

# FRESHERS' INFORMATION PACK 2023

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Welcome to St Catz!



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## 1. Introduction

St Catherine's College is the largest college within Oxford University and teaches both undergraduate and graduate students. Although one of the youngest Oxford Colleges, we can trace our roots back to 1868, when a 'Delegacy for Non-Collegiate Students' was formed. This Delegacy enabled students to gain an Oxford education without the prohibitive costs of college membership.

This founding ethos of inclusion is still evident today, and the College has an open, friendly and diverse community amongst its Students, Fellows and Alumni.

Our modern college, affectionately known as St Catz, was founded in 1962 by our Founding Master, Lord Alan Bullock. Designed by Danish architect, Arne Jacobsen, our Grade I listing buildings were the first to be granted such status in the post-war era. Jacobsen's plans for the college did not include a chapel, defining us as a secular college and setting us apart from other Oxford colleges, most of which have a religious foundation.

Whilst treasuring the traditional values of Oxford college life, we are committed to evolving with today's society, which is reflected in our College motto 'Nova et Vetera': the new and the old.

### 1.1 College Contact Details

**College address:** St Catherine's College  
Manor Road  
Oxford  
OX1 3UJ

**Telephone:** 01865 271 700

**Email:** [lodge@stcatz.ox.ac.uk](mailto:lodge@stcatz.ox.ac.uk)

**Website:** <https://www.stcatz.ox.ac.uk/>

### 1.2 Information and Regulations for Members of the College

[To view the information and regulations for members of the college, please click here.](#) This booklet includes important information regarding the college's disciplinary and complaints procedure, academic code of practice and residency requirements, alongside a range of other information covering domestic matters and the payment of fees.

### 1.3 Term Dates

Oxford's year is divided into three terms and three vacations. Within each term, a "Full Term" of eight weeks is the main teaching period.

[You can view the dates of term on the university website here.](#)



A number of postgraduate courses are subject to extended terms. The above webpage also lists dates of extended terms for these courses. Please be aware that many courses have Public Examinations after the end of Full Term.



## 2. Freshers Week and Matriculation

### 2.1 Graduate Freshers Week Timetable

Rooms:

AGC = Ainsworth Graduate Centre

BSB = Bernard Sunley Building

JCR = Junior Common Room

Hall marquee = Dining Hall marquee

Hall annexe = Dining Hall marquee events area

MCR = Top floor of Ainsworth Graduate Centre

Raptakos = 1<sup>st</sup> floor of Ainsworth Graduate Centre

(S) Sign up is required for the MCR social events marked (S)

(P) Partners are welcome to participate in the MCR social events marked (P)

(F) Partners and children are welcome to participate in the family-friendly MCR social events marked (F)

(We request that you sign up for events so we can get a rough estimate of attendees, but feel free to join in if your plans change and you can attend after all. If you would like to be added to a College/Subject Family, but didn't initially sign up, please reach out to the Committee in Freshers' Week.)

**Events in bold are obligatory for full-time students**

Sunday 1 October		
15.00	(S) (F) Picnic in Angel and Greyhound Meadow (near Catz House, food will be provided) Sign up is required for this event	Meet outside Porters' Lodge
19.00	(S) Pizza, music and movie night Sign up is required for this event	MCR
Monday 2 October		
12.00	College Library drop-in session	
14.30-15.30	College tour	Meet outside AGC
16.00-18.00	(S) Coffee, tea and biscuits	MCR



	Information Session: Navigating Oxford – almost everything you need to know while you are here  Sign up is required for this event	
19.00	(S) Group dinner with your College family  (details to be announced in freshers' week)  Sign up is required for this event	
21.00	Welcome party	MCR and Raptakos
<b>Tuesday 3 October</b>		
	<b><u>Final date for Graduate Freshers to arrive</u></b>	
10.00-12.00	(S) (F) Breakfast  Sign up is required for this event	MCR and Raptakos
12.00	College Library drop-in session	
20.00	(S) College MCR bar trip  Sign up is required for this event	Meet outside AGC
<b>Wednesday 4 October</b>		
09.30-10.45	<b>Graduate Registration</b>  <b>Surnames: A-G: 9.30-9.55 H-P: 9.55-10.20 Q-Z: 10.20-10.45</b>	Lodge ground floor and Arumugam 1.1 and 1.2 (separated)
11.00	<b>Introduction by the Master, the Tutor for Graduates, the Deputy Academic Registrar, the Home Bursar, the Dean and IT Manager</b>	Hall marquee
12.00	College Library drop-in session for graduate students	Library (use rear entrance from Old MCR garden)
13.00-14.00	MCR information session ( <b><u>important</u></b> )	Arumugam 2.1 / 2.2 set up theatre style
14.45	Meet to walk to Freshers' Fair	Meet outside AGC
15.00-16.00	Oxford Student Union Freshers' Fair in the Examination Schools, 75-81 High Street, OX1 4BG	
16.15-17.00	Information session about Oxford Rowing and St Catz Boat Club with the Captain of Boats	MCR



17.15-17.45	(S) Consent Workshop ( <b>important</b> ) Sign up is required for this event	MCR and Raptakos
<b>18.00</b>	<b>MCR Welfare Talk with the Dean, the Panel of Advisors, the Junior Deans and the Peer Supporters</b>	Arumugam 2.1 and 2.2 set up theatre style
18.30	(S) Group dinner with your subject family (details to be announced in freshers' week) Sign up is required for this event	External event
21.30	Post-dinner get together at The Cape of Good Hope	
<b>Thursday 5 October</b>		
12.00	College Library drop-in session specifically for graduate students	Library (use rear entrance from Old MCR garden)
13.00-15.00	Catz Clubs and Societies Freshers' Fair	JCR marquee
17.30-19.00	(S) (F) Ice-skating at the Oxford Ice Rink Sign up is required for this event	Meet outside AGC
20.30	(S) MCR Pub Quiz and cocktail/mocktail night Sign up is required for this event	MCR
<b>Friday 6 October</b>		
<b>10.00-11.00</b>	<b>Fire Safety Talk (compulsory for Graduate Students living in College or St Catherine's House)</b>	Hall marquee
12.00	College Library drop-in session specifically for graduate students	Library (use rear entrance from Old MCR garden)
13.45-14.45	MCR Committee recruitment – find out about running for positions on the MCR Committee	MCR
15.00-16.00	(S) College Tour	Meet outside AGC
18.45-19.15	Reception for Graduate Freshers and College Advisors (Dress code: informal but smart)	SCR Hall annexe
19.15	Dinner for Graduate Freshers and College Advisors (Dress code: informal but smart)	Hall marquee



