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Welcome to Clare Hall!

Clare Hall is a special place. We are a small yet international college that strives to minimise hierarchical distinctions and formalities. Throughout the year, you may share meals and events with all College members – students, Fellows, and staff alike. These spaces provide the perfect context for exchanging life experiences and knowledge. We strongly encourage you to take advantage of these opportunities, as they will certainly enrich your Cambridge experience.

As a student of Clare Hall, you are automatically a member of the Clare Hall Graduate Student Body (GSB), of which we are the current representatives. The GSB Committee, elected in full at the beginning of Michaelmas term by all students, is in charge of organising student events and activities during the academic year. The committee also represents your interests in College and university-wide committees. Being part of the GSB Committee is an amazingly fun and fulfilling experience, and is one we hope some of you will be interested in.

The COVID-19 pandemic has reshaped student life at Cambridge, but Clare Hall and the GSB Committee have worked hard to ensure opportunities for student connection while keeping College members safe. Our policies and plans for student events will likely change throughout the year as we stay up-to-date with public health guidance.

You can keep in touch with us and other Clare Hallers through the Clare Hall students Facebook group, the Clare Hall Graduate Student Body Facebook page, and the @clarehall.gsb Instagram. The GSB Secretary, once elected, will also send you a weekly e-mail to keep you informed about what is going on in College and in Cambridge.

Beyond the GSB’s accounts, you can also enjoy Clare Hall’s Facebook page, Twitter, LinkedIn, Instagram and YouTube.

In this handbook, we have compiled some information about Cambridge and Clare Hall that we thought would be useful. Please let us know if there is anything else we can do for you.

We are looking forward to meeting you all!

GSB Welcome Week Committee 2021

Srijit Seal

GSB President 2021-2022

gsb.president@clarehall.cam.ac.uk
Before You Arrive (and Other Essentials)

Coming to Cambridge for the first time can be an overwhelming experience. Here are some tips that may make your life easier:

Getting to Cambridge

You can get to Cambridge by plane, train, bus or car. If you are arriving from outside the UK, you are likely to use one of the London airports. In all cases, you need to take either a bus or a train to get to Cambridge from the airport. You can find information about prices and schedules on the National Rail website for trains and on the National Express website for some buses. If you take the train, be sure to get off at Cambridge and not Cambridge North.

As of writing, it may be necessary to wear a face covering when travelling on public transportation in England. Please follow the latest guidance for passengers issued by the UK Government (see here for up-to-date information).

Getting to Clare Hall

Clare Hall is similar in distance from the Cambridge train station, the bus station, and the National Express bus stop. To get to Clare Hall from the train station, you can take the U-bus (bus stop 8 at the train station, direction to Eddington, get off at Rugby Club or Robinson College). U-bus tickets are £2.20, or less @£1 if you have a student ID. Taxis from any of these locations to Clare Hall are around £8-10 (be sure to ask them if they accept a card payment if needed). Make sure you mention Clare HALL, on Herschel Road, as there may be some confusion between Clare College and Clare Hall. Walking to Clare Hall from the train station takes about 40 minutes, and walking from either the bus station or the National Express bus stop (located just opposite the Parkside Police Station on Parker's Piece) takes about 30 minutes.

Your Room

If you are in student accommodation and have requested linens to be bought for you, you will not need to purchase these items. Otherwise, make sure you bring linens and your pillow or have time to go shopping for them when you arrive. Remember that you need to bring all your toiletries with you, as there are no shops nearby the college, particularly if you arrive at night, late in the afternoon, or on a Sunday. The college house kitchens are furnished with everything you need, minus the actual food. The college housekeeping staff provide some assistance in cleaning the kitchen, though there have been recent changes to this due to COVID, but please be respectful of your housemates and clean up after yourself.

