

Terms of Admission: Entry in the Academic year 2021/22**Contents**

Application of these terms	3
University and College Membership	3
Self-service Pages	3
Conditions and fees	3
Living costs and additional costs	4
Changes to your programme and related services and facilities	5
Changes to Statutes, Ordinances, Regulations and Procedures	6
Matriculation	6
Computing Facilities	7
Intellectual Property	7
Data Protection	7
Complaints	8
Student misconduct, including physical misconduct, sexual misconduct and abusive behaviour	8
Disclosure and Barring Service (DBS) Check	9
Unspent Criminal Convictions	9
Discipline	9
Support and capability to study	9
Fitness to Practise	10
Visas	10
Other matters	10
Disability	11
Limitation on Liability	11
Incorrect or Incomplete Information	12
Your Rights to Cancel	12
General	12
Annex	13
University documents	13
College documents	13

Application of these terms

1. If you accept your offer of a place to study at the University of Cambridge, via the Postgraduate Admissions Office (“PAO”), you agree that these Terms of Admission apply to your relationship with the University and your College from then until you cease to be a postgraduate student.
2. Please note that some of these Terms relate to conditions you will need to meet before you are able to take up your place.

University and College Membership

3. As a student of the University, you will also be a member of a College, and you will have separate but interdependent relationships with the University and your College. The University will arrange an initial offer of membership to a College for you. You must remain a member of a College throughout your programme and it is important to be aware that:
 - (i) If you are not happy with a College’s offer of membership, and choose not to accept it, your admission to the University will not be confirmed and you will not be able to take up your place at the University;
 - (ii) The Colleges are independent of the University, and of each other, and the University cannot arrange for you to move to another College;
 - (iii) College membership does not constitute an offer of College accommodation and a College room cannot be guaranteed.
4. You will be unable to pursue your programme if either your College or your University membership is terminated;
5. You must pursue your studies diligently. You may be withdrawn from your programme at the University, subject to applicable procedures, if your academic performance is judged to be unsatisfactory.
6. You must adhere to the Statutes and Ordinances, and other rules, regulations, procedures and policies of both your College and the University, as notified to you in these Terms of Admission or as set out on the University or College website (as amended, updated or supplemented from time to time in accordance with these Terms of Admission). This includes matters relating to discipline, capability to study, and fitness to practise. Suspension or other sanction arising from breaches of Statutes and Ordinances, or other rules, regulations, procedures and policies may result in your being unable to pursue your studies at both the University and your College.
7. University and College procedures, rules, regulations and policies are reviewed regularly, and may be amended, updated or supplemented from time to time: the University and College websites will always reflect the current position (see Annex).
8. You will be required to present original proof of identity to your College prior to starting your programme. Also, where advised by your admitting body, you must be able to present your original documentation as proof of prior academic achievement to the University and/or your college, on being asked to do so.

Self-service Pages

9. On being made an offer of admission, you will be allocated an account on the University’s Applicant Self-service page. All communications from the University regarding your admission will be sent via this facility. You are expected to check your self-service account regularly. Any communication sent by the University to your University self-service account will be regarded as properly sent and received by you.
10. You will be allocated an account on the University’s “Self-service page for current graduate students” when your admission has been confirmed, and you have completed the student registration process.

Conditions and fees

11. Your offer was made subject to satisfactory payment of the appropriate application fee. In the event that your payment transaction is deemed unsuccessful after you have received an offer, the University reserves the right to withdraw the offer, and you will be asked to send an alternative payment.