20.00	Post-dinner reception with College Advisors	MCR and Raptakos
<b>Saturday 7 October</b>		
	Various times throughout the day: Clubs and Societies taster sessions (details at Catz Clubs and Societies Freshers' Fair)	
10.30-12.00	(S) Welfare brunch Sign up is required for this event	MCR and Raptakos
12.00-14.00	(S) Consent Workshop ( <b>important</b> ) Sign up is required for this event	MCR and Raptakos
14.00-15.00	College Tour	Meet outside AGC
15.00-18.00	(F) Games and Takeaway at Catz House Outdoor games weather permitting	Catz House OX4 1DT
20.30	MCR bar night and mixology session	MCR and Raptakos
<b>Sunday 8 October</b>		
	Various times throughout the day: Clubs and Societies taster sessions (details at Catz Clubs and Societies Freshers' Fair)	
12.30-17.30	(S) Rowing introduction and taster sessions Sign up is required for this event	
<b>Tuesday 10 October</b>		
18.30-19.00	You are invited to drop in to meet your College Doctor and Team Do you have a medical condition that needs regular medication? Are your immunisations up to date? Get your blood pressure checked	Northgate Health Centre OX1 3HL
<b>Saturday 14 October</b>		
	<b>Matriculation Ceremony</b> <b>(compulsory for all part-time and full-time students unless they have previously matriculated through St Catherine's or another Oxford college)</b>	
11.15	<b>Registration and Dean of Degree's presentation (important)</b>	Arumugam – 2 <sup>nd</sup> floor (for postgraduate students)





12.15	Matriculation Lunch	Hall marquee
14.15	Process from the Hall to the Sheldonian Theatre for the Matriculation Ceremony	
16.00	Matriculation Photograph – (important)	Assemble in the Quad
21.00	SubFusc Party	MCR and Raptakos

## 2.2 Matriculation Information

Matriculation is a ceremony that confers membership of the University on students. All incoming undergraduate students are required to attend, unless you have previously attended a matriculation ceremony. All students are required to wear academic dress for the ceremony. For further information, see section 4.2 – Academic Outfitters.

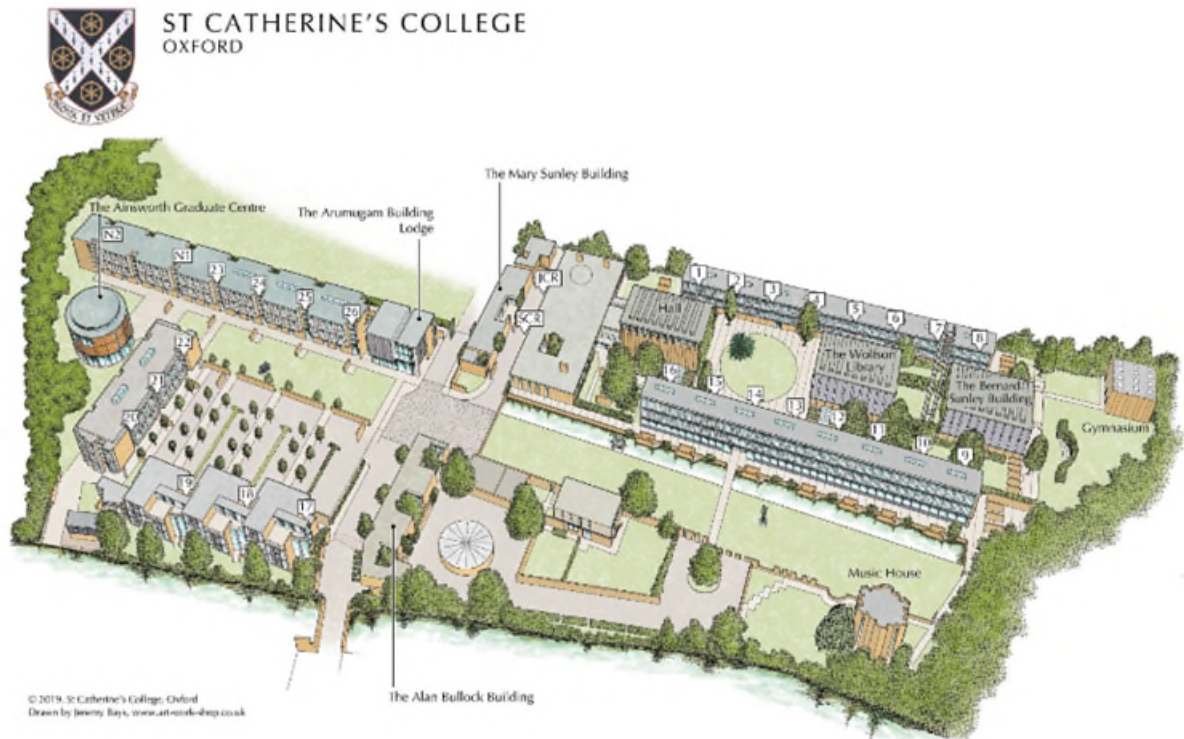
Your Matriculation ceremony will be held on **Saturday 14<sup>th</sup> October 2023**. The College Office will provide further information regarding Matriculation in due course, but you should keep this date free, as your attendance will be required.



