



**THE UNIVERSITY OF OXFORD**  
**UNIVERSITY-STUDENT RELATIONSHIP AGREEMENT**  
**VISITING STUDENTS<sup>1</sup>**

*PLEASE READ THIS DOCUMENT CAREFULLY. IT CONTAINS IMPORTANT INFORMATION  
ABOUT YOUR RELATIONSHIP WITH THE UNIVERSITY*

**Relationship with the University**

1. As a student at Oxford University you will be a member of one of the University's colleges, societies or permanent private halls. For convenience this document refers to permanent private halls, societies and colleges as "colleges".
2. Your main relationship will be with your college, but you will also have a separate relationship with the University in relation to your use of University facilities and services.
3. The status of Visiting Students is governed by the examination regulations for Visiting Students, available at <http://www.admin.ox.ac.uk/examregs/information/contents/> and you will not be a matriculated student (i.e. a formal member of the University).
4. The purpose of this Agreement is to explain the key aspects of your relationship with the University. These are set out in:
  - a. The documents provided with this agreement. These include:
    - i. this agreement;
    - ii. the Student Handbook<sup>2</sup>;
    - iii. the core information about your course of study provided by your college; and
  - b. The University's Statutes and Regulations, and rules and policies made under them (see paragraph 8 below).
5. You agree to abide by the terms of this agreement by taking up your place at the University.

**University and College**

6. Your continuing relationship with the University is linked to your continuing relationship with your college.
7. If your offer of a place at your college, or your college membership is terminated (e.g. for submitting false information or omitting material information in your application, failing to meet a condition of admission or for breach of college rules and regulations), your relationship with the University will also end. If you are suspended by your college, or

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<sup>1</sup> For exchange students who do not pay fees to their college (whether directly or through an intermediary) or Matriculated Non-Award Students, please refer to the Exchange Student Agreement or the Matriculated Non-Award Agreement.

<sup>2</sup> Subject to two points: (1) Visiting Students are not entitled to be members of the Oxford University Student Union ('Oxford SU'), although they may be associate members at Oxford SU's discretion; and (2) while Visiting Students are able to join University sports teams, they are not able to earn an "Oxford Blue".

subject to other disciplinary or procedural measures, the University may impose similar steps.

### **University Statutes, Regulations and Policies**

8. You agree to comply with the University's Statutes and Regulations as amended from time to time and with the Statements and Codes of Policy, Practice and Procedure which are made under them. Links to these are set out at <http://www.admin.ox.ac.uk/statutes/>, <http://www.admin.ox.ac.uk/iso/statutes/> and <http://www.admin.ox.ac.uk/examregs/>. They include:
  - a. the University's Code of Discipline under Statute XI. This sets out behaviour which is considered unacceptable by students and which may result in disciplinary action; and
  - b. other regulations concerning your studies, residence, conduct and behaviour: examples are the ownership and exploitation of intellectual property, harassment, the use of IT and library facilities, health and safety issues and legislative requirements such as data protection.
9. The key provisions which you need to be aware of are summarised in your Student Handbook and in this agreement.
10. You agree that the University may take disciplinary action against you for breach of its Statutes and Regulations and the Statements and Codes of Policy, Practice and Procedure, including the Code of Discipline. Such action would take place under the appropriate procedure and could result in sanctions including suspension or expulsion.

### **Your Responsibilities**

11. It is your responsibility:
  - a. to act as a responsible member of the University's community, including treating other members of the community and the public with courtesy and respect.
  - b. to progress your own academic studies. This will include submitting work when required to do so, meeting deadlines and attending tutorials, classes and lectures.
  - c. to seek help or raise concerns if you are having difficulty in any area of your academic or pastoral life. A wide range of support is available from your college, central University services and fellow students. Further details of who to contact are set out in section 3 of the Student Handbook and will be provided in your College Handbook.
  - d. to follow good academic practice, including following the University's policies on plagiarism, academic integrity in research and conflicts of interest. More information is available at sections 7.8, 11.5 and 11.6 of the Student Handbook.
  - e. to obtain an appropriate visa if necessary and abide by any visa conditions including maximum permitted working hours and the types of work allowed. Failure to do so may result in disciplinary sanctions in addition to any legal consequences. Support and information are available from Student Immigration and at <http://www.ox.ac.uk/students/visa>.

### **Fees and Payment**

12. Details of the fees and charges you will have to pay the college will be provided to you by your college or home institution either before or with your college offer letter. You are not required to pay University fees.

### **Living Expenses**

13. You will normally live in Oxford during while you are at the University and will need to pay for your living costs such as food, accommodation, and personal items unless this is being covered by your home institution.
14. You will have a contract with your college in relation to college accommodation, the cost of which may be included in your fees.
15. Information on the likely range of living costs will be provided with your college offer letter. You should allow for an estimated increase in living expenses of 3% each year.

### **Events beyond our control**

16. The University will not be liable to you for any loss caused to you under this agreement which results from events which are beyond the University's reasonable control, such as: industrial action, acts of God, acts of terrorism, or failure by third party suppliers and subcontractors. In such circumstances the University will take reasonable steps to mitigate the impact on you and to restore usual services.

### **Intellectual Property**

17. The University's position regarding ownership of Intellectual Property in students' work is set out in Statute XVI and is summarised in section 8 of the Student Handbook.

### **Personal Data**

18. The University will collect and use information about you in accordance with the principles set out in the University's Student Privacy Policy at <https://www.admin.ox.ac.uk/councilsec/compliance/gdpr/privacynotices/student/>. This includes ensuring that your data will only be used in a way which is fair, lawful and secure. In addition, each college will have its own privacy notice.

### **Complaints Procedure**

19. The University's complaints procedure is explained in section 11 of the Student Handbook. Student complaints about University matters should be made to the Proctors' Office. There may be a subsequent right to complain to the Office of the Independent Adjudicator.

### **Termination**

20. This agreement will end in the following circumstances:
  - a. when your Visiting Student status terminates or if you withdraw and so cease to be a current Visiting Student;
  - b. if you cease to be a current Visiting Student as a result of a University procedure such as the disciplinary procedure;
  - c. if you cease to be a member of your college; or
  - d. if your college decides not to admit you because you have failed to meet a condition of your admission or because you have failed to provide true, genuine, accurate and complete information with your application.
21. The following terms of this agreement will survive termination for any reason:
  - a. terms relating to intellectual property as described at paragraph 17 above;

- b. terms relating to personal data as described at paragraph 18 above;
- c. terms relating to University procedures to the extent that they relate to events that occurred prior to termination including the complaints procedure, the disciplinary procedure, the harassment procedure and/or the academic integrity in research procedure.

### **Jurisdiction**

22. This agreement and any dispute arising from it (including non-contractual disputes) shall be governed by the laws of England and Wales and shall be subject to the exclusive jurisdiction of the English Courts.