

Index

Accommodation.....	3
Arrival	2
Bicycles.....	16
Bills	11
Bursaries	12
Buttery.....	19
Calculators.....	22
Card, University	4
Cars.....	16
Chapel	18
Clubs and Societies.....	19
Codes of Practice.....	22
Computing.....	14
Council Tax.....	14
Courts and Staircases	9
Dentists	15
Directors of Studies	2, 6, 24
Doctors	15
Electricity	14
Email.....	14
Examinations.....	21
Fees	11
Fellows	1, 24
Fellows' Garden	18
Gowns	4
Grants	13
Guests.....	18
Insurance.....	10
Launderettes.....	18
Lectures.....	6
Libraries	17
Map.....	Back cover
Matriculation.....	4
Meals	8
Music	20
Nightlife	19
Nurse.....	15
Office Hours	10
Parties	21
Post	16
Prizes	13
Regulations.....	29
Scholarships.....	3, 13
Security	10
Sports.....	20
Student Loans.....	12
Student Unions	19
Supervisions	6
Telephone	16
Terms and Residence	5
Tutors	1, 24
Vacations.....	7

Christ's College

The College consists of the Master, Fellows, students (about 400 undergraduates and 200 graduates) and alumni. The Master is Professor Jane Stapleton FBA and the Senior Tutor is Dr Robert Hunt. The running of the College is the responsibility of its Governing Body, consisting of all Fellows and six elected students; but most practical administrative and financial decisions are taken by the College Council, which meets regularly and consists of the Master, Senior Tutor, Bursar and ten other elected members of the Governing Body.

The role of the Master is to head the College community, to preside over meetings of the Council and Governing Body, and to provide guidance and leadership to the Fellows in fulfilling the College's mission in teaching and research. The Senior Tutor leads the educational and pastoral provision of the College, appoints a Director of Studies for each academic subject, and selects Tutors to provide personal support for students.

The word "Fellow" simply means a senior member of the College. College Fellowships are highly prestigious and competition for these posts is intense. The vast majority of Fellows are full-time professional academics (lecturers and researchers) in the University of Cambridge, which is legally speaking a separate institution from the College. Do not feel nervous about speaking to any Fellow of the College: address them as "Dr X" or "Professor Y" as appropriate (you can find their correct title in the list starting on page 24) and you will find that they are very friendly!

The Tutors

All students have a Fellow of the College as their Tutor: new students will find the name of their Tutor on the Personal Information Sheet enclosed with this booklet. He or she is responsible for your general well-being while you are in Cambridge and will represent you in all dealings with the College and University. College Tutors advise their pupils not only about their studies in general, but also on every kind of problem, academic or personal, serious or trivial, arising out of College or University life on which they need advice. They can also refer students for medical help: the College has its own Nurse (see the section on "Doctors, Dentists and the College Nurse" on page 15) and College counsellors. Your conversations with your Tutor are kept strictly confidential within the tutorial team and are shared only as necessary to get you any help that you need and to keep you safe. In particular, your Director of Studies will not be told about your problems if you do not want him or her to know.

You have been allocated to a specific one of the nine undergraduate College Tutors, and it is usually best to visit him or her, but you are always welcome to consult *any* other one of the Tutors if you prefer (and your own Tutor won't mind). Every Tutor has well-advertised "open tutorial hours" in College at least twice each week during which any student may call on him or her without appointment. In addition, one of the Tutors is always available for consultation via the Porters, 24 hours a day, seven days a week.

At the end of every term (and often at the start of terms as well) you must attend an individual meeting with your Tutor to discuss your progress, both academic and personal. These compulsory meetings will be organised by the Tutorial Office.

The Directors of Studies

Every student also has a Director of Studies who is an academic in the subject area that the student is studying. In subjects which have many different specialisms a student may have more than one Director of Studies, but one of them will be designated the “overall” Director of Studies. Your Director(s) of Studies will advise you on all academic matters and will arrange your small-group teaching.

Arrival for New Students

This year, Full Term begins on Tuesday 4th October 2016. **New students must arrive on Sunday 2nd October by 1.00 p.m.**, but if this will be difficult for you because of travel distance you may instead arrive at any time on Saturday 1st October, so long as you seek permission from the Tutorial Office in advance (email tutorial@chri.cam.ac.uk with your request). If you live outside the UK then you may arrive at any time from Thursday 29th September onwards without needing special permission, but you should advise the Tutorial Office in advance of your arrival date.

Lunch will be available on Sunday 2nd from 12 noon until 1.30 p.m. in Upper Hall (cash payments only). Parents are welcome to join students for lunch if they wish. A free, informal dinner for new undergraduate students (only) will be served in Hall in the evening.

On arrival on Sunday, new students should report to administrative staff from the Tutorial Office at the “Welcome Hub” in the Lloyd Room (near the car park) between 11 a.m. and 2 p.m., to receive their University card and Welcome Pack. Our student helpers in the car park will give directions. New students arriving *before* Sunday should report instead to the Porters’ Lodge in the Great Gate, St Andrew’s Street, but they should *also* visit the Welcome Hub in the Lloyd Room between 11 a.m. and 2 p.m. on Sunday.

If you are arriving by car with luggage, please note that the only approach to the College is through the city’s complicated one-way system to Hobson Street where the College car park is located. Sat-nav devices often try to direct drivers the wrong way through the one-way system. New students will find a sheet enclosed with this booklet giving full directions and a map. Please limit your stay in the car park to unloading only and then move your car elsewhere in order to allow others access. (There is a somewhat expensive multi-storey car park nearby in the aptly-named Park Street, to which the student helpers or Porters can give you directions.)

If you are a new student then you will find a letter from your Tutor enclosed with this booklet, giving details of an informal meeting which will take place soon after you arrive to help you settle in. At some point on your first day you should also find the *Screens*, between First and Second Courts, where College notices are displayed. These notices will tell you the date and time of your meeting with your Director of Studies, which will take place early in your first week. The meetings with your Tutor and Director of Studies are most important and take priority over other activities. You should also locate your individual pigeonhole in the Porters’ Lodge (see the section about “Post” on page 16), where you will find letters and other information waiting for you.

Accommodation

New students will find details of their accommodation for the academic year 2016–17 on their Personal Information Sheet enclosed with this booklet. First-year students are assigned a room by the College. In the second year some students (but by no means all) have to live out of College, in College-owned houses in adjacent streets; you will be given details of how to choose your accommodation for the second year during the Lent Term of your first year. All third-year students are normally able to have rooms in College if they wish. Also, accommodation can normally be provided in the fourth year for those students who have been admitted for a four-year-long undergraduate course, either in College or in College-owned houses.

When allocating accommodation to second-, third- and fourth-years, the College gives priority to *Scholars* – that is to say, students who achieved first-class results in their examinations at the end of the previous academic year. Undergraduate Scholars never have to live out of College, even in their second year.

New students have to pay a deposit (known as “caution money”) for their accommodation on their first College bill (see the “Fees and College Bills” section on page 11). If you should cause any damage to your room or its furniture beyond fair wear and tear while you are at the College, the cost will be taken from your caution money. The remaining caution money will be returned to you when you graduate.

There is a formal rental agreement between the student and the College called the *Accommodation Room Licence*. A sample copy of the agreement can be found, together with the *Accommodation Handbook* which gives more detailed information about the College’s accommodation, at www.christs.cam.ac.uk/current-students/downloads-october-2016-entry. During the first week of term the Accommodation Office will email you a personalised version of the agreement; you will then be required to complete an online *Licence Acknowledgement Form* indicating your acceptance of it.

They will also ask you to check and complete an online *Student Room Inventory Form*. You can see a sample copy of this form before you arrive at the same web page, though you will need to use your Raven password (see the “Computing” section on page 14) to access it.

It is suggested that, for your personal use, you should bring sheets and duvet covers, pillow-cases and towels. **All College rooms are supplied with pillows and duvets.** In addition you may need items such as cutlery, crockery, mugs and a small electric kettle (travel kettles are ideal), although every College gyp room (see the “Meals” section on page 8) is already provided with a kettle and toaster. There are restrictions on the types of electrical appliances that you may bring into College: see the “Electricity” section on page 14.

For each staircase there is a College Bedmaker (or “bedder”) to look after the rooms and common areas and to do a limited amount of cleaning. If there is a problem with your room that requires attention by the Maintenance Department, you can report it online using the College Intranet and it will be attended to as soon as possible. For urgent problems (for instance, a faulty electrical socket or a water leak) you should inform the Porters, who will arrange for prompt action. If you have a concern or query about accommodation matters, other than a simple repair, you should speak to your Tutor about it in the first instance rather than approaching the Accommodation Office.

If you should decide that you wish to move out of your College room into privately-owned accommodation, University regulations require that you must obtain written permission from your Tutor. In practice, hardly any students choose to move out, because College accommodation is so economical and convenient.

University Card

Every new student will be issued when they arrive at the Porters' Lodge with a University Card bearing their photograph. You should look after this card carefully, because it has many uses:

- It opens various gates and doors around College: you simply hold it close to the detector.
- Some student rooms can only be opened with it.
- You can use it to pay for meals (see the "Meals" section on page 8) and for drinks (see the section on "The Buttery and Nightlife" on page 19).
- It can be used for access around the University (including at the University Library and, possibly, the Department where your lectures are held).
- It is used as a form of identification.

If you lose your card you must inform the Tutorial Office *immediately* and you will have to pay for a replacement.