## 3. College Life

### 3.1 Map of Catz

[You can view an interactive, digital college map here.](#)



### 3.2 UPay Instructions

Catz is a cashless college. Payments for meals, drinks at the bar etc. are all made by swiping your university card. Your university card acts as a pre-paid debit card and you load money onto it via the [UPay website \(https://www.upay.co.uk/app/\)](https://www.upay.co.uk/app/).

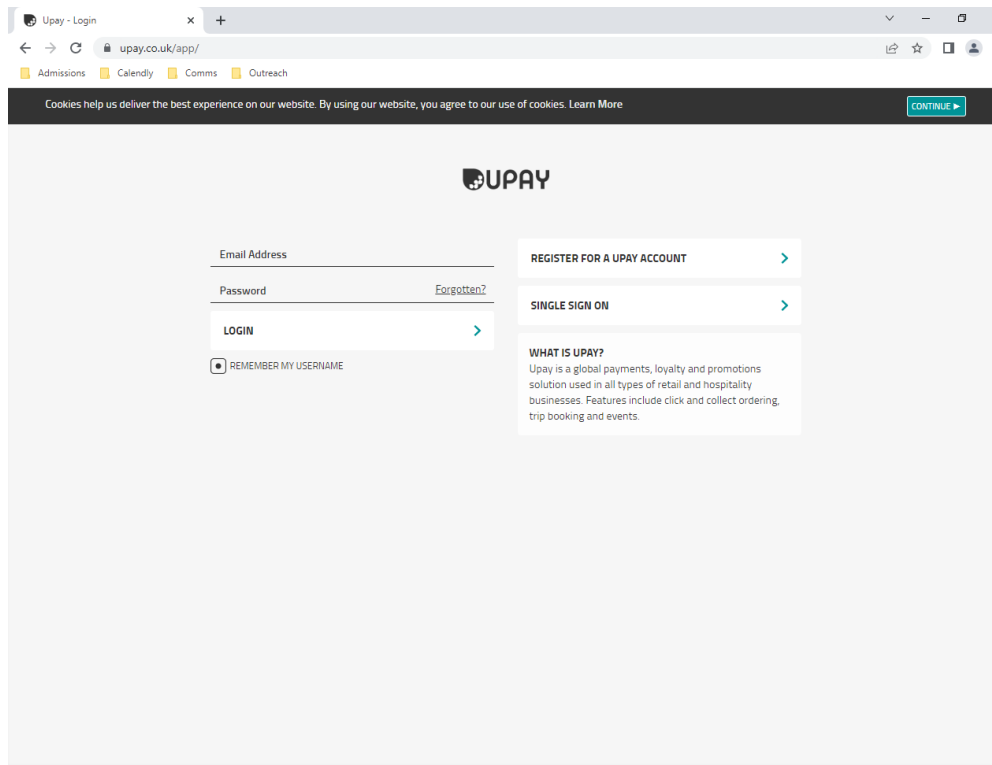
To register with UPay, you will need to know that the College's Affiliate ID is 85, and your personal User ID is the same as your University student number.

UPay will allow you to top up your card for purchases in College, pay your battles, and book and pay for college events. Parents and guardians may also top up your cashless account using your unique log-in details. Please note there is a maximum payment amount of £2,000 per transaction when using a debit or credit card.

