

Selwyn College Cambridge

## Fellows' room booking charges in College

Category	Rates	Examples
Teaching rate	<ul> <li>Room free of charge</li> <li>Catering at internal rate</li> </ul>	<ul> <li>Teaching or research directly given or convened by a Senior Member of the College* (alone or jointly) involving students from Selwyn and wider Cambridge and/or academic colleagues from Selwyn, Cambridge or elsewhere</li> <li>A meeting of a University or intercollegiate committee that is booked by a Fellow</li> <li>Teaching or research given by someone</li> </ul>
		<ul><li>other than the Fellow as an integral part of a programme or series that is organised by the Fellow</li><li>A meeting on Selwyn College business</li></ul>
Associate rate	Both Room and Catering at 20% discount to commercial rate	• Booking a room on behalf of a department, faculty or other associated body where the Selwyn Fellow is not leading and is essentially making the booking on behalf of the department etc. for convenience
Member rate	<ul> <li>Room at 70-80% discount (dependent on room)</li> <li>Catering at 20% discount to commercial rate</li> </ul>	<ul> <li>Private party or personal event</li> <li>Not connected with College job</li> </ul>

An online booking system will be available shortly, but in the meantime bookings can be made by contacting the Conference Office (<u>conferences@sel.cam.ac.uk</u>).

<sup>\*</sup> The term Senior Member refers to all categories of Fellows, Bye-Fellows, Research Associates, Teaching Associates and, for these purposes, External Directors of Studies.