12. Your offer letter will have outlined the conditions of your offer of a place, the fees associated with your programme and, for full-time programmes, an estimate of your minimum maintenance or living cost (see paragraph 22). You must meet all the conditions of your offer by the specified deadline before you can be admitted. If you do not meet the conditions of your offer by the relevant deadline, your offer will be withdrawn, and you will not be admitted to the University.
13. The conditions of offer include the completion of a Financial Undertaking Form, whereby you will undertake to the University that you have available at least the minimum required funds to cover all of the costs of your attendance at the University for the duration of your programme.
14. Your offer letter will have outlined your annual University Composition Fee ("UCF"). This will include a classification of your fee status as either Home or Overseas. In the absence of a material change in your circumstances, or exceptionally where our understanding of your circumstances changes in the light of new information, this classification will remain the same for the duration of your course of study. The UCF covers the teaching, supervision, student support and facilities you will receive and have access to from the University and your College and for most programmes the college membership fee is integrated with this fee (see paragraph 17).
15. If you are admitted, neither the University nor your College will support you financially in the event that you cannot fulfil the commitment declared in your Financial Undertaking Form. The University reserves the right to withdraw you from your programme of study or research in those circumstances. You cannot rely on gaining funding once you have taken up your place. There are restrictions on the amount of paid work you can undertake whilst studying, and you should not rely on such work to generate essential income for your studies. For further information see the [website](#).
16. The UCF is set annually by the University, and for most courses the annual fee is fixed for the duration of the programme (see paragraph 18). Students who intermit, or who are withdrawn, and then return to study, may be liable for higher fee rates when they return to their study.
17. The college fee is not integrated with the UCF for overseas students studying for the Master of Advanced Study.
18. The UCF will rise annually for the Master of Education, and the Doctor of Education. The UCF in the second year of MPhil in Architecture and Urban Design will be charged at a rate of 50% of that stated on your offer plus inflationary increases determined using the Office for Budgetary Responsibility forecast for RPI-X. If you are admitted to a combined Masters and PhD programme, the UCF for the Masters element and the PhD element will differ: The UCF provided for the PhD element of the programme will be an estimate based on the current year's PhD fee; the fee applicable to your year of entry to the PhD is likely to be 5% higher than the estimate presented; the PhD UCF will be published during your Masters study.
19. Failure to pay the UCF by the due date provided to you by your college may result in you not being able to take your place on, or you being withdrawn from, your programme of study at the University.
20. If you withdraw from your programme you may be eligible for a refund of the termly UCF if you have been engaged in a course of study for 20 days or less during the relevant term. For more information see Section 16 of Chapter I of the [University's Ordinances](#).

Living costs and additional costs

21. In addition to the UCF outlined above, you may need to meet additional costs. The University has highlighted this in the prospectus information given about the programme and sets this out in your offer letter.
22. As well as those costs referenced in the paragraphs above, full-time students are expected to provide evidence that they can meet the annual maintenance or living costs which may include (but are not limited to):

- accommodation (either provided through your College or privately, and involving combined or separate costs for rent, utility services such as gas, electricity and access to phone and internet systems, and payments for other services such as kitchens, laundries, gym etc.);
- food (whether provided by your College or through self-catering);
- personal expenses while you are on your programme (e.g. clothes, leisure activities, travel, membership of clubs and societies etc.);
- travel to and from Cambridge
- personal resources for study (computer, books, stationery, calculator etc.) which remain your property

Neither the University nor the College accepts responsibility for any personal debt you may incur.

Changes to your programme and related services and facilities

23. The University and your College will provide the programme and related educational and other services and facilities as described on the University website (<https://www.postgraduate.study.cam.ac.uk/>) immediately prior to the date you accepted your offer of a place, and in any additional material information referred to in your offer of a place.
24. Each of the University's Faculties and Departments may provide additional information to supplement the material information (outlined in paragraph 23) in handbooks (available in print and online). The University will endeavour to ensure that this further information on the course is accurate and as described in these documents but given these are published in advance you should check the University website as per paragraph 23 which will be up-to-date.
25. However, there may be circumstances outside the University's control which may make it necessary to make changes to your programme or to related educational and other services and facilities. Such circumstances may include:
 - unanticipated staff changes, sickness, absence or unavailability for other reasons;
 - developments in the subject area;
 - feedback from you or other students;
 - the requirements or guidance of a professional, statutory, regulatory or accrediting body;
 - changes in legislation or government guidance;
 - where the numbers recruited to a programme are so low that an appropriate level of student experience cannot be guaranteed; and
 - any circumstance that falls within the scope of paragraph 63.
26. The changes may be to:
 - the content and syllabus of a programme;
 - the research or project;
 - the identity of the supervisor(s) or the arrangements for supervision;
 - the start date of a programme, including by deferring it to another academic year;
 - the availability, duration, location and content of placements and other work-based learning opportunities;
 - the method, location, timetable and amount of teaching, lectures, seminars, supervisions and any other forms of instruction;
 - the method and content of assessments and examinations;
 - deliver services and facilities in a different way, from a different location or online or by replacing them with alternative but equivalent services and facilities;
 - your matriculating College
 - your start date at the University