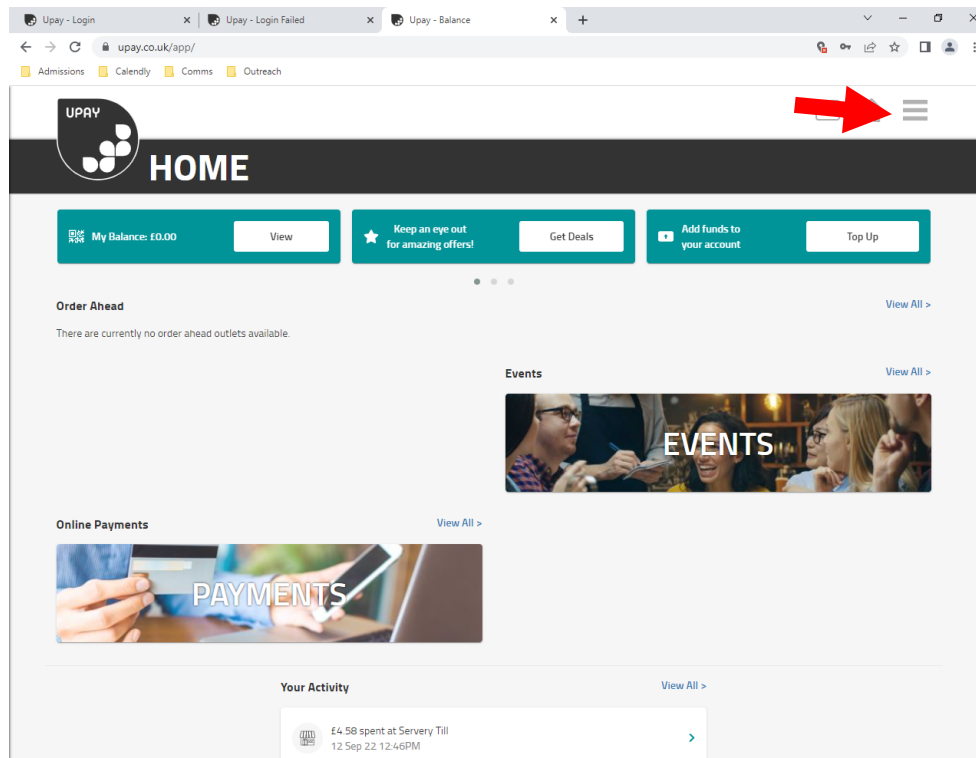


## How to pay your battles using UPay:

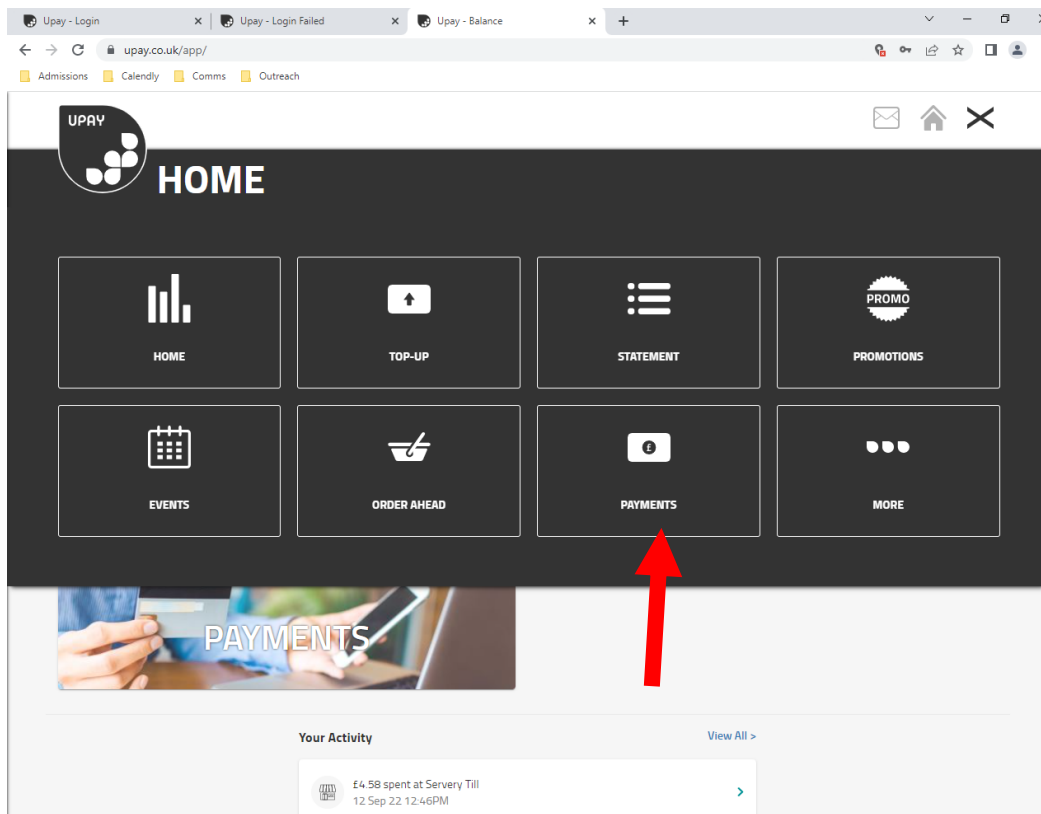
To pay your battles, go to the [UPay website \(https://www.upay.co.uk/app/\)](https://www.upay.co.uk/app/) and login using your UPay account details.



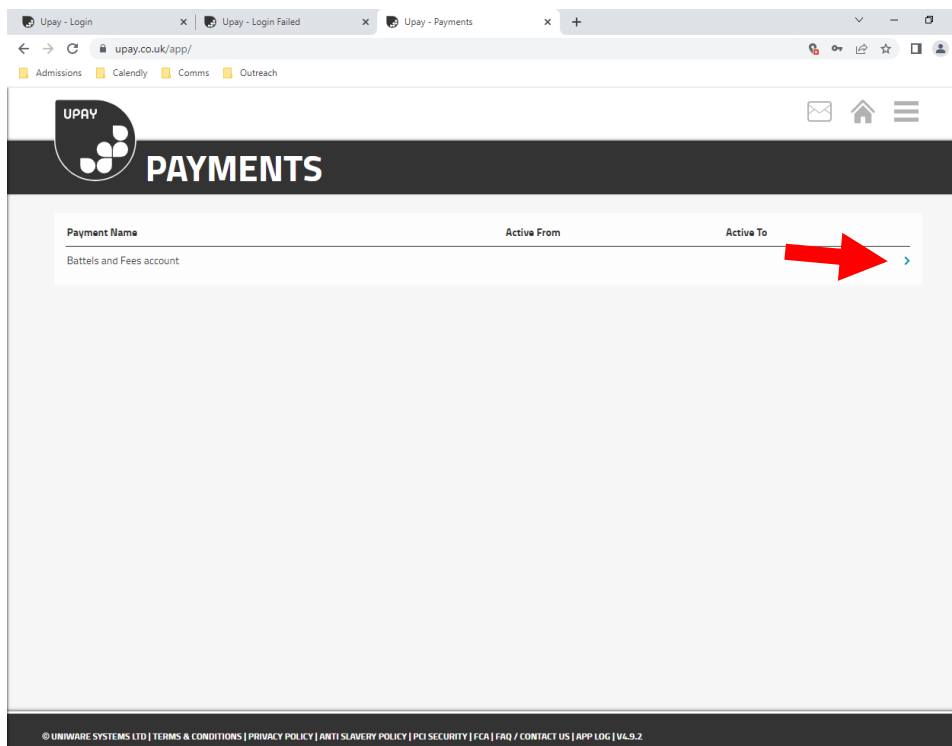
On the next screen, select the link indicated by the red arrow in the screen capture below:



On the drop-down menu that appears, select payments:



Next, press the green arrow as indicated below:



Enter the amount that you need to pay and the invoice number if you have it (this field can be left blank):

The screenshot shows a web browser window with the URL [upay.co.uk/app/](http://upay.co.uk/app/). The page title is "PAYMENTS FORM" and features the UPAY logo. The form contains the following elements:

- A text input field labeled "Please enter the amount you wish to pay" with the value "0.00".
- An input field labeled "Invoice No." which is currently empty.
- A summary table on the right side of the form:

ENTERED AMOUNT	£0.00
TOTAL AMOUNT	£0.00

At the bottom of the form, there are two buttons: "BACK" and "CONTINUE", both with right-pointing chevrons.