Gowns

New students need to buy an academic gown (new or second-hand) by Sunday 2nd October or early on Monday 3rd October, in time for their Matriculation photograph (see the "Matriculation" section below). Gowns can be purchased from Ryder & Amies (22 King's Parade, open on Sundays) or Ede & Ravenscroft (further away at 71 Trumpington Street). A new gown typically costs around £40.

However, many new students take advantage of the fact that the Porters also have a limited stock of gowns, both new and used, which can be ordered in advance by telephoning the Porters' Lodge (see the "Telephone Contact Details" section on page 16). The deadline for placing an order is 25th September 2016. The Porters' stock is available on a first come, first served basis and may well run out.

The Christ's gown has special sections of pleating that make it distinct from the gown of any other College. There is also a "plain" version of the gown which is somewhat cheaper but not so distinctive. This plain gown is not unique to Christ's (it can be worn by members of other Colleges) so you are encouraged to ask specifically for the Christ's gown. Gowns are always worn at Formal Hall (see the "Meals" section on page 8) and at major College events.

Matriculation

Matriculation is the name for the process by which new students become members of Christ's College and of the University of Cambridge. It takes place on the morning of Tuesday 4th October: you will sign the official Matriculation Register of Christ's College and will have the opportunity to see past signatures such as John Milton's and Charles Darwin's. You

must also sign a declaration stating that you agree to abide by the regulations of the College and of the University and to pay due respect and obedience to the University Officers, and that you give the College and University permission to hold and process your personal data in accordance with the Data Protection Act.

You will find enclosed with this booklet a full list of events for your first week (as well as a timetable of social events organised by our students).

A photograph of all new student members of the College, known as the “Matriculation Photograph”, will be taken at 3.20 p.m. on Monday 3rd October in the Fellows’ Garden. You *must* obtain a gown in time for the photograph, and you will need to wear smart clothing (specifically, a dark suit, white shirt, sober tie and dark shoes; or a dark dress, or a white blouse and dark skirt, together with dark shoes). You will be able to buy a personal copy of the Matriculation Photograph if you wish, a few weeks later.

The photograph will be followed by a series of talks on welfare matters.

You may also, if you wish, arrange to have an *individual* Matriculation Photograph taken of you by a professional photographer earlier in the day. Details of how to book an appointment for this will be available on Sunday 2nd October in the “Welcome Hub” (see the section on “Arrival for New Students” on page 2).

On the evening of Monday 3rd October all new undergraduate students attend the Matriculation Dinner in Hall.

Terms and Residence

The University regulations require students to “keep” each term by fulfilling certain minimum residence requirements. Undergraduates must keep at least nine terms in order to receive their degrees. The College has to certify your dates of residence to the University: therefore, as soon as possible after your arrival *every term* you should sign the Residence Book at the Porters’ Lodge, and you must sign it again when you leave at the end of term.

During term, students who plan to be away from Cambridge (for example, for a brief visit home at the weekend) should obtain leave of absence known as an *exeat*. If your absence will be for only one night then you may obtain leave simply by signing the overnight *exeat* register in the Porters’ Lodge; for longer absences you must visit your Tutor who will give you a form granting permission.

For historical reasons, the period during which lectures and supervisions are given is known as *Full Term* and is 60 days long (Michaelmas and Lent Full Terms) or 53 days long (Easter Full Term). This is the period during which undergraduate students must be in residence, and you must make up for any *exeats* taken by staying additional nights at either the start or end of Full Term. Most students arrive at the weekend a few days before Full Term starts in any case, and leave at the weekend a day or two after Full Term finishes. There is also a longer period called *Term* which covers Full Term and some extra weeks at either end, but for most purposes this no longer has any real importance.

The dates of the Full Terms (which all start on a Tuesday and finish on a Friday) for the next four academic years are as follows:

Academic year	Term name	Dates of Full Term
2016–17	Michaelmas	4th October – 2nd December 2016
	Lent	17th January – 17th March 2017
	Easter	25th April – 16th June 2017
2017–18	Michaelmas	3rd October – 1st December 2017
	Lent	16th January – 16th March 2018
	Easter	24th April – 15th June 2018
2018–19	Michaelmas	2nd October – 30th November 2018
	Lent	15th January – 15th March 2019
	Easter	23rd April – 14th June 2019
2019–20	Michaelmas	8th October – 6th December 2019
	Lent	14th January – 13th March 2020
	Easter	21st April – 12th June 2020

Lectures and Supervisions

Lectures start on the first Thursday of each Michaelmas and Lent Full Term and finish on the Wednesday 8 weeks later; so the first lectures of 2016–17 will take place on Thursday 6th October 2016. In Easter Term you may have no lectures at all, or they may finish mid-term, because revision and examinations take up a substantial proportion of that term. Your Director of Studies will advise you on which lectures you should attend. A list of all lecture courses (in *all* subjects) is published online at www.timetable.cam.ac.uk at the beginning of each year. It is wise not to buy too many academic books until you have had a chance to talk to your Director of Studies and to some second- and third-year students, who can give you an idea of which books are really essential. The College provides a small book grant (of up to £120) for first-year students on production of receipts; claim forms are available from the Tutorial Office but you will need your Director of Studies' counter-signature.

Your Director of Studies is also responsible for making arrangements for your supervisions, which are College-based small group teaching sessions usually given by a Fellow or graduate student at Christ's or at another College. You may have several different supervisors, and in many subjects your Director of Studies will be one of them himself or herself.

New students will meet their Director of Studies early during their first week, at the time and place advertised on the Screens between First and Second Courts. **This meeting is of the highest priority** because most of your supervisions will be arranged at it. In a subject with many specialisms, such as Natural Sciences, the initial meeting with the overall Director of Studies will be followed by further meetings with various specialist Directors of Studies.

This combination of University lectures and College supervisions is the basis of the Cambridge teaching system, its great strength being that every student has regular meetings with his or her supervisors in very small groups: either singly, or paired with another student, or in some subjects with 2 or 3 other students. The atmosphere is informal, but to get the best out of supervisions you need to be very well prepared because your supervisors (who will be world-class academics in their field) will quiz you closely on the work that you

have submitted. This can be intimidating at first, but you will soon get used to the cut and thrust; your supervisors are not trying to catch you out but rather to help you identify your weak spots and areas for improvement.

Vacations

At the end of each term you will have a meeting with your Tutor at which you will, amongst other things, agree the dates on which you propose to leave the College and return at the start of the next term (known as your *exeat* and *redeat* dates respectively). It is possible to change these dates after the meeting but there may be a £10 administrative charge to do so.

The termly rent that you pay for your accommodation covers the whole of Full Term. In addition, you receive certain days' vacation accommodation free of charge: specifically, the seven days before Full Term begins (i.e., starting from the Tuesday a week beforehand) and the two days after Full Term finishes (i.e., until the Sunday following). In the case of Easter Term you also receive a whole week extra to cover *May Week*, the traditional period in June that celebrates the end of examinations with parties and May Balls. You may only stay in College outside these dates by agreement with your Tutor at your end-of-term meeting.

It is usually possible to stay in College during the Christmas and/or Easter vacations if you wish to do so (with the permission of your Tutor), **though you may not stay for the entire vacation (unless your home is overseas)**. However, during the vacations rooms are often let to visitors attending conferences in the College: this helps to keep your room rent low, but it does mean that you might have to move to a different room elsewhere in College if you want to stay. **You will have to pay a daily room rent, currently £16.98, which is the same whichever room you are in.**

Every student room is in one of three "vacation categories": new students can discover which one theirs is in from their Personal Information Sheet.

- Category A. These rooms are normally needed for conference use during vacations. At the end of every Full Term, *all* possessions must be removed from the rooms. Students who wish to stay will be required to move to alternative rooms elsewhere in College.
- Category B. These rooms will also be needed during vacations, but not so urgently as those in Category A. Therefore, students who wish to stay may do so, by paying the daily rent, and will not normally be required to move. However, whenever rent is *not* being paid, *all* possessions must be removed from these rooms.
- Category C. These rooms are not usually needed for other purposes during the Christmas and Easter vacations. Students can therefore stay in the same rooms if they wish to do so, by paying the daily rent, and will not be required to move (unless they wish to stay between Christmas Day and New Year's Day). Possessions may be left in the rooms *so long as* they are tidily packed away into wardrobes, cupboards and drawers so that the rooms can be cleaned thoroughly.

Each room in Category A has a small storage area nearby, in most cases specific to that room, so it is possible to leave a few possessions in the College during vacations (about three large boxes maximum). For students whose rooms are in Category B, vacation storage

facilities will be made available shared with other students (so valuable items should not be left there).

Special arrangements are made for overseas students, for whom a larger shared storage space is available in the attic of the Blyth Building. These students may also remain in College throughout the entire Christmas and/or Easter vacations if they do not wish to return home.

All belongings left in College, whether in a student room, shared storage area, the attic of the Blyth Building or elsewhere, are left at the student's own risk, although the College's insurance (see the "Security" section on page 10) does provide some basic cover during the Christmas and Easter vacations.

The summer vacation (known as the *Long Vacation*) is rather different to the others. Students who wish to stay in Cambridge for any part of the summer need to apply for accommodation on a form issued by the Tutorial Office during Easter Term. The categories listed above do not apply to the Long Vacation, so all those who are given permission to stay are likely to have to move room regardless of their "vacation category".

