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Dear Fresher,

I am writing to welcome you to St Catherine's College and to tell you something about arrangements on the day of your arrival here. At the end of this letter, I will provide a link to a set of documents that will require your response by **Thursday 8 September**. We will soon be in touch again with more information about studying in Oxford and living in St Catherine's, but we start here with more formal documents that you will need to read carefully and submit a response to.

We shall expect you to arrive between Sunday 2 October and Tuesday 4 October. The week beginning 3 October is known as Freshers' Week, and it is a time when you are introduced to all aspects of life in the College and in Oxford generally. In September we will email you to ask you to book a date and time to collect your room key from the Porters' Lodge and move into your room. We use a booking system for this to make these busy days flow more smoothly. We will send you a full timetable of Freshers' Week nearer the time. This will include some obligatory sessions, such as registration and a meeting with the Master, the Home Bursar, the Senior Tutor, the Dean and other officers, who will explain what their role in College is. It will also include a broad range of events organised by the JCR (Junior Common Room, the body of all undergraduates in College).

During Freshers' Week, you will also meet with your Tutors, details of when and where will be provided in the registration pack that you will receive when you arrive.

The term, called Michaelmas Term, starts properly on Monday 10 October. All terms are 8 weeks, so the last day of term will be 2 December. The term weeks are quite intense as far as the academic works goes, but if you organise your time there should be plenty of time to engage in your favourite extra-curricular activities, or indeed try some new ones.

The documents you need to respond to can be found at <https://www.stcatz.ox.ac.uk/new-students/>, and they are:

- 1 Residential agreement (this is a contract outlining the conditions relating to your accommodation in College)
- 2 St Catherine's College Student Contract (this is a contract outlining the regulations you must abide by as a member of the college)
- 3 University Card Form (this will start the process of making sure that you get a library card, referred to as a Bod card since the main library is the Bodleian)
- 4 Emergency contact details form
- 5 College doctor's registration form (you must register with a GP in Oxford)

The documents under 1-4 can all be done electronically and should be returned to the College at the address: freshers.mailings@stcatz.ox.ac.uk by **Thursday 8 September**. The link under 5 will take you to a website where you can register online. We also ask that you send us, at the same

time, a file containing a passport style photograph. The webpage includes a checklist to guide you in completing and returning these documents.

I very much hope that the next term will be the beginning of a fruitful and happy period as a member of St Catherine's College, and I look forward to meeting you in October.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'KB', written in a cursive style.

Professor Kersti Börjars