ROBINSON COLLEGE

REGULATIONS FOR STUDENTS

These Regulations were made by the College Council pursuant to Statute IV.4(iii) and, insofar as they concern student discipline, Statute XXX of the College Statutes, on 21 September 2026

1. Introduction

1.1 These Regulations apply to all undergraduate and postgraduate students of Robinson College, whether studying full-time or part-time and whether living in College accommodation or elsewhere. In these Regulations, "student" means any such person.

1.2 Students must comply with these Regulations and with any reasonable instruction given by a College officer or member of staff acting within their role.

1.3 Some provisions of these Regulations are disciplinary rules, identified as such in the Regulations. A breach of a disciplinary rule may be dealt with under the College's Disciplinary Regulations.

1.4 Other provisions, while not disciplinary, are nevertheless binding. Failure to comply with them may have academic, residential or financial consequences.

1.5 The College also maintains separate policies and Codes of Practice on matters including harassment and sexual misconduct, complaints, capability to study, and freedom of speech.

2. Academic obligations, residence and communication

Academic meetings

2.1.1 Students must attend meetings with their Tutor and, where applicable, their Director of Studies when required to do so.

2.1.2 Undergraduate students will normally meet their Director of Studies at the beginning and end of each term.

Supervisions

2.2.1 A student who cannot attend a supervision must inform the supervisor in advance.

2.2.2 A student who misses a supervision without notice and without good reason may be charged the cost of the missed supervision.

2.2.3 Repeated failure to attend or prepare for supervisions may be referred to the Director of Studies and Tutor and may be dealt with under the College's academic procedures.

Employment during term

2.3.1 Undergraduate students may not undertake paid employment during term without permission from the Senior Tutor.

College communications

2.4.1 Students must:

- check their email regularly;
- read communications from the College, and respond where required; and
- keep their contact details, including their mobile telephone number and emergency contact information, up to date on CamSIS.

Coming into and going out of residence

2.5.1 Students must come into residence between the Saturday before Full Term and the first day of Full Term and must remain in residence until the last day of Full Term.

2.5.2 A student wishing to come into residence or go out of residence outside the normal period must obtain permission from the Academic Registrar.

2.5.3 Students must complete the College's coming-up and going-down forms each term and must obtain permission from the Academic Registrar before changing dates already notified to the College.

2.5.4 Students must notify the Porters' Lodge on coming into residence, and on going out of residence. This requirement applies whether the student lives in the main College building, another College property or non-College accommodation.

Living out

2.6.1 An undergraduate student requires the permission of the Senior Tutor to live in non-College accommodation.

2.6.2 Students living outside College must ensure that the Tutorial Office holds their current address and contact details.

3. College accommodation

Use and condition of rooms

3.1.1 Students are responsible for the proper use and reasonable condition of their rooms and of any shared accommodation facilities which they use.

3.1.2 Rooms must not be used for unauthorised parties, commercial activity, storage of prohibited items or any activity creating unreasonable risk, nuisance or damage.

3.1.3 Students must not make unauthorised alterations to College rooms or fittings.

Furniture and College property

3.2.1 College rooms are furnished. Students must not remove College furniture from their rooms or introduce their own furniture without permission from the Head of Operations.

3.2.2 Permission to introduce furniture may be refused where the College is not satisfied that the item meets applicable fire-safety requirements.

3.2.3 Loss of or damage to College furniture or other College property must be reported promptly.

Damage

3.3.1 Damage to a room, its decoration, furniture or fittings, other than fair wear and tear, may be charged to the occupant.

3.3.2 This includes damage caused by fixing pictures or other objects to walls, doors or fittings using tape, nails or other unsuitable means.

3.3.3 Deliberate or reckless damage may also be in breach of the Code of Discipline.

Keys and access cards

3.4.1 Students must keep College keys and access cards secure and must report their loss promptly.

3.4.2 Students must not lend College keys or access cards to unauthorised persons or knowingly permit unauthorised persons to gain access to controlled areas.