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On the next screen, enter your debit or credit card information and confirm the payment; you will then receive an e-mailed confirmation of the transaction.

### 3.3 Graduate Research Expenses Fund

A small fund exists to which graduates may apply for help with research expenses, particularly for fieldwork, attendance at conferences, or visiting libraries with material unobtainable in Oxford. It can also be used for help towards the costs of books, printing, photocopying, thesis binding and continuation charges.

Full-time graduate students accrue an entitlement to claim £268 for each year that they have been enrolled and paying University and College fees for their current programme of study, up to a maximum of three years, and part-time graduate students accrue an entitlement to claim £134 for each year that they have been enrolled and paying University and College fees for their current programme of study, up to a maximum of six years. This amount may be carried forward if it was not spent in the year in which it was accrued, but it cannot be carried forward to a new programme of study, and the student must be a current enrolled graduate member of the University to be eligible to apply. A claim may be submitted at any point during the academic year.

Students should apply in writing to the Academic Office (Email: [college.office@stcatz.ox.ac.uk](mailto:college.office@stcatz.ox.ac.uk)), giving details of the amount of funding required and the use to which it will be put, together with their bank details. A letter of support from the student's supervisor or course director must also be supplied. Afterwards the applicant should supply (copies of) receipts and a brief write-up.



Applicants are expected to apply to their Department or Faculty as well as to the College for financial support.

### 3.4 Sembal & Trump Clinical Medicine Fund

Clinical medicine students on the 2nd BM or accelerated graduate entry medicine course are entitled to claim up to £248 from the Sembal Fund towards books and equipment and up to £701 from the Trump Fund towards travel and other expenses associated with their elective. Claims may be submitted at any point during the course.

Students should apply to the Academic Office (Email: [college.office@stcatz.ox.ac.uk](mailto:college.office@stcatz.ox.ac.uk)) in writing, giving details of the amount of funding required and the use to which it will be put, together with their bank details. A letter of support from the student's tutor must also be supplied together with (copies of) receipts.

### 3.5 Financial Information for All Graduate Students

**Battels:** You are personally responsible for the payment of course fees, charges for rooms and other services. Students are billed via 'battels' (the Oxford term for an invoice for fees and charges) annually in advance at the beginning of Michaelmas Term for course fees, and termly in advance at the beginning of each term for room charges. Each term payment is due by the end of the first week of term – Friday 13 October for Michaelmas Term 2023 – and your first battels bill will be sent to your Oxford email address in early October.

Your first term as a student in the College may be your first experience of meeting the costs of your own living expenses. Most students manage their financial affairs without difficulty, but you will understand that the College has to be run efficiently and it attaches great importance to the avoidance of debt. Any unpaid accounts after the Friday of First Week (Friday 13 October) are surcharged at the compound rate of 2% of the outstanding amount per month, automatically, unless you have made a prior arrangement with the College Accountant. Should you find yourself in difficulty or need financial advice, please contact the College Accountant (email: [carey.forster@stcatz.ox.ac.uk](mailto:carey.forster@stcatz.ox.ac.uk)).

#### Payment methods:

- (1) Online via the UPay system – further information will be sent with your first battels bill
- (2) Cheque payable to 'St Catherine's College, Oxford'
- (3) Debit card payment at the Accounts Office
- (4) Bank transfer – please contact Cathy Steiner (email: [cathy.steiner@stcatz.ox.ac.uk](mailto:cathy.steiner@stcatz.ox.ac.uk)) for information.

**Room charges:** If you have been allocated college accommodation, your room charge for Michaelmas Term 2023 will be £26.18 per day; this includes room (but not meals), duvet, pillows, bed linen (but not towels).

St Catherine's College sets its room charges on the basis of annual discussions between representatives of Common Rooms and College Officers. Those discussions focus on a full review of the actual costs of running the residential side of the College's operation and an assessment as to how those costs might fall or increase between the point at which those discussions take place (usually just after Christmas) and the next academic year. Junior members can have a very real influence on the level of charge that is set. Where costs fall or rise in one year, the effect of that decrease or increase in expenditure will feed through



to charges in the following year. The College separately identifies the elements of the room charge which cover the costs of gas, electricity and water. In each of these areas consumption by students has an effect on the charge. Consequently, it is important to turn off lights and equipment when they are not needed.

Consideration should be given to eating meals in Hall rather than staircase pantries - this will reduce electricity usage (currently with a higher carbon emission bill than gas) and wrapping waste brought into College. Controlling heating (supplied by gas boilers) by turning down thermostats, rather than by opening windows will help in terms of reducing gas charges. Sensible use of water will assist in keeping costs down in that area as well. The separately identified charges are related to the introduction of the Carbon Commitment Efficiency Scheme which the Government has introduced under the Climate Change Act. In future, in addition to charges for the consumption of gas and electricity, charges will be levied by Government on the carbon emissions associated with that use. If the College and Junior Members are to keep their costs down, it is becoming vitally important to be very careful about the use of gas and electricity.

The College will review spending on gas, electricity and water at the end of Michaelmas Term 2023 and the end of Hilary Term 2023. If expenditure changes by more than 10%, either upwards or downwards, an increase or reduction will be applied.

Alongside the important work that members of College can contribute by thinking about careful energy use, the College will continue its long standing programme of capital works (insulation, double-glazing, system improvements) to ensure that energy that is used, is used efficiently and effectively.

**University Card and UPay system:** Every student will be issued with a University Card which serves to identify those entitled to use University and College facilities and services. The card is associated with an individual account which is accessed and credited online with money to purchase meals, drinks, photocopying and printing in College. It is also the easiest way of paying battels bills. The card also operates the door security system in College. You must report cases of lost or stolen cards to the Lodge immediately on discovering loss or theft so that the card can be cancelled. Requests for replacements for lost, stolen or damaged cards should be directed to the College Office (email: [college.office@stcatz.ox.ac.uk](mailto:college.office@stcatz.ox.ac.uk)). Unspent UPay balances at 31 October in the year in which a student member leaves the College are transferred to the St Catherine's Fund. This fund is used to meet the costs of equipment purchases and projects voted for by the Junior and Middle Common Rooms.