Meals

Meals are provided to students and Fellows by the College Kitchens every day. **All students pay a "Kitchen Fixed Charge" (currently £162 per term) towards the cost of providing these facilities.** Self-service meals are available in *Upper Hall* at the times listed below and a formal dinner (known as "Formal Hall") is also served in the historic College *Hall* every evening in Full Term except Saturdays. At Formal Hall (but not at Upper Hall) gowns must be worn by all members of the College, although not by their guests. Smart dress is also required. Failure to dress appropriately will result in a penalty charge or non-admission. Upper Hall has a relaxed cafeteria-style atmosphere and there is no dress code.

The usual times for meals during Full Term are as follows:

<i>Weekdays</i>	Breakfast	8.15–9.15 a.m.
	Lunch	12 noon–1.25 p.m.
	Dinner in Upper Hall	5.50–7.20 p.m.
	Formal Hall	7.30 p.m.
<i>Saturdays</i>	<i>No breakfast</i>	
	Brunch	11.30 a.m.–1.25 p.m.
	Dinner in Upper Hall	5.50–7.20 p.m.
	<i>No Formal Hall</i>	
<i>Sundays</i>	<i>No breakfast</i>	
	Brunch	10.45 a.m.–12.45 p.m.
	Dinner in Upper Hall	5.50–7.20 p.m.
	Formal Hall	7.30 p.m.

No advance booking is required for meals in Upper Hall but those intending to dine at Formal Hall must book a place using the College Intranet. The deadline for this is 3 p.m. on the day before dining (or 12 noon on Friday for Sunday's dinner).

You may bring guests (over the age of 16) to any meal in either Hall or Upper Hall. There is a maximum of two guests per student, although this limit can be exceeded by written permission from a Tutor (which is usually forthcoming). You are particularly encouraged to

invite your parents to either Formal Hall or Upper Hall from time to time. Guests' meals at Formal Hall must be booked using the Intranet, with the same deadlines as above.

Payment for meals in Upper Hall can be made either in cash or by using your University Card (see the "University Card" section on page 4) to charge meals and other items to your account. There is a separate price for each meal item, with the typical all-in price of a full meal at lunch or dinner being approximately £3.90 (breakfast £3.05). The price of Formal Hall (3 courses plus coffee) is currently £8.50 (plus £10.20 per guest if any); on weekdays it is possible to order an even better alternative menu for Formal Hall at additional cost.

Any queries about meal arrangements, guests, or catering for special occasions should be taken to the Catering Office (see the "Office Hours" section on page 10).

All staircases in College, except for L, M, N and O staircases in First Court, contain a "gyp room", which is a small area that can be used for storing food, preparing basic meals, reheating, and making toast. The exact facilities vary between staircases, but most gyp rooms have a refrigerator, microwave, hot plate (usually an induction hob, which requires a special kind of saucepan), kettle and toaster. None contain an oven.

Every new student's first College bill (for Michaelmas Term) includes a "prepayment kitchen estimate" which covers the average amount a student is likely to spend on meals and in the Buttery during the term. On your second College bill (in Lent Term) the estimate will be refunded to you and replaced with your *actual* expenditure during Michaelmas Term; your Lent Term bill will also include another prepayment estimate for your Lent Term expenditure (based on your Michaelmas Term expenditure). This system continues throughout your time as a student.

Courts and Staircases

A map of the College can be found on the back cover of this booklet.

- First Court: staircases G to O inclusive, as well as the Porters' Lodge, Master's Lodge, Chapel, Buttery and Law Library. Through a passageway in staircase G is Bath Court, where the main Library may be found.
- The Screens (between First and Second Courts): Hall, the Kitchens and staircase F. The main College noticeboards are here.
- Second Court: staircases A to E inclusive and the entrance to Upper Hall. Gate to the Fellows' Garden.
- Third Court: staircases R, S, T, V, Y and the Blyth Building. The Lloyd Room is in staircase R, the Development Office in staircase V, and the Tutorial Office, Admissions Office and Accounts Office are in staircase Y.
- Hobson Street Car Park (beyond Third Court): staircases P, Q, X and Z. The Laundrette may be found in staircase P, the Surgery and Student Welfare Room in staircase Q, and the Plumb Auditorium, Accommodation Office, Catering Office, IT Office and Maintenance Office in staircase Z. In the basement of staircase Z are several supervision rooms and the Amenity Room.

- New Court: staircases 1 to 5 and the Yusuf Hamied Centre. The New Court Seminar Room can be found in staircase 1; two mini-laundrettes in staircases 2 and 3; the Theatre, TV room, JCR and MCR on the ground floor of the Yusuf Hamied Centre; and the gym, squash court, music practice room and Function Room in the basement of the Yusuf Hamied Centre.

Office Hours

The main College Offices that you will need to visit are open as follows during Full Term:

- Porters' Lodge: 24 hours a day, seven days a week
- Tutorial Office (room Y4, email tutorial@christs.cam.ac.uk):
8.30 a.m.–5.00 p.m. weekdays during Full Term
- Accommodation Office (room Z16, email accommodation@christs.cam.ac.uk):
9.00 a.m.–4.30 p.m. weekdays
- Accounts Office (room Y8, email studentbilling@christs.cam.ac.uk):
8.30 a.m.–4.00 p.m. weekdays during Full Term
- Catering Office (room Z19, email catering@christs.cam.ac.uk):
8.30 a.m.–4.30 p.m. weekdays
- IT Office (email helpdesk@christs.cam.ac.uk):
9.00 a.m.–5.00 p.m. in the Library IT Office (ask for directions at the Library Enquiry Desk) on Mondays, Wednesdays and Fridays, no appointment required
9.00 a.m.–5.00 p.m. in room Z22 on Tuesdays and Thursdays, by appointment only
(book online at christscollege.roombookingsystem.co.uk)
- Maintenance Manager's Office (room Z20): 9.00 a.m.–4.00 p.m. weekdays

Security

You are urged to lock the outer door of your room when you leave; our position in the City Centre makes the College a tempting target for casual thieves, though fortunately incidents are rare. Gates and doors around College are opened with your University Card.

The College has organised an insurance policy for all undergraduate students which covers the possessions in your room against fire, flood and theft as well as accidental damage to your room's fixtures and fittings. The policy is in effect during the Christmas and Easter vacations as well as during term-times, but not over the summer. Full details of the policy may be found on the insurer's website, www.studentinsurance.nwbrown.co.uk; if you wish, you may increase the level of cover using that website.

You should be particularly careful about the security of your computer. If you were to lose it then you would also lose all of your computer files, and the insurance would hardly be sufficient compensation for lost essays and revision notes. You should back up any important files regularly (ideally, daily).

Fees and College Bills

New students can estimate their fees, accommodation and catering charges using the details below. These charges are payable in advance, so your first College bill will be emailed to your CRSid (see the “Computing” section on page 14) before or shortly after the beginning of Full Term. If no bill arrives then please contact the Accounts Office (see the “Office Hours” section above) after checking your spam filter. The amount which will be due on your first College bill is the total of the following items:

- Termly room rent – for new students, the amount is shown on the Personal Information Sheet enclosed with this booklet
- Caution money – £200 (see the “Accommodation” section on page 3)
- Kitchen Fixed Charge – £162 per term (see the “Meals” section on page 8)
- Prepayment kitchen estimate – £300 (see the “Meals” section again)

University and College Fees (unless they are covered by a student loan in the case of UK or EU students – see “New overseas students who wish to open a UK bank account will first need to obtain a letter from the College confirming their status. Students can request this letter by completing a form available from the Tutorial Office (or from the rack on the wall opposite the door of the Tutorial Office).

- Student Loans for UK and EU Students” below – or by another source)
- Termly charitable donation – £5 (donated to charities nominated by the College’s student union; this donation is *entirely optional* and you may opt out of it by sending an email to the Accounts Office at studentbilling@christs.cam.ac.uk)

All amounts due to the College should be paid as soon as possible and **must not be delayed later than 14 days after the beginning of Full Term.** Payment may be made by cash, debit card, credit card or cheque in the Accounts Office (room Y8) or by telephone. Alternatively, you can pay the College online, the details for which will be given on your bill. If payment presents any difficulty (for example, because the first instalment of a loan will be delayed) then special arrangements may be made by your Tutor, but you should let your Tutor know about it *as soon as you can* (and definitely before the payment deadline passes). If you have any queries about particular items on your bill then you should ask the Accounts Office (studentbilling@christs.cam.ac.uk) for clarification. However, if you have any complaints about your bill (as opposed to queries) then you should speak to your Tutor instead.

Interest will be charged if you make a late payment after the 14-day deadline (unless you have made a prior arrangement with your Tutor). In addition to this interest charge, your Tutor may cancel your University Card which will prevent you from purchasing food and drink on account. **Under no circumstances will a student be allowed to return to Cambridge for any term if the previous term’s bill (including interest) has not been settled in full.**

If you are responsible for paying your own University and College Fees (which is normally only the case for overseas students, because UK and EU students are covered by student loans) then you will find that they are charged in one lump sum for the entire academic year at the beginning of the year, for simplicity. However, it is usually possible to arrange for them to be charged in termly instalments instead: simply ask your Tutor about this possibility (or ask the Tutorial Office to ask your Tutor on your behalf). All other amounts due (room rent, kitchen charges, etc.) are always charged termly.

If you run into financial difficulties of any kind then it is essential that you talk to your Tutor about them at the earliest opportunity. Tutors are very sympathetic and understand the financial pressures that some students and their families are under. Your Tutor can help to ensure that you have applied for all the grants and awards for which you might be eligible, and may be able to make special arrangements with the College and University.

