

Visiting Students Programme Application Form and Guidance Notes

- this application is for students applying through partner institutions, study abroad providers or independently.



We are pleased you are considering applying for the Visiting Students Programme at St Anne's College, University of Oxford. We have provided these guidance notes to help you prepare your application. Please read them *before* you begin to complete your application form. Further [programme information](#) is available on the College website:

We welcome Visiting Students to study at St Anne's for:

- the Oxford Academic Year – Michaelmas, Hilary and Trinity terms (October – June)
- the Extended Oxford Academic Year – September plus Michaelmas, Hilary and Trinity terms (September – June)
- Fall Term – September plus Michaelmas (September – December)
- Michaelmas Term only (October – December)
- Hilary and Trinity Terms only (January – June)

You can find [provisional term dates for 2022-23 here](#).

Completing the application form

If possible please type your application. If you are completing it by hand, please ensure that all writing is fully legible (we advise you to use block capital letters where possible). Please give all dates in European format (i.e. day-month-year) or spell out the month as a word to avoid the possibility of confusion.

Supporting Documents

Visiting student applications **must** include the following documents:

1. Colour copy/scan of the photo page of your passport

If you have multiple passports please include a copy of the passport you intend to use to enter the UK.

2. Academic statement

Include, on a separate piece of paper, a **statement detailing your reasons for wanting to study your proposed subject(s) at Oxford**. This statement should not exceed one page and needs a clear academic focus. The Tutors assessing your academic statement will want to see your intellectual passion and curiosity about your subject of study. In your statement you may wish to identify topics that you have enjoyed studying at your home university and explain how you wish to further these interests during your time abroad.

3. Transcript or other official detailed record of education

In order to comply with United Kingdom Border Agency (UKBA) requirements, you need to send a **certified copy of your transcript(s)** as a record of your academic history and achievement at university-level up to the present, including courses taken and grades/standards achieved. **Ideally your transcript should include the courses that you are currently taking and intending to take before arriving in Oxford**. If necessary, please ensure you also list any current or future courses that do not appear on your transcript. It is preferred for you to include your transcript in your application materials however if your university needs to send it directly they can email it to visiting.students@st-annes.ox.ac.uk.

4. Academic written work

Two pieces of graded academic work, such as essays or papers, in the subject/s you wish to study at Oxford need to be included with your application. For arts, humanities and social science subjects, these

can be essays from your current degree of no more than 2,000 words, typed and written in English. For science subjects, a report, exam, problem set or other piece of academic work from your current degree will suffice for one sample and we would prefer the second piece of work is a written paper. You can submit a portion of a longer paper if you wish to but please indicate this on your piece of work. **If you are applying to study two subjects you are requested to submit one piece of academic work in each subject.** Students who do not have written work in English are responsible for translating it themselves. Feedback, comments and grades can be included on the academic work.

5. Academic references

You need to **submit two references**, which are typed, on letterhead and included with your application. At least one of these references needs to be from an individual who has a working knowledge of your current education and who is able to indicate the academic standards that you have achieved.

6. Evidence of proficiency in English

All teaching at the University of Oxford is carried out in English (with the exception of some language-specific teaching) and tutors must be assured that you have sufficient fluency in written and spoken English to cope with your course from the start.

If you are a non-native English speaker, or have not been taught in English at university level for at least the two years prior to application (not prior to arrival in Oxford) you are required to provide evidence that you meet the [University's English language requirements](#) with your application. Please ensure you meet the higher-level requirements as most subjects require these. **If required you MUST attach evidence of how you meet the University's English language requirements with your application.**

7. Tutorial Course selection

Please [consult the courses and links in the course catalogue on our website](#), and indicate your courses in order of preference.

Other application information

Applying to other Oxford Colleges

It is helpful for us to know if you are applying to other Oxford Colleges and this will not jeopardise your application in any way. If we are oversubscribed in subject areas or are not able to offer you a place we would like to help candidates to potentially find another opportunity to study at Oxford. As such we may be able to share your application with another College. We need your consent to be able to do this so please indicate this and which Colleges you would consider on the application form. Please also speak with your study abroad advisor or provider to confirm this would be an option for you.

Contact with your Study Abroad Office or Study Abroad provider

During, or after, the application process we may need to contact your study abroad office or provider, or we may wish to include them in correspondence to you. We request your consent to communicate with them.

Visiting Students fees and funding your study

Visiting Student fees are published annually in the autumn, and provided to your study abroad office and/or study abroad provider. The [University updates living costs on an annual basis](#) as well. Please familiarise yourself with this information and be sure you can meet the costs of attending before submitting your application. As an example to study for the 2021-22 academic year (Oct-June) including estimated living costs you would have needed access to approximately £45,500 worth of public, private or scholarship funding. We cannot offer visiting students scholarships but many visiting students receive support and funding through their home institutions, other scholarship funding or government financial aid. Please speak with your home institution regarding these options.

UK visa requirements

If you are planning to travel to the UK to undertake a course at the University and are not a UK national you may need to apply for a visa before travelling. The type of permission/visa you require will depend on the type of course. Please [review the University guidance](#).

Application deadline and submission

Please submit the St Anne's application form and all your supporting documents together as a single PDF to visiting.students@st-annes.ox.ac.uk by **8am (UK time) Monday January 31, 2022**. We aim to inform you of a decision on your application as soon as possible.

