



# 12 Fees and Charges

## 12.1 Fees and charges summary

### At a glance:

- Your University and College fees are collected through your battels, which are payable to the College.
- You must pay your start of term battels statement in full by the Friday of First Week unless you have made prior arrangements.

### Battels

All students studying for a degree at Oxford pay a variety of fees, which we collect through invoices called battels.

Depending on your circumstances your battels can include:

- University Course fees
- College Continuation Fees (for graduates out of fee liability)
- Rent charges for the coming term
- Termly meals prepayment
- Vacation rent charges
- Battels prepayment deposit
- Standard termly charges (including JCR or MCR subscription fees and other charges)
- Printing or library charges
- Fines

For more details of each fee, see section 12.2.

You will normally receive a termly battels statement which will detail what fees you have accrued, and when you have to pay for them.

If you are a Visiting Student, many of these charges may not apply to you as you are likely to have paid all tuition, accommodation and meal charges before arriving in Oxford.

### Battels statements

During Noughth Week at the start of every Full term you will receive a battels statement to your College email account detailing all of your fees. You will also receive a final statement during Eleventh Week of Trinity Term if there are any outstanding debits or credits to be dealt with.

### Payment deadline

You must pay your start of term battels statement **in full** by the Friday of First Week unless you have made prior arrangements with the College Accountant or the Deputy Accountant. All outstanding balances must be paid by the end of Twelfth Week of Trinity Term.

### Non-payment of battels

If you do not pay your battels account by the due date, you will incur an automatic administration fee of £25 unless prior agreement has been obtained. You will also have to pay a weekly surcharge which will be levied from the due date until the balance is cleared. The surcharge will be calculated at 3.0% above the Bank of England base rate on the outstanding balance.

If you have a query on a battels charge contact the finance office on [fees@seh.ox.ac.uk](mailto:fees@seh.ox.ac.uk) but pay **all other charges on your invoice** to prevent the administration charge being levied.

If you have not paid your battels you may not be allowed back into residence for the next term. If you are living out and have not paid, you will risk the withdrawal of your place at the College, which will put your continued study in Oxford at serious risk.

If your University fees are still outstanding after the Friday of First Week, we are required to inform the University as part of the formal suspension procedure. Therefore, if you are a self-funded student, we recommend that you pay your tuition fees as early as possible.

### Financial help

Details of financial help with your fees and charges can be found in section 14.



## Battels enquiries

Contact the Finance Office if you have any queries regarding your battels. ([fees@seh.ox.ac.uk](mailto:fees@seh.ox.ac.uk)).

## Battels Refunds

There are occasions during your course when your Battels may end up in a credit balance i.e we owe you money.

Examples of this include if you receive a prize or award, or at the end of your course when deposits you have previously paid are due back to you.

In order to enable us to make Battels refunds please ensure you have completed the bank account form under the fees and charges section of the College website.

Credit balances we have been unable to refund will be written off three years after completion of your course.

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# 12.2 Your fees and charges in more detail

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### At a glance:

- This section details the fees and charges contained in your battels.

## Annual Course Fees

You will be batted for your course fee each year before coming into residence, unless you provide us with evidence that you have obtained a tuition fee loan from Student Finance or that your fee is being paid by an external funding provider.

If you are funded by an external funding provider, we will invoice them directly instead. A copy of your Student Finance notification must be with us by **13 September 2024**.

Information on current fee rates, including an interactive tuition-fee calculator, is available from the University website at <https://www.ox.ac.uk/students/fees-funding/search?wssl=1>.

We collect your course fees through your battels and pass them on to the University.

Payment of the course fee must reach our bank account no later than Friday of First Week in Michaelmas Term.

Further details on course fees are available from the University website at <http://www.ox.ac.uk/students/fees-funding/fees/>.

## Continuation Charges and Composition Fees (postgraduates)

Any postgraduate continuing to work for a research degree beyond the end of the period of fee liability and who remains registered as a postgraduate research student, shall pay Continuation Charges for each subsequent term up to and including the term in which the thesis is submitted. A postgraduate whose thesis is referred back shall pay no further University Composition Fee, Course Fee or Continuation Charges but shall pay a re-submission fee. The University Continuation Charge has been set at £628 per term. For 2024-25 the College Continuation Charge is 25% of the University Continuation Charge (£157 per term). Please note that if your Division applies a fee waiver for the University Continuation Fee, this does not also apply to the College Continuation Fee.

## Termly accommodation fees

Your accommodation charges include heating, lighting, water and cleaning, but not meals, unless you are in a graduate College Flat.

If you are an undergraduate living in College accommodation, you will currently pay a total of £5,033.28 for a room for three terms. If you stay in your College room during the vacations, you are charged for the extra days at £29.96 per night. Your accommodation fee covers you from the Thursday of



Nought Week to the Saturday of Eighth Week. This is charged at a sum of £1,677.67 each term.

