ST EDMUND’S COLLEGE
FRESHERS’ GUIDE 2022-2023

Brought to you by your CR and College
A QUICK NOTE
This is the friendly informal guide to help you settle in quickly. For more detailed information, and to check any rules & regulations, see the **Blue Book (Notes for Members)** – this is the “official” guide by which all members of College are bound. If you cannot find the answer to a question in the Freshers’ Guide or the Blue Book, either ask at Reception or ask your Tutor, and they will point you in the right direction.
As a college for mature and postgraduate students, St Edmund’s has a wonderful and vibrant community that aims to make everyone feel at home. Before arriving in Cambridge, I studied both politics and philosophy at McGill University in Canada. I then decided to move far away from home to pursue my law degree at Eddie’s. Now entering my final year, I can tell you that this was the best decision I could have ever made. As you begin to meet and speak with different Eddie’s students in the CR and at College events, you will realise that everyone’s journey to St Edmund’s is unique! You will get the opportunity to listen to many inspiring and interesting stories told by people from all parts of the globe.

As your CR President, I look forward to the opportunity to hearing your story. Importantly, the CR would like to thank both the Alumni Society and College for their generous support and help during Fresher’s Week. During the year, we have a student-run bar (Eddie’s Bar) and organi...
Whatever has brought you to Eddie’s – WELCOME!

As a college for mature and postgraduate students, St Edmund’s has a wonderful and vibrant community that aims to make everyone feel at home. Before arriving in Cambridge, I studied both politics and philosophy at McGill University in Canada. I then decided to move far away from home to pursue my law degree at Eddie’s. Now entering my final year, I can tell you that this was the best decision I could have ever made. As you begin to meet and speak with different Eddie’s students in the CR and at College events, you will realise that everyone’s journey to St Edmund’s is unique! You will get the opportunity to listen to many inspiring and interesting stories told by people from all parts of the globe. As your CR President, I look forward to the opportunity to hearing your story. Importantly, the CR would like to thank both the Alumni Society and College for their generous support and help during Fresher’s Week. During the year, we have a student-run bar (Eddie’s Bar) and organise themed parties known as BOPs; despite what you may have thought, Eddie’s students know how to have a good time. To keep up to date with CR and College events, please visit the CR website and join our Facebook group. We will also email weekly newsletters during term time. Finally, please look out for CR General Meetings announcements as it is a fantastic way to get involved in College life. I look forward to meeting you all soon!

Liane Faingold
CR President

Welcome to St Edmund’s College. From today you become members of our community of scholars, for life. Your time at St Edmund’s is an opportunity. We hope you will make the most of all that the college offers. As you arrive, you may feel lonely. You may feel that you are an imposter, allowed in by accident. Most of the time, even the staff feel like that too. But look around you. The new faces around College are excited but anxious about their time in Cambridge. By the end of term, they will be your neighbours and friends. Fellow travellers on your academic journey. Many of them will become friends for life. As you settle in, pace yourself, look after yourself and your new friends. Are you eating, resting enough and are you drinking enough…water.

Your tutor is here to make sure that you flourish. They can help you to navigate University systems. For example, if you have a disability and need extra time in exams, speak to your tutor. Or, when you need support in an application for travel funding, speak to your tutor. Your tutor can also direct you towards specialised support provided by the University like the language centre. If you are taken ill and need an extension for your essay, speak to your tutor.

In no time at all we will be together again standing in the Senate House for your graduation. So, while you have the chance, explore every academic opportunity. But, when the sun shines, perhaps take a picnic to Grantchester Meadows or punt along the river. When I was a PhD student, my supervisor believed that Fitzbillies’ sticky buns had magic powers. Perhaps that’s why I’m still here all this time later.

Dr Judith Bunbury
Senior Tutor
The CR, or Combination Room, refers to both the student body and the main space in College where students come together. The CR acts as your primary community and point of call during your time in Cambridge. As a space, it provides an opportunity to relax, read the paper, watch TV, play pool, or grab a drink from the Eddie’s Bar. During the day, Eddie’s students often go to the CR for the Tea and Coffee Trolley at 3 p.m. Think of it as the living room of the College! If you see yourself or friends of yours as the next ideal student representatives, speak to one of the committee members and run in the Michaelmas and Lent elections!

THE EXECUTIVE COMMITTEE

Liane Faingold
CR President
cr-president@st-edmunds.cam.ac.uk
Chairs CR meetings, responsible for policies and coms between CR and governing body. Sits on college committees.

Cian Sacker Ooi
CR Vice-President
cr-vp@st-edmunds.cam.ac.uk
Deputises in the President’s absence and is jointly responsible for CR activities. Sits on college committees.

Anna Houle
CR Treasurer
cr-treasurer@st-edmunds.cam.ac.uk
Responsible for maintaining the CR finances and primarily manages budgets for CR societies and officers. Sits on college committees.

Peter Jordanov
(Acting) CR Secretary
cr-secretary@st-Edmunds.cam.ac.uk
Responsible for recording minutes, relaying communications to students and updating the CR website. Sits on college committees.

Alannah Atherton
CR Welfare Officer
cr-welfare@st-edmunds.cam.ac.uk
Responsible for welfare matters and aiding in communication and information relating to student welfare. Sits on college committees.

