



Terms and Conditions Short Stays for Part Time Students

The Accommodation at Farndon Court

The room is part of a two-bedroom cluster G04 on the ground floor at Farndon Court where the shower room and the kitchen facility are shared by the two flatmates. The kitchen is available for self-catering with some limited cooking utensils and tableware provided.

Charges and Reservations

£55 per night The accommodation is available for Reuben part-time students only.

Please contact the Reuben Accommodation Office to make a reservation – accommodation@reuben.ox.ac.uk

Check-in (from 13:00)

If you do not hold a University Card - access will normally be added to your University card but if you are not be in possession of your card at the time of your stay, a temporary card will be held at the Reuben Lodge, Main Building for you to collect.

To check-in to your accommodation, please first report to the Reuben College Lodge at the Main Building, Parks Road, Oxford OX1 3QP. Reuben College is adjacent to the Natural History Building. The College entrance is in the corner of the courtyard close to the Radcliffe Science Library. The duty porter will issue you a temporary room access card which will allow access to the Farndon Court building and your room (G04A or G04B). The Lodge is manned 24 hours per day, so there is no problem with timings. (Please avoid the shift changeover period of 8.00am to 10.00am on Saturday and Sunday as you may have to wait for those two hours at the weekends).

If you take a taxi from the station, then you could ask the driver to wait whilst you collect the card.

You should then make your way to Farndon Court, 133 Woodstock Road, Oxford OX2 6HW; a pleasant 20-30 minutes' walk or a short drive by car or taxi – [Reuben College Main Building, Oxford to Farndon Court - Google Maps](#)

If you have a University Card – If you have a University Card, please use your card for access to the accommodation.

On your arrival at Farndon Court (133 Woodstock Road, Oxford OX2 6HW), you will need to update your University card on the black Salto box on the side wall at the main entrance to the building. Please present your card and leave it there for a while – 30 seconds or more – to update the software (sometimes you need to try a couple of times). The card will be programmed to allow access to Farndon Court and the room **G04A or G04B** for your short stay.

If you do experience problems accessing Farndon Court or your room, please telephone the Reuben College Lodge 01865 616477 and the duty porter will be pleased to advise.

Check-out (before 14:00)

Please make sure you take all your belongings with you.

Please leave your room, the cookware and the surfaces in the kitchen and shower room in a clean and tidy condition.

Failure to do so may result in you being unable to book a room at Farndon Court Reuben College in the future.

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

Damage

Please note that for any damages caused in your room, kitchen and shower room during your visit, you will receive an invoice for the total repair costs.

Parking

Reuben College has limited parking at Farndon Court. Permission to park on accessibility grounds is granted only by agreement with the College's Disability Lead (see: [Disability resources and advice | Reuben College \(ox.ac.uk\)](#)). Furthermore, it may occasionally also be possible (subject to capacity) for part-time students to park for a maximum of 3 nights. Please check in advance with the Accommodation Office.

Cancellation Policy

If you wish to cancel or change your booking, please contact the accommodation office as soon as possible.

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

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

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

Cancellation requests must be emailed to accommodation@reuben.ox.ac.uk.