3.4.3 Room keys must be returned to the Porters' Lodge when required at the end of a period of residence.

3.4.4 Replacement keys are chargeable to the student at the rate notified by the College from time to time.

Access to rooms

3.5.1 The College may require access to student rooms for maintenance, safety, cleaning, inspection, emergency response, welfare, security or another legitimate College purpose.

3.5.2 Where practicable, reasonable notice will be given. Immediate access may be required in an emergency or where there is an urgent safety, welfare or security concern.

Notice to vacate accommodation

3.6.1 A student wishing to vacate College accommodation for the following term must give notice before the Division of Term.

3.6.2 If the College is able to re-let the accommodation, rent will cease at the end of the term in which notice is given.

3.6.3 If the accommodation cannot be re-let, the student remains liable for the rent for the following term.

Postgraduate Residence Charge

3.7.1 Postgraduate students are liable for the Postgraduate Residence Charge for the normal 50-week period of residence.

3.7.2 Up to the start of the Long Vacation, one full term's notice is required before vacating accommodation. During the Long Vacation, 4 weeks notice is required.

3.7.3 The Residence Charge is not normally refundable for periods during which a student is absent from College.

3.7.4 A postgraduate student who is unable to meet these requirements because of their circumstances may apply to the Financial Tutor for assistance.

Accommodation for couples

3.8.1 The College has a very limited stock of accommodation suitable for a married or co-habiting couple. Inquiries may be made to the Academic Registrar.

Vacating rooms

3.9.1 Students must vacate their rooms by 10 am on the required departure day, unless permission has been given to vacate later.

3.9.2 Before leaving, students must:

a) make the room reasonably tidy and ready for cleaning;

b) dispose of rubbish; and

c) remove personal possessions except where the College has expressly permitted storage.

3.9.3 Failure to comply may result in a charge reflecting additional cleaning, accommodation or repair costs. The applicable charges will be published by the College from time to time.

4. Guests and visitors

4.1 Without tutorial permission:

a) no more than one overnight guest may be accommodated in a student's room;

b) a guest may not remain for more than three consecutive nights;

c) a guest may not stay for more than fifteen nights in any term;

d) a person under eighteen may not stay as an overnight guest;

e) a person may not stay overnight in a student's room when the student is absent.

4.2 Students are responsible for ensuring that their guests comply with College rules while on College premises.

4.3 A student may be required to meet any reasonable additional cost arising from the presence or conduct of their guest, or from any breach of this Regulation.

4.4 Unaccompanied visitors may not be admitted to College after midnight.

5. College premises and facilities

General conduct on College premises

5.1.1 Students must use College premises and facilities responsibly and with reasonable consideration for other members of the College, staff, visitors and neighbours.

Noise

5.2.1 Students must not make excessive or unreasonable noise so as to cause a nuisance or disturbance to others.

Animals

5.3.1 Students must not bring pets or other animals into College, except with permission or where the College is required to permit an assistance animal.

Gardens

5.4.1 The gardens are for everyone. All members of the College community may use and enjoy them. In doing so they should respect other users and avoid interfering with other users' enjoyment of the gardens.

5.4.2 The gardens are not suitable for organised sports.

5.4.3 Students must take care not to damage lawns, particularly during wet or frosty weather. Sometimes the gardening team may temporarily restrict access to parts of the gardens. These instructions must be followed.

Restricted areas

5.5.1 Students must not enter roofs, plant rooms, areas containing mechanical or electrical control equipment, the Service Yard or Loading Bay, construction areas, staff-only areas or any other area identified by the College as restricted, unless authorised.

This regulation is a disciplinary rule.

Bicycles

5.6.1 Bicycles must be registered and labelled under the scheme operated by the Porters and stored in accordance with College arrangements.

5.6.2 Bicycles left in unauthorised places or apparently abandoned may be removed.

Rooms and organised events

5.7.1 Ordinary informal use of common rooms and student spaces does not require permission. Students wishing to reserve a College room or to hold an organised event for which booking or approval is required must use the College's room-booking or event-approval process.

5.7.2 Where a room booking or event approval is subject to conditions relating to capacity, stewarding, alcohol, noise, security, licensing, risk assessment or safety, those conditions must be observed.