COVID-19

Due to the coronavirus pandemic, some of the information in this document about college policies, facilities, etc. is subject to change. Up-to-date information can be found in the Clare Hall website, and updates will also be circulated via email. The GSB has placed some resources (puzzles, board games) in student accommodation to help with the increased time in the household. We encourage students to reach out with any ideas for events or suggestions for resources that the GSB can supply both for students in college accommodation and those in private accommodation. During this time, we recognise the increased stress felt by all college members, and we encourage you to use the
resources at your disposal via Clare Hall and the university, including mental health care and hardship bursaries.

Laundry All College student accommodations have a laundry room which can be used at no extra charge. From 1 October, College new laundry contracts will take effect so all laundry is included with rent, and you may do as much as you wish at no extra charge. The laundry facility on West Court is located behind the Salje building. Note that these laundry rooms close at midnight, so be sure to collect your laundry before then.

Compost Bins The GSB has initiated a composting programme in all Clare Hall student houses (except Wolfson Court). Student houses are supplied with green bins, and compost bags may be collected as needed from the GSB pigeonhole (located at the bottom right of the student pigeonholes). Please read the instructions near the green bin in your kitchen and ask your House Representative or contact the Housekeeping Manager if you have any questions about the system in your house (housekeeping.manager@clarehall.cam.ac.uk).

Maintenance For any issues related to the maintenance of your room or house, please complete the online Maintenance Request Form and the college maintenance team will deal with it as soon as possible. If an inventory for your room is not supplied on arrival, we recommend that you make an inventory of your room and check for any damage when you move into your college room. Please contact housekeeping.manager@clarehall.cam.ac.uk for any queries relating to the contents of your room.

Emergencies In the UK, dial 999 (or 112) for life-threatening medical emergencies, fire emergencies, and police emergencies. For urgent but non-life-threatening medical concerns, you can call 111 to speak to an adviser who will be able to direct you to appropriate medical care (by giving advice, sending an ambulance, connecting you to appropriate healthcare professionals, or providing other help as needed). For non-urgent policing matters, please dial 101 or for more general non-urgent concerns, contact the Porters’ Lodge (01223 332 360). There are first-aid kits located in every Clare Hall student house. Please report any injuries obtained, small or large, to the Porter, including use of the First Aid kit. For COVID-related emergencies, it is critical to inform the Porters.

Porters’ Lodge The Porters will be your point of contact for a lot of your day-to-day activities, including picking up your key when you first arrive, collecting post, booking rooms, and general problem solving. The Porters’ Lodge is open every day, 24 hours a day. You can reach the Porters’ Lodge by calling 01223 332 360 or e-mailing porters@clarehall.cam.ac.uk.

Post If you live in college, the best address to give as your mailing address is [your name], Clare Hall, Herschel Road, CB3 9AL, Cambridge. Any letters or small packages will be put in your pigeon hole at college, and any large packages will be kept in the Porters’ Lodge until you pick them up.
You will be notified of such a package by email. Please make sure to put your name in the address to ensure your post makes it to you.

**Tutorial Office**
Each of you will be assigned a tutor at the college who you’ll meet during Welcome Week. Your tutor is your point of contact for any personal issues (e.g. finances, problems with your supervisor, health problems) impacting on your academic life in Cambridge. For questions regarding most administrative things, your best bet is to contact the Tutorial Administrator (tutorial.office@clarehall.cam.ac.uk) with whom you have certainly already been in contact.

**Mobile Phones**
You can choose from several mobile phone providers, and some of them will allow you to buy a phone with your plan while others require you to buy your phone elsewhere. Speaking to current students can be a good way to find out which providers are best for students. Of the major networks, reception seems to be good with GiffGaff, Voxi, Vodafone, EE, and O2, but not so good with 3-Mobile. You can pre-order your sim from some companies into your pigeon holes a week before you arrive.

**Bank Accounts**
Getting a UK bank account should be one of your first priorities upon arrival as you’ll need it in order to do most other things you’ll have to do. Make an appointment early as there will be loads of students setting up their accounts during the first week. You will need to provide some form of identification as well as a letter of introduction provided by the college. A letter of introduction will be emailed to you, by the tutorial administrator, before you arrive in Cambridge.

