

Tick List for Undergraduates



To Do	Key Info	Deadline	Tick
Read Welcome Information	<p>Make sure you:</p> <ul style="list-style-type: none"> • Read the welcome information from the Junior Common Room. • Refer your parents or guardian to the link shown under the section for parents. 	<p>Make sure you read everything necessary before completing your Freshers' Information Form by Monday 12th August</p>	<input type="checkbox"/>
Read Arrivals and Freshers' Week	<p>Make sure you know:</p> <ul style="list-style-type: none"> • When you need to arrive • The arrivals process 	<p>Make sure you read everything necessary before completing your Freshers' Information Form by Monday 12th August</p>	<input type="checkbox"/>
Read Living in Oxford	<p>Make sure you know:</p> <ul style="list-style-type: none"> • Your term dates • The Trusted Contact Policy and Information for Parents. • Your medical registration information • How dietary requirements are dealt with in College 	<p>Make sure you read everything necessary before completing your Freshers' Information Form by Monday 12th August</p>	<input type="checkbox"/>
Read Financial Information	<p>Make sure you know:</p> <ul style="list-style-type: none"> • How battels work • How course fees and funding works • If you are eligible for any financial support • How to apply for contents insurance 	<p>Make sure you read everything necessary before completing your Freshers' Information Form by Monday 12th August</p>	<input type="checkbox"/>
Read Handbooks and Regulations	<p>Make sure you know:</p> <ul style="list-style-type: none"> • All relevant details in the Student Handbook • The rules of the IT policy • The College Regulations 	<p>Make sure you read everything necessary before completing your Freshers' Information Form by Monday 12th August</p>	<input type="checkbox"/>
Read Academic Inductions and Reading Lists	<p>Make sure you:</p> <ul style="list-style-type: none"> • Check for any reading lists for your subject • Know about College and Bodleian Library inductions • Check if you have a subject induction; your Department will be in touch to inform you of further details if so • Read about Study Skills support 	<p>Before you arrive</p>	<input type="checkbox"/>

To Do	Key Info	Deadline	Tick
<p>Complete <u>Student Contract</u></p>	<p>The Student Contract must be completed and submitted via the Fresher's Information Form. Please also retain a copy of the Student Contract for your own records.</p>	<p>Monday 12th August</p>	<input type="checkbox"/>
<p>Complete the <u>University Card Form</u></p>	<p>The Card form must be completed and submitted via the Freshers' Information Form. Don't forget your photo and to hand sign it!</p>	<p>Monday 12th August</p>	<input type="checkbox"/>
<p><u>Complete the Freshers' Information Form</u></p>	<p>Once you have read the sections above and signed and completed your Student Contract and University Card Form, you should complete the Fresher's Information Form to upload these documents.</p> <p>At the start, you will be asked to select if you are an undergraduate, graduate or visiting student. Please select the correct option, otherwise you will not see the right information or be asked the right questions.</p>	<p>Monday 12th August</p>	<input type="checkbox"/>
<p><u>Complete the Accommodation Choices form</u></p>	<p>Tell us your preferences for your accommodation by registering via the Freshers' Accommodation page</p>	<p>Monday 12th August</p>	<input type="checkbox"/>
<p><u>Register with the University</u></p>	<p>Please complete the online registration as soon as possible, or it will cause delays to the in-person registration process on the first day at College and will limit access to other online activities to be run during September.</p> <p>Try to set up your Eduroam account before coming to Oxford.</p>	<p>Registration starts 1st September and must be completed before arrival.</p>	<input type="checkbox"/>
<p>Read <u>International Students Advice page</u></p>	<p>Information on how to set up a Bank account can be found at the link. In particular, check you know the best way to travel to College as an international student before you set off.</p>	<p>Before you arrive</p>	<input type="checkbox"/>
<p><u>Read medical guidance and register with the local doctor</u></p>	<p>It is really important for you to register with a GP who is happy to provide care whilst living in Oxford. The College works with a local GP practice to enable you to access care during your time at College.</p>	<p>As soon as possible</p>	<input type="checkbox"/>

<p><u>Read the Disability Advisory Service information</u></p>	<p>If you feel that you may benefit from additional support with academic study, alternative arrangements, or specific domestic needs during your time at Oxford, please do read and consider the available options.</p>	<p>As soon as possible</p>	<input type="checkbox"/>
<p>Read more about <u>Welfare and Wellbeing at Pembroke</u></p>	<p>The University and College take your welfare and wellbeing very seriously and there are different routes to access support during your time here.</p>		<input type="checkbox"/>

As a Fresher you should complete this tick list which covers all the administration that you need to do before arriving at Pembroke. Feel free to save this reminder sheet and tick things off as you go.