Dylan McDermott
CR Welfare Officer
cr-welfare@st-edmunds.cam.ac.uk
Responsible for welfare matters and aiding in communication and information relating to student welfare. Sits on college committees.
Amber - BAME Officer
cr-bame@st-edmunds.cam.ac.uk

Dion - Bar Steward
cr-bar@st-edmunds.cam.ac.uk

Michelle – Charity Officer
cr-charity@st-edmunds.cam.ac.uk

Vacant - Disabilities Officer
cr-disabilities@st-edmunds.cam.ac.uk

Georgie - Ents Officer
cr-ents@st-edmunds.cam.ac.uk

Owen - Ents Officer
cr-ents@st-edmunds.cam.ac.uk

Minnie - Environmental Officer
cr-environment@st-edmunds.cam.ac.uk

Nico – External Officer
cr-external@st-edmunds.cam.ac.uk

Selena – Families Officer
cr-families@st-edmunds.cam.ac.uk

Taha – International Officer
cr-international@st-edmunds.cam.ac.uk

Victoria – LGBTQ+ Officer
cr-lgbt@st-edmunds.cam.ac.uk

Keedoong – Academic Officer
cr-academic@st-edmunds.cam.ac.uk

Mateo – Music Officer
cr-music@st-edmunds.cam.ac.uk

Lawrence – Punt Admiral
cr-punt@st-edmunds.cam.ac.uk

Sofie – Sports Officer
cr-sports@st-edmunds.cam.ac.uk

Miriam – Women’s Officer
cr-womens@st-edmunds.cam.ac.uk
Our college is home to over 30 student societies, and we’re always happy to add more! If you’d like to be involved in any of the following, do get in touch with any of our current society presidents via the emails below or contact the CR Treasurer to find out about starting your own.

If a section is blank, please contact the CR Committee about joining or taking over as President.

<table>
<thead>
<tr>
<th>SOCIETY</th>
<th>PRESIDENT</th>
<th>EMAIL</th>
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<tbody>
<tr>
<td>Badminton</td>
<td>Qize Yang</td>
<td><a href="mailto:qy245@cam.ac.uk">qy245@cam.ac.uk</a></td>
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<tr>
<td>Boat Club</td>
<td>Georgi Karadzhov</td>
<td><a href="mailto:gmk34@cam.ac.uk">gmk34@cam.ac.uk</a></td>
</tr>
<tr>
<td>Board Games</td>
<td>Vichawan “Print” Sakulsupich</td>
<td><a href="mailto:vs480@cam.ac.uk">vs480@cam.ac.uk</a></td>
</tr>
<tr>
<td>Book Club</td>
<td>Mateo Espinosa</td>
<td><a href="mailto:me466@cam.ac.uk">me466@cam.ac.uk</a></td>
</tr>
<tr>
<td>Chapel Choir/Schola</td>
<td>Louisa Denby</td>
<td><a href="mailto:chapel-music@st-edmunds.cam.ac.uk">chapel-music@st-edmunds.cam.ac.uk</a></td>
</tr>
<tr>
<td>Chess Club</td>
<td>Miriam Schechter</td>
<td><a href="mailto:ms2840@cam.ac.uk">ms2840@cam.ac.uk</a></td>
</tr>
<tr>
<td>Christian</td>
<td>Daniel Tan</td>
<td><a href="mailto:dyat2@cam.ac.uk">dyat2@cam.ac.uk</a></td>
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<tr>
<td>Climbing</td>
<td>Alexis Farmakalides</td>
<td><a href="mailto:aaf37@cam.ac.uk">aaf37@cam.ac.uk</a></td>
</tr>
<tr>
<td>Croquet</td>
<td>Alex Peattie</td>
<td><a href="mailto:ardp2@cam.ac.uk">ardp2@cam.ac.uk</a></td>
</tr>
<tr>
<td>Editorial</td>
<td>Chris Schaefer</td>
<td><a href="mailto:cjs230@cam.ac.uk">cjs230@cam.ac.uk</a></td>
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<td>E-Sports</td>
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<td>Film</td>
<td>Mateo Espinosa</td>
<td><a href="mailto:me466@cam.ac.uk">me466@cam.ac.uk</a></td>
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<tr>
<td>Football</td>
<td>Angus Taylor</td>
<td><a href="mailto:at975@cam.ac.uk">at975@cam.ac.uk</a></td>
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<tr>
<td>Gardening</td>
<td>Charlotte Blixen</td>
<td><a href="mailto:celb4@cam.ac.uk">celb4@cam.ac.uk</a></td>
</tr>
<tr>
<td>House/Techno</td>
<td>Yuval Novik</td>
<td><a href="mailto:yn276@cam.ac.uk">yn276@cam.ac.uk</a></td>
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<tr>
<td>Islamic</td>
<td>Saadadden Monajed</td>
<td><a href="mailto:sm2356@cam.ac.uk">sm2356@cam.ac.uk</a></td>
</tr>
<tr>
<td>Language in the Community</td>
<td>Saadadden Monajed</td>
<td><a href="mailto:sm2356@cam.ac.uk">sm2356@cam.ac.uk</a></td>
</tr>
<tr>
<td>Medical</td>
<td>Mila Zemyarska-Karcheva</td>
<td><a href="mailto:mz452@cam.ac.uk">mz452@cam.ac.uk</a></td>
</tr>
<tr>
<td>Mixed Netball</td>
<td>Peter Molenda</td>
<td><a href="mailto:pm725@cam.ac.uk">pm725@cam.ac.uk</a></td>
</tr>
<tr>
<td>Music/Meditate</td>
<td>A.H. Alexander-Sefre</td>
<td><a href="mailto:aha41@cam.ac.uk">aha41@cam.ac.uk</a></td>
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<td>Painting</td>
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<td>Poetry</td>
<td>Henrik Ahl</td>
<td><a href="mailto:hpa22@cam.ac.uk">hpa22@cam.ac.uk</a></td>
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<td>Pool</td>
<td>Alexis Farmakalides</td>
<td><a href="mailto:aaf37@cam.ac.uk">aaf37@cam.ac.uk</a></td>
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<tr>
<td>Rugby</td>
<td>Min-Kyoo Kim</td>
<td><a href="mailto:mkk44@cam.ac.uk">mkk44@cam.ac.uk</a></td>
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<tr>
<td>Squash</td>
<td>James Hurcomb</td>
<td><a href="mailto:jdh93@mrc-tox.cam.ac.uk">jdh93@mrc-tox.cam.ac.uk</a></td>
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<td>Tea</td>
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<tr>
<td>Ultimate Frisbee</td>
<td>Reza Noormandipour</td>
<td><a href="mailto:mrn31@cam.ac.uk">mrn31@cam.ac.uk</a></td>
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<tr>
<td>Vinyl</td>
<td>Yuval Novik</td>
<td><a href="mailto:yn276@cam.ac.uk">yn276@cam.ac.uk</a></td>
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<tr>
<td>Volleyball</td>
<td>Peter Molenda</td>
<td><a href="mailto:pm725@cam.ac.uk">pm725@cam.ac.uk</a></td>
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</tbody>
</table>
**Reception**
For instant issues or emergencies; if you are not sure whom to contact
reception@st-edmunds.cam.ac.uk, 01223 336250