Acceptance and deposit

If offered a place to study at St Anne's you will need to confirm acceptance of your place and then pay a £550 non-refundable deposit within 2 weeks of receiving your offer letter.

If you have any questions or need any further information please email visiting.students@st-annes.ox.ac.uk.

St Anne's College

Woodstock Road

Oxford OX2 6HS

Web: <http://www.st-annes.ox.ac.uk>

Email: visiting.students@st-annes.ox.ac.uk

Tel: +44 (0) 1865 274840

Visiting Students Programme Application Form

Please read the accompanying notes *before* you fill in this form. Please complete ALL spaces. Please send your form and *all* supporting documents as a single PDF to visiting.students@st-annes.ox.ac.uk



**St Anne's
College**
University of Oxford

Personal information

Title (Mr/Mrs/Ms/other)

Surname

First name(s)

Email address

Date of birth / Jan / 1990

Nationality

Country of residence

Subject information

Oxford subject(s)
applying for

Period of study
in Oxford
please tick one box

the Oxford academic year 2022-23 (Michaelmas, Hilary and Trinity terms)
 the Extended Oxford academic year 2022-23 (September, Michaelmas, Hilary and Trinity terms)
 Fall term 2022 (September plus Michaelmas)
 Michaelmas Term 2022 only (October to December)
 Hilary and Trinity Terms 2023 only (January to June)

Have you applied
to any other
Oxford Colleges?
And if so where?
Please list.

Yes No

If we cannot offer you a place, where appropriate, we may be able to share your application with another College for their consideration. Please indicate if you provide consent for this and which Colleges you would consider. We will contact you before we share your application.

I give consent Yes No Colleges

Education information

Higher Education/
University name
Location
Language of instruction

Current course:
Subject, major/minor or
concentration

Current academic
year/level. :

Current GPA or
equivalent:

0.00/4.00

Start date:

Expected completion date:

We may need to communicate with your home institution's Study Abroad Office, Advisor or your Study Abroad Provider during, or after, the application process. Please provide their details and your consent.

Study Abroad
Advisor/Office/
Provider name and
email address

I give consent for
St Anne's to
communicate with
my Study Abroad
Office/Advisor/
Provider

Yes No

If I attend St Anne's I give
consent to send my St Anne's
transcript to my Study
Abroad Office or Study
Abroad Provider

Yes No

High School name
Location
Language of instruction

University English Language Requirement

Please ensure you meet the [University's English Language Requirements](#) when you apply. If required, you must attach evidence of how you meet the University's English language requirements with your application

I have read and
understood the
University's English
language
requirements

Yes No

I **currently** meet the
University's English language
requirements

Yes No

If required I have
attached evidence
of how I meet the
requirements
(please specify)

Funding

Please tell us about your proposed funding for the Visiting Students programme.

I am supported by
my home
institution/study
abroad provider
who will be
invoiced for all or
part of my study
abroad programme

Yes No

If yes they will be invoiced for -

- Tuition fees
 Accommodation and meal card

If applicable I will be invoiced for

- Accommodation and meal card

I will meet
programme
costs and will
be invoiced
directly

Yes No

If yes you will be invoiced for
tuition, accommodation and
meal card

Tutorial/Courses Preferences

Studying at Oxford is often an opportunity for a Visiting Student to immerse themselves in a chosen area of study, as a UK undergraduate would do. However it may be possible to study more than one subject at St Anne's and you can see suggestions of complementary subjects on the Visiting Students webpages. Please discuss your intended courses with your home institution before you submit your application.

Visiting Students at St Anne's generally take two or three tutorial courses each term (depending on their subject/s). For each tutorial course you may take a combination of tutorials, lectures, classes and seminars, each of which requires significant preparation, including the submission of written work prior to the session. Teaching and study hours may be distributed unevenly, depending on the subjects and courses taken. All tutorials, classes and seminars may be eligible for academic credit by your home institution, please discuss this with them.

Applicants should list *at least* eight courses in order of preference from the information provided in our course catalogue: <https://www.st-annes.ox.ac.uk/study-here/visiting-students/course-catalogue-and-selection/>. Students applying for a single term should list *at least* six courses. If your application is successful, your tutor will use your preferences as a basis to devise a coherent tutorial programme for your time in Oxford. Tutorial/course preferences cannot be guaranteed. Once your course choices are approved, you will not usually be able to change them. Your tutorial programme is carefully tailored to you and academic members of faculty commit their time to teaching you individually or as part of a small group. For these reasons please consider your choices carefully and well in advance.

Your tutorial/course preferences

Your full name:

Oxford subject(s):

Period of study in Oxford:

Please list the titles of the courses that you would like to study *in order of preference*. You will find the courses we offer in the [St Anne's Visiting Students Programme course catalogue on our website](#).

Course/tutorial preferences:

1:

7:

2:

8:

3:

9:

4:

10:

5:

11:

6:

12:

I declare the information I have provided in my application is accurate and that the supplementary academic work I have submitted with my application is my own work. If my application is successful and I accept my place at St Anne's I give consent for St Anne's College faculty and staff to email me at the email address provided on this application prior to my arrival.

Your signature

Date

Please submit your application form and all your supporting documents as a single Word, or PDF, document to visiting.students@st-annes.ox.ac.uk by **8am(UK time) Monday January 31, 2022**.