Financial Conditions

Offer Letter Email reference A:

Your tuition fees are yet to be determined therefore you do not need to complete this part of the process until you have a clear statement of fees due for the duration of your course.

Offer Letter Email reference O:

As part of the conditional place at Churchill College (see Terms & Conditions Section 1) ‘You must supply a satisfactory financial guarantee,’ using the Financial Guarantee form at the end of these notes.

Please note the FULL amount for your 3, 4 or 6-year course must be guaranteed as available from the start of your course. The figure you need to include is stated within your offer email where the total cost of 3, 4 or 6-year courses are listed.

Please upload the signed financial guarantee form(s) and all supporting evidence (ideally one PDF file per guarantor) to show that you will meet your financial condition (total costs for the duration of your course) using the Churchill College Admissions upload system by Tuesday 2 March 2021 using the login details previously sent to you from Admissions.Candidates@chucamacuk.onmicrosoft.com

The link to the Churchill College Admissions upload system is:
https://forms.office.com/Pages/ResponsePage.aspx?id=HeJzu214RkaXoeLCiZxAr48Vcu7mZ7ILnxWJUZ805iJUUmkg1QzIlKREk0U1M0Mk9PWTNZNTU1V0g5RC4u

Private Funding

If your funds will come from private sources, either your own or somebody else’s, you must provide the following information to Churchill College:

- A letter, in English, explaining how you are going to fund your course over its duration;
- A completed table (page 3 of this document) detailing each source of income
- A separate financial guarantee form (page 4 of this document), from each person who will be contributing to the costs of your proposed study as a sponsor;
- A financial reference, for instance from a bank or an accountant, or bank statements for each of the people sponsoring you, which verifies that they are able to pay you the sum they have promised towards the costs of your proposed study.

You may use the enclosed Financial Guarantee Form (page 4) as many times as you need so that you have a separate copy for submission by each person who will sponsor you.

You need to be aware that, you will be expected to pay a year’s fees prior to your arrival in Cambridge. This will need to be paid by 14 September 2021 (however, we cannot accept any payment until you have a visa). You will also need to pay a deposit to cover your first term’s estimated College living costs (food and rent). This is called the ‘Advanced Deposit’. In 2020 the Advance Deposit was £1,500. The Bursar will notify you of this year’s amount and other financial arrangements in September 2021. Finally you will need money to cover your personal expenses.

This means that, on arrival, you will need immediate access to a significant amount of liquid capital that can be turned into cash quickly. If your funds are tied up for any reason, so that you cannot access your money, you will have failed retrospectively to meet the financial condition of your offer. We reserve the right to terminate your course under those circumstances.

Please do not send any money to the College before your admission is confirmed.
Cambridge Trust Scholarships and Bursaries

The Cambridge Trust offers competitive financial awards. Many more people apply than will receive a grant. You should make allowances for the possibility that any application you make for a Trust award will not be successful, and consider what your alternative might be. Trust application forms will be emailed out to all eligible-to-apply students in due course.

Financial Guarantee Form

In addition to completing the table on page 3 you MUST make sure that every person who will sponsor you from private funds completes and signs a separate copy of the Financial Guarantee form on page 4 of this document. You may make as many copies of this document as you need.

Please make sure, for each copy of the guarantee, that you:

Print your name in the space marked “Name of Applicant”;

1. Complete the "Full cost of the whole course”;
2. Sign at the foot of the Guarantee.

Please make sure for each copy of the guarantee that your Guarantor:

1. Prints their name in the space marked "Name of Guarantor";
2. Prints their address in the space marked "Address of Guarantor";
3. Writes the amount of the cost they are covering and not the percentage;
4. Signs and dates the guarantee in the presence of an independent witness who must fill in the witness details;
5. Upload all documents to the Churchill College Admissions upload system by 2 March 2021.

If you are providing your own funds, you should write your name in both the Applicant and Guarantor spaces and sign the guarantee yourself. You will still need a witness.

You need to keep copies of all the documents that you upload to us.