**Report an incident**
If you need to report an incident in College, submit an incident report online:
https://webapps.st-edmunds.cam.ac.uk/support/

**Maintenance team**
If there is a problem with your room or a College building, submit a maintenance ticket online
https://webapps.st-edmunds.cam.ac.uk/support/

**Accommodation office**
Questions about your room licence, or to enquire about moving into College accommodation
accommodation@st-edmunds.cam.ac.uk

**Housekeeping team**
Questions about your room cleaning
housekeeper@st-edmunds.cam.ac.uk

**Catering**
For feedback or to ask questions
catering@st-edmunds.cam.ac.uk

**Facilities**
Questions about the College grounds, fire safety, health, and safety
Facilities.manager@st-edmunds.cam.ac.uk

**IT support**
For help with your device or your internet connection, submit an IT support ticket online:
https://webapps.st-edmunds.cam.ac.uk/support/

**Finance office**
Questions about your College invoice, fees etc.
charges@st-edmunds.cam.ac.uk

**Tutorial office**
For administrative questions about your course or student status
tutorial@st-edmunds.cam.ac.uk

**Graduation and matriculation**
For any questions about matriculation or graduation which are not answered on the College website
praelector@st-edmunds.cam.ac.uk

**Communications**
If you have any news to share in the weekly internal newsletter, submit a news item online
https://webapps.st-edmunds.cam.ac.uk/support/
STUDENT SERVICES

The Student Services Team, located in the Student Services Building, support students to help them make the most of the opportunities Cambridge has to offer. Student Services is headed up by the College’s Senior Tutor, Dr Judith Bunbury, who has overall responsibility for the education, welfare and conduct of all St Edmund’s students. Judith is supported by the Director of Education, Kieron Devey; and the Director of Welfare, Maria Gloag who also deputise for the Senior Tutor in her absence.

The Student Services team also includes the Director of Admissions, Martin Thompson, and our team of Education Support Administrators (Shelley, Carly, Katherine, Ruth, and Beverly) led by the Head of Tutorial Operations, Ekaterina Gorkowienko. The Student Services Team support the work of the College’s Directors of Studies and Tutors.

We have a reception desk in the Student Services Building (behind the red door) where students can come to book appointments with their Tutor or to discuss administrative matters such as letters to prove student status or examination arrangements.

YOUR ACADEMIC ADVISER

If you are on an undergraduate course, or some specific postgraduate courses, your main academic adviser is your College Director of Studies (DoS). Those courses which have a DoS are all undergraduates, Graduate Medicine, MAST, LLM, MCL.

If you are doing a PhD or MPhil, your main academic adviser is your PhD/MPhil Supervisor in your Faculty. Your Faculty Administrator will also be able to advise you on many procedural questions.

If you are doing any other course (MRes, MPhil, MSt, MEd etc), you will be introduced to your academic adviser at the start of your course. Your adviser will meet you early in the first term and may contact you before you arrive. They are your main academic contact throughout your degree. If you have any questions about your degree, need advice about which options to choose or which direction to take, or if you find yourself struggling academically at any point, talk to your adviser. If they cannot answer your question themselves, they will refer to you to the correct person.

If you experience any difficulties with your DoS or course supervisor, start by talking to them about it. You may be able to resolve the issue directly. If this does not help, arrange to talk to your College Tutor.

Director of Education

The Director of Education is Kieron Devey. If you are facing ongoing academic or exam-related struggles, or issues resolving matters with your DoS or supervisor you can contact Kieron.

YOUR COLLEGE TUTOR

You will be allocated a College Tutor. Their role is essentially pastoral; to listen to any member of their tutorial ‘side’ who is concerned about an issue affecting their life in Cambridge. This remit covers both academic/educational matters as well as issues around health, wellbeing and disability.

Your Tutor should be the first person you talk to for most issues whilst studying at Cambridge, and they will listen to your concerns and advise you about how to access further information or other College and University services, such as counselling or medical help, if needed. The Tutor is not expected therefore to be a counsellor, line manager, surrogate parent or indeed to solve all a student’s problems. In fact, the aim is to help you find the solutions for yourself where possible.
You will be invited to have an initial meeting with your tutor near the beginning of the Michaelmas Term and you should accept this invitation as you never know when you might need their help and guidance. Further social meetings of Tutor groups will be arranged throughout the academic year, and again, you should attend these if at all possible.

**HEALTH AND WELLBEING**

The College and University have a vast array of support available to help students experiencing any kind of difficulties. Any time you are not sure which is the best place or person to go to, talk to your College Tutor. They will help you identify the most useful source of support for your needs.