New overseas students who wish to open a UK bank account will first need to obtain a letter from the College confirming their status. Students can request this letter by completing a form available from the Tutorial Office (or from the rack on the wall opposite the door of the Tutorial Office).

Student Loans for UK and EU Students

If you are a new UK or EU undergraduate student then you should by now have applied for a student loan, and any other funding for which you may be eligible, to one of the following organisations:

- Student Finance England
- Student Finance Wales
- Student Awards Agency for Scotland
- Student Finance NI
- Student Finance Services Non UK Team

Further information is available at www.gov.uk/student-finance. Once your application has been processed, you will be told what level of loan you are entitled to and will be invited to say how much you wish to receive. The College should already have asked you to provide a copy of your Student Finance documentation so that you are charged at the correct rate for a UK or EU student. (If you are not applying for a student loan then you should instead have provided us with a Fee Status Questionnaire and a copy of your passport.)

If you are a UK student who has taken out a student loan, your tuition fees will be paid directly to the College by Student Finance; but your maintenance loan will be paid to your own bank account by Student Finance, usually in three instalments per annum shortly after the start of each term.

Bursaries

A wide range of means-tested bursaries and other financial support is available at Cambridge University and at Christ's in particular. Some support is limited to UK and EU students only, whilst other support is available to all students (see below).

All UK undergraduates who apply for Student Finance (see above) will be assessed automatically for the Cambridge Bursary Scheme (see www.admin.cam.ac.uk/univ/cambridgebursary), which is funded jointly by Christ's College and the University of Cambridge. Any student whose household income is less than £25,000 will receive the maximum Cambridge Bursary of £3,500 per annum; bursaries of lower amounts are awarded on a sliding scale to students who have higher household income (up to a maximum income of £42,620). In order to be assessed, you must have asked the Student Loans Company to verify your household income and have agreed to share the information with the University of Cambridge. The College will inform you of the outcome during

October. Cambridge Bursaries are paid in three instalments each year, in the middle of each term.

The Cambridge Bursary Scheme is also available to EU students, with a similar sliding scale. If this is relevant to you then you will need to apply for a tuition fee loan from Student Finance (see above). After you have been approved for the tuition fee loan, the Student Loans Company will send you a form to complete so that they can assess your household income, but unfortunately the College has no control over when you will receive this form. Please be patient, but if you begin to get worried then you may ask for further information from cambridge.bursary@admin.cam.ac.uk.

The College also has a scheme of its own for subsidy of College room rents: a “Rent Rebate” of up to £700 per annum is given automatically at the start of Lent Term to all those UK and EU students living in College accommodation who are in receipt of a Cambridge Bursary. Rent rebates are also available to a few UK students who narrowly miss out on the Cambridge Bursary Scheme because their household income is somewhat too high (up to around £62,000).

The College and University have hardship funds for which UK, EU and overseas students alike are eligible. Although you are expected to have sufficient finance in place before you start your course, these funds are available to any student who suffers *unexpected* financial hardship while in Cambridge. If you are in this situation or are having *any* financial difficulties then it is vital that you contact your Tutor without delay; your Tutor can give advice and help you to apply.

Grants, Prizes and Scholarships

Thanks to the generosity of its alumni, the College has a number of grant schemes for all students (UK, EU or overseas, not means-tested) for *specific* activities unrelated to hardship. Each of these schemes has its own eligibility criteria and rules so they are advertised individually at various points during the year on the Screens, on Tutors’ noticeboards and on the Tutorial Office web pages at www.christs.cam.ac.uk/current-students/awards-grants-and-prizes. You should therefore look out for information about how to apply: examples include grants for extra-curricular activities such as sports or music, and a wide range of travel grants for summer trips which do not necessarily have to be for academic purposes.

The Tutorial Office also maintains an online “noticeboard” at www.christs.cam.ac.uk/current-students/noticeboard which includes information about grants offered by sources outside the College.

Needless to say, the College awards prizes for outstanding performance in examinations, and scholarships for first-class examination results which give the recipients priority in room allocation (see the “Accommodation” section on page 3).

The College continues to raise money for bursaries, grants and prizes through the Development Office, which is responsible for alumni relations and fundraising. It holds an annual fundraising telephone campaign during the Easter Vacation at which current students are employed as callers.

Council Tax

Students are exempt from paying Council Tax, both at their home and College addresses. The Tutorial Office can assist with any queries and provide confirmatory letters as required.

Electricity

The power sockets in College rooms are standard UK ones: 3-pin, 230V, 50Hz AC, 13-amp. Most rooms also have 2-pin sockets (230V/115V, 50Hz AC) for shavers *only*. All electrical equipment that you bring into College accommodation must meet appropriate safety standards (British Standard BS 1363) and be rated at less than 1.5kW (although it's best to stick to a maximum of 1kW if you can). If you are unsure that your electrical equipment meets these standards, the Maintenance Department can arrange for testing.

Fan heaters, refrigerators, freezers, toasters, cooking equipment and televisions are **not** permitted in College rooms except with special permission from your Tutor (which will normally only be given for medical reasons). A small kettle (ideally a travel kettle) is allowable, although every College gyp room (see the "Meals" section on page 8) already has a kettle.

More complete information about the College regulations is given in the online *Inventory of Portable Electrical Appliances* form which you can find at www.christs.cam.ac.uk/current-students/downloads-october-2016-entry. The Accommodation Office will ask you to complete this form after you arrive, listing all electrical equipment that you bring into your College room. If the Accommodation Office has any concerns about your equipment then they may ask you for more information or ask you to discuss it with your Tutor.

Computing

All new students are provided with a unique Cambridge email address consisting of a "CRSid" (a combination of letters and numbers based on your initials, such as "abc12") followed by @cam.ac.uk. You should already have received instructions on how to activate this and obtain your password. Much of the communication with Tutors, Directors of Studies and supervisors is carried out by email to this address (and *not* to any other email address that you might prefer), so it is important to find out how to access your "Hermes email account" as soon as possible. New students will find a leaflet entitled *Getting started with IT @ Cambridge* giving further guidance enclosed with this booklet. The password that you use for Hermes also gives you access to "Raven", which lets you access online resources available only to members of the University and College (for example, the College Intranet, and the University's student records system called CamSIS).

All College accommodation (including in College hostels) has access to the internet through a wired network connection. Wireless is also available in most parts of College. (If you find that the wi-fi is unreliable in some locations, please report this to the IT Office so that it can be adjusted.)

Your room will contain an Ethernet socket and a network cable (spare cables are available from the Accommodation Office) so that you can set up the wired connection by plugging your computer into the socket and following a simple procedure. Details of how to do this can be found at www.christs.cam.ac.uk/current-students/computing/connecting (you might

find it useful to read this page in advance, and to print out a copy of the instructions linked from it). Using the College network implies acceptance of the rules for its use; students who break the rules (in particular by downloading copyright material, using banned software or generating excessive internet traffic) are likely to be disconnected without warning, and re-connection can only be authorised by a Tutor. With computer security a serious concern, students are required to install all current security patches for their computer and to have active, up to date anti-virus software.

If you are purchasing a computer to bring to College, it is recommended that you consider a laptop due to its portability. However, it is necessary to bear in mind that laptop computers are vulnerable to theft, especially if left in an unlocked room or one with an open window. Whatever kind of computer you have, **you should make backups of your work on a regular basis** and keep them safe, or use a cloud backup service: almost every year a student fails to do this and loses his or her entire term's work when the computer malfunctions or is mislaid, and sometimes examination marks are lost as a consequence.

Open access computers are available in the College Library (see page 16). You can also connect your own computer there using Ethernet sockets or wi-fi. Printers are available both in the Library and in the basement of Z staircase using an online printer credit account; instructions can be found at www.christs.cam.ac.uk/current-students/printing.

Doctors, Dentists and the College Nurse

Every new student is required to register in person with a doctor (i.e., a GP) in Cambridge during the first week of Michaelmas Term and to notify his or her name to the Tutorial Office (room Y4) using a form that you will find in your pigeonhole on arrival. UK residents should bring with them their NHS card or NHS number and the name and address of their home GP. All students should bring a copy of their immunisation history (which can be obtained from your doctor). A list of local doctors is available on the noticeboard outside the Tutorial Office: if you wish, you may register by joining one of the trips that our current students will organise to some recommended doctors' surgeries.

This applies equally to overseas students who can normally expect to receive free treatment from the National Health Service (other than for conditions that predate their arrival in the UK) and therefore do not have to take out private medical insurance; however, just like UK residents they may have to pay a small amount towards the cost of medicines.

For routine dental treatment, most students continue to visit their usual dentist at home during vacations. However, the University does offer provision for emergency dental care (e.g., for sports injuries), including at evenings and weekends: if you need this then you should ask the Porters for help.

The College Nurse is available in the Surgery (located on Q staircase), with no need for an appointment and free to members of the College, from 10.30 a.m.–12.30 p.m. every weekday during Full Term and one week either side. She can treat minor ailments, provide first aid for injuries and assess more serious cases for referral to a doctor. There is also a Student Welfare Room where students who are injured or need monitoring can stay. In addition, the Nurse holds a weekly clinic with extended consultation periods to provide counselling to students who need support.