The changes may be effected by modifying or suspending your existing programme, by combining your programme with another programme, or by closing your programme and/or offering you the opportunity to transfer to another programme.

27. Where such changes are minor, such as changes to the electives available in any year, the University will keep such changes to a minimum and will keep you informed appropriately.
28. Where such changes are more substantial, the University will to the extent that is necessary and appropriate:
 - notify and consult with students affected by the changes at the earliest opportunity;
 - ensure any changes to a course are approved through relevant processes, are justified to and approved by the relevant committees (which should include student representatives), and are kept to the minimum necessary.
 - offer you the opportunity to withdraw from the programme and the University, if you are dissatisfied with the changes proposed (see paragraph 20).

Changes to Statutes, Ordinances, Regulations and Procedures

29. The University and College procedures (including those referred to in these Terms of Admission) are reviewed regularly: current procedures will be set out on the relevant University and College websites.
30. The University and your College reserve the right to add to, delete or make reasonable changes to the Statutes and Ordinances, and other rules, regulations, procedures and policies where, in the opinion of the University and/or your College, this will assist in the proper delivery of education.

Changes are usually made for one or more of the following reasons:

- (a) To review and update the Statutes and Ordinances, and other rules, regulations, procedures and policies to ensure they are fit for purpose;
- (b) To reflect changes in the external environment, including legal or regulatory changes, changes to funding or financial arrangements or changes to government policy, requirements or guidance;
- (c) To incorporate sector guidance or best practice;
- (d) To incorporate feedback from students; and/or
- (e) To aid clarity or consistency of approach.

Wherever possible, the University will consult students, through the formal student representation channels, on the impact of any substantive changes prior to implementation.

Any changes will normally come into effect at the start of the next academic year, although may be introduced during the academic year where the University reasonably considers this to be in the interests of students or where this is required by law or other exceptional circumstances. The University and your College will take all reasonable steps to minimise disruption to students wherever reasonably possible, for example, by giving reasonable notice of changes to Statutes and Ordinances, and other rules, regulations, procedures and policies before they take effect, or by phasing in the changes, if appropriate

The updated Statutes and Ordinances, and other rules, regulations, procedures and policies will be made available on the University's website and may be publicised by other means so that students are made aware of any changes.

Matriculation

31. You must have received a formal confirmation of admission by email from the Postgraduate Admissions Office, and in your self-service account, before you come to Cambridge to begin your study.
32. By accepting an offer for a programme with a pre-sessional course, you are also agreeing to attend the University from this earlier date. Where this is the case, it will be made clear in the relevant section of your self-service account.
33. On arrival you will be enrolled into the University through a process called "matriculation". You may not matriculate until you have received a formal confirmation of admission (see paragraph 31). Matriculation requires you to sign the following declaration within four weeks of your arrival:-

'I promise to observe the Statutes and Ordinances of the University as far as they concern me, and to pay due respect and obedience to the Chancellor and other officers of the University.'

By signing this declaration on matriculation, you agree that you will observe the Statutes and Ordinances of the University in force and which are amended from time to time. The current Statutes and Ordinances can be found on the University website (see Annex for a link to these). These are under continual review and changes to the Statutes and Ordinances are highlighted at this same website (see paragraph 30).

Matriculated students have access to such University services as the Careers Service, the Counselling Service, the Disability Resource Centre and University Sports facilities.