5.7.3 A room booking does not of itself authorise an activity which would otherwise require separate approval.

6. Health, safety and fire

General safety obligation

6.1.1 Students must take reasonable care for their own safety and the safety of others and must comply with reasonable safety instructions given by the College.

6.1.2 Students must report serious hazards, accidents and unsafe conditions promptly.

Fire alarms and evacuation

6.2.1 When a fire alarm sounds, students must leave the building immediately by the nearest safe route and proceed to the relevant assembly point, unless it is a notified routine alarm test.

6.2.2 Students must comply with instructions given by Porters or other authorised persons during a fire alarm, drill or emergency.

6.2.3 Students must cooperate with College fire drills.

This regulation is a disciplinary rule.

Fire doors and escape routes

6.3.1 Students must not:

a) prop open a fire door where it is required to remain closed;

b) obstruct a corridor, staircase, landing, exit or other fire escape route; or

c) otherwise interfere with an escape route.

This regulation is a disciplinary rule.

Firefighting and detection equipment

6.4.1 Students must not, without good cause:

a) discharge, move, obstruct, damage or interfere with a fire extinguisher, fire blanket or other firefighting equipment; or

b) interfere with a smoke detector, fire alarm or other fire-detection or safety system.

This regulation is a disciplinary rule.

6.4.2 Any additional cleaning or repair costs caused by such conduct may also be charged to the student responsible.

Flames, barbecues and hazardous items

6.5.1 Students must not on College property:

a) use lighted candles;

b) use a barbecue;

c) possess or use ammunition, fireworks, explosive or highly flammable substances, firearms, airguns or paintball guns; or

d) possess or use any other item which the College has expressly prohibited because of a serious safety risk.

This regulation is a disciplinary rule.

Electrical and building services

6.6.1 Students must not tamper with electrical wiring, plumbing, heating, ventilation or other College services.

This regulation is a disciplinary rule.

6.6.2 The College may require unsafe electrical equipment to be removed from College. Where necessary to deal with an immediate safety risk, the College may remove the equipment from use and hold it for collection by the student.

Cooking and electrical appliances

6.7.1 Cooking hobs, air fryers and deep-fat fryers are not allowed in College accommodation in any circumstances.

6.7.2 Toasters, sandwich makers, electric woks, rice cookers and other cooking apparatus incorporating a heat source, other than the appliances prohibited by regulation 6.7.1, may be used only in kitchens.

6.7.3 Heaters provided by the College are permitted. Kettles, radios, televisions, speakers, computers, hairdryers and shavers are also permitted when used safely.

6.7.4 Any other electrical appliance requires permission.

6.7.5 Spotlights, flashing or disco-type lights, Christmas-tree lights and fairy lights require permission and must be checked and approved by the College electrician.

6.7.6 Reel extension leads are prohibited.

6.7.7 An uncoiled four-gang extension lead may be used only if:

a) the combined load does not exceed 13 amps;

b) the lead and cables are not stretched or under strain;

c) the lead is supported rather than suspended; and

d) it is not connected to another extension lead or double adaptor.

6.7.8 **Deliberate or repeated breach of a prohibition in this regulation may be dealt with as a disciplinary matter.**

Sharps

6.8.1 Needles and other medical sharps must be disposed of in an appropriate sharps container and must never be placed in ordinary room or general waste bins.

7. Dining, alcohol and College events

Formal Hall

7.1.1 Members of College attending Formal Hall should wear gowns. Guests are not required to do so.

7.1.2 Dress should be smart or formal.

Conduct at Formal Hall

7.2.1 Members and guests must not:

a) consume alcohol to excess before or during Formal Hall; or

b) take part in drinking games.

7.2.2 Any alcohol consumed at Formal Hall must have been supplied in accordance with the College's catering and licensing arrangements.

7.2.3 Those attending Formal Hall should remain seated until the Presider and High Table have left. Toilet breaks are permitted; other breaks, including smoking breaks, are not.

7.2.4 Members and guests must behave respectfully towards catering and serving staff.

8. Smoking and vaping

8.1 Smoking and vaping are prohibited throughout the College estate, except:

a) in the designated smoking area on Long Court, during the permitted hours; and

b) in the College gardens, subject to any temporary restrictions notified by the College.