If you are a postgraduate living in College accommodation you will pay £7,223.58 for a 39-week continuous lease which runs from Sunday of Nought Week in Michaelmas term, unless you are in a College flat. This is charged at a sum of £2,726.36 each term. If you are a fourth-year undergraduate living at NSE you will have the option to take either a termly licence or a 39-week licence.

The College has a limited number of flats for graduate students, these are rented on an 11-month licence with rent payable monthly, and utilities are charged on top. Rent is charged at £1,150 per month plus £70 per month for utilities.

### **Vacation room charges**

If you stay in College accommodation during part or all of the vacations, you will be charged on a nightly basis.

If you are a Fresher, you will be charged for all the nights you are required to be in residence (which will be at least two) before the first Thursday of Nought Week of Michaelmas Term.

After the end of term, charges will be levied nightly until your room key has been returned.

### **Meal Charges during term**

Servery breakfast, brunch, lunch and dinner is charged on a Pay As You Go basis. A Formal Hall costs £20.95 and £25.50 for any guests.

At the beginning of each term the College will automatically pre-pay an amount onto your meal account. This amount can be used to pay for any meals provided by the College in the hall. The amounts prepaid are detailed below.

**Residents at the main College site (Queen's Lane):**  
£395.00

**Residents at other College accommodation  
(including University Graduate accommodation  
secured by St Edmund Hall):**

£145.00

**Students living out of College accommodation:**  
£45.00

For all charges there will be no refunds at the end of each term, but balances will be rolled over at the end of Michaelmas & Hilary terms with any unused balance written off at the end of Ninth Week Trinity term.

Visiting students will have their cards preloaded at the start of their course but there is no refund for any unused credit.

### **Graduate Room Reservation Deposit**

Once you have been assigned a room, we will ask you to pay a £250 reservation fee. This deposit will be refunded to you as a credit against your Michaelmas Term accommodation on your first battels invoice of the year.

### **Battels prepayment deposit (all students)**

A prepayment charge of £200 will be included on your first term's battels regardless of whether or not you live in College accommodation. This is held as a deposit until your final battels statement in your final year of your course (issued after the end of your final term), when it is refunded against any charges that you have incurred during the final term.

### **Standard termly charges**

These miscellaneous payments are listed below. They are charged to your battels at the beginning of term unless you choose to opt out by contacting the Finance Department.

Other ad hoc charges such as printing charges and fines for late return of books and keys will be added to your battels as and when they arise during the academic year.



## Standard termly charges, collected on behalf of the JCR / MCR

Charge	Termly amount	Student type	Optional
MCR Membership Fee awaiting confirmation	£15.00	Postgraduates	No
JCR Membership Fee awaiting confirmation	£13.00	Undergraduates	Yes
MCR Academic Endeavours Grant	£5.50	Postgraduates	Yes
MCR Oxford Students Refugee Campaign	£4.00	Postgraduates	Yes
JCR Coffee	£7.00	Undergraduates	No
Picture Fund	£1.00	Undergraduates, postgraduates	Yes
JCR Charity Fund	£5.00	Undergraduates	Yes
MCR Charity Fund	£5.00	Postgraduates	Yes
Entz Fund	£4.00	Undergraduates	Yes
Reach Oxford Scholarship Fund	£6.00	Undergraduates, postgraduates	Yes
One-off charge on the last term of your course:			
St Edmund Hall Association	£24.00	Undergraduates, postgraduates	Yes

## 12.3 Payment options

### At a glance:

- You can pay your battels, directly to our bank account, by credit card or by post.

You can pay your battels in several ways:

- Direct to our bank account.
- Card payment via the Finance Office.
- [TransferMate](#) for international payments.
- By cheque.

### Direct to our bank account

Account Name: St Edmund Hall Battels Account  
Bank Name: NatWest  
Bank Address: 32 Cornmarket Street, Oxford,  
OX1 3ES  
Sort Code: 60-70-03  
Account Number: 08433526  
BIC Code: NWBK GB 2L  
Swift Code: NWBKGB2104C  
IBAN: GB45 NWBK 60700308 4335 26

Please check that the remittance shows the full name of the student that the payment refers to. Make your payment in £ sterling and ensure it covers all bank charges.

### International Bank Transfer

We have partnered with foreign exchange company [TransferMate](#) to allow international students to make payments by sending us secure bank transfers in their own local currency.

Please note that the exchange rate should be very competitive, but we strongly recommend you compare the rate quoted with other providers.

Further details on payment options can be found on our website: <https://www.seh.ox.ac.uk/students/fees-and-charges-current-students>

### Card Payments

The College accepts most types of cards, and payments can be made in the Finance Office.