Computing Facilities

34. By taking up your place at the University you agree to sign a declaration in order to access the University's computing facilities, which will provide access to the internet, your University e-mail account, and information which is available only to University users. You will not be able pursue your studies effectively to obtain your degree without access to the University's Information Services.

Intellectual Property

35. Ownership of intellectual property rights (broadly defined, whether registrable patents or not) in material devised, made or created by you normally rests with you; and the University does not ordinarily claim the ownership of such intellectual property rights. However, you need to be aware this is not always the case and that the University or a third party will claim ownership where:
- (i) IP rights are allocated to the University or funders by grants or contracts for research funding or student sponsorship; or
 - (ii) IP rights are owned by third parties; or
 - (iii) When working in collaboration with others (e.g. University staff) you jointly devise, make or create joint or interdependent intellectual property; or
 - (iv) legislation, regulations or ethical guidelines apply e.g. where data is derived from human subjects (e.g. clinical trials) or to personal data.

In such circumstances, relevant third party terms will apply to your work whether or not you have explicitly agreed to them. It is therefore important that before you accept a place at the University and before you start work on a research project or join a research group at the University, you check any relevant third party terms and how such terms will affect the treatment of intellectual property that you create.

If you have any concerns, including not receiving any information about intellectual property rights, you must raise them with your proposed supervisor or Department so that you understand how intellectual property which might arise from your studies, research or project(s) will or may be treated.

The University endeavours where possible to ensure you retain the right to use intellectual property in academic teaching, publications, and academic research.

The Regulations on Intellectual Property Rights in Chapter XIII of the University's Statutes and Ordinances as amended from time to time set out how intellectual property rights are managed.

Data Protection

36. When you applied to become a student you were told how the University and your College would use your personal information (meaning any information which relates to or identifies you as an individual) to process your application and for related purposes.
37. Further statements setting out how your personal information will be used when you are a student are identified in the Annex. Please note, however, that these statements may change between now and the date of your matriculation: you are advised to re-read them on the websites close to that date.
38. By taking up your place to study at the University, you acknowledge that the University and your College will use and process your personal information in accordance with these statements. In addition to the information published there, when you use specific services and facilities offered by the University, you will be told about any other uses of your personal information.
39. While studying at the University, you may need to use and handle the personal information of others in connection with your studies and research. You acknowledge that you will handle any such personal information carefully and securely, and in accordance with any reasonable guidance and direction you may receive.

Complaints

40. If for any reason you wish to complain about any aspect of your University experience, the formal Student Complaints procedure is contained in Section 26 of Chapter II of the University's Ordinances. However, if you have concerns, it is advisable to raise them as soon as possible with the Programme Director or Programme Executive Director, or to the part of the University concerned, to see if the matter can be resolved more quickly and easily through informal channels. Further information on complaints, and on making appeals in relation to examinations, can be found on the University website (see Annex).
41. If you have a complaint about your College, you should consult your College website for information as to how to bring a complaint (see Annex).
42. In both cases, the procedures are under continual review: the websites will always reflect the current procedures.
43. You may be able to refer a complaint to the Office of the Independent Adjudicator for Higher Education in England and Wales if the complaint falls within its remit and you have exhausted all internal College and University procedures.
44. If you wish to make a complaint about the application process, please email the Head of Postgraduate Admissions at: pg.admissions@admin.cam.ac.uk. The admissions complaints procedure allows you to seek a review of your application if you believe that:
 - (i) A procedural error or irregularity has occurred in the processing of the application; or
 - (ii) In the consideration of the application there has been bias, prejudice or inadequate assessment; or
 - (iii) There are factors unknown to the University that might have adversely affected the outcome (such as illness in examinations or other grave cause not otherwise evident in the application).

There is no appeal against matters of academic judgement.

Student misconduct, including physical misconduct, sexual misconduct and abusive behaviour

45. The University and the Colleges are committed to providing an environment that is free from discrimination and affirms the rights of all of their members to be treated with dignity and respect. Any form of physical misconduct, sexual misconduct or abusive behaviour of one member of its community by another will not be tolerated. Allegations of these forms of behaviour are taken very seriously and, following an investigation, the University and your College may take action, including disciplinary action, in response to a complaint from a student.