**Doctor Registration and College Nurse**
The health system in the UK requires you to register with a GP (General Practitioner) in your area. This may be possible online and you should do this as soon as possible. The college will provide you with an introductory letter for the GP and some suggestions on nearby surgeries. You may find it beneficial to choose a GP that is close to your department instead of close to your accommodation, particularly for PhD students whose accommodation situation will likely change during their degree. The College Nurse works part-time for Clare Hall on Wednesdays but is based at Robinson College (opposite) and able to take non-urgent queries by email (nurse@clarehall.cam.ac.uk)

**Sexual Health**
The GSB, with support from the Cambridge Students’ Union (SU), provides many welfare and sexual health supplies for free to students. These supplies are made available in the main building toilets and in College accommodation (please contact the GSB if supplies are running low), can be delivered discreetly to students upon request (with advance notice), and can be collected directly from the Cambridge SU. Supplies are also available in the Anthony Low Building (ALB) toilets, although access to these toilets is not guaranteed during the COVID-19 pandemic. These supplies include but are not limited to: external condoms (several varieties), internal condoms, lubricant, and pregnancy tests. The contraceptive pill is available with a valid prescription from a GP (i.e. your doctor). Emergency contraception is available for free from a variety of places, including many GPs and pharmacies. You can also obtain emergency contraception from the Lime Tree Clinic and find
more information here on accessing emergency contraception. The Lime Tree Clinic also offers sexually transmitted infection (STI) testing, treatment, and support among other services.

**Support and Wellbeing**

The university offers a range of wellbeing initiatives and has several support sources available for those struggling with mental health issues or experiencing unfair/unjust treatment on the basis of their identity. Your college Tutor should be your first contact point. Clare Hall also has an in-house counsellor, a representative from the University Counselling Service, as well as a part-time nurse qualified to provide mental health support. To access this provision and find further information, please visit Clare Hall Counselling Services or speak to your college Tutor. In addition, college is also looking into employing external services soon in the new academic year. You can also reach the Student Advice Service for more information about the options that are provided for you through the University. If you feel like one of your friends might be going through a tough time and you are unsure about how to help them, please see this guide, developed by Cambridge SU. Furthermore see the University Counselling Service for all questions regarding counselling, check the Wellbeing website for questions relating to mental health, or check out the Disability Resource Centre for info on disability support. For events and resources by the Cambridge branch of Student Minds, see here. Finally, for possible complaints see this link, or specifically for complaints on sexual harassment or assault please reach out to sexual.assault.advisor@admin.cam.ac.uk.

**Groceries**

Sainsbury’s (42 Sidney Street) is one of the closest grocery stores to Clare Hall. Others around Cambridge include Tesco, Marks & Spencer, Aldi, ASDA, and Co-op. Near Barton Road, you can also find a small Co-op. Most shops, including grocery stores, close early on Sundays (around 5pm). Some groceries can also be purchased from the Cambridge Market. If you prefer, you can do your shopping online and get it delivered to your house; delivery fees are often waived for orders above a certain price threshold (circa £40). There are a few great local companies that offer deliveries, such as Full Circle, The Cambridge Organic Food Company, Cambridge Fruit Co., and Fresh in a Box.

**Bicycles**

Bikes are one of the preferred modes of transportation for students in Cambridge. The price range varies widely depending on the type of bike you prefer (mountain, city, or road), but you should be able to get one starting in the £50-80 price range. Some unclaimed bikes from the past year may be available for free on a first-come-first-served basis in October. Baskets are usually handy, and lights (front and rear) are required by law when it’s dark, so make sure you have at least a pair. Please read this document for more details, and ensure you follow the one-way system within the College underground car park. Cars in Cambridge can sometimes be unaware of cyclists, so the GSB highly recommends that all students wear helmets while cycling. Some of the most popular bike stores are Rutland Cycling at Grand Arcade or the train station, Cycle King on Mill Road, The Bike Man in Market Square, and King Street Cycles on King Street. These shops usually have both new and second-hand bikes. If you prefer to rent a bike, you can contact Rutland Cycling. They rent bikes for anything from hours to a whole academic year, and they offer discounts for students.
Watching Television  
In order to watch live television or any programme broadcast by the BBC regardless of time-delay (including watching on your laptop), you need a TV license, which currently costs approximately £160 for the year. The rules are complicated with respect to students: UK students are usually covered if their parents have a TV license, and the televisions provided by the college (i.e. in the common areas of college housing) are covered by the college TV licenses. However, if you’d like to watch TV in your own room (and your parents do not have a TV license that will cover you), you will need to purchase a TV license. Using services such as Netflix does not require a TV license. More details on TV licensing here.