8.2 Smoking and vaping are therefore not permitted in student rooms or bedrooms, Front Court, staircases, corridors, hallways, walkways, balconies, landings or any other part of the main College building or hostels apart from the Long Court smoking area.

8.3 Students must take reasonable care not to smoke or vape close to open windows or ventilation intakes.

8.4 Students who smoke or vape in a permitted area must dispose of cigarette ends and vaping waste safely and tidily.

8.5 A student who smokes or vapes in a room may be required to pay the reasonable additional cost of specialist cleaning.

8.6 Interference with smoke-detection or other fire-safety equipment is dealt with under regulation 6.4.

Regulations 8.1 and 8.2 are disciplinary rules.

9. Financial and administrative consequences

9.1 Where these Regulations permit the College to recover a cost or charge, the amount should reflect the relevant published tariff or the College's reasonable additional cost, as appropriate.

9.2 A charge imposed to recover rent, cleaning, repair, replacement or another actual College cost is not a disciplinary penalty.

9.3 The imposition or payment of such a charge does not prevent disciplinary action where the same circumstances also amount to misconduct.

9.4 College bills and other sums due to the College must be paid in accordance with the payment terms notified by the Finance Office.

9.5 Interest or late-payment charges may be imposed in accordance with the College's published financial arrangements.

9.6 A student experiencing financial difficulty should raise the matter promptly with their Tutor or the Financial Tutor.

9.7 Where a student remains in debt to the College, the College may, after considering the circumstances and giving the student an opportunity to comment, decline to present the student for in-person graduation. This does not prevent the student from being admitted to the degree.

10. Code of Discipline

Application

10.1.1 This Code applies to all students of Robinson College.

10.1.2 A breach of this Code may be dealt with by the Dean under the College's Disciplinary Regulations. Serious cases may be referred to the Disciplinary Committee in accordance with those Regulations.

10.1.3 Where it appears that a criminal offence may have been committed, the matter may also be reported to the police.

Misconduct

10.2.1 A student must not deliberately or recklessly:

a) disrupt the teaching, study, research, sporting, social, administrative or other activities of the University or any College;

b) interfere with another person's lawful freedom of speech;

c) damage, deface, remove or misuse property belonging to the University, a College, or any member, visitor or employee;

d) use or occupy buildings, land or facilities of the University or any College without permission;

e) engage in academic misconduct, including submitting another person's work as their own without proper acknowledgement, cheating in a College examination, or helping another student to do either of those things;

f) make a false statement about their examination results or academic standing;

g) do anything likely to cause injury to another person or to put another person's safety at risk;

h) behave, or use language, in a manner that is violent, indecent, disorderly, threatening or offensive;

i) harass any member, visitor or employee of the University or any College;

j) act dishonestly or fraudulently while holding office in a College or University society;

k) unreasonably refuse to give their name or other identifying details when reasonably required by an officer or employee of the University or a College, or to comply with a lawful and reasonable instruction given by such a person;

l) use, supply, offer or sell a drug the possession of which is illegal;

m) smoke or vape in breach of Part 8;

n) breach any provision of these Regulations which is expressly identified as a disciplinary rule; or

o) fail to comply with a disciplinary penalty imposed by the Dean or the Disciplinary Committee.

Offensive behaviour and freedom of speech

10.3.1 For the purposes of regulation 10.2.1(h), whether conduct or language is offensive is to be assessed by reference to normal standards of sensitivity.

10.3.2 The lawful exercise of freedom of speech does not of itself constitute offensive behaviour for the purposes of this Code.

Intoxication

10.4.1 Being drunk or otherwise intoxicated does not excuse a breach of this Code and may, depending on the circumstances, make the misconduct more serious.

Serious sexual misconduct

10.5.1 This Code does not govern the investigation of allegations of rape or other serious sexual misconduct where those allegations fall to be dealt with under the College's or University's separate procedures or by the police.

10.5.2 The College will provide appropriate support to students affected by such allegations.

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