**Meals:** Breakfast is available in Hall at a cost of £3.33, lunch is available at a notional cost of £5.70, and the cost of dinner is £5.63.

**Laundrette:** The College has a laundrette on site that provides washers and dryers for student use. A wash costs £1.40 and a tumble-dry costs £1.40. The laundrette is open 24 hours and students pay for the facility. An ironing room is provided on Staircase 2 free of charge.

**Review of charges:** All charges are reviewed each year and changes come into force on 1 August.

**Bank accounts:** It is essential that you open a student bank account when you arrive in Oxford. You will find that banks require several types of documentary evidence proving your identity and your correspondence address before and after admission to the College, and confirming your status as a student.

Please contact the College if you are unsure about anything. Points of contact for financial matters are the College Accountant, Carey Forster (email: [carey.forster@stcatz.ox.ac.uk](mailto:carey.forster@stcatz.ox.ac.uk)) or the Fees and Investments Secretary, Cathy Steiner (email: [cathy.steiner@stcatz.ox.ac.uk](mailto:cathy.steiner@stcatz.ox.ac.uk)), who deals specifically with fee matters and student loans.



## 3.6 Guide to College Library

### Opening hours

Term-time (weeks 0<sup>th</sup> – 10<sup>th</sup>)

Monday to Friday: 8am to midnight Saturdays & Sundays: 9am to midnight

Vacation

Vacation hours vary so please check the library door, webpage, and Twitter or Facebook page for details.

### Finding books

SOLO (<http://solo.bodleian.ox.ac.uk>) is Oxford's library catalogue. It provides details of books held by the University and by College libraries. SOLO allows you to search the entire catalogue, but if you only want to see books held by St. Catz, you can use the drop down menu to restrict your search.

SOLO has many other features. For more details and a number of useful guides, please see <http://libguides.bodleian.ox.ac.uk> and <https://www.stcatz.ox.ac.uk/catz-students/library-it/> and remember, you can always email us if you need any help finding resources.

Books are classified according to subject, and each catalogue record provides a book's shelf-mark. The map overleaf shows where each subject and corresponding shelf-mark can be found in the St. Catz library.

### Borrowing books

Please, **reserve your printed books** with the Click and Collect system on SOLO. Read the instructions and watch the videos at <https://www.stcatz.ox.ac.uk/catz-students/library-it/>

Up to 12 books may be borrowed for a period of up to 4 weeks (or until Friday of 8th Week if that is sooner).

Vacation borrowing begins on Monday of 8th week, with books issued until 1st week of the following term. Emails are sent out to remind you when books are due back.

Fines are charged for overdue books. The fine is 10p per book, per day.

Readers must show their University cards to collect their reserved books and are personally responsible for all books taken out. The library reserves the right to charge the full replacement cost of any book not returned.

### Working in the Library

Please help maintain a pleasant working environment in the library. Food is not permitted, and drinks are only allowed in a sealed cup or bottle. All noise must be kept to a minimum. Browsing the shelves is permitted.

### Other resources in the Library

Reference books and a selection of periodicals can be found at the bottom of the first spiral staircase. The University also subscribes to an increasing number of electronic resources, including e-journals, e-books and databases, which you can access using SOLO.

Wireless is available in the library enabling you to connect via your laptop, and from the pcs in the North Seminar rooms. Please note use of the computers is subject to College and University computing regulations.

A photocopier and printer is available in the porch, where the relevant copyright regulations and instructions are displayed. Payment is made via Upay.





## Recommendations

The library aims to acquire core texts for all undergraduate and graduate courses taught at the College. If you would like to make a recommendation, please email the librarians at

[library@stcatz.ox.ac.uk](mailto:library@stcatz.ox.ac.uk). Alternatively email your tutors asking them to forward details to us if they support the recommendation.

A selection of new books is displayed near the issue desk and a termly accessions list is displayed on library, JCR, MCR and SCR notice boards.

## Staff

Professor David Womersley, Fellow of the College, has overall responsibility for the library. The Librarian, Barbara Costa and the Library Assistant, Lucy Norman deal with the day-to-day running of the library. During term-time the librarians work between 8am and 5pm, Monday to Friday. At evenings and weekends graduate students invigilate the library and issue books.

## Contacts

We are committed to supporting all of our students through their studies, including those with disabilities. If anyone finds they need extra support, please do not hesitate to email us or come talk to us about this. We will do our best to make sure you have the support you need from the library for your studies

Please get in touch if you have any comments or questions:

01865 281582

[library@stcatz.ox.ac.uk](mailto:library@stcatz.ox.ac.uk)

<https://www.stcatz.ox.ac.uk/cat-z-students/library-it/>

[www.facebook.com/stcatzlibrary](https://www.facebook.com/stcatzlibrary)

@StCatzLib- Twitter





### 3.7 Gym Induction Document

The college has a well-equipped gymnasium with two squash courts and free-standing weights, weights machines, four ergometers, two running machines, two stationary bicycles, four elliptical trainers and a step-machine.

Student members who wish to use the gym are required to complete an induction, no matter how experienced an athlete they may be. If you intend to participate in any College sports, it is advisable that you take an induction course at the beginning of your time in Oxford.

[Click here to complete the College gym induction.](#)

### 3.8 Armed Incident Information Sheet



**IN THE RARE EVENT OF  
a firearms or weapons attack**

**RUN HIDE TELL**



**RUN** to a place of safety. This is a far better option than to surrender or negotiate. If there's nowhere to go, then...

**HIDE.** It's better to hide than to confront. Remember to turn your phone to silent and turn off vibrate. Barricade yourself in if you can. Then finally and only when it is safe to do so...