**Director of Welfare**

The Director of Welfare is Maria Gloag. Your tutor should be the first point of contact with a personal welfare issue, but Maria is able to provide additional support in more complex situations or when students require enhanced levels of support. Maria is also the College lead for equality, diversity and safeguarding, and is responsible for supporting students who have experienced discrimination or harassment.

**Dean**

The College Dean is Fr Ed Hone, dean@st-edmunds.cam.ac.uk. Fr Ed is a Catholic priest and provides a supportive listening ear to all members of the College, whether you are from any faith or none. St Edmund’s is a faith-friendly College, and Fr Ed seeks to support all members.

**College Nurse**

The College Nurse is Taryn Rothwell, nurse@st-edmunds.cam.ac.uk. If you have a long-term health condition or disability, please make an appointment with Taryn after you arrive. Taryn can also help with many day-to-day minor ailments.

**University Counselling Team**

You can refer yourself to the university counselling service online for short-term help with specific issues. Their website also contains links to self-help resources and to other sources of support.

**GP, NHS**

As a registered student you are entitled to use the NHS for free. Doctor appointments, hospital treatment, medication while in hospital, and ambulance journeys are free. You must pay for prescriptions, dental treatment, optician appointments and glasses / contact lenses.

Please register with a GP (General Practitioner) as soon as you arrive in Cambridge. The closest surgery to College is Huntingdon Road Surgery, and you can register online.

**CR Welfare Team**

The two Welfare Officers, Women’s, BAME, LGBT+, International, and Families Officers work to represent the interest of students in official meetings with the college, and to provide support and help to individual students. If CR welfare team can’t answer your question, they will help point you in the right direction.

**University Disability Resource Centre**

If you have a long term health condition or disability, visit the University’s Disability Resource Centre to find out what support may be available.
EMERGENCY CONTACT

The College has a protocol in place if you feel unsafe or wish to report any incident. The first point of contact for assistance is the Main Reception, which is staffed 24 hours a day, 7 days a week.

If there is a life-threatening emergency, call 999 for the fire service, ambulance or emergency police. If you call them to College, please inform Reception immediately, so that Reception staff can direct the emergency services when they arrive: 01223 336250.

For medical situations where you need instant advice, but they are not immediately life-threatening, call 111 – this is a 24/7 helpline run by the NHS.

COLLEGE FELLOWS

The St Edmund’s College Fellows come from a wide range of academic disciplines and backgrounds. One of the nice things about being at Eddies is that our Fellows are very keen to meet our students! At dinner and Formal Halls, you may find yourself next to a senior researcher in your own discipline, or you may end up discussing a whole range of interesting topics with people from completely different areas to yourself. This opportunity for interdisciplinary conversation is one of the key features of collegiate life.

If you find a Fellow listed on the College website whose work interests you, go ahead and contact them!

ALUMNI SOCIETY

Unlike many Colleges, you become a member of the College’s Alumni Society for life as soon as you matriculate, rather than upon graduation. The Alumni Society fund some of the Freshers’ week events and the welcome packs. One of its primary aims is to bring alumni together, and it provides funds if you wish to organise a small event in your area for Eddies who may be living nearby. If you graduated from St Edmund’s recently, the Society also offers small grants for activities that benefit your personal development and that of other members of the College.

TERM DATES

The academic year at Cambridge begins on the 1st of October and finishes on the 30th of September each year. It is divided into three 8-week terms; each is called a Full Term and begins on a Tuesday.

- Full Michaelmas Term: Tuesday 4th October – Friday 2nd December
- Full Lent Term Tuesday 17th January – Friday 17th March
- Full Easter Term: Tuesday 25th April – Friday 16th June

During Full Term, undergraduate and postgraduate students are required be in residence for at least 52 nights (59 in Michaelmas and Lent). An exception to this would be postgraduate students who need to work away for more than two weeks; such students should apply for permission to work away.
ARRIVING AT ST EDMUND’S

The College and your CR have arranged many different opportunities for you to meet your peers and Eddies returning students over the coming weeks. The formal College welcome programme and Matriculation photo for Freshers will take place on Friday 30th September. The CR social events begin on Tuesday 27th September.

Therefore, please arrange to arrive by 30th September, if possible, ready for the formal welcome programme on 30th September. You may need to arrive earlier still if your course begins early.

If you will arrive before the start date of your College room license and completed the arrival date survey in the summer, your arrival will be arranged for the date you have given. Your room key will be activated on this arrival date. Early arrivals will be charged rent at the daily rate starting from the date that you move in.

Transport
Cambridge’s proximity to London makes it easily accessible using transport links around the UK. There are several ways of getting to Cambridge, depending on where you are travelling from. The College website details directions to St Edmund’s with suggested routes for different modes of transport.

Cambridge’s train station is connected to London King’s Cross and Liverpool Street Stations, London Stansted Airport, and Birmingham. Full information on train times and ticket prices can be found on the National Rail website.

Most students flying to Cambridge will come via a London airport.
- London Stansted is the nearest airport. Direct train or coach journey to Cambridge.
- London Luton, Heathrow and Gatwick: direct coach to Cambridge (with National Express), or train via London.

Since you will probably have heavy luggage when you first arrive in Cambridge, you will likely want to book a taxi (cab) to College. Taxis are available any time of the day for a fare of £8-15 when travelling to Eddie’s. Taxis are nearly always waiting for passengers at the train and bus stations so there’s often no need to book. However, if you need a taxi number call ‘Panther Taxis’ (01223 715715), or book online.

