

Short-term Accommodation for Part-time Students

Making a Booking- Terms and Conditions

Check-in

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

Between 08:00 – 16:00 Monday – Friday there will be a Caretaker on site to assist you and take you to your room. Outside of these times, you will be able to access Farndon Court but there will be no staff on site.

Check-out

Check-out is before 10:00am. Please take the bed linen off the bed and leave in a pile in your room with your used towels. Please make sure you take all of your belongings with you.

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 Officer at accommodation@reuben.ox.ac.uk.

Charges

Booking change

Accommodation is charged at £30 per night. Payment is required within 7 days after your reservation confirmation email is sent, and 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 yet, a key card will be issued to you upon arrival, which operates the front entrance doors as well as your allocated room and all of the student common rooms and the laundry room.

In case of any loss or damage to your key card, a charge of £15.00 is applicable.

In the event that you leave with your key card you will also be liable to pay a charge of £15.00, unless you return it to College within five working days.

Damage

In the event that any damages are 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.

Vacating College accommodation

If you fail to vacate the guest room by 11:00 on your stated departure date, you will be asked to vacate immediately and you will be liable to pay for an extra night.