### By cheque

Please make your cheque payable to 'St Edmund Hall Battels Account' and send it to:



The Deputy Accountant, St Edmund Hall, Queen's Lane, Oxford, OX1 4AR

# 13 Meals

## At a glance:

- You will need your University Card to 'pay' for meals in the Dining Hall.
- A Meals prepayment is automatically loaded onto your card before the start of term and paid for through your battels payment.
- Extra payments for all meals through your card can be topped up online (<https://epos.seh.ox.ac.uk>) or by visiting the Bursary.

## Breakfast

Breakfast is a continuous self-service meal, available in the Wolfson Hall in Full Term from 8.15am to 9.30am on weekdays.

## Lunch

Lunch is a continuous self-service meal, available in the Wolfson Hall in Full Term from 12.15pm to 1.30pm on weekdays. Brunch is served on Saturdays and Sundays.

## Brunch

No breakfast or lunch is served on Saturdays or Sundays. Instead, 'Brunch' is served between 10.30am and 12.45pm.

## Dinner

Dinner is an informal self-service meal available in the Wolfson Hall in Full Term from 6pm to 7.15pm on Mondays to Saturdays. On Formal Hall evenings, the informal meal is available only from 5.30pm to 6.30pm and a formal meal (Formal Hall) is served at 7.25pm. On Sundays there is a Black tie Formal only at 7.25pm.

## Guests at Meals

During Weeks 1 to 8 of term, students are permitted to bring guests to breakfast, lunch or dinner. Outside of these times no guests will be permitted.

On certain nights, when we offer an enhanced menu or space is limited, there may be no availability for guests. Signs to this effect will be displayed at the entrance to the servery.

## Formal Hall

This is a formal meal served on Thursdays and Sundays during Full Term. A Formal Hall includes an enhanced menu and wine. Students are permitted to bring up to three guests to Thursday Formal Hall and two to Sunday (subject to availability).

Please arrive on time: last admittance will be at 7.25pm. The dress code at Formal Hall is (as the name suggests) formal; gowns must be worn by members of the College, and behaviour during the meal should at all times be considerate, courteous, and respectful of others.

You are not permitted to enter the Wolfson Hall with your own alcoholic drink, either before the meal or at any time during it.

Students and their guests should stand in silence when Fellows and their guests enter the Wolfson, and wait for the grace to be said. Do not consume anything until after the grace.

The event ends after the third course when the Principal (or the Senior Fellow present) says the final grace. Fellows and their guests will leave first. Students will not normally be allowed to leave the meal before it ends; they should not move around the Wolfson during the meal, and especially not when the staff are serving.

Children under the age of 16 are not permitted to attend any formal dinner in College.

## Domus dinners

Domus (literally meaning 'home') dinners are free of charge. If you accept an invitation, however, from the College to a domus dinner (e.g. the St Edmund dinner), and do not attend without previously informing the Bursary by midday on the day of the



event, a charge equivalent to the cost of a Formal Hall will be added to your battels account.

### Vegetarian/Vegan food

Vegetarian/Vegan options are available at all meals.

### Halal food

There will always be Halal options available at mealtimes, but these may not be meat options.

### Food allergies

While every care is taken to avoid any cross contamination whilst preparing a specific allergen request, St Edmund Hall does not have a kitchen that has a specific allergy-free zone. For example, wheat- and gluten-free ingredients that are deep fried will use the same fryers in the kitchen as dishes not containing these ingredients. Therefore, there may be a risk of cross contamination for extremely sensitive sufferers.

Please tell us if you have any food allergies by completing the following:

<https://www.seh.ox.ac.uk/students/dietary-requirements-and-food-allergies>

For further information regarding how St Edmund Hall manage food allergies, please visit the Bursary or contact us at [bursary@seh.ox.ac.uk](mailto:bursary@seh.ox.ac.uk).

### Meals during vacations

In vacations the availability and times of meals for all students are affected by conferences; details of

arrangements are posted in advance in the Wolfson Hall.

### Plated food

You must not take plated food from the Wolfson Hall or Pontigny Room to be consumed elsewhere. Property belonging to the Wolfson Hall (e.g., trays, plates, cups, cutlery) should not be removed.

### Minimum payments for meals

In the interests of fairness to all members of the College, you will automatically be charged a prepayment to your meals account for each term, even if you choose not to eat College meals.

This has been recognised by students as the most acceptable way to levy what would otherwise become a kitchen charge, thus benefiting those who use the dining and breakfast facilities most.

### Payment for meals

Payment for all your meals is via your University Card, which you must present at the Wolfson Hall server payment point after selecting your food.

Your University Card will be preloaded each term. For details see section 12.2.

### Topping up your card

You can top up your meals account online with your debit or credit card at <https://epos.seh.ox.ac.uk>

The minimum payment is £10. If you have forgotten your password, contact the IT Officer at [help@seh.ox.ac.uk](mailto:help@seh.ox.ac.uk).

