Procedures for Applying to Partner Oxford and Cambridge Colleges

Haverford has agreements with several Colleges at Oxford (Pembroke, St. Peter’s, Mansfield, St. Edmund’s Hall, and Lady Margaret Hall) and Cambridge (Fitzwilliam, Lucy Cavendish (all women’s college)). Students may apply to only one partner College at either Oxford or Cambridge. Because Haverford has agreements with these colleges, if a student applies and is accepted, s/he is required to attend for the entirety of the program. Given this, the application itself is a binding contract. If a student does not fulfill the contract for any reason, his/her return to Haverford is not automatic. The student may be asked to take a leave of absence for the remainder of the year and will be responsible for any unrecoverable fees. Therefore, students who are not 100% committed to spending a year at Oxford or Cambridge should apply to any of the other non-partner Colleges. The list of these colleges may be found in the large black binders entitled “Oxford University” in Chase 213 or on the Oxford website, http://www.ox.ac.uk/colleges/

There is an internal application process for nomination to these partner colleges. Students must do the following:

1. Attend the open mandatory information session on Oxford and Cambridge. Students who do not attend the information session will not be permitted to apply to a partner college. Those who do not attend and wish to apply to non-partner colleges will have to wait until all the students who attended the meeting are seen.
2. Read all the materials pertaining to Oxbridge in the black binders in Chase 213, on the Haverford Study Abroad website, and on the specific Oxbridge College (links can be found on the Haverford Study Abroad Program webpage).
3. Discuss plans with Dean Mancini before applying to any of these Colleges. Appointments can be scheduled on Dean Mancini’s Google Appointment page (accessible through the “Contact Us” page on the website).
4. After meeting with Dean Mancini, submit Haverford’s online Declaration of Intent to Study Abroad at https://enterprise.haverford.edu/servlet/reality/hcadmin/abroadapp.
5. Complete the internal, college-specific application found online by December 4th.
6. Obtain two faculty recommendations (these must be in the subject of intended study). These should be forwarded directly via e-mail to Dean Mancini by the faculty member, no later than December 4th.

BY DECEMBER 4th, students should submit the following to Dean Mancini. All documents should be attached in a single e-mail:

a) An essay of approximately 800 words, focusing on the academic reasons for attending Oxford or Cambridge.

b) Haverford college transcript (does not have to be official)

c) A sample of the student’s best-written academic work in the intended area of study (not always necessary for mathematics and sciences), so please consult Dean Mancini on the necessity of this document prior to December 4th.

The Faculty Oxbridge Nominating Committee, which also includes Dean Mancini, will select students for nomination and will inform students of their decision in late-December. An interview may also be required.
Once nominated, students will be invited to complete the specific program application for one of the partner Colleges. Note: Nomination by the Oxbridge Committee does not guarantee acceptance. Students must apply to and be accepted by a partner College. **Students will not be nominated until grades from the fall semester are recorded.**

At this stage, students can decline nomination and their application will not be forwarded. Once the Committee writes a letter of nomination to Oxford or Cambridge, students are bound to attend if accepted. A deposit of $500, payable to Haverford College, will also be required at the time of application. The money will be credited to the second semester tuition costs if accepted and refunded directly to the student if not accepted by the program.

*Upon acceptance, the individual colleges require the following deposit fees to secure the student’s place:*

- Mansfield: £300 (this may change)
- Pembroke: -0-
- Lady Margaret: £500 (this may change)
- St. Edmund’s: approximately 10% of tuition (this may change)
- St. Peter’s: -0-
- Fitzwilliam: -0-

Note: Although the student must pay these fees in advance, they will be deducted from the overall tuition amount paid to Haverford in the first semester.

Dean Mancini will prepare the application packet with a letter of nomination from one of the faculty members and forward it to the Oxbridge College in January. Please e-mail the Registrar’s Office at hc-registrar@haverford.edu and request that an official copy of your transcript (with fall grades) be forwarded to Dean Mancini. The Oxbridge Colleges will make their decisions from mid-February until the end of March. Students must return their letter of acceptance to the College within ten days.

Questions? Ask now. E-mail or schedule an appointment with Dean Mancini on her Google Appointment calendar (see above)

**NOTA BENE:** The emphasis at Oxford and Cambridge is to study one subject or a specific combination of subjects in depth. Within the College students are looked after by the Tutors in the subject they have chosen. The tutors will lead some of the student’s tutorials or arrange tutorials with specialists in other fields as appropriate.

**First Rule:** ONCE THE REQUEST FOR TUTORIALS HAS BEEN SUBMITTED, IT MAY NOT BE CHANGED.

**Second Rule:** STUDENTS MAY NOT CHANGE THEIR PROGRAM OF STUDY

**Third Rule:** ADDITIONAL SUBJECTS MAY NOT BE ADDED.
Fourth Rule: STUDENTS MAY NOT LEAVE EARLY FOR ANY REASON. DO NOT APPLY FOR ANY INTERNSHIPS THAT START BEFORE THE PROGRAM OFFICIALLY ENDS.

Please understand that tutors are hired to teach the specific tutorials for which each student has enrolled. The Tutor for Admissions cannot fire the tutor and hire a new one. This is what would have to happen for a student to change a program of study. It is unfair to everyone and Haverford cannot afford to lose any partner colleges.

Here is a quote from one of the partners regarding not only this year but next year’s applicants:

“The only thing we would like to mention is that students must concentrate on one course. This last year we had several students who insisted when they arrived here that they had to take a course in another subject to receive credit at their home university. This is very difficult for us to arrange so we would be grateful if you could let them know that this is not possible before they apply.”

A Word about Visas:
Please be aware that students who study in the UK for more than six months are required to obtain a Tier 4 Visa. A visa is a stamp placed in the passport. The visa application process is complicated and can take up to three months. Students will be required to send their passport to the British consulate, so US citizens should not plan to leave the country during the summer following their sophomore year. International students may have to return to their home country to obtain a UK Tier 4 Visa. International students and non-US citizens should consult the prospectus, the nearest British consulate, and Denise Allison (Director of International Student Services at Haverford). All students should read the application procedures very carefully at https://www.gov.uk/tier-4-general-visa.

Nota Bene: The passport must be valid six months after the intended date of return. Check your passport expiration date.