It is sensible to make sure that your vaccinations are up to date. If you have not previously been vaccinated against Meningitis (including the newly-active W strain) or against mumps and measles (with the MMR vaccine), you are advised to consult your doctor before coming to Cambridge.

If you suffer from any ongoing medical conditions then you should discuss with your doctor before coming to Cambridge whether you should be referred to Addenbrooke's Hospital. If you are an overseas student with an ongoing medical condition then you should bring all necessary medicines with you to Cambridge and arrange for appropriate medical insurance.

Post

All students are provided with an individual pigeonhole in the Porters' Lodge. Letters sent to you at the College will be delivered to your pigeonhole: the address to use is *Your name*, Christ's College, Cambridge CB2 3BU. Parcels, etc., can also be sent to this address and will be left near your pigeonhole if they are too large to fit in.

If you need to send luggage in advance of your arrival, it should be sent to *Your name*, c/o Porters' Lodge, Christ's College, Cambridge CB2 3BU.

The main Cambridge Post Office, which gets very busy, is two minutes' walk from the College just down the road in St Andrew's Street. There is a smaller Post Office at the rear of the College in King Street that is much less busy.

Telephone Contact Details

The College's telephone number is Cambridge 334900. This connects to the Porters' Lodge, which is the main College switchboard. The dialling code for Cambridge is 01223 within the UK, or +44 1223 from abroad. The Porters can take a message to be left in your pigeonhole (see the section on "Post" above).

Bicycles and Cars

Cambridge is a small city, and most other Colleges and many University Departments are within easy walking distance. It is therefore not necessary for every student to own a bicycle, though many do. If you do bring a bicycle to Cambridge, you should obtain from the Porters a College tag to attach to your bike so that it can be traced if lost or stolen. (Bikes that are left in College *without* a College tag during a vacation period will be removed.)

Only Fellows may bring their bicycles into or through the Great Gate at the front of the College. Students may instead bring their bicycles into College through one of the gates at the *rear* of the College (on Hobson Street or King Street) and then only in order to park them in one of the student bike racks provided around College: in the Hobson Street Car Park, or at the rear of the Stevenson Building (i.e., behind R, S, T and V staircases), or outside staircase 4. Bicycles may not be kept on staircases or inside College hostels, because they could cause a serious safety hazard in the event of fire or other emergency: bicycles found in these areas will be removed. However, a student who owns a particularly valuable bicycle can if necessary store it in his or her room if special permission is obtained in advance from a Tutor (who will inform the Accommodation Office of this permission). A bike bag, or some other method for protecting the room carpet, should be used.

In one recent year nearly 2,500 bicycles were stolen in Cambridge. It is safer to park your bicycle in College than on the pavement outside. An effective bicycle lock is vital: the standard College insurance only covers bicycle replacement to the value of £200. If your bicycle is lost or stolen then the Police will be unlikely to search for it unless you have recorded its details on www.immobilise.com in advance.

It is a sad fact that each year several cyclists in Cambridge are involved in road accidents, some of them very serious. It is important to check your bicycle thoroughly before bringing it to Cambridge. Ensure that it is maintained regularly. Effective brakes and lights are essential, and the use of safety equipment such as a good helmet and clothing with reflective strips is very much encouraged, together with sensible and defensive road use. Cambridge Police have become stringent in enforcing on-the-spot fines during the hours of darkness for cyclists without lights.

Students are not permitted to keep cars or motorcycles in Cambridge except with special permission from their Tutor (which will only be given to undergraduates in exceptional circumstances such as medical needs). Even then they must obtain a licence from the University Motor Proctor, who will need to be satisfied that there is a permanent off-road parking space available that is *not* in the College car park.

If you need to arrange for somebody visiting you in College to use the car park, you should consult the Porters in advance. Permission will only be granted for one-off visits at weekends or *after* 3.30 p.m. on weekdays.

College Libraries: Undergraduate Library, Law Library & Old Library

The Undergraduate Library provides full sets of core textbooks and background material for first- and second-year students in each subject area, and as much material as possible for the third year (and fourth year where relevant). Sixty-five study spaces are available. There are photocopying and printing facilities, and access to the internet via workstations or your own laptop using wi-fi or Ethernet sockets. A locker room is provided adjacent to the staircase leading to the Library.

You may access the Library 24 hours a day, seven days a week by means of your University Card (see the "University Card" section on page 4). A self-issuing system is in operation and up to 15 books may be borrowed for two weeks at a time. A small selection of DVDs is also available for borrowing. In addition, all students have access to the music hire library, which offers a range of orchestral and vocal sets free of charge.

Library staff are available on weekdays only from 9.00 a.m.–5.00 p.m. and are friendly and always willing to help. They can also be contacted by email at library@christs.cam.ac.uk.

The Library regularly purchases new books listed on Departmental reading lists and also takes advice from Directors of Studies. Recommendations from students themselves are especially welcome: you can fill out a request slip and post it in the box in the Library, email library@christs.cam.ac.uk or use the request form on the College website.

A separate Law Library, located in First Court, provides additional study spaces, journals and case reports for consultation by Law students on a reference-only basis. Law textbooks are located in the Undergraduate Library.

The Old Library holds the College's collection of early printed books and manuscripts. Its special collections include a wealth of material relating to our two most famous alumni, John Milton and Charles Darwin. There are regular special events and exhibitions showcasing items from the collections in the Old Library to which all students are invited.

Formal induction tours of the Library take place at the beginning of Michaelmas Term. These are essential for all new undergraduates, who will receive further details when they arrive.

College Chapel

The College Chapel in First Court (consecrated in 1510) is open to all members of Christ's and its use is not restricted to any particular group or faith within College. It is kept unlocked throughout the day and, even when it is locked, the Porters are happy to lend out the key. It is used for quiet contemplation, services, private prayer and music practice. There is a thriving Chapel Choir which is one of Cambridge's finest mixed-voice ensembles: as well as singing for services, the Choir performs in concerts, has recorded a number of CDs and goes on an international tour each summer.

The College Chaplain is very approachable and may be contacted in complete confidence about any personal matter whatsoever. In this role, which complements the pastoral system provided by the Tutors, the Chaplain can discuss any difficult issues that face you, whether you are at all religious or not.

Fellows' Garden

The Fellows' Garden – which, despite the name, is open to all – is one of the most beautiful and peaceful gardens in Cambridge. It boasts Milton's Mulberry Tree (planted in 1608, the year of John Milton's birth) and an outdoor swimming pool dating from the 18th century, recently brought up to modern standards and in regular use every summer. The main gate to the Garden in Second Court is open from 9.00 a.m.–4.00 p.m. every weekday, and on Saturdays access can be gained through the side gate to the right of staircase B. In Easter Term the opening hours are even longer, from 9.00 a.m. to dusk, because some students find it such a tranquil place in which to study.

College Launderettes

The College Launderette is in the basement of P staircase and contains several coin-operated self-service washing and drying machines (20p, 50p and £1 coins required). Free ironing facilities are available. There are also mini-laundrettes in staircases 2 and 3 of New Court.

Guest Rooms

During term-time, subject to availability, two College rooms (C3 and C5) may be booked by students for overnight guests for a maximum of three nights. Both rooms are for single occupancy only and are fairly basic, with no en-suite facilities. Bookings may be arranged through the Accommodation Office at a cost of approximately £22 per night, including breakfast, added to your College bill.

Alternatively, students may allow an overnight guest to sleep in their own room. This is permitted for a maximum of three nights, but *only* if the guest has been signed in at the Porters' Lodge in advance of the first night.

Student Unions, Clubs and Societies

On joining the College you automatically become a member of the Christ's College Students' Union (CCSU), and therefore of Cambridge University Students' Union (CUSU), unless you have chosen to opt out. (You can opt out, should you wish to do so, by downloading the appropriate form from the College website or by asking the Tutorial Office for a copy.) CCSU represents the interests of all students in College, both undergraduate and graduate; the undergraduate student body is normally known as the JCR and the graduate body as the MCR. (These acronyms stand for "Junior Combination Room" and "Middle Combination Room" respectively, for historical reasons too intricate to go into here.)

The JCR has an elected Committee that not only represents undergraduate students' interests on various formal College committees (including the College's Governing Body) but also organises social and welfare events throughout the year (in particular, two "bops" each term). It has already arranged several activities for the first week of Michaelmas Full Term ("Freshers' Week") to introduce new students to the College and to other students. The JCR has its own website at www.thejcr.co.uk. New students are automatically added to the JCR's email distribution list and given access to its Facebook page to keep them informed about its activities.

Confusingly, the JCR's common room in New Court is also called the JCR.

There are many College clubs and societies, covering a wide range of interests including sports and music (see the separate sections below) as well as intellectual and subject-based activities. The College has its own drama society (CADS). New students will have the opportunity to find out about all of these during their first week at the "Christ's Freshers' Fair" organised by the JCR. There are also innumerable University societies covering almost every conceivable interest; you can find out about these at the "CUSU Freshers' Fair" on Tuesday 4th and Wednesday 5th October 2016 at the Kelsey Kerridge Sports Centre on Gonville Place, a short walk from the College (the JCR will organise group trips).

The College's Development Office works with student clubs and societies to organise joint student-alumni events.

The Buttery and Nightlife

The College bar is known by its traditional name, "the Buttery". It is open for the sale of alcoholic and non-alcoholic drinks, at very reasonable prices, during Full Term as follows: Mondays to Saturdays 12.00 noon–1.30 p.m. and 6.00–11.00 p.m.; Sundays 6.30–10.30 p.m. Outside these hours, from 8.30 a.m.–5.30 p.m., the Buttery is usually open for sandwiches, snacks, coffee and soft drinks only. Purchases can be made either by cash or on account using your University card (see the section on "Meals" on page 8).