46. The University and your College have specific policies regarding student misconduct, which can be accessed on their websites (see Annex).

Disclosure and Barring Service (DBS) Check

47. If your place is conditional on you providing a Disclosure and Barring Service check or the equivalent (such as if you are studying medicine or veterinary sciences programmes or PGCE), you will be contacted by the Student Registry. It can take a long time to receive a DBS check certificate and you will be required to have this before you start your course. These checks are subject to a fee to be paid by you, which is currently £52.55 for an Enhanced check and £35.55 for a Standard check but is liable to increase. More information can be found at the Disclosure and Barring Service Disclosures page at the Postgraduate Admissions [website](#).

Unspent Criminal Convictions

48. Having a criminal conviction will not normally preclude you from studying at the University. However, the University and College ask for this information to enable us to discharge our safeguarding duties. If you have a relevant unspent criminal conviction at the time that you confirm your acceptance of this offer, you agree to inform the Head of Postgraduate Admissions. You agree to permit the University and College to share the information with each other and that if you are subsequently convicted of an offence, after accepting your offer and during your time studying at the University of Cambridge, you agree to inform the University or your College and to permit the University and College to share the information with each other. Supporting information on what is a relevant unspent criminal conviction will be provided on our [website](#).

49.

Discipline

50. The University's regulations on disciplinary matters comprise Section 20 of Chapter II of the University's Ordinances. These include the Rules of Behaviour to which prospective students, students and former students must abide by from the point at which they have accepted an offer to study from the University. Breaching the University's Rules of Behaviour can result in sanctions and/or measures, including the removal of academic awards or permanent exclusion from the University.
51. The University's Rules of Behaviour also include specific provisions relating to academic misconduct, such as cheating in examinations and plagiarism, e.g. attempting to pass another person's work off as your own. Further guidance on the University's policy against plagiarism can be found on the University's website (see Annex). Your matriculation is deemed as acceptance of the University's right to apply specialist software to your work in examinations and during the programme of your studies to aid in detecting such offences.
52. Your College will have its own arrangements as regards discipline which will be available on its website (see Annex). In exceptional circumstances, Colleges may apply their disciplinary procedure to applicants holding an offer of a place which may result in outcomes up to and including the revocation of that offer.

Support and capability to study

53. If the University has a concern that your behaviour is adversely impacting your welfare or academic progress, or the welfare of others within the collegiate University community, or has the potential to do so, then you may be referred into the Procedure to Support and Assess Capability to Study. This procedure can result in an assessment by a Study Capability Assessment Committee, the Committee will include a medically qualified person. The Committee may request that you attend a consultation with a relevant expert as part of an investigation of the circumstances. If you choose to not attend a consultation then this may result in the Committee considering you pose a high risk to either yourself or the collegiate University community. You will have the right to attend, be represented and present

information to the Committee in writing and orally. The Committee will determine how and whether you continue your studies. The Procedure to Support and Assess Capability to Study is highlighted in the Annex.

54. Your College has its own arrangements as regards “fitness to study” which will be available on its website (see Annex).

Fitness to Practise

55. Students studying Medicine, Veterinary Medicine or the PGCE course have additional professional standards of behaviour that are expected from them. If you are studying Medicine or Veterinary Medicine you will be registered on the University’s Medical Students Register or its Veterinary Students Register as appropriate. The University has a responsibility to ensure that you will be fit to practise as a doctor, a veterinary surgeon or a teacher on completing your studies. If for any reason associated with your conduct, health or performance there is cause for concern that you may not ultimately be fit to practise, there are procedures, drawn up in the light of guidance from the relevant professional bodies, by which the University will investigate and adjudicate whether you are fit to practise, whether conditions need to be imposed, or whether remedial action needs to be taken. In very rare cases it may be determined that you are not fit to practise and you will not be permitted to continue your course. The procedures for determining fitness to practise are to be found in Sections 28 and 29 of Chapter II in the [University’s Ordinances](#).