For Room Categories 1-5, and 8-11, your address is:
St Edmund’s College, Mount Pleasant, Cambridge, CB3 0BN

For Room Categories 6 and 7, your address is:
Mount Pleasant Halls, Mount Pleasant, Cambridge, CB3 0BL

If you plan on making frequent train journeys during the upcoming academic year, you might want to consider purchasing a 16-25 railcard at the train station, which will give you a third off all rail travel for a year. If you are over 25 and a student, regardless of where you are from, you are also eligible for one of these cards but only once you have arrived and have a letter from Student Services to prove your student status. The railcard costs £30 and you’ll need to take a passport photo and ID with you when you purchase it. There are also separate railcards to support students with disabilities.

Cambridge is a relatively small city so, once you arrive, our College is not too far away! Eddie’s is a 40-45 minutes’ walk from the train station, or a 20-25 minutes’ walk from Parker’s Piece (where coaches alight).
RECEPTION

The College Reception (Norfolk building) is open 24/7.

Head Porter
The Head Porter is Kevin Atkins, head.porter@st-edmunds.cam.ac.uk. Kevin and his team are here to keep things running safely, smoothly, and happily.

What can you do at Reception?
• If you need urgent support, please go to Reception. The person on duty will signpost you to an appropriate source of help.
• Collect a parcel (students living on site)
• Buy essential supplies: bedding pack, electric plug adaptors, St Edmund’s KeepCup
• Pay your College bill or top up your mealcard for use in the Dining Hall
• Drop in for a friendly chat on an evening when it’s quiet
• Book a teaching room for a meeting / supervision
• Get a temporary access card if you have locked yourself out of your College room
• Ask any question about College – Reception can usually signpost you to the correct person or department to ask

Emergencies
If you call an ambulance, fire engine or police, please inform Reception so that they can direct the emergency services on arrival.

Your pigeonhole
If you live in MPH your pigeonhole is in the MPH Porters’ Lodge. If you live anywhere else (in or out of College), your pigeonhole is in the Norfolk Building student post-room, next to the CR.

Collecting parcels
You will be notified that your parcel has arrived at Reception or the MPH Porters’ Lodge. You can collect it by taking photo ID. You can ask someone to collect your parcel for you – please email their name to Reception (reception@st-edmunds.cam.ac.uk), and ask them to take photo ID. Reception do not accept groceries or food deliveries – you must collect these from the driver. Reception can sign for deliveries, but cannot accept deliveries of age-restricted products where a staff member would have been required to show personal ID in order to sign.

Please do not send belonging or parcels ahead, or order items for delivery to College until after you have arrived. We will not be able to store such items.
UNIVERSITY CARD

When you first arrive, collect your University card either from the College’s Welcome Marquee (opposite the main Reception) or from the Reception itself. If a card has not yet been issued to the College by the University, you will be issued a temporary one. Your University card is used for everything around College: accessing the site, paying for food, borrowing library books. You may also need to use it in your Faculty. It also functions as student ID to get a discount in some shops. Please always keep it with you!

Lost/stolen card
If you lose your card or it is stolen, please email Kevin Atkins on head.porter@st-edmunds.cam.ac.uk. He will request a new card for you. There is a charge for replacement cards.

You can borrow a temporary access card from Reception to get around College while you await your new University card. The temporary card cannot be used to pay for food or borrow library books, only to open doors around College. Please return it when you collect your new University card.

Expiring card
If your card is due to expire before you graduate, your new card should arrive automatically and you will be notified. If you have not heard anything 1 week before your card expires, please email head.porter@st-edmunds.cam.ac.uk and he will request a new card for you. There is no charge for replacing expired cards.
**FINANCES AND INVOICES**

The College and the University should have already provided you with information regarding the fees for studying in Cambridge.

If you have any financial issues or concerns, or if you need to request a payment plan, contact your College Tutor, and/or the Finance Tutor (finance.tutor@st-edmunds.cam.ac.uk). Please make contact as soon as you are aware that there may be a problem.

**Opening a Bank Account**

If you’re coming to Cambridge as an international student, one of the first things you should do once you’ve arrived in Cambridge is to open a UK bank account. There are many different banks which have branches in Cambridge. Barclays, RBS, and Natwest are popular choices and they each offer accounts for international students and you can sign up online for an appointment to open an account. College provides all new students with a letter confirming your eligibility to open a student bank account.

**College invoices**

Keep an eye out for the first invoice arriving in your email inbox in the first week of October. The invoice includes your rent, Kitchen Minimum Billing, and College and University fees, depending on how you are funded. Each invoice is due immediately and needs to be paid at within 14 days in order to avoid accumulating a penalty interest charge of 1.5% per month.

**Safety & email scams**

The Finance Department send student invoices as pdf documents. They come from the email address charges@st-edmunds.cam.ac.uk and are sent to your University email account (CRSid@cam.ac.uk). You do not need to click on a link to a website to access your bill. Your email will include a link to the College webpage about how to pay your bill. College will not email you a link directly to a banking page, money transfer website, or anything similar.

**How to pay your invoice**

You can pay your invoice by online transfer, debit card, cheque or cash. For details visit this site. All payments must be made in GB Pounds Sterling. If you pay your bill at Reception, you can request a receipt by email. If you pay your bill using online transfer or debit card online, you will not receive a receipt.

**Questions about your invoice**

If there is a problem with your invoice or if you have any questions about payment methods, email charges@st-edmunds.cam.ac.uk. After issuing College invoices, the Finance Department receive hundreds of queries. It can take up to 2 weeks for them to reply, so please simply relax and wait for your reply. You will not be charged interest while you are waiting for a reply to a question about payment.

**Still awaiting your loan / stipend?**

Email charges@st-edmunds.cam.ac.uk, stating when you expect to receive your loan / stipend, and asking to arrange an alternative payment date. You will not be charged interest if a payment date is agreed.

If you have a problem with your UK student loan, contact the Student Loan Company directly. If you run into problems, please email tutorial@st-edmunds.cam.ac.uk.

