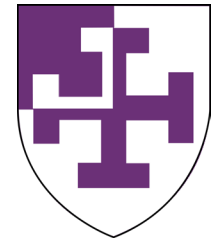


# LEAVERS' CHECKLIST



If you're leaving St Cross in 2024, then follow these six simple steps to help you to transition from student to alumni with ease.

## 1 Fill in our Keep in Touch Form

Update your details with the St Cross Alumni Office via our Keep in Touch Form to be in with a chance to win Blackwell's vouchers! Make sure you submit your form before Friday, 9 August 2024 to be entered in the draw!



## 2 Book your seat at Leavers' Dinner

Don't miss out on our exclusive Leavers' Dinner on Friday, 28 June. It's a free special dinner which promises to be an unforgettable evening and the perfect opportunity for you to raise a toast to your future endeavours.

## 3 Battels Deposit Return Form

Please read and complete this form about returning your College fob to ensure that your battels deposit is returned to you promptly, and help avoid delays.



## 4 Book your Degree Day Ceremony

Select a date for this special occasion where you can officially collect your degree award from the stunning Sheldonian Theatre, by emailing [graduation@stx.ox.ac.uk](mailto:graduation@stx.ox.ac.uk)

## 5 Return your library books

Please check your lodgings, collect up any unreturned library books and make arrangements to return them to the St Cross Library as soon as possible. Loss or damages of books can incur fines.



## 6 Update your Student Self Service

In order to receive your degree documentation after your leave, make sure you have updated your forwarding details with the Uni via Student Self Service.

## 7 Secure data for IT account closure

Your accounts are deactivated after you leave the University, so make sure you secure any required material before it is removed. This includes your SSO, mailbox, mailing lists, One drive and Nexus accounts.



If you have any questions please contact [development@stx.ox.ac.uk](mailto:development@stx.ox.ac.uk)