Graduate Academic Absence Support

Name:

Email address:

Department:

Academic supervisor:

Contact address:

College Advisor:

Reason for absence:

Dates of absence: (Date of First and Last Night away from College) Refunds will only be made which relate to the following periods: From the night of Thursday in 9th Week (MT and HT) until the night of Saturday before the Sunday of 0th Week (HT and TT).

Applicant Signature:

Date:

Supervisor Signature

Date:

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Details for accounts:

Travel or accommodation receipts indicating the nights absence should be attached to verify this claim.

Unless there are outstanding battels, against which the grant will be credited, you will receive a bank credit transfer. To assist please provide full bank details below:

Email this form and scans of supporting documentation to bursar@stcatz.ox.ac.uk