Visas

56. If you require a visa to study in the UK, you are responsible for obtaining it and complying with its conditions. If you do not have valid immigration permission for study purposes, you will not be able to start your programme. If your permission expires during your programme and you no longer have valid leave to remain in the UK, or have breached the terms of your visa, the University may inform UK Visas and Immigration and may require you to leave your programme. If the University is sponsoring your student visa it will inform you separately of your obligations towards the University in relation to your visa. It is your responsibility to check that all the details on your CAS prepared by the University are correct and up to date before making your student visa application. The University accepts no liability for problems caused by incorrect information on the CAS. The University can only issue your CAS once you have met all of the conditions of your offer and your admission has been confirmed. Further information about the requirements relevant to students who require a visa can be found on the [International Students website](#).

Other matters

57. There are certain elements of study at the University of which students should be aware:-
- (i) As well as being a member of a College, in order to satisfy the University’s residence requirement (Section 11 of Chapter II of the University’s Ordinances), all full-time postgraduate students are expected to reside within the 10 mile radius of Great St Mary’s Church throughout the required terms of study. Full-time students must have formal permission before they reside elsewhere, and if you wish to do so you should acquire agreement in principle from both your College, and your academic supervisor/Director of Study prior to arriving in Cambridge.
 - (ii) The University does not offer admission part-way through a term and full-time students are required to be resident in the University for the required number of whole terms to complete their degree unless specifically granted permission to spend some terms outside the University. In some circumstances, your programme of research may require you to spend some time outside the University at the beginning of your programme. You will need to apply for, and be granted, leave to work away before the start of your first term. Permission cannot be granted retrospectively. Students on a Student visa should note that, ‘working away’ without having obtained official authorisation from the University may constitute an ‘unauthorised absence’ and be a breach of the responsibilities of Student visa sponsorship under.
 - (iii) Term-time is demanding and there are restrictions on undertaking paid work during your study, unless you are enrolled on a part-time programme. For further information see the [website](#).

- (iv) The University annually sets out guidance for its examinations (see Annex for the most recent issue). Examination resits are not permitted except as a possible outcome of an application for an examination allowance on the grounds of illness or other grave cause.
- (v) Lecturers and class leaders normally own the intellectual property rights in their teaching materials. Students may not audio-record lectures and classes without their prior agreement (for example where adjustments are required for a specific learning need).

Disability

- 58. If you have disclosed a disability/specific learning difficulty/chronic illness, your details will be forwarded to the Disability Resource Centre (“DRC”) who will contact you to discuss your particular requirements. The University may not be able to accommodate your individual requirements if you do not disclose your disability and therefore you are encouraged to make a disclosure at the earliest opportunity. If you have not made a disclosure in your application for admission this can be made by contacting the DRC.
- 59. Whether or not you have previously declared a disability/specific learning difficulty/chronic illness, you may seek the confidential support of the [Disability Resource Centre](#) at any point. They will not make further disclosure of your disability within the University or to your College without your consent. It may however affect the University’s ability to make any required reasonable adjustments if information about your disability cannot be shared with those within the University and your College who are required to implement them.

Limitation on Liability

- 60. Nothing in these terms shall limit the University’s or your College’s liability to you:
 - a. for death or personal injury resulting from negligence (as defined in the Consumer Rights Act 2015);
 - b. for fraud or fraudulent misrepresentation.

References to legislation in these Terms of Admission include reference to any amendments, extensions or re-enactments of such legislation.

