 Arrangements relating to the payment of fees

Regulations on Financial Matters: Part 4 University continuation charge

Regulations on Financial Matters: Part 5 Fees for certain scholarship and exchange agreements

Regulations on Financial Matters: Part 6 Oxford Bursaries and Fee Reductions

Regulations on Financial Matters: Part 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

Regulations on Financial Matters: Part 8 Charges payable by candidates for fieldwork

Regulations on Financial Matters: Part 9 Fees payable by candidates on registration for courses validated by the University

Regulations on Financial Matters: Part 10 Fees payable by certain students working in departments or faculties who are not members of the University nor Recognized students nor Visiting Students

Regulations on Financial Matters: Part 11 Fees payable by certain Clinical Students

Regulations on Financial Matters: Part 12 Fees in respect of certificates, transcripts and personal data

Amend citation reference 1.17 as follows:

(ii) in all other cases, fees shall be collected in accordance with the provisions of §Part 3 below.

Amend citation reference 1.45 as follows:

d) Candidates who continue to work for one of the qualifications listed in this clause after attempting an examination shall pay 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 fees but shall pay the re-entry or re-submission fee prescribed in §Part 7 below when they re-enter. Candidates whose thesis submitted for the degree of M.Litt., M.Sc., D.M., or D.Phil., has been referred back shall pay no further fees, but shall pay the re-submission fee prescribed in §Part 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 §Part 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 fees shall be payable in the same academic year.

Amend citation reference 1.46 as follows:

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

Amend citation reference 1.49 as follows:

(i) [for candidates admitted for a DPhil ~~from-between~~ 1 September 2006 onwards and 31 August 2025] Candidates for the D.Phil. may count towards this figure up to three termly 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;

Amend citation reference 1.82 as follows:

(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 Chief Financial Officer a schedule signed by the relevant officer containing the names of all members of the society who were liable to pay the fees referred to in ~~§~~Part 1 and ~~§~~Part 2 above, in respect of that term.

Amend citation reference 1.93 as follows:

(e) Applications for the remission of fees, for the resolution of issues relating to the non-payment of fees, and for all other questions of doubt or difficulty relating to the liability of individual students for 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 fee reductions or bursaries as covered in ~~§~~Part 6, or for liability for the continuation charge as covered in ~~§~~Part 4 shall be determined by the Joint Panel on Remission of Fees.

Amend citation reference 1.95 as follows:

1. A candidate admitted to graduate research study (that is, a student for the D.Phil., D.Eng., D.M., 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 ~~§~~Part 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 fees or continuation charge, but shall pay the fee prescribed in ~~§~~Part 7 below when they apply for re-examination.

Amend citation reference 1.98 as follows:

1. Notwithstanding the provisions of ~~§~~Part 1 above, the University shall remit 45% of the prescribed fees payable by any student who establishes, by information certified to the Chief Financial Officer by an officer of the student's college or society, that a proportion (agreed between the college and Junior Members), of the student's maintenance (as

distinct from 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:

Amend citation reference 1.102 as follows:

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 fees prescribed in §Part 1 or §Part 2 above, which would otherwise have been payable by any person working in Oxford under those exchange arrangements shall be remitted.

Amend citation reference 1.103 as follows:

1. The arrangements described in this section apply to members of the University, entitled, in accordance with the criteria set out in §Part 1, cl. 1, to be charged fees at the appropriate 'home' rate, who are working in Oxford:

Amend citation reference 1.115 as follows:

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 fees as described in §Part 1, will be eligible to be assessed for a reduction in fees, hereafter referred to as a 'fee reduction' subject to cl. 4, and provided that:

Amend citation reference 1.119 as follows:

4. If a student who is eligible to be charged fees at the 'home' 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 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 §Part 1, cl. 1, to be charged fees at the appropriate 'home' rate, are eligible to be assessed for a bursary or fee reduction, subject to the conditions referred to in cl. 10 below.

Amend citation reference 1.141 as follows:

(a) Students entitled, in accordance with the criteria set out in §Part 1, cl. 1, to be charged fees at the appropriate 'home' 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 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);

Amend citation reference 1.142 as follows:

(b) Students entitled, in accordance with the criteria set out in §Part 1, cl. 1, to be charged fees at the appropriate 'home' 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.

Amend citation reference 1.143 as follows:

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

Amend citation reference 1.154 as follows:

15. A student who is dissatisfied with a decision made by the Student Fees and Funding section under cll. 7(d) or 14 above may ask for the decision to be reconsidered by the Joint Panel on Remission of Fees, as described in §Part 3, cl. 3.

Amend citation reference 1.155 as follows:

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

Amend citation reference 1.160 as follows:

(b) On re-entering the university examination for the Degrees of B.Phil., M.Phil., M.Th., M.Sc. (by Coursework), M.St., MBA, MFA, MPP, or any diploma or certificate (other than those listed under §Part 1 cl. 4(a)(xii) (a)–(i);

Amend citation reference 1.183 as follows:

1. A registration fee is payable for the degree of Doctor of Clinical Psychology for students commencing their studies prior to 1 September 2023 ~~and for the Postgraduate Certificate in Supervision of Applied Psychological Practice~~. The fee for the current academic year is 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 Council Secretariat.

Amend citation reference 1.185 as follows:

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 their department, unless that member is liable to pay fees under the provisions of §Part 1 or §Part 2 cl. 1 or would be liable but for the provisions of §Part 1 cl. 5 thereof.

Amend citation reference 1.186 as follows:

3. The head of each department shall maintain, and on request send to the Chief Financial Officer 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 their department other than those liable to pay a fee covering that term under ~~§Part~~ Part 1 or ~~§Part~~ Part 2.

Amend citation reference 1.187 as follows:

4. No fee shall be payable under the provisions of this subsection by any person who is paying a fee under the provisions of ~~§Part~~ Part 4, or whose name is on the Register of Recognized Students or the Register of Visiting Students, or by any salaried employee who is receiving instruction or supervision in the department in which they are working.

Amend citation reference 1.189 as follows:

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 fees under the provisions of ~~§ Part~~ Part 1, pay to the Regius Professor of Medicine a fee of £10 on admission and 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 Council Secretariat which would be applicable to him or her if liable for fees under ~~§Part~~ Part 1 cl. 3.

### **Explanatory Notes**

Removal of the provision for a reduced DPhil fee liability for students who have completed an Oxford MPhil for students starting a DPhil in MT25 or later. This provision was originally intended to reflect the expectation that students who have completed an Oxford MPhil will need less time to complete a DPhil. This provision was having a negative impact on students' ability to receive stipends from some funders. It is also considered to be inequitable because it was only available to DPhil students with certain types of prior Oxford study. Students who complete a DPhil in less than 9 terms will continue to only be liable for fees up to and including the term in which they submit, subject to the minimum time requirement for a DPhil.

These minor changes are made in response to the annual review of the Regulations on Financial Matters conducted by Planning and Council Secretariat and Education Policy Support on behalf of the Planning and Resource Allocation Committee. They separate the individual sections of the current single webpage for Regulations on Financial Matters into an index page listing all of the separate sections (now renamed Parts) with a separate webpage for each section/Part e.g. §1. Fees payable by members of the University becomes Regulations on Financial Matters: Part 1 Fees payable for awards of the University.