**TELL** the police by calling 999.

#### RUN HIDE TELL



At the moment, the issue of terrorist attacks is regularly in the news. But it's been on our agenda for much longer.

The police and security service have been working constantly to foil terrorist attacks for years, not months.

But we are not complacent about keeping you safe.

Due to events in the UK and abroad, people are understandably concerned about a firearms or weapons attack. These attacks are very rare but in the event of such an attack, it helps to be prepared.

Remember, attacks of this nature are still very rare in the UK.

So Stay Safe, and just remember the words:

**RUN. HIDE. TELL.**

To watch the Stay Safe film, visit [www.npcc.police.uk/staysafe](http://www.npcc.police.uk/staysafe)

Information is vital. If you see or hear something that could be terrorist related, trust your instincts and call the confidential Anti-Terrorist hotline on **0800 789 321**. Our specially trained officers will take it from there. Your call could save lives.

Always in an emergency, call **999**.



### 3.9 Endsleigh Insurance Information Sheet

St Catz have partnered with Endsleigh Insurance to offer possessions cover for your student accommodation. You should confirm your cover following the instructions below:



The advertisement features a red background at the top with the Endsleigh logo and the text "Be confident in your cover". Below this, a red cartoon character wearing a white cap and holding a smartphone with the Endsleigh logo stands next to an open box containing a potted plant, a lamp, and a house. Text on the left explains the partnership and the new app. A green button prompts users to download the app. At the bottom, there are logos for Google Play and the App Store, along with a QR code and the text "My Endsleigh Insurance and cashback Free to download".

**endsleigh**

## Be confident in your cover

Endsleigh are student insurance specialists and we've partnered with them to set you up with possessions cover in your accommodation. Confirm your cover in Endsleigh's new app!

Download the **My Endsleigh app** now to confirm your cover

**My Endsleigh**  
Insurance and cashback  
Free to download

GET IT ON  
**Google Play**

Download on the  
**App Store**



### 3.10 College Doctor Information

A welcome letter and information from the College Doctor can be found [here](#).

### 3.11 College Student Support Scheme

The College offers financial support to students if, for example, their financial circumstances have changed and they have already applied for other public funds. The funds available under this scheme are open to all students – undergraduate, graduate, UK and overseas. Details about applying can be found [here](#).



## 4. Living in Oxford

### 4.1 Safe Cycling in Oxford

#### SAFE CYCLING IN OXFORD

From: Ed Wigzell  
Travel Officer  
University of Oxford  
Estates Services  
The Malthouse  
Tidmarsh Lane  
Oxford  
OX1 1NQ



Dear Student,

Cycling in Oxford is a very good idea (it's often the fastest way of getting round the city and research has shown that the more people cycle, the safer it becomes) but if you're not used to cycling in traffic there are some important things you need to know to keep yourself safe.

#### Before you cycle in Oxford

Get the right equipment - the absolute minimums are a mechanically safe bike that fits you, front and rear lights, rear reflector and a good quality lock. Most experienced Oxford cyclists also decide, after a few near misses, to wear a helmet (if you do decide to wear one make sure it is fitted correctly) and something high-visibility and reflective, particularly at night.

Register your bike at <https://www.bikeregister.com/> – theft of bicycles is very common in Oxford. A bicycle registration number will increase the chances of your bike being returned if stolen.

Improve your urban cycling skills – see details of cycle training at <http://www.ctc.oro.uk/>.

Make sure you are mentally prepared: never cycle after drinking alcohol (the same rules and limits apply for people in charge of bikes and cars); read the Highway Code (the laws about how and where you can ride a bike are more like the laws for cars than people think: see <https://www.gov.uk/rules-for-cyclists-59-to-82>).

#### Whilst on your bike

When cycling, ride in a good visible position - at least a car door distance from parked cars, not weaving into gaps (you disappear). Get good eye contact with other road users to be sure that they have seen you. At junctions, either make sure you can get to the front of the traffic and be visible, or remain in your place in the queue in the centre of the lane. Get into the habit of only overtaking on the right hand side. One of the most common causes of accidents is collision with left turning vehicles. See <http://podcasts.ox.ac.uk/efficient-cycling> for an engaging podcast on how to efficiently negotiate bus and car traffic, be seen in the dark, manage the pedestrian/tourist threat, and work around other cyclists

#### If things go wrong

If you are involved in an accident, make sure that you get professional help either at the John Radcliffe Hospital or from your College nurse or doctor.

To report a stolen bike contact the local Police station (Tel. 101) and also report it as stolen at <https://www.bikeregister.com/>.



## 4.2 Academic Outfitters in Oxford

All students will be required to wear academic dress at various points during their university career, including at Matriculation, which will happen on **Saturday 15<sup>th</sup> October 2022**, and for university examinations.

You can purchase academic dress from the suppliers listed below. [Click here for guidance on what constitutes academic dress.](#)

### Oxford Academic Outfitters

Shepherd & Woodward Ltd  
109-113 High Street  
Oxford  
OX1 4BT

Tel: 01865 249491  
Email: [enquiries@shepwood.co.uk](mailto:enquiries@shepwood.co.uk)  
<http://www.shepherdandwoodward.co.uk>

Walters & Co Ltd  
10 Turl Street  
Oxford  
OX1 3DN

Tel: 01865 241848  
Email: [sales@walters-oxford.co.uk](mailto:sales@walters-oxford.co.uk)  
<http://www.walters-oxford.co.uk/>

Ede & Ravenscroft  
119 High Street  
Oxford  
OX1 4BX

Tel: 01865 242756  
Email: [oxford@edeandravenscroft.com](mailto:oxford@edeandravenscroft.com)  
<https://shop.edeandravenscroft.com/pages/oxford-freshers>