- 61. Subject to paragraph 60 above and any restrictions in statute or at common law affecting the ability of the University or your College to limit their liability, the aggregate liability of the University and your College under these Terms of Admission or otherwise in connection with your admission to the University and/or your College and/or the provision your course and other educational or related services and facilities (including pastoral services) by the University and/or your College, whether arising in contract, tort (specifically negligence), statute, or in any other way, shall not exceed the total of the course fees paid and due to be paid by you in relation to your course, as defined in the letter from the University offering you a place.
- 62. For the purposes of paragraphs 60 and 61, the terms “University” and “College” also include officers, employees and agents of the University or College, and those paragraphs may be enforced by such officers, employees and agents. It is not otherwise intended that any of these terms will be enforceable by any third party.
- 63. Neither the University nor your College will be liable for matters arising which are outside of its control and which could not have been prevented even if reasonable care had been taken. This includes but is not limited to: strikes, other industrial action, staff illness, severe weather, fire, civil commotion, riot, invasion, terrorist attack or threat of terrorist attack, war (whether declared or not), natural disaster, restrictions imposed by government or public authorities, epidemic or pandemic disease, or failure of public utilities or transport systems. In particular, where such event(s) occur and change(s) in accordance with paragraphs 25 & 26 are not possible or practicable, neither you nor the University nor your College will be liable to the other for breach of this contract nor for continued compliance with the contract including the provision of further tuition or services, payment of further fees, making refunds of fees paid or other loss or damage of any kind.

Incorrect or Incomplete Information

64. The University and/or your College reserve the right to withdraw any offer made, prevent you from proceeding to matriculation or take disciplinary action which may lead to the termination of your studies if any of the information provided by you in relation to your application is found to be incorrect or incomplete, or if you fail to provide satisfactory information or evidence which confirms that you can meet one or more of the conditions contained in your offer letter or these terms and conditions.

Your Rights to Cancel

65. You have a statutory right to cancel your place at Cambridge without giving any reason. The cancellation period under UK consumer law will expire after 14 days from the day you accept the offer of a place at the University (“Cancellation Period”).
66. If for any reason you do not wish to take up your place at the University, you may cancel your place by withdrawing via your self service account or by making a clear statement to the University to this effect (See paragraph 20).
67. If you cancel your place up to and including 14 days from the date you accept your offer of a place at the University (the “statutory cancellation period”), the University will reimburse you any payment received from you in respect of your tuition.
68. If your programme or associated provision of services (such as the provision of accommodation) is due to begin within 14 days from the date you accept the offer of a place, by accepting the offer of a place you are expressly agreeing that your programme and/or associated services should begin within the Cancellation Period. If you then subsequently decide to cancel the contract you may be obliged to pay a proportion of your Tuition Fees as set out in the University’s [Fee Payment Conditions](#).
69. Where you are entitled to a refund, the University will make this refund without undue delay using the same means of payment as you used for the initial transaction, unless you have expressly agreed otherwise.

General

70. If any provision of the Terms of Admission is or becomes illegal, invalid, void or unenforceable that shall not affect the legality, validity or enforceability of the other provisions.
71. If you breach these Terms of Admission and the University chooses not to exercise any right which it may have against you as a consequence of that breach, the University shall not be prevented from taking action against you in the future in respect of any other breaches by you.
72. The rights under these Terms of Admission shall not be enforceable by any party who is not a party to it, including any party that is responsible for paying your fees in whole or in part, and no such party shall have any rights under or in connection with the Contracts (Rights of Third Parties) Act 1989.
73. These Terms of Admission shall be governed by and construed in all respects in accordance with the laws of England and the parties agree to submit to the jurisdiction of the courts of England.

Version 2021.1: This document was last reviewed by the University 30th October 2020. It is expected that the next version of this document (for admission in 2022-23) will be agreed and published no later than 1 November 2021.

Annex: Links to important documents which form part of the Terms of Admission

You are advised to read the following documents before you accepting your offer. Please note that they are subject to change prior to you joining the University and you are advised to re-read the documents nearer the point of admission.

University documents

Document
Statutes and Ordinances
Computing facility rules
Data Protection Statement
Privacy notices
Student complaints procedure in Section 26 of Chapter II of the University's Ordinance
Applicant Complaints procedure
Student harassment and sexual misconduct policy
Student disciplinary matters
Plagiarism policy
Support and Assess Capability to Study
Code of Practice for Research Degrees
Code of Practice for Master of Philosophy by Advanced Study or Master of Research
General Regulations For Certain Postgraduate Degrees And Other Qualifications

College documents

For your information, your College will have its own documents that you should also consider. Please contact the relevant [College Admissions Office](#).