ST CROSS COLLEGE

A Guide for New Members of Common Room

St Cross College takes pride in its academically and culturally diverse community, from which we hope you will find enjoyment. Membership of Common Room entitles one to:

- attend all the lectures, visits, social events and dinners organised by the College as part of the termly calendar
- take lunch in College twice a week
- receive a weekly e-newsletter during Term, detailing College news and forthcoming events
- receive a copy of printed publications, including the annual College newsletter “Crossword” and “The Record”

BATTELS

Subscriptions and payments for dinners and events are charged to the Battels system. You will be sent a termly account at the beginning of December, April & August when you will be charged for your College dinners, photocopying and various other expenses which you may choose to incur. This is known as your ‘Battels’ and is payable within 30 days by Cheque, Debit or Credit card. Members are asked with respect, to pay promptly to avoid extra administrative work for the small staff.

Please note that the College has decided that Membership of Common Room shall be dependent on your termly subscription and battels being paid in a timely manner. Failure to do so will be construed as a wish to terminate membership, which will be suspended until confirmation is received and all outstanding battels (personal accounts) are paid.

LUNCH

Payment is made at the till located by the Dining Hall, by putting credit on either a University Card or St Cross Membership Card. Credit may be loaded on to the card at the Lodge 10am - 1.45pm Monday to Friday. Payment may also be made at the Accounts Office.

PRIVATE FUNCTIONS HELD BY MEMBERS OF COLLEGE

The facilities of the College may be available for private, catered functions held by members of College; please note that some functions are not normally allowable e.g. private dances. A member of College booking College facilities for the use of outside bodies is required to be present at the function involved to have oversight of the care of the rooms used. The intending host should first approach the Domestic Bursar.

PREMISES

The facilities of the College are available to members except for two weeks at Christmas, two weeks at Easter, and four weeks during the long vacation; please see the termly calendar or the college website for full details. Members of Common Room are issued with a fob which operates the front door, garden doors and some doors giving access to the ground and first floors of the St Giles wing. The College key will open the remaining door to public rooms. The outer doors are locked at 5.00pm on weekdays during term time, and 4.00pm on weekdays outside term time. Members of College are asked to be particularly mindful of the security of the College premises - any doors found locked should be left locked on passing through. Members of College are asked to accompany their guests at all times when on College premises.

CHARGES (for 2016/17 academic year)

Common Room Subscription: £29.31 per term for St Cross alumni based in Oxford
£36.64 per term for St Cross alumni not based in Oxford

Charges for Lunch:
Members of Common Room and Guests £ 8.87 + VAT - £10.64 total.

A key deposit of £25.00 is required (paid via battels) for the use of College keys and the St Cross membership card – this will be refunded at the end of your membership.