It is imperative that all financial documents are in English and that all figures are clearly stated. The currency used throughout must be the GBP (£) sterling (please show a clear conversion rate if your funds are NOT in GBP (£) sterling). We will not accept documents written in languages other than English.

IMPORTANT: if you accept the place offered to you and meet the academic requirements, you are liable for the fees and charges levied by the College. You will not have recourse to College hardship funds.

CHECKLIST:

Finally, before you upload this you need to make sure:

1. You include a letter clearly stating how you intend to pay the amount due

2. You have guarantee(s) to cover the total cost of your course (if you have a 4-year option e.g. Engineering make sure you guarantee the amount stated in your email for the 4-year course)

3. You have included the required evidence that the funds to cover the total cost of your course will be available at the START of your course e.g. account statements, letter from bank/accountant

4. ALL papers provided must be in ENGLISH – if you have amounts that you have converted please state the conversion rate used
Name of Applicant: ........................................................................................................................................

<table>
<thead>
<tr>
<th>Name of guarantor</th>
<th>Relationship to student</th>
<th>Source of Funds</th>
<th>Amount of Fund including currency</th>
<th>Amount of Fund in GBP (£)</th>
<th>Conversion rate (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Mrs Samantha Briggs</td>
<td>grandmother</td>
<td>HSBC bank deposit</td>
<td>$45,000</td>
<td>£33,000</td>
<td>0.732</td>
</tr>
</tbody>
</table>

*Please find the guarantor form on the next page*
Please make sure that you upload information with this financial guarantee of the money that you intend to use to support it. Details of how to do this are given in the “Notes for Guidance”.

Financial Guarantee for an Undergraduate Applicant to Churchill College

Applicant Name (PLEASE PRINT) ……………………………………………………………………………………………………………………

Applicant Address (PLEASE PRINT) …………………………………………………………………………………………………………………

Duration of the offered course in years …………………………………………………………………………………………………………………

Total anticipated cost of the whole course £ …………………………

Amount of cost covered by the Guarantor signing below £ ………………………

1. I the undersigned hereby guarantee to Churchill College, Cambridge, the payment of all monies that may from time to time hereafter become due in respect of University Composition fees and College fees.

2. I further guarantee that the sum I am providing will cover the maintenance and living costs, up to the amount specified from time to time by the University and indicated in the Conditional Offer of Admission to the Applicant from Churchill College, [and other public documents of Churchill College].

3. I guarantee that the full amount I am providing will cover the whole duration of the Applicant’s course and will be available to draw on from the first day of the first term of the Applicant’s course. I accept that up to one year’s fees will be demanded in advance at the beginning of each academic year of the course.

4. Where there are two or more guarantors, our liability shall be joint and several and my total liability shall be limited to the proportion shown above of the full cost of the whole course.

5. This guarantee is a continuing guarantee and is binding until all debts due from the Applicant to Churchill College have been fully discharged. It shall not be affected by any time or other indulgence granted to the Applicant or by any other matter or thing other than the payment in full of all amounts guaranteed hereunder.

6. This guarantee shall be governed by and construed in accordance with the Laws of England and I submit to the non-exclusive jurisdiction of the English courts.

Signature of Guarantor …………………………………………………………………………………………………………………

Name of Guarantor (PLEASE PRINT) …………………………………………………………………………………………………………………

Address of Guarantor (PLEASE PRINT) …………………………………………………………………………………………………………………

Country/Postal Code ……………………………………………………………………………………………………………………………

Date …………………………………………………………………………………………………………………………………………………

IN THE PRESENCE OF

Signature of Witness …………………………………………………………………………………………………………………

Name of Witness (PLEASE PRINT) …………………………………………………………………………………………………………………

Address of Witness (PLEASE PRINT) …………………………………………………………………………………………………………………

Country/Postal Code ……………………………………………………………………………………………………………………………

Date …………………………………………………………………………………………………………………………………………………

Signature of Applicant (student) …………………………………………………………………………………………………………………

Applicant’s E-mail address ………………………………………………………………………………………………………………………..