The Buttery is a comfortable place to meet friends and relax at any time of day. To maintain the pleasant atmosphere, students are expected to keep noise to a reasonable level and to treat other people in the Buttery with respect and proper consideration. Any student whose

behaviour falls below this standard is likely to have his or her access to the Buttery and other College facilities restricted for a period of time.

Of course, in the evenings many students also like to take advantage of Cambridge's nightlife. There are numerous local pubs, some of them historic, such as The Eagle (where the discovery of DNA was announced), The Anchor and The Granta (both overlooking the River Cam) and a number on King Street just at the rear of Christ's. There are also several nightclubs in Cambridge, the main ones – all close to Christ's – being Ballare (known to everyone in Cambridge, for historical reasons too complex to explain here, as Cindies), Kuda (known as Life), Fez Club and Lola Lo.

Cambridge also boasts excellent cinemas and thriving theatres (professional ones such as the Arts Theatre as well as student-run ones such as the ADC Theatre).

Sports Facilities

Many Christ's students have an interest in sport, and the College has sports teams ranging from rugby, cricket, football and rowing to pool, Ultimate Frisbee and croquet, with every sport in between. Most teams compete regularly and welcome beginners as well as those with experience: many students take up a new sport from scratch during their first year. Christ's sportsmen and sportswomen often achieve great success in competitions within Cambridge (against other Colleges) and against other Universities. Teams organise social events as well.

The College enjoys excellent sports facilities. There is a squash court and a fully-equipped fitness suite (gym) in the Yusuf Hamied Centre in New Court, and an open-air swimming pool in the Fellows' Garden. About a mile away (10 minutes by bicycle), on playing fields shared with St Catharine's College, there are sports pitches and a pavilion. Other University facilities are within easy reach. Rowing is arguably the most popular sport in College: the Christ's College Boathouse (one of the oldest and most beautiful on the river), just a short walk away, supports about 10 student boats each term, of which 4 are solely for novices. The Boathouse is normally equipped with ergometers and strength and conditioning facilities, but during 2016–17 it is being renovated so the training facilities will be relocated temporarily.

Not everybody is interested in "serious" sport, so there are many opportunities to get involved where enthusiasm is much more important than experience or ability.

Music

Christ's College has a thriving Musical Society (CCMS) founded in 1710, which organises events throughout the year. Many students of all abilities perform in the orchestra and choir concerts for which no auditions are required. There is also an excellent Chapel Choir (see the "College Chapel" section on page 18) for which auditions are held annually.

The College's music practice room (see the section about "Courts and Staircases" on page 9) can be booked in advance at the Porters' Lodge. It contains a piano and drum kit. Other pianos are available in the Amenity Room in the basement of Z staircase and in the Lloyd Room, but if you use these rooms for music you must be careful about making too much noise. For advanced pianists, who have the permission of the Director of Music, there are grand pianos in the Plumb Auditorium and the Chapel.

Playing music (CDs, radio, computer, instruments, etc.) can produce problems in any community where people live closely together, so it is essential that any noise does not cause discomfort or annoyance to people nearby who may wish to work. You *must* comply with any request (whether from a Fellow, a member of staff or another student) to reduce the volume or turn the music off, even if you do not feel it is excessive. The Porters have instructions to report any failure to observe the rules. The use of headphones rather than speakers is strongly encouraged.

Musical instruments can be brought into your College room but only with the permission of your Tutor. There are strict limits on the times of day during which they may be played (see the College Regulations on page 29). You are encouraged to use the College's music practice room in preference to your own room to minimise disturbance to others.

Parties

During Michaelmas and Lent Terms, any student may book some or all of the tickets for Formal Hall (see the section about "Meals" on page 8) to hold a group dinner for themselves, other students and a limited number of guests from outside the College. This is particularly popular for birthday celebrations. These events are subject to availability and require *both* permission from a Tutor (who may impose additional conditions) *and* the agreement of the Catering Office.

During "May Week", which famously takes place in June after the end of Easter Term, the Fellows' Garden is made available for students to book their own Garden Parties. Every other year the College holds an elaborate "May Ball": the next is on Tuesday 19th June 2018.

Parties in College rooms can be noisy and disruptive. Written permission (a "party permit") is needed from a Tutor before holding a party for more than 12 people, or for any number at all if music will be played. The maximum number of people allowed at a party in any private College room is 25, assuming that your Tutor has given permission; for larger parties you can hire one of the College's public rooms such as the Function Room. All parties must end by the time specified by the Tutor so as to limit the disturbance to others. The Porters have strict instructions to close down any unauthorised party, and if you were responsible for it then your Tutor may issue you with a fine.

Parties are not permitted at all during the "Quiet Period" in Easter Term, to ensure that students can revise for their examinations in peace. All students receive a letter at the start of Easter Term setting out the dates of the Quiet Period and information about study facilities.

Examinations

All undergraduate students must sit *Tripes examinations* in central University locations. The University's degrees are highly regarded, partly because its examinations are marked and assessed rigorously. Unlike at A-level, no extra marks can be awarded for special circumstances such as illness or bereavement (but see below). **Students are *never* allowed to re-sit Tripos examinations.**

Students with long-term medical conditions, physical disabilities or specific learning disabilities (e.g., dyslexia supported by a recent psychological assessment) may be allowed extra time by the University. Such permission must be sought in advance by the student's

Tutor, so it is important that you inform your Tutor at the earliest possible opportunity (and by the start of Lent Term at the latest) if you think that you may be eligible.

In exceptional circumstances the University may allow a student to sit his or her examination papers in College instead of the usual University locations. Again, such permission must be sought in advance by the student's Tutor, and it will only be granted if the student is suffering from a serious physical or psychological disability, illness or injury that makes it impossible for him or her to get to the examination room and/or to write answers in the normal way.

In all other cases students are expected to take their papers as normal, even if they feel they are suffering from factors which they consider could detract from their performance.

Any student who believes, whether in advance or afterwards, that his or her performance in an examination will be or has been seriously affected by any factor is advised to bring this to the attention of his or her Tutor as soon as possible. In acute cases it is possible for the University to take these factors into account by allowing students who would otherwise have failed to be treated as if they had passed. *The University does not, however, allow students to re-take examinations or to have their scripts re-marked, and mitigating factors can never be used to lift a student's examination result into a higher grade or class (only to turn a fail into a pass).*

Calculators in Examinations

Calculators are permitted in most University examinations (except in Mathematics), but students may *only* use one of the authorised University calculators (namely, any version of the CASIO fx 115, fx 570 or fx 991) which has been stamped by the University. For Medical and Veterinary Sciences the CASIO fx 83 and fx 85 are also permitted. For Land Economy the Hewlett Packard HP10BII and HP10bII+ are permitted. If you already own one of the authorised University calculators, you will be able to have it stamped at no cost in the relevant University Department; if not then you will be able to buy one at low cost there.

Codes of Practice

The College has established a number of formal guidelines and procedures, which are available for reference on the College website at www.christs.cam.ac.uk/current-students/codes-practice-and-policies. These are as follows:

- *Data Protection Policy*, setting out students' rights and responsibilities with regard to personal data;
- *Equal Opportunities Policy*, setting out the College's approach to promoting equality of opportunity;
- *Examination Failure Ordinance*, setting out the procedures that will be followed if an undergraduate student fails his or her examinations;
- *College Policy on Racial or Sexual Harassment*, setting out the actions that students who feel that they are being racially or sexually harassed, or who have been physically assaulted, should take and the support that is available;

- *Code of Practice in respect of Student Unions*, setting out the College's legal responsibility to ensure that the students' unions (CCSU, JCR and MCR) operate in a fair and democratic manner, and the right of students to opt out of membership;
- *College Policy for Suggestions and Complaints*, setting out how to make a suggestion or formal complaint and the appeals process; under some circumstances, students who have a complaint that cannot be satisfied by the College's internal procedures or through the Office of the Independent Adjudicator may have a right to petition the College Visitor;
- *College Policy on Fitness to Study*, setting out the procedures that will be followed if the College needs to assess a student's ability to continue studying;
- *College Statement on Freedom of Speech*, explaining the College's strong commitment to the principle of freedom of speech and expression, in the context of the prevention of discrimination on the grounds of belief, race, gender or sexual orientation or other legally-protected characteristics, and the College's duty to prevent people from being drawn into terrorism;
- *Code of Practice in respect of Meetings on College Premises*, setting out the College's procedures for maintaining freedom of speech at any meeting held in the College, in the light of the College Statement on Freedom of Speech.

The website also offers links to a number of formal University documents.

Fellows, Bye-Fellows and Directors of Studies 2016–17

The following list includes all the Teaching and Research Fellows of Christ's College; its Bye-Fellows (who enjoy many of the same privileges as Fellows); and the Directors of Studies in each subject (whether Fellows of Christ's or not). It does not include retired Fellows or the many famous and distinguished Honorary Fellows and alumni of the College, who are listed on the College website.

