

Conditions of Acceptance: 2019 Entry

1. Oak Hill College is a distinctively Christian community. As members of the community, full time students are expected to be in College five days per week from Monday to Friday and are required to attend all classes and Fellowship Group meetings and to meet the requirements of their particular pathway as regards Chapel and placements. While all students are normally expected to attend Chapel every day, Anglican ordinands are required to attend Chapel daily.
2. Part time students are required to attend all their classes and are normally expected to attend Chapel on the days that they are in College.
3. A place is offered on the basis of an assurance from the student that the necessary finances have been arranged or will be forthcoming (see the 'Financial Assurances Form'). Please see the fees information sheet for details of when fees are payable. Details may also be found in the Regulations & Procedures Handbook which is issued just before Enrolment. Payment may be made via online banking (using account information available from the Finance Office upon arrival) or by debit card or cheque (any cheques are to be drawn in Sterling on a UK bank). There may be an interest charge for late payments.
4. The offer of a place, or the place once studies have commenced, will be withdrawn if information comes to light which in the opinion of the College Director requires the withdrawal of the offer. Such information would include, but not be restricted to, a false or misleading declaration on the application, conviction in the criminal or civil courts (in particular, a conviction under Schedule I to the Children and Young Persons Act 1933), bankruptcy and serious misconduct.
5. If at any time there is a significant change in the information provided during the admissions process, the student is responsible for informing the Admissions Office in writing as soon as possible.
6. In accepting a place, a student agrees to abide by the policies of Oak Hill College, including the Student Responsibilities as listed overleaf. Copies of the Regulations & Procedures Handbook, which includes full information and regulations regarding the programmes, will be provided just before Enrolment.
7. In accepting a place, a student agrees to have a DBS check undertaken at the commencement of their studies.

Please continue reading overleaf and complete the attached form.

Student Responsibilities

(Taken from the 2018/19 Regulations & Procedures Handbook)

Oak Hill College is committed to providing support for its students as far as possible – whether academic, pastoral or practical. The College also has certain expectations of its students:

- **Conduct:** That students will behave at all times in a way that is honouring to the Lord Jesus Christ, and is respectful towards/considerate of both their brothers and sisters in him and also those who are not believers or who are members of other faiths;
- **Regulations:** That students will familiarise themselves with the regulations and policies that affect them, including those relating to their award, assessment, health and safety, safeguarding, use of the College IT network, the Prevent Duty and (where appropriate) ethical research;
- **Learning:** That students will take responsibility for their own personal and academic development including, wherever possible, recognising when they need help and seeking it in a timely manner; and that students will attend all lectures and other scheduled classes, and will catch up on any material missed when absence from a class is unavoidable (for example by listening to recordings, working through set reading, or undertaking another task as recommended by the module tutor);
- **Seeking Support:** That students will raise awareness of any specific needs / circumstances that are likely to affect their work or their ability to study;
- **Chapel & Placements:** That students will attend and take part in the Chapel services required of them for their particular study pathway, and will be faithful in completing the requirements of any placements attached to their programme;
- **Planning:** That students will set and keep to timetables and deadlines, including planning and submitting work when required, attending exams according to previously agreed timetables, and generally maintaining satisfactory progress in their studies;
- **Contact with College:** That students will maintain frequent and regular contact with the College, including personal and module tutors as appropriate; and that they will notify the College as soon as possible of any change to their contact details;
- **College Property:** That students will be respectful in their use of and movement around all College accommodation and property; and
- **Fees:** That students will pay all fees to the College on request in accordance with the College Fees Policy; and that, year on year, they will provide evidence when requested of their ability to support themselves financially for their next year of study.

Please note that, during the academic year 2018-19, the College plans to introduce a Student Conduct & Discipline Procedure, which will incorporate and replace the expectations outlined above. The new Rules will be subject to a period of consultation before they are introduced, and students will be kept fully informed about the implementation process and how it relates to them.

Conditions of Acceptance Response Form: 2019 Entry

- Before completing this form, please ensure that you have read the attached 'Conditions of Acceptance: 2019 Entry' sheet including the 'Student Responsibilities' section.
- Please tick all relevant boxes on this form.
- If you have any queries, please contact the Admissions Office.
- Please return the completed form to the Admissions Office at the same time as accepting an offer of a place.

Name: _____

I wish to **accept** the offer of a place at Oak Hill College for the academic year **2019/20**

I confirm that I will be undertaking the following:

Programme

- CertHE in Theology
 FdA in Theology
 BA(Hons) in Theology
 MTheol in Theology (3rd year direct entry)
 MA in Theology
 PGDip in Theology
 PGCert in Theology
 Creditor
 Special programme

Mode of Study

- Full time
 Part time over 2 /4 /6 years
(please delete as appropriate)

PG Cert only

- Pathway A
 Pathway B

Ordinand or Independent

- Anglican Ordinand
 Independent student

I confirm that I have read the 'Conditions of Acceptance: 2019 Entry' sheet including the 'Student Responsibilities' section

I agree to abide by these Conditions of Acceptance throughout my time at College.

I have read the 2018/19 fees sheet. I understand there will be annual increases in fees which are likely to be in line with inflation.

Signed: _____ Date: _____

Oak Hill College is committed to protecting the data of students in accordance with the Data Protection Act 2018.