## 4.3 Bodleian Libraries

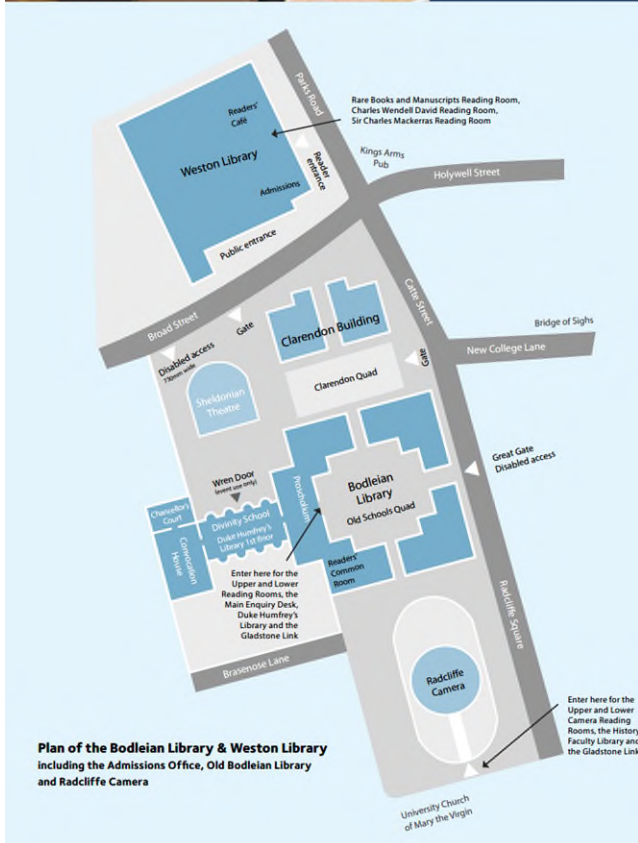
To view a map of all Bodleian libraries across Oxford, [click here](#).



**Bodleian Libraries**  
Broad Street  
Oxford OX1 3BG  
(01865) 277162  
[www.bodleian.ox.ac.uk](http://www.bodleian.ox.ac.uk)  
[reader.services@bodleian.ox.ac.uk](mailto:reader.services@bodleian.ox.ac.uk)



### Map of Libraries in Oxford



#### Library information and opening hours

For library opening hours, contact details and further information please see <http://www.bodleian.ox.ac.uk/subjects-and-libraries/libraries>. Guidance on library provision and materials by subject can be found on Oxford LibGuides at <http://libguides.bodleian.ox.ac.uk>.

#### SOLO

Use SOLO to search for printed and electronic books, journals and other materials in Oxford Libraries. SOLO covers the Bodleian Libraries and most College and other Libraries associated with the University. To access SOLO visit <http://solo.bodleian.ox.ac.uk> or for more information see <http://libguides.bodleian.ox.ac.uk/solo>.



#### OxLIP+

Individual e-journals and databases may be accessed via both SOLO and OxLIP+. However, OxLIP+ offers some additional functionality including the ability to browse lists of databases by subject. Access OxLIP+ at <http://oxlip-plus.bodleian.ox.ac.uk> or for guidance on finding and using e-resources see <http://libguides.bodleian.ox.ac.uk/oxlip-plus>.



#### New to Oxford?

Library Assistant for Oxford Freshers provides guidance for undergraduates on which libraries to use, understanding your reading list, how to find and borrow books and journals, key passwords and how to use our print, copy and scan services. It also provides information for readers with disabilities. Access Library Assistant at <http://www.bodleian.ox.ac.uk/assistant>.

#### Oxford LibGuides

Oxford LibGuides is the home of Oxford's subject and research guides. Here you will find an A-Z of subjects with overviews of key tools and resources for each discipline. You will also find guidance on topics such as information discovery, reference management and measuring impact as well as our workshops timetable. Access Oxford LibGuides at <http://libguides.bodleian.ox.ac.uk>.



#### Bodleian i-Skills

Bodleian Libraries run a range of workshops in information discovery and scholarly communications. Workshops cover search skills, reference management tools such as RefWorks and Mendeley, current awareness, measuring impact, open access publishing, research data management and more. For full details check the timetable at <http://libguides.bodleian.ox.ac.uk/workshops>.



## 4.4 Oxford Language Centre Courses

# The Language Centre



Online and in-person classes  
for all students and staff



## Academic English

Our Academic English courses can help you improve your academic spoken and written communication – building your skills and increasing your confidence.

We run a number of term-time courses in written and spoken communication as well as an intensive summer Pre-sessional English course. We also run a course for partners of Oxford University staff and students who are looking to improve their general English.



## Modern Languages

Our broad range of language classes is designed for all Oxford University students and academic and professional staff.

You can choose from a variety of modern languages: Arabic, Dutch, French, German, Greek, Italian, Japanese, Mandarin, Portuguese, Russian and Spanish.

From beginner to advanced level, our study options include term-time courses, year-long courses, and end-of-term intensive courses.

Whether you want to improve your career prospects or research skills, meet new people, or learn something new, the Language Centre offers a central hub for all students and staff, and a supportive community of language-lovers.

Find out more and enrol at  
[www.lang.ox.ac.uk](http://www.lang.ox.ac.uk)



@ admin@lang.ox.ac.uk

01865 283360

✉ 12 Woodstock Road, Oxford, OX2 6HT





## 4.5 Voter Registration Information

 <p><b>www.oxford.gov.uk</b></p>  <p><b>You can't vote unless you</b> <b>Sign up</b></p> <p>If you don't sign up you won't have a say in local and national elections and it may affect your credit rating.</p> <p><b>Sign up to vote now.</b></p> <p>You can do this</p> <ul style="list-style-type: none"><li>• when you complete your annual University registration, or</li><li>• by going to the register-to-vote website</li></ul> <p>You will need to provide your national insurance number</p>	 <p><b>www.oxford.gov.uk</b></p>  <p><b>You can't vote unless you</b> <b>Sign up</b></p> 
<p><b>www.gov.uk/register-to-vote</b> <b>T: 01865 249811</b></p>	
 <p><b>www.gov.uk/register-to-vote</b> <b>T: 01865 249811</b></p>	

