BOOK GRANT FORM: UNDERGRADUATE COURSES

1. Name: ...................................................Subject and Year: ..................................................

   Claim for £110/£220/£330 as first/second/third instalment [*delete as applicable]
   See overleaf for notes on claiming the Book Grant. Do not spend less than you are claiming.

2. Titles of books and cost:

TOTAL COST OF BOOKS £ ...........

PLEASE NOTE THAT CLAIMS MUST BE FOR A ROUND SUM OF £110 or multiples of £110

3

   Approved by:

   Subject Tutor: .........................................................................................................................

   Date: ........................................

For Office use only

Approved by Senior Censor: ........................................ Date: .................................
NOTES ON CLAIMING THE BOOK GRANT

• Each Junior Member reading for an undergraduate degree may apply for one grant of £330 for the purchase of academic books, electronic resources or apps essential for their work. The grant may be claimed in one, two or three instalments of £110 or multiples thereof. The claim(s) may be made in any year of residence.

• You must fill in Sections 1 and 2 of this form and ask your tutor to fill in the first part of Section 3

• Please note that if you are being taught out of college, you should ask the Christ Church tutor who is responsible for your subject, not the external tutor.

• When you have the approval of your tutor, you should purchase the books, taking care to obtain receipts stating the titles and prices of the books purchased.

• You should submit the claim form and receipts to the Censors’ Office

• The grant will normally be credited to battels.

• Only books related to your current course of academic study can be reimbursed

This form must be returned to the Censors’ Office by Friday of the eighth week of the term in which battels are to be credited.