**Unanticipated financial difficulty**

If you are in unanticipated financial difficulty, you may be able to apply for a student support award from College. Speak to your Tutor to discuss making an application.
What is KMB?
“Kitchen minimum billing” is the fee that all students must pay towards the cost of running the Dining Hall. The KMB is added as a credit to your meal card, and you can use it to pay for regular meals and formal dining. You do not have to spend your KMB credit if you do not wish to, but every student has to pay KMB.

What is caution money?
“Caution money” is a deposit on your room in College. At the end of your tenancy, your room will be inspected. Any cleaning or repair costs will be taken from your caution money, and the rest will be returned to you.

Other questions
See the Fees & Charges FAQ on the College Intranet.

ACCOMMODATION
To check-in, please go to Reception (in the Norfolk Building) when you arrive and collect your University card – this is also your room key. In your College room you will find an Accommodation Handbook with details about heating, water, emergency exits, keys etc.

If you lock yourself out of your room
Please go to Reception for a temporary access card to get back into your room. Please return the temporary access card as soon as you have retrieved your University card.

Cleaning
Student bedrooms are cleaned every 2 weeks. Bedroom bins are emptied weekly. Shared kitchens and bathrooms are cleaned more frequently. Details of your cleaning schedule will be displayed in your kitchen. If you have a question about your room cleaning, contact the housekeeper on housekeeper@st-edmunds.cam.ac.uk.

How to report a fault / request a repair
Please submit all requests for repairs or maintenance using the College ticketing system. The maintenance team will contact you within a few days.

Moving bedroom
It is not usually permitted to move bedroom during a tenancy. However, where there is a specific reason for such a request, this can be considered. Please talk to your College Tutor about this, and they will support your request if they feel this is valid. Any move will be subject to the availability of a suitable room.

Noise disturbance from neighbours
Please talk to your neighbours directly if you feel able to do so. They may not realise that their noise is disturbing you. Please be aware that it is normal to hear some noise from adjacent rooms, and you should not expect complete silence. If you feel that the noise is unreasonable and is causing you genuine problems, please email tutorial@st-edmunds.cam.ac.uk. The Tutorial Office will email the relevant cluster of rooms with a reminder to be considerate in noise-making, without giving details of the person who reported the problem.
CATERING AND DINING

The College’s catering team endeavours to accommodate any of your dietary needs whether for health, religious, or lifestyle reasons. If you have any specific dietary requirements you can email Catering (catering@st-edmunds.cam.ac.uk). You are always welcome to speak to the Catering staff in Hall directly. All members of College are required to pay a termly Kitchen Minimum Billing (KMB). Your University card acts as a meal card. Once the credit on the card has been used, students can top up using the St Edmund’s catering app or by visiting Reception.

All standard meals in College are served cafeteria style. Take your University card with you to pay for your meal. If you do not have your University card with you, you can use the St Edmund’s Catering app. Debit card payments are also accepted. The mealtimes in Hall during term time are as follows:

- Lunch: Sunday - Friday, 12:30pm – 1:30pm
- Dinner: Monday - Friday, 6:30pm - 7:45pm if there is no Formal Hall; 6:00pm - 6:45pm on Formal Hall and College Guest Nights
- Brunch: Saturday only, 11:00am - 12:30pm

The weekly menu is posted on the College website. In addition to this, there is tea, coffee, and biscuits served in the Norfolk Building CR every weekday at 11am and 3pm, and on Sundays at 4pm. This is a time where the whole College - staff and students alike - gathers and socialises.

The College’s coffee shop – Edspresso – is open Monday to Friday from 8.00am to 12.00pm. Fresh barista coffee, pastries and other breakfast items are on offer, as well as a range of food items such as sandwiches and salads, sweets and savoury snacks, and a large array of hot and cold drinks.

FORMAL HALLS AND GUEST NIGHTS

A large part of Cambridge tradition is the regular occurrence of Formal Hall nights in each College. On these occasions, students and other guests of the College gather for a formal three-course meal held in the Dining Hall. These events provide the opportunity to engage in rich and stimulating conversation with a wide host of guests from all backgrounds, as well as being a great way to showcase Eddie’s to friends and family. Formal suits or dresses and academic gowns must be worn by students. College Guest Nights have an extra course of cheese and port wine served at the end of the dinner.

Unlike the majority of other Colleges, we do not have a High Table at formal dinners: you’ll socialise with students and Fellows alike!

You can book places at formals via the College website, which also details the rules for formal dining in College.
FACILITIES

Bar
Eddie’s Bar epitomises the informal and international ethos of our College. It is managed and run by Eddie’s students and offers a great range of drinks, including high-quality spirits, selected wines and whiskeys, and international lagers – all at student-friendly low prices. If you interested in receiving training to become a member of the bar staff, please contact the bar stewards (cr-bar@st-edmunds.cam.ac.uk). All Eddie’s bar staff are unpaid volunteers.

Sports Facilities
• Indoor gym: see the CR website for details and to request access.
• Outdoor gym: outside the Richard Laws building, behind the overflow carpark. Open to everyone.
• Erg space: open to Boat Club members.
• Weights area: in the MPH basement. Open to everyone.
• Playing field: can be used for football, netball, Frisbee, workouts etc!

Arts
• Music room: see the CR website for details and to book a slot.
• Registered music users can book to play the grand pianos in the Garden Room or Chapel.
• Art room: see the CR website for details and book a slot.

Chapel
The Chapel is open throughout the year for private prayer or quiet reflection. Mass is celebrated on Sundays at 10.30am. The Sacrament of Reconciliation is available at all times. The College Dean is Fr Ed Hone, dean@st-edmunds.cam.ac.uk.

