## Guide to your Termly College Accommodation Bill

## Invoicing Schedule 2018/19

The College will send you a bill ("invoice") for services provided to you

Term	Invoice Items	Invoice Issue Date (on or around)	Payment Due
Michaelmas	<u>Freshers</u> – Michaelmas term standard charges including Caution Money Deposit	2 <sup>rd</sup> October 2018	14 days from date of invoice
	<u>Continuing Students</u> – Full term standard charges, plus Easter term 'ad-hoc' charges relating to the prior academic year		
Lent	All students – Lent term standard charges, plus Michaelmas term 'ad-hoc' charges	15 <sup>th</sup> January 2019	14 days from date of invoice
Easter	All students – Easter term standard charges, plus Lent term 'ad-hoc' charges	23rd April 2019	14 days from date of Invoice
Final Invoice - Graduands	Any additional accommodation charges outside of Licence agreement to the end of University term, plus Easter term 'ad-hoc' charges where applicable	14 <sup>th</sup> June 2019	25 <sup>th</sup> June 2019*
Continuing Students – Summer Accommodation	If you stay in college at any period during July – 15 <sup>th</sup> September any accommodation will be invoiced in advance for the duration of your stay	1 <sup>st</sup> July 2019	14 days from date of invoice

Invoices will be e-mailed to your **<u>Cambridge e-mail address</u>** (@cam.ac.uk). Please ensure that you also check your Spam in-box.

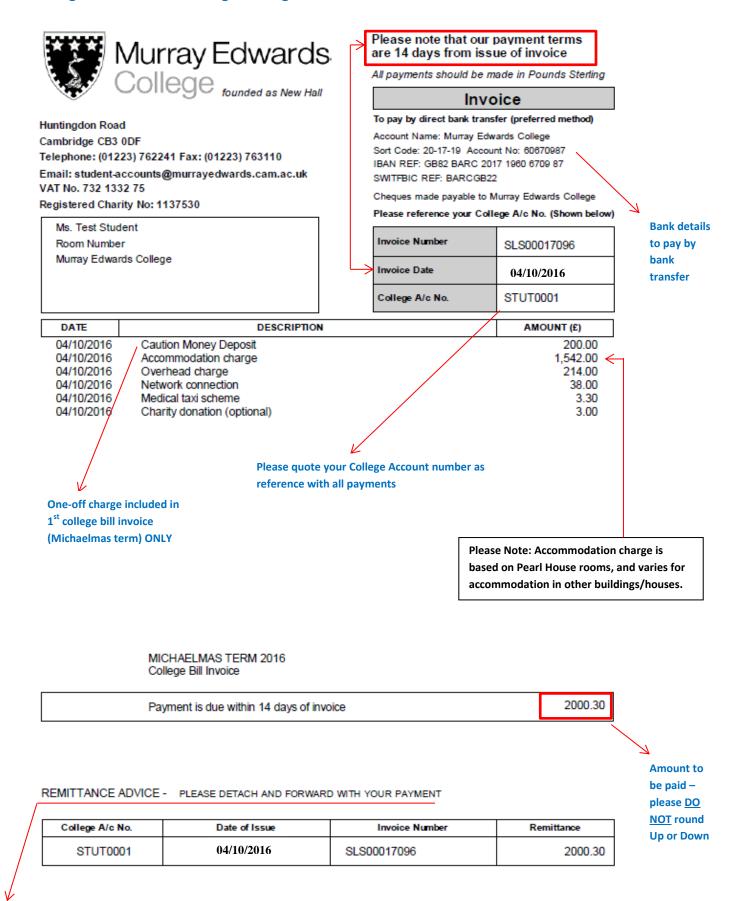
<u>Standard Charges</u> – made up of accommodation charge (if living in College accommodation), Network charge (internet connection) in applicable College rooms/houses and an overhead charge for the relevant term in which you have been invoiced.

Students living in private (i.e. non-College) accommodation are required to pay the overhead charge at a reduced rate.

There is also a standard charge each term for the Medical Taxi Scheme.

<u>Ad-hoc charges</u> – made up of any additional nights accommodation during Academic term outside of licence agreement, printing charges, replacement Key/University card charges, late payment charges, linen charge, bed pack & mattress hire etc. and are charged in arrears in the following term.

For further information on understanding college charges and costs, please see College website: College Life>Accommodation and Food>Undergraduate Accommodation. Undergraduate students living in College.



If paying by cheque, please detach and return with payment