## 14 Financial Assistance

### At a glance:

- Tuition fee loans are not the only financial help you can receive. A variety of loans, bursaries and allowances are available through the College, the Government and the University.
- Financial assistance offered by the College and the University may help you avoid having to withdraw from your course for financial reasons.

Financial assistance to support your studies at Oxford may be available through:

- Tuition fee loans
- Maintenance loans
- Disabled Student's Allowance (DSA)
- Bursaries

- Financial Assistance funds
- Care experienced and estranged funding
- Scholarships, prizes and academic grants
- Language grants for postgraduates.

We advise you to check the Fees and Funding section of the University website:



<https://www.ox.ac.uk/students/fees-funding?wssl=1>

for the latest details of how to apply for University assistance with financial hardship.

## UK Government Support

If you are a UK student undertaking your first undergraduate degree, you may be eligible to access support from the UK government towards the costs of studying at Oxford. What you can get will depend on whether you are a UK or EU student, when you started your course, and on your household income.

Further information can be found here

<https://www.ox.ac.uk/students/fees-funding/ug-funding/government-support>

If you are a UK student undertaking a Masters course a masters loan may be available to you. Further information can be found here

<https://www.ox.ac.uk/students/fees-funding/otherfunding/uk-masters-loans>

If you are a UK student undertaking a Doctoral course a Doctoral loan may be available to you. Further information can be found here

<https://www.ox.ac.uk/students/fees-funding/otherfunding/doctoral-loans>

## US and Canadian loans

If you are a US or Canadian citizen, you may be able to take out a loan to meet your costs of study. Further information can be found here

<https://www.ox.ac.uk/students/fees-funding/us-canadianloans>

## Disabled Student's Allowance (DSA)

If you have a disability you may be able to apply for a Disabled Student's Allowance. Further details are available here:

<https://www.ox.ac.uk/students/welfare/disability/aboudas>

## Undergraduate Bursaries

Home undergraduates from lower income households who have applied to their regional funding agency, may be eligible for the Universities financial support package. Visit

<https://www.ox.ac.uk/admissions/undergraduate/fees-and-funding?wssl=1> for more details of this funding package.

## Financial Assistance funds

Although financial hardship is a common difficulty, you are expected to have sufficient funds to cover your living expenses for the first year. The Deputy Accountant is the College point of contact for any financial assistance queries or applications. Anything discussed with her is strictly confidential. She is based in the Finance office.

## College Financial Assistance Fund

The College Financial Assistance Fund is administered by the College Financial Assistance Committee, which comprises the Principal, Finance Bursar, Domestic Bursar, Tutor for Undergraduates and Tutor for Graduates. Further information can be found here

<https://www.seh.ox.ac.uk/students/financialassistance>

Applications should be received by Friday of fourth week each term and will be reviewed during sixth Week. We recommend you contact the Deputy Accountant ([fees@seh.ox.ac.uk](mailto:fees@seh.ox.ac.uk)) to discuss your application first.

## Oxford Assistance Fund

Oxford Financial Assistance is provided by the University to help qualifying students who experience unexpected and unforeseen financial difficulties.

You must demonstrate that something has occurred that you did not and could not foresee. Therefore, your original budget, as per your financial guarantee, is no longer valid.

You must also demonstrate that you have insufficient funds to cope with the unexpected change. The deadline for applications and maximum amount you can apply for, varies according to your fee status. A University committee will make the decision and allocate grants, loans, or a combination of both. Awards at a higher level will usually be a combination of a grant and a loan.

Contact [fees@seh.ox.ac.uk](mailto:fees@seh.ox.ac.uk) to discuss your application and you will then receive a link to the application form.

Strict confidentiality is maintained in all cases. Further information may be found on the University website: <https://www.ox.ac.uk/students/fees-funding/assistance/hardship/uhf?wssl=1>.



## Care-experienced and Estranged student bursaries

Targeted support for full time, home fee undergraduates is provided by the University for care-experienced and estranged students.

Awards of up to £3,000 are available and applications will be considered by a University Committee throughout the year.

Further information can be found at <https://www.ox.ac.uk/students/fees-funding/assistance/targeted-support>

## Student Support Bursary

The SSF aims to help UK first degree undergraduates who started their course in 2020/21 or later. A non-repayable bursary of between £50 and £750 is

available for a range of circumstances. Further information can be found at <https://www.ox.ac.uk/students/fees-funding/ug-funding/oxford-support/ssf>.

## Scholarships, prizes and academic grants

The College awards nearly 150 scholarships, awards and prizes each year, plus additional bursaries and grants. Some of these are awarded on the basis of academic merit after consideration of a highly competitive field. Others are aimed more at students who have financial needs, or who wish to undertake a particular intellectual or cultural project. For more details visit the College website at

<https://www.seh.ox.ac.uk/students/prizes-and-funding-current-students>