Library & Study Spaces
The College Library is open every day 08:45-midnight – this is in the Luzio Building. As well as books, the Library has printing facilities & study spaces. Additional study spaces and printing facilities are available in the Norfolk Library, in the Norfolk Building and in the MPH Common Room.

Meeting & Teaching Rooms
You can book a room in College for meetings or teaching sessions. See details and photos of the rooms online.

The teaching rooms are: Michael Murphy & Terry McLaughlin rooms, MPH Meeting Room, Teaching Rooms 1 & 2. Book via Reception: go in person, call (01223 336250), or email reception@st-edmunds.cam.ac.uk.

The meeting rooms are: Okinaga Room, Garden Room, Huddleston Room, Benet House Meeting Room. To book a meeting room, request a booking form from conference.coordinator@st-edmunds.cam.ac.uk.

IT
Connect To The Wifi
The University-wide wifi network is Eduroam. Once you have connected your device, this will work in any College or University building. For details of how to connect can be found online.

IT Support
If you need help with your device or connection, submit an IT support ticket team using the College ticketing system.

College IT Webpage
There is lots more useful information about IT in College, including printing and anti-virus software, here.
USEFUL LINKS

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<th>Link</th>
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<tr>
<td>CR Website</td>
<td>The CR website with committee, society and booking venue links</td>
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<td>The quickest and most up to date CR information are uploaded here, and the</td>
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<td>easiest way to get a question answered is to post in the FB group</td>
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<td>College Website</td>
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<td>students, the intranet is predominant go to for students</td>
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<td>College Facebook Page</td>
<td>Development Office regularly post updates on college activity and stream the</td>
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<td>Sunday mass service through this page</td>
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<tr>
<td>Hall Menu</td>
<td>College dining hall menu, split into lunch and dinner, uploaded fortnightly</td>
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<td>Support Ticket</td>
<td>Help with tutorial, IT, library, or maintenance, submit a support ticket</td>
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<td>Moodle</td>
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ESSENTIAL SHOPS NEARBY

Histon Road Shops
Half a mile up Histon Road is a fantastic cluster of shops covering many of your day-to-day needs: Midan World Foods (off-license), Aldi (supermarket), Iceland (supermarket), Co-op (small supermarket), McColl’s Post Office & newsagent, J&M Oriental supermarket, and Rowlands Pharmacy

Nearest ATM / Cashpoint
You can withdraw cash at the ATM / cashpoint outside the Co-op supermarket or Midan’s up Histon Road. There are also plenty in the city centre.

PLACES TO EAT

Useful apps to download and get food delivered to your building (note, delivery drivers can not come into the building, you will have to meet them outside): Deliveroo, Just Eat and Uber Eats.

Restaurants – Giggling Squid, Luk Thai at the Cricketers, Signorelli’s Deli, Zizzi, Ivy and Thai

Cafes and lunch – The Locker, Aromi, Bread & Meat, Fitzbillies, Hot Numbers, and Bould Brothers


Burgers – Steak & Honour, Honest Burgers, GBK, Byron, Nandos, Pepe’s Peri Peri

Dessert – B. Tap Baron, Jack’s Gelato, Aromi

Bars – 2468, Novi, Six (rooftop bar), All Bar One, Revolutions

Brunch – Bill’s, Cote
CAMBRIDGE GLOSSARY

At Cambridge we have a lot of jargon, but don’t worry if you don’t know what people are talking about at first, soon enough you will be saying this stuff without thinking about it.

ADC
Amateur Dramatic Club. The major drama society and also the name of the main theatre

ARU
Anglia Ruskin University (the other university in Cambridge)

Backs
Largely refers to Queens Road which runs along the back of St John’s, Trinity and Kings College.

Blue
An achievement given to those who do well at university wide sports. This term is used at both Cambridge and Oxford.

Boatie
A rower

BOP
‘Big Open Party’. Often fancy-dress themed; bops are known for cheap drinks, cheesy music and questionable dancing. BOPs are a great night as most of college are usually there and the costumes are creative – there’s no such thing as trying too hard!

Bumps
Inter-collegiate rowing races so called because the narrowness of the river prevents overtaking, and the aim of each boat is to bump the one in front, and this signifies and overtake.

CR
Combination Room. This is confusingly both referred to as the student body of the college and the ‘living room’ space in middle of Norfolk building. There are the JCR (Junior) for Undergraduates only, MCR (Middle) for postgraduates only, and SCR (Senior) for fellows only. At Eddie’s we have a CR which is for all undergraduate and postgraduate students, and a SCR for fellows only located in Benet House.

Cuppers
Inter-college tournament, a chance for you to show other colleges what you are made of and have great fun doing it. Not as competitive or time intensive as university level sport, and a good way to enjoy a recreational sport with a trophy for the winner(s).

Entz
Short for entertainment, i.e. bops, cocktails, quiz nights, etc. The CR elects 2 ‘Entz Officers’ every Michaelmas Term.

Finals
Exams that count towards your final degree.

Gown
A long black cloth you must wear to Formal Hall, Matriculation and Graduation. Gowns differing depending on the degree, but we will help find you the right gown during Freshers’ week.

Hawks Club
Private university club, for men who have been awarded blues. Formerly they had rooms at the Pitt Club. The women’s blues (Ospreys) are awaiting a new building to rival the Hawks Club.

Head of House
At Eddie’s this is The Master, but other colleges may use the terms Provost, President, Principal, Mistress or Warden. Thus, collectively known as the Heads of Houses.

High Table
The table at the head of the dining hall, where the most senior tutors/fellows/academic staff are seated and are fed incredibly good food. At Eddie’s we do not have a ‘high table’ but visiting other colleges for Formals you may notice the contrast.

Intermit
To spend a period (usually a term or a year) away, with exemption from fees.

June Event
An event in May Week less formal than a May Ball.

