



Postgraduate Admissions Office

## Financial Undertaking Form

This form must be completed and uploaded to your self-service account to meet your financial condition of admission, along with any official notification of awards mentioned. Please use document type 'Financial undertaking form (Post-Offer ONLY)'.

Please read this form, and section 3.7 of the booklet "Your Offer and its Conditions" very carefully before signing it. Under no circumstances should you sign this form if you are in any doubt whatsoever about whether you have sufficient funds for your fees and living costs (e.g. costs of room rent, utilities, food, clothing, research-related costs, books, transport, entertainment, etc).

### University Composition fees:

This is the fee levied for the teaching, supervision, student support and facilities you will receive and have access to from the University and your College. You should ensure that you have available, in advance, adequate financial provision for the University Composition Fee for the whole of the duration of your course.

### Maintenance rates & Additional costs:

The maintenance figure quoted in "tracking your finances" in your Self-Service is an estimate of your annual basic living expenses and personal costs, including accommodation, food, books and travel (full-time students only). The figure quoted should be regarded as the **absolute minimum you will require**. If you have been made an offer to study for a PhD, and your course takes you longer than 3 years, the University cannot assist you with funding in your 4th year, and you may be removed from the register if you are unable to fund yourself during the writing up period. You are strongly advised to allow for this possibility.

Some courses also require additional costs for consumables, field work or other research costs which you will need to make provision for as these will be in addition to the above basic estimated living costs. Please check with the department for the level of these additional costs.

### Currency exchange rates:

If you are an overseas student, you should allow for fluctuations in currency exchange rates which could affect your future ability to pay your fees and cover your living expenses. We recommend therefore that you consider whether to convert any non-sterling capital into sterling to protect it against any subsequent drop in value. Neither the University nor the Colleges undertake to support financially in the event that you experience financial difficulties due to fluctuations in currency exchange.

### Supplementing your income:

The University has strict limits on students undertaking paid work whilst studying full-time, and you must not expect to provide additional income in this way. Further details on the working restrictions can be found on our website: [www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/working-while-you-study](http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/working-while-you-study)

### Student visa application:

If you need to apply for a Student visa to study in the UK, the financial evidence to support your application will need to fulfil the specific requirements outlined in the Student visa policy. This financial undertaking form **cannot** be used for this purpose. Visit [www.internationalstudents.cam.ac.uk/immigration](http://www.internationalstudents.cam.ac.uk/immigration) for further guidance. Email the International Student Office at [international.students@admin.cam.ac.uk](mailto:international.students@admin.cam.ac.uk) if you have any questions about the visa requirements.

### Applicant Details – to be completed by the applicant; all fields are compulsory

Last name: \_\_\_\_\_

Forename(s)/given names: \_\_\_\_\_

Application number: \_\_\_\_\_ Start Term: \_\_\_\_\_

A. Duration of course (years): \_\_\_\_\_

B. Minimum cost of **first year of the course** (this must be the Total Liability of Year 1 as specified in 'tracking your finances' in your self-service account): £ \_\_\_\_\_

C. Minimum cost of the **whole course** (i.e. Duration of course in years x Total Liability of Year 1):

£ \_\_\_\_\_ (eg  $A \times B = C$ )

Please note that applicants undertaking a research degree are strongly advised to make financial provision for their writing up period if it extends beyond fee liable terms. You may be removed from the register if you are unable to fund yourself during this period.

## Applicant Declaration

Please tick **ONE** of the boxes below, as appropriate to your circumstances, and then sign and date the form. If you do not tick or sign below, we will be unable to accept the form and will ask you for another form.

- A  I confirm that I will be responsible for both the payment of all my fees and for funding my full living costs, i.e. I will be supporting myself financially/ I have parents/friends/relatives supporting me/ I will be taking out loans to support myself/ I will be funding my studies through my salary.
- B  I confirm that I have received a part-cost award, and **I will be responsible for the remainder of my fees and/or living costs**, AND I have uploaded official notification of the award to my self-service account, if my funders have not done so on my behalf.
- C  I confirm that I have received a full scholarship that will pay both for the payment of **all** my fees and for funding my **full living costs**, AND I have uploaded official notification of the award to my self-service account, if my funders have not done so on my behalf.

Please tick **ALL** the boxes below to ensure that you have read and understood your financial liability.

- I have read the relevant sections of the booklet "Your Offer and its Conditions" concerning costs and funding [www.postgraduate.study.cam.ac.uk/download/your-offer-and-its-conditions](http://www.postgraduate.study.cam.ac.uk/download/your-offer-and-its-conditions)
- I confirm that, making due allowance for annual increases (at least in line with inflation) and for currency fluctuations where relevant, I have the funds available to me to meet all my University Composition Fees and living expenses/maintenance for the whole period of my studies at the University of Cambridge.
- I understand the restrictions on taking paid work while I am studying full-time at Cambridge [www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/working-while-you-study](http://www.cambridgestudents.cam.ac.uk/your-course/graduate-study/your-student-status/working-while-you-study)
- I understand that non-payment of fees will necessitate withdrawal from the University and my College and that I will be liable to pay any outstanding debt (including any awards unpaid by third parties).
- I understand that, if I am a member of staff of the University receiving the benefit of concessionary University fees and my employment contract ends before my studies, I will be liable to pay the full rate of fees for the remainder of my studies.
- I hereby undertake to pay to the University of Cambridge and the appropriate Colleges of the University of Cambridge all monies that may from time to time hereafter become due in respect of University fees.
- I understand that my College may request to see evidence of funds available for the payment of self-funded portion of my total liability, and pre-payment of fees and charges may be demanded in advance at any point of the course.
- I confirm that should my funding circumstances change, I will notify the University and, if relevant, upload an updated financial undertaking form AND (if applicable) official notification of new awards to my self-service account if my funders have not done so on my behalf.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please note that all forms of signature are legally binding. This form will not be processed if unsigned.**

**By signing this form you are giving the University of Cambridge and its Colleges your assurance that you are able to pay your University fees and otherwise support yourself financially during the whole period of your studies at Cambridge.**

**Failure to provide accurate and honest information about your financial situation will be treated seriously by the University and/or your College and may lead to the cancellation of your admission.**

**If you are admitted, neither the University nor the Colleges undertake to support financially in the event that you experience financial difficulties.**

Chapter I of the University's Ordinances stipulates that students are required to pay the University Composition Fee for their course. Chapter 6, Regulation 12 of the University's Ordinances stipulates any Postgraduate Student may be withdrawn if s/he has failed to pay the fees due from a Postgraduate Student. Your College may decline to present you for conferment of a degree if you have outstanding debt to your College.

Notifications of award should be in the form of a signed letter from your sponsor (with an official translation into English, where relevant). Your sponsor should make it clear that they will cover any year on year increases in fees and other costs, at least in line with inflation.