The Visitor

Baron Sainsbury of Turville Chancellor of the University of Cambridge

The Master

Professor Jane Stapleton FBA Emeritus Professor of Law at the University of Texas

Fellows, Bye-Fellows and Directors of Studies

Professor Christopher Abell FRS	Todd–Hamied Fellow; University Professor of Biological Chemistry
Dr Gavin Alexander	Fellow; University Reader in English
Dr Edward Allen	Fellow; University Lecturer in English
Professor Ash Amin CBE FBA	Fellow; University Professor of Geography
Mr David Ball	Fellow; Bursar
Dr Richard Batley	Clayton Fellow; Director of Studies in Physics; University Senior Lecturer
Dr Leonie Baumann	Bye-Fellow in Economics
Professor Susan Bayly	George Kingsley Roth Fellow; Tutor; Director of Studies in Human, Social & Political Sciences (Michaelmas and Easter Terms); Director of Studies in Anthropology (Michaelmas and Easter Terms); University Professor of Historical Anthropology
Dr Ori Beck	Junior Research Fellow in Philosophy
Dr Duncan Bell	Fellow; Director of Studies in Politics & International Relations (Easter Term); University Senior Lecturer
Professor Gábor Betegh	Fellow; Tutor; Director of Studies in Philosophy; University Professor of Ancient Philosophy
Dr Marcus Böhm	Sackler Fellow in Physics; University Postdoctoral Researcher
Mr Rupert Brown	Bye-Fellow; Academic Skills Lector; University Senior Teaching Officer in the Language Centre
Dr Helena Browne	Fellow; Tutor; Director of Studies in Part IB and Part II Biological Natural Sciences; Director of Studies in Pathology; University Associate Lecturer
Dr Anthony Coyne	Fellow; Director of Studies in Part IA Chemistry; University Senior Research Associate
Dr Mark Darlow	Fellow; University Reader in Eighteenth-Century French Literature and Culture
Dr Dominic de Cogan	Fellow; Director of Studies in Part IB and Part II Law (Michaelmas Term); Director of Studies for the LLM and MCL; University Lecturer in Tax Law

Dr Mark de Rond	Director of Studies in Management Studies; Fellow of Darwin College; University Reader in the Judge Business School
Dr Melanie Eckersley-Maslin	Sackler Fellow in Molecular Biology; Postdoctoral Research Fellow at the Babraham Institute
Professor Michael Edwardson	Fellow; Director of Studies in Pre-Clinical Medicine; Director of Studies in Pharmacology; University Professor and Head of the Department of Pharmacology
Professor Gerard Evan FRS	Fellow; University Professor and Head of the Department of Biochemistry
Mr Paul Fannon	Bye-Fellow in Mathematics for Natural Sciences
Professor Marcelo Fiore	Fellow; University Professor of the Mathematical Foundations of Computer Science
Dr Jonathan Fitzgibbons	Bye-Fellow; Director of Studies in Part II History
Professor Sarah Franklin	Fellow; University Professor of Sociology
Mrs Natasha Franklin	Director of Studies in Russian and Ukrainian; Fellow of Sidney Sussex College; University Senior Language Teaching Officer
Professor Nick Gay	Fellow; Tutor; Director of Studies in Biochemistry & Molecular Biology; University Professor
Professor Jonathan Gillard	Fellow; University Professor of Neuroradiology
Professor Sanjeev Goyal FBA	Fellow; University Professor and Head of the Department of Economics
Mr Vytautas Gruslys	Fellow in Mathematics
Dr Jamie Gundry	Bye-Fellow in Zoology
Dr Felipe Hernández	Director of Studies in Architecture; Fellow of King's College; University Lecturer
Dr Tom Hopkins	Bye-Fellow; Director of Studies in Politics & International Relations (Michaelmas and Lent Terms)
Dr Mathew Horrocks	Junior Research Fellow in Chemistry
Dr Michael Housden	Bye-Fellow; Director of Studies in Part IB and Part II Chemistry
Dr Kathryn Howley	Lady Wallis Budge Junior Research Fellow in Egyptology
Dr Isabel Huang-Doran	Bye-Fellow in Medicine; Academic Clinical Fellow at Addenbrooke's Hospital
Dr Robert Hunt	Clayton Fellow; Senior Tutor; Tutor; Director of Studies in Mathematics; University Affiliated Lecturer
Dr Joel Isaac	Fellow; University Lecturer in History
Dr Sam James	J. H. Plumb Fellow; Director of Studies in Part I History (Michaelmas and Lent Terms)
Professor Martin Johnson FRS	Fellow; Emeritus University Professor of Reproductive Sciences
Dr Alexander Jones	Bye-Fellow in Plant Sciences; University Researcher
Dr James Jones	Bye-Fellow in Medicine
Dr Qian Kan	Director of Studies in Asian and Middle Eastern Studies; Lecturer in Chinese at the Open University
Professor Frank Kelly CBE FRS	Fellow; University Professor in the Mathematics of Systems
Dr Timoleon Kipouros	Bye-Fellow; University Research Associate in Engineering
Professor David Klenerman FRS	Fellow; University Professor of Biophysical Chemistry

Professor Ian Leslie FREng	Fellow; President; Director of Studies in Computer Science; University Professor
Dr Kai Liu	Fellow; University Lecturer in Economics
Dr Rosalind Love	Director of Studies in Anglo-Saxon, Norse and Celtic; Fellow of Robinson College; University Senior Lecturer
Professor John McCombie	Director of Studies in Land Economy; Fellow of Downing College; University Professor of Regional and Applied Economics
Dr Emily McLaughlin	Fellow; Director of Studies in Modern & Medieval Languages; Director of Studies in French
Professor Theresa Marteau	Fellow; Director of Studies in Psychological and Behavioural Sciences; University Honorary Professor of Behaviour and Health
Dr Tom Matthams	Bye-Fellow; Director of Studies in Materials Science, Mineral Science and Metallurgy
Dr Tomasz Matys	Bye-Fellow in Medicine; Specialist Registrar in Clinical Radiology at Cambridge University Hospital NHS Trust
Dr Tom Monie	Fellow; Director of Studies in Part IA Biological Natural Sciences; Director of Studies in Biology of Cells and Cell & Developmental Biology; University Teaching Officer in the Department of Biochemistry
Dr Richard Mortier	Fellow; University Lecturer in Computer Science
Ms Jane Munro	Director of Studies in History of Art; University Senior Assistant Keeper at the Fitzwilliam Museum
Dr Steven Murdoch	Bye-Fellow in Computer Science; University Visiting Researcher in Computer Security
Dr Kylie Murray	Fellow; Director of Studies in English
Dr Imran Noorani	Bye-Fellow; University Researcher in the Department of Clinical Neurosciences
Dr David Norman	Odell Fellow; Tutor; Director of Studies in Animal Biology, Ecology, Evolution & Behaviour, Geology and Plant & Microbial Sciences; Curator of the Sedgwick Museum; University Reader in Vertebrate Palaeobiology
Dr Rune Nyord	Fellow in Egyptology
Dr Carmen Olmedilla Herrero	Bye-Fellow; Director of Studies in Spanish and Portuguese; University Affiliated Lecturer in Spanish
Dr Mauro Overend	Fellow; Director of Studies in Part IIA and Part IIB Engineering; University Senior Lecturer
Dr Anup Patel	Junior Research Fellow in Materials Science
Dr William Peterson	Fellow; Emeritus University Lecturer in Economics
Dr Helen Pfeifer	Fellow; Director of Studies in Part I History (Easter Term); University Lecturer
Dr Elena Punskeya	Fellow; Tutor; Director of Studies in Part IA and Part IB Engineering; University Affiliated Lecturer
Professor Sarah Radcliffe	Fellow; Director of Studies in Geography; University Professor of Latin American Geography
Dr Sophie Read	Fellow; Tutor; University Lecturer in English

Dr Gareth Rees	Clayton Fellow; Tutor; Director of Studies in Part IB and Part II Physical Natural Sciences; University Senior Lecturer in the Scott Polar Research Institute
Professor David Reynolds FBA	Fellow; University Professor of International History
Professor David Rowland	Bye-Fellow; Director of Studies in Music; Director of Music (conductor of the College Choir); Professor of Music at the Open University
Dr Kayvan Sadeghi	Bye-Fellow; University Research Fellow in Statistics
Professor James Secord	Fellow; Director of Studies in History and Philosophy of Science; University Professor; Director of the Darwin Correspondence Project
Professor David Sedley FBA	Fellow; University Professor of Ancient Philosophy
Dr Julia Shvets	Fellow; Director of Studies in Economics
Mr Bob Skelton	Director of Studies in Chemical Engineering; Fellow-Commoner of Magdalene College; Emeritus University Teaching Officer in the Department of Chemical Engineering and Biotechnology
Rev'd Dr Mark Smith	Chaplain; Director of Studies in Theology and Religious Studies
Dr Henry Spelman	Rouse Junior Research Fellow in Classics
Dr Kate Spence	Director of Studies in Archaeology; Fellow of Emmanuel College; University Senior Lecturer
Dr Miranda Stanyon	Junior Research Fellow in English
Dr Shona Stark	Fellow; Director of Studies in Part IB and Part II Law (Lent and Easter Terms)
Dr Andrew Stewart	Fellow; Director of Studies in Clinical Medicine; University Researcher
Professor Simon Tavaré	Fellow; University Professor in Oncology and Applied Mathematics; Director of the Cambridge Computational Biology Institute
Dr Christopher Thomas	Fellow; University Lecturer in Theoretical Physics
Dr David Thomas	Fellow; Director of Studies in Neurobiology and Physiology; member of the Cambridge Institute for Medical Research
Dr Emily Tomlinson	Fellow; Acting Admissions Tutor
Dr Alex Tranca	Bye-Fellow in French
Dr David Trippett	Fellow; University Senior Lecturer in Music
Dr Richard Turner	Fellow; University Lecturer in Engineering
Mrs Catherine Twilley	Fellow; Development Director
Dr Bert Vaux	Director of Studies in Linguistics; Fellow of King's College; University Reader in Phonology and Morphology
Dr Caroline Vout	Fellow; Director of Studies in Classics; University Reader
Dr Felix Waldmann	Junior Research Fellow in History
Dr Heather Webb	Director of Studies in Italian; Fellow of Selwyn College; University Lecturer
Dr David Webster	Bye-Fellow in Medicine