Matriculation
This is the procedure by which you formally become a member of the University. The Master and Praelector welcome you to the University and says a few words in Latin and that’s that. At Eddie’s you will then proceed to your First Formal Dinner!
| **May Ball** | Most colleges will hold one ball in May Week, and is the grandest event of the year, accompanied by a high-ticket price to gain entry. Confusingly this is not held in May but June, between the end of exams and the first week of graduations and lasts for 2 weeks not a week. |
| **The Cambridge Student Union (The SU)** | The Union is a debating society which provides speaker meetings, parties, balls and lots of other entertainment. Membership of The SU requires a yearly payment, and thus an optional and often not as popular as opinion is divided on whether it is really worth it. There are many free events which should give you an idea of whether you want to join. But the most famous speakers will be held at The SU such as: Winston Churchill, Margaret Thatcher, Boris Johnson, Robert Downey Jr., Jeremy Paxman, Lord Sebastian Coe, Lord Alan Sugar etc. |
| **Pigeonhole (Pidge)** | Compartment where incoming mail is left for collection. For MPH students this is per household, everyone else has an individual Pidge in the mail room of Norfolk building, next to the CR. |
| **Plodge** | Porter’s Lodge. The primary one is by Norfolk Main Entrance, but if you live in Mount Pleasant Halls (MPH), this will be reception situated near the staircases. |
| **Punts** | Flat-bottomed boats propelled using a long pole and the highlight of summer as you will see from the punts around Magdalene Bridge. Eddie’s own 3 punts, which are free to our CR members, and can be booked online. The added bonus is they are kept at St John’s College! |
| **Rustication or Gateing** | A form of punishment whereby a student is removed from on-site residence and has to seek external living arrangements. The opposite is known as Gateing, where you will be set a curfew and won’t be permitted outside of grounds. (Best to avoid being in either situation). |
| **Scarlet Day** | Holders of Doctoral Degrees wear Scarlet gowns |
| **Spraying** | After your final exam of your entire degree, your friends will congratulate you by spraying champagne/prosecco over your clothes and leaving you soaked through, may also involve the use of party poppers and embarrassing pictures for life! |
| **Stash** | Purchasing clothing which have either your society, sporting club or college on them; added bonus is initials/positions printed or stitched on. |
| **Supervision or Su** | A small-group teaching session for undergraduates. Lead by an academic or a graduate/PhD student, and normally attended by one to three undergraduates. For undergraduates, this is perhaps the most important part of their course. For graduates, it is a great opportunity to develop teaching ability and earn money. This characteristic form of teaching provision is particular to the Universities of Cambridge and Oxford |
| **Swap** | Two societies/groups/college meet (‘swap’) for alcohol and/or food. |
| **UL** | University Library. Is on Queens Road and only a 10-15 minute walk from college. |
| **Varsity** | The most important annual fixture for Oxford, but just another friendly for Cambridge, as we battle out across the sports (and infamous Boat Race) to see who claims the best team in Oxbridge. |
The following list has some suggestions as to what you may need to pack for your arrival. Remember that this is only a nudge in the right direction as you can always contact your Eddie’s Buddy if you have any questions.

ROOM ESSENTIALS
- Bedding (duvet cover, sheets, blankets, and pillowcases)
- Towels
- Plug adapters (for international students)
- Toiletries
- Hair Dryer, Straighteners, Brush, Comb, etc.
- Posters, personal photographs, decorations for your room
- Command hanging strips

KITCHEN ESSENTIALS
- Mugs and Glasses; there is one kettle per household
- Cutlery, Crockery, Corkscrew, Tin Opener
- Tea Towel, Dish Cloth, Sponges (this is likely to be provided by the cleaning staff)

COURSE-RELATED ESSENTIALS
- Computer / laptop
- Old Notes and Books that may be useful to your course
- Paper, Pens, Highlighters, Folders, Sticky Notes
- Monitor (not essential but helpful)
- Printer (not essential as there are some in the Main Library, Norfolk Library and MPH common area)

ADMIN
- Passport Photos: clubs and societies may ask for them
- Passport/Driving Licence (to prove your age, to apply for certain memberships, bank accounts)
- TOTUM/NHS Card; not necessary but if you have it, bring it and use the extra discount
- A Home Utility Bill: essential proof of address if you want to purchase a contract mobile phone (The Tutorial Office can issue a proof of address for students who live on site so they can open a bank account or mobile contract)

MISCELLANEOUS
- Washing Powder, Fabric Conditioner, Febreeze, etc.
- Sports Kit (although some sports equipment may be provided by College)
- Bicycle, helmet, and lock – there is a great biking culture in Cambridge
- Umbrella, Coat, clothing: Cambridge can get more windy and cold during the winter months. Prepare yourself to experience what the famous ‘British Weather’ entails!
- Dresses and suits – you will need them for formals, graduation, matriculation and fancy nights-out!
- Musical Instruments – Eddie’s has a wonderful music room
Get to know your Cambridge lingo and pass time with this crossword.

Across
2. Multi-course meal held by College. Students must wear their college gown and dress to impress.
5. Compartment where incoming mail is kept (each students has their own).
7. The person who guides undergrads and helps to oversee their academic success (acronym).
8. College employee who helps students and provides information to visitors.
10. A student-led party thrown at college - prepare for costumes and dancing!

Down
1. Period after the end of Tripos exams but before undergraduates leave Cambridge. Big celebrations and parties are thrown.
3. Organised visits to other colleges' formals; different societies and groups do this as well!
4. A senior member of College (academic).
6. Student who plays for a University Sport first term.
9. Person responsible to look after students' wellbeing; go-to individual for personal, academic and administrative issues.
The Eddie’s CR Facebook Page will have the most up to date timings and the committee will post of any changes that may occur in there: