

Accommodation for Part-time students

Terms & Conditions

Check-in

Check-in is from 13:00. If you are planning to arrive before 13:00, please let us know in advance and we will assist you wherever possible.

Farndon Court Reuben College Staff onsite working hours are 08:00 – 16:00 Monday – Friday.

Outside of these hours, you will be able to access Farndon Court, but there will be no staff on site.

For out of hours lock outs (for which there is a **£30.00** call out charge)

Call Oxford University Security Services 01865 272944 or Oxford Security Services 01865 751605 / 07709984797

Check-out

Check-out is before 14:00.

Please take the bed linen off the bed and leave it in a pile in your room with your used towels.

Upon leaving make sure you take all your belongings with you and leave your room in a clean and tidy state. Failure to do so may result in you being unable to book a room at Farndon Court Reuben College in the future.

Cancellation Policy

If you wish to cancel or change your booking, we will require a notice period of 14 days prior to arrival. Failure to do so is subject to charges being applied.

14 – 11 days prior to arrival date – 75% will be refunded

10 – 8 days prior to arrival date – 50% will be refunded

7 days or less prior to arrival date – no refund available

Cancellations must be sent in writing to the Accommodation Office at accommodation@reuben.ox.ac.uk.

Charges

Accommodation is charged at **£55 per night**. You will be receiving an invoice, payment can be made easily via the Oxford University online store. Payment made by the stated deadline secures the room booking.

Access key cards

Access will be issued via your university card. If you do not have a university card a temporary access card will be issued to you upon arrival.

For any loss or damage to your temporary access card, a charge of **£15.00** will be invoiced to you.

If you leave with your temporary access card you will also be liable to pay a charge of **£15.00** unless it is returned to Farndon Court Reuben College within five working days.

Damage

Please note, for any damages caused in the guest room during your visit, you will receive an invoice for the total amount that it has cost the College to make any repairs.

Parking

Please refer to the Accommodation Handbook.

Vacating College Accommodation

If you fail to vacate the guest room by 14:00 on your stated departure date, you will be asked to vacate immediately and you will be liable to pay for an extra night.