Professor Joachim Whaley FBA	Director of Studies in German and Dutch; Fellow of Gonville & Caius College; University Professor of German History and Thought
Mr David Whitley	Director of Studies in Education; Fellow of Homerton College; University Lecturer
Dr Richard Williams	Fellow; Director of Studies in Part IA Law; University Lecturer
Professor John Wilson	Fellow in Mathematics; Emeritus Professor of the University of Oxford
Dr Alan Winter	Fellow; Tutor; Praelector; Director of Studies in Part IA Physical Natural Sciences; Director of Studies in Mathematics for Natural Sciences
Dr Fiona Wright	Director of Studies in Human, Social & Political Sciences (Lent Term); Director of Studies in Anthropology (Lent Term); University Researcher

College Regulations

The Tutors are collectively responsible for discipline in College and may impose fines and other penalties, within guidelines established by the College's Governing Body, upon students who breach the following rules.

1. Members of the College are required to apply themselves diligently to their studies.
2. Every undergraduate student, and every graduate student registered for an examined course, must take each year the University or College examination proper to his or her studies. A student will not be allowed to return into residence after examination failure, unless exceptional permission has been granted. "Examination failure" here includes not only outright failure, but also failure to be classed (failure to obtain honours) in a classed examination. Refusal to take an examination is also regarded as a failure. Undergraduates are not permitted to take courses which would lead only to an Ordinary (non-Honours) degree unless exceptional permission has been granted.
3. No member of the College shall act in a manner which is prejudicial to good order or to the good name of the College.
4. All members of the College shall comply fully with the University regulations on discipline.
5. Academical dress (a gown) is worn at formal dinner in Hall, and in Chapel. Graduate students holding a degree of the University attending Chapel on Sundays may wear the hood appropriate to their degree.
6. Students must respond promptly to all correspondence from the College and in particular from Tutors and Directors of Studies.
7. Students may not walk on the grass in First or Second Courts. Litter must not be left in the Courts or in public areas of the College. No food or drink may be taken into the Fellows' Garden.
8. The riding of bicycles through the College Courts is not permitted. Students' bicycles may not be left in the Great Gate, or taken into Staircases or into rooms in College or in College Hostels other than with written permission from a Tutor. Shopping trolleys may not be brought into College.
9. Drinking games of any kind are not permitted anywhere in College. Games involving food are not permitted in Hall or Upper Hall. Appropriate behaviour should be observed during Formal Hall; no flash photography, singing or other disruptive behaviour is permitted until after the Fellows have left Hall. Students who invite *bona fide* guests into the Buttery, Hall, Upper Hall or other public rooms in College take responsibility for their guests' behaviour.
10. Students must register with a Cambridge Doctor within their first week of residence, and notify his or her name to the Tutorial Office.
11. College bills must be paid within fourteen days of the start of Full Term. Interest will be charged on outstanding bills after this time. A student who fails to pay his or her bill will not normally be allowed to return into residence, and no student with an outstanding College bill will be allowed to proceed to his or her degree.
12. During Full Term undergraduate students may not engage in paid employment without written permission having been obtained in advance from a Tutor. Full-time graduate students may only engage in employment in accordance with University regulations and only within the College or the University.
13. Students must comply with the University regulations on residence. Undergraduates must sign the Residence Book in the Porters' Lodge each term within one day of arrival, and before going away from Cambridge for two or more nights they must obtain written permission from a Tutor

in the form of an *exeat* for leave of absence. For a single night they need only register their absence at the Porters' Lodge. No allowance of rent can be made for periods of absence during Full Term. Graduate students need not obtain Tutorial permission for leave of absence but must nevertheless ensure that they keep the Terms necessary for their degree course and, if necessary, apply for leave to work away from Cambridge.

14. Undergraduate students are expected to have come into residence by the Monday one day before the start of each Full Term, and may not arrive later than this date without advance permission from a Tutor. Except for their first term, they may arrive up to seven days before the start of Full Term without special permission.
15. Undergraduate students who wish to reside in College outside of Full Term must obtain permission from a Tutor. A daily charge will be made for rooms occupied outside the normal period of residence. Undergraduate students arriving before their agreed return date or staying beyond their agreed departure date without Tutorial permission will incur an administration charge of £50 plus additional rent.
16. Residence in Cambridge throughout any entire vacation is not normally permitted for undergraduate students, except for those whose families live overseas.
17. A charge will be made in respect of any College key that is lost or not returned.
18. A charge will be made in respect of any University card that is lost or damaged.
19. Any damage to College buildings or furnishings will be charged to those concerned. Pictures should not be affixed to walls using adhesive tape, drawing pins or Blu Tack. White Tack is an acceptable alternative that causes less damage.
20. Posters may not be displayed in the windows of College rooms. Washing may not be hung up outside rooms.
21. Resident members of the College, whether or not occupying rooms in College, may enter or leave College at any time. Visitors are normally permitted free access to College between 8.00 a.m. and midnight. A visitor accompanied by a member of the College, or whose name has been notified to the Porter beforehand, may enter after midnight but not later than 1.45 a.m. All such visitors must leave by 2.00 a.m. unless registered as an overnight guest.
22. By prior arrangement with the Accommodation Office, an overnight guest may be accommodated in one of the College guest rooms. Occasionally, a guest may stay overnight in a student's own College room provided that notice is given to the Porters by 11.00 p.m. in order to comply with the Fire Regulations. The maximum stay for any guest in College is three days. College services and facilities are for the use of College members and their accompanied guests only.
23. Occupants of College accommodation must familiarise themselves with the Fire Precautions for their room, and in particular with the alternative methods of escape and the procedure in the event of the Fire Alarm sounding. Tampering with fire extinguishers, alarms, etc., is strictly prohibited, and fire doors must never be jammed open. Cooking equipment must not be left unattended when in use.
24. Parties held in College or College Hostels for more than 12 persons, or for any number with music, require advance written Tutorial permission. All parties must end by the time specified by the Tutor.
25. Between the hours of midnight and noon the playing of musical instruments or recorded music is forbidden if it is audible outside the room. At other times there is a general ban on noise which causes annoyance or disturbance, and the use of any sound-producing equipment may be banned by a Tutor if necessary. Musical instruments may be kept and used in College rooms only with Tutorial permission.

26. Access to rooms in College and College Hostels must be granted when required by the Director of College Services to members of the College's cleaning and maintenance staff. Access to any room may also be required in the course of their duties by a Tutor, the Director of College Services or the Head Porter.
27. Climbing on the roofs of College buildings is strictly forbidden. Entry to and exit from all rooms in College is from the inside of the building only. In particular, for rooms on Staircases 1, 2 and 3 in New Court, climbing over the wire railings is forbidden.
28. Private electrical equipment brought into College rooms must meet appropriate safety standards and have individual power consumption no greater than 1.5kW. All electrical equipment must be notified to the Accommodation Office. Fan heaters, refrigerators, freezers and cooking equipment of any kind are not permitted (other than in exceptional cases with Tutorial permission), and television sets are never allowed in students' rooms (there is a television room in New Court). No alteration may be made to the electrical wiring system of any College room and all equipment must be connected to the power supply using suitable plugs and adaptors. In case of failure of the electricity supply, the Porter on duty should be informed at once and no attempt made to investigate or repair the damage.
29. Students using the College Computing Network must obey the rules published on the College website. Any student found using banned software or abusing the protocols of the Network, in particular by exceeding the traffic limits, will be warned that further breach of the rules will result in disconnection. Any student who breaks the rules for a second time will have his or her network access disabled for a minimum of seven days. Reconnection can only be authorised by a Tutor on payment of a £25 fee. Any student who breaks the rules for a third time will have his or her network access disconnected for at least the remainder of the academic year. The IT Office has authority to disconnect a user immediately in the case of gross abuse of the network, or if it appears that a user's computer has been attacked by malicious software.
30. No weapons of any description are allowed in the College. Fireworks and bonfires are forbidden. Candles and any other flammable materials or liquids are not permitted in student rooms. Students must consult with the College Safety Officer before introducing lasers or any potentially hazardous equipment or objects into the College.
31. Smoking, including the use of electronic cigarettes, is permitted only in the designated external smoking areas. It is strictly forbidden inside any College building.
32. Animals may not be introduced into College without prior Tutorial permission (which will usually be denied).
33. No member of the College shall intentionally or recklessly impede freedom of speech or lawful assembly on College premises. Any member of the College involved in making arrangements for a meeting or other assembly on College premises shall have regard to the College's relevant codes of practice and must not intentionally or recklessly fail to give any notice required to be given. With regard to the College's duty to prevent people from being drawn into terrorism, students should be mindful that when they are representing the College at external events they should not represent their personal views as views of the College, and should not express views which contradict the College's policy on Freedom of Speech.