Connect with Us  
Go through Clare Hall’s website and explore, or contact the university. Follow Clare Hall on Facebook, Instagram, LinkedIn and Twitter. Connect with the GSB through our Facebook group, our Facebook page and our Instagram. You can also contact the GSB using the e-mail addresses here. All College staff contact details can be found here.
Clare Hall Facilities

As a student at Clare Hall there are many college facilities that you may use. To gain access to some of these rooms you may either have to use a code or reserve the room in advance and collect the key from the Porters’ Lodge. Here is some information about the main buildings and rooms you can use.

Please note: some of these facilities were closed due to COVID-19 restrictions, but some may reopen during the academic year. Please follow e-mail updates from the Domestic Bursar.

Student Accommodation

There are several houses on the main site and on nearby sites. On the main site, you will find Elmside, Michael Stoker Building, Brian Pippard Building, and Leslie Barnett House. Further down Herschel Road, in West Court (and 3 minutes away from main site), there is 9/9a Herschel Road, Salje Building, and Robert Honeycombe Building. Slightly further from the main site is Wolfson Court. Another house near Wolfson College, is 102/102a Barton Road.

Elmside, Leslie Barnett House, 9/9a Herschel Road, 102/102a Barton Road, 88 Chesterton Road, and the Robert Honeycombe Building are refurbished family houses and are therefore older but more picturesque. Salje, Brian Pippard, Michael Stoker, and Wolfson Court are newer houses, built with the purpose of being student accommodation. All houses have common spaces (some bathrooms, the kitchens, washing machines and the common rooms). All kitchens are fully furnished with basic appliances (kettles, toasters) as well as cooking and dining utensils (pans, pots, plates, cutlery). Some of the houses also have rooms with private, en-suite bathrooms.

Anthony Low Building (ALB)

The Anthony Low Building (ALB) is the place where most of the student activities happen. There are three main areas in the ALB:
- The music room (downstairs, back). The music room has a variety of instruments that you may use. This room doesn’t have a code, but you need to reserve it in advance (from booking sheets, details to be sent later) and retrieve the key at the Porters’ Lodge in order to use it.

- The computer room (downstairs, front). This room was completely refurbished in the summer of 2017 and contains four PCs, a printer, work desks, and lounge chairs. The PCs are part of the University’s Managed Cluster Service and are equipped with academic software such as Stata, R, SPSS, Adobe Photoshop/Illustrator, Python, LaTeX and so on. The printer also allows you to copy and to scan to your email, the latter of which is free of charge. A selection of board games, free for every Clare Hall student to use, is available. Transcription service is available up to 300 minutes from University OneDrive services, please check your OneDrive cam.ac.uk for more details. Please use the check-out system provided. You can obtain the entry code from the Porters’ Lodge. During 2020-2021 with Covid restrictions in place, this room was limited to just a single computer, connected for printing only.

- The common room and bar (upstairs). Here, you will find comfortable couches, a TV, a pool table, a foosball table, and speakers to play your music. The college bar opens frequently during term, and you can purchase drinks from the bar with cash, credit/debit card, or your student card. Most of the in-person parties and events organised by the GSB Committee will take place in this area.

On the ground floor, there is also a vending machine stocked with drinks and confectionery (sweets, chocolate, crisps).

**Ashby Library**

The Ashby Library, located between the ALB and Elmside, is another place for you to study. You may use any of the available spaces at any time, day or night. If you prefer to have your own study room, you can let one of the private study spaces available from the college, subject to availability. The Library door is controlled by keycard; your University ID card should be programmed by the Porters to permit access.

**Gym and Pool**

In West Court, past the Robert Honeycombe Building, you will find the Clare Hall gym and pool. The gym has a variety of equipment for you to set up your workout routine, including several weightlifting machines, a treadmill, and two rowing machines. Access to the gym can be purchased from the Porters’ Lodge, with prices varying by length of membership. By paying the gym fee you also gain access to the indoor heated(!) pool, located right next to the gym. Please note that prior to gaining access to the gym and pool, you need to complete a gym induction.

**Meeting and Events Rooms**

There are several rooms that you can reserve to use for work or social events, subject to availability:

- The Richard Eden Suite: This room is located in West Court, in between the Salje Building and the Robert Honeycombe Building. There are several interconnected rooms with multimedia facilities that you may use for events that require plenty of space, such as talks and dinners. There is also a hidden room in the Richard Eden Suite… can you find it?
• Doshisha Room: This smaller but cosier room is also located in West Court, across from the Richard Eden Suite. It is very well lit and aired and is a very nice study space, but it can also be used for other types of smaller meetings.

• The Meeting Room: The Meeting Room is located on the main site, near the Porters’ Lodge. Like the name suggests, it is particularly suited for small meetings of fewer than 20 people. On the shelves of the meeting room are plenty of books that are available to all members of the college. These books are usually not subject-related; they are light reading, novels and such. Feel free to take one or many, as long as you bring them back.

Lockers

Lockers are available in the main college building on the lower level, opposite the student pigeonholes. Please ask the porter for further details to operate the lockers.

Printing

Printing is available in the ALB computer room (ask for the door code from the Porter), where instructions are located near the printer. Printing costs must be paid by card to your UIS Print account and can be used at various colleges and departments across the university. More details on printing here. At the time of writing, printing is only available by asking the porters (porters@clarehall.cam.ac.uk).

Guest Accommodation

If you have family or friends visiting Clare Hall, there is guest accommodation available. Guest rooms can be booked, for a fee, online here. Throughout the pandemic, at varying times site access has been restricted only to College members,
but policies regarding visitors may change throughout the academic year. Check with accommodation@clarehall.cam.ac.uk if you are unsure.

**Smoking Areas**

From the start of Michaelmas Term 2021, Clare Hall is a **no smoking site**. Please ignore any designated smoking areas left from previous policies; they will be removed as soon as possible. If smoking on Herschel Road, please be mindful not to litter or use Clare Hall gutters and drains as ashtrays. You may wish to invest in a portable / pocket ashtray, or consider quitting smoking altogether.

**Accessibility**

The Porters’ Lodge (and main College building)

Access: The main route to the Porters’ Lodge from Herschel Road is via 2 short flights (one up and one back down) of approximately standard height steps. There is a handrail on each side of the steps, though both may not be within reach at once. Access to the Porters’ Lodge by wheelchair is via a secondary route: Enter the college through the gap on Herschel Road next to the Blue Badge parking, turn left, and follow the path to reach the Porters’ Lodge.

Toilets: A gender-neutral wheelchair accessible toilet can be reached from the Porters’ Lodge via 1 short flight of standard height steps with a handrail on each side or via lift. The other toilets in this building are not gender-neutral or wheelchair accessible but can be accessed from the Porters’ Lodge via 1 short flight of standard height steps with a handrail on each side or via lift.

Seating: The lounge (accessible via 1 short flight of standard height steps with a handrail on each side or via lift from the Porters’ Lodge) in the main building offers both padded and basic seating. The Dining Hall (accessible via 2 short flights of standard height steps with handrails on each side or via lift from the Porters’ Lodge) offers basic seating.
The Anthony Low Building (ALB)

Access: From the Porters’ Lodge, the route to the ALB is step-free and wheelchair accessible. The 1st floor of the ALB (where the bar is located) can be reached via 1 flight of standard height steps with a handrail on one side or via lift.

Toilets: A gender-neutral wheelchair accessible toilet is located on the ground floor of the ALB. In addition, there is a single-cubicle gender-neutral toilet on the ground floor and a two-cubicle gender-neutral toilet on the 1st floor.

Seating: Padded seating is available in the ALB bar (1st floor) and computer room (ground floor, code required for entry). Basic seating is available in the ALB bar (1st floor), computer room (ground floor, code required for entry), and music room (ground floor, key required for entry).
Life at Clare Hall

Clare Hall prides itself in having an inclusive and welcoming atmosphere. We are, after all, the smallest college in Cambridge, and one of the least traditional ones. Although meeting absolutely everyone might be too ambitious a goal, you still may get acquainted with a lot of college members, including other students, fellows, and staff. In fact, it is quite easy to make friends in college, particularly if you like to participate in the activities available to you. Throughout the year, both the college and the GSB Committee will organise social and academic events, and you may also want to partake in more regular, everyday activities, such as meals or sports.

Meals in College

Please note: the Dining Hall is currently operating under COVID-19 restrictions that may change throughout the year. At the time of writing, the hall is open for seated dining with a takeaway service is available on weekdays only. The weekly menu is available to view on the Clare Hall website.

Up to 48 College members can dine in one of two sittings in the Hall between 12–12.40 pm and 12.50–1.30 pm, Monday to Friday. Dinner service is one sitting (6-6.40pm). Tables are not available for reservation, but all seated diners are required to check in either using the NHS QR code or a pen and paper provided. You will have to use your student card to pay, which you can top-up through the UPay system, as no other forms of payment are accepted. Lunches and dinners are three courses (generally a soup, main, and dessert). At lunch all three courses are purchased together for one price, or you can opt for a smaller and cheaper panini. At dinner the three courses may be purchased together or individually. At each meal, mains on offer include one cold option (a varied and well-stocked self-serve salad bar) and two hot options
(one with meat and one without). There is always one hot vegetarian or vegan option, and the salad bar always has vegan options.

Visit the dining website for more information on meals, including updates on monthly dining events and weekly menus. The catering team is very responsive to dietary requirements and can be contacted by email (kitchen.manager@clarehall.cam.ac.uk) with questions, comments, and concerns. On weekends, the dimming hall is closed. Additionally, College catering places a selection of externally-sourced goods in a fridge for members to help themselves (completing an honesty form to be charged later rather than making a payment at the point of collection). Alternatively, you can go next-door to Robinson College and use their dining hall.

The College coffee machine is located by the bar near the Dining Hall. This is a wonderful opportunity to grab a drink, meet people, and chill in the lounge. All students will also get a coffee card for 2 free drinks per day from the coffee machine. You can purchase a Clare Hall keep-cup at the Porters’ Lodge.

Clare Hall has a Formal Hall meal every Wednesday, both within and outside term time, instead of a regular dinner. We do not have a high table (fellows and students share the space and the same meals), and gowns are not required (although formal attire is, please see here). Formal dinners are billed to your UPay account as well, so make sure to put credit on there for booking Formal Hall. You may attend and bring guests to normal dinners without booking ahead of time, but for Formals you must book yourself and your guests through UPay (the maximum number of guests is usually 3 but may be lower if capacity in the hall is reduced by Covid measures). Requests for guests beyond this limit should be made to domestic.bursar@clarehall.cam.ac.uk. Please note all attendees must be named and dietary requirements clearly stated; some requests may be a lot harder to fulfil than others, so please do ask in advance at formals@clarehall.cam.ac.uk. Please book your places for Formal dinners using the UPay system.

Students in Clare Hall receive a meal allowance that amounts to 8 free dinners per term. This credit is meant to be used at Thursday evening dinners but can be used on any day and any meal and expires at the end of term. This is a great opportunity to meet new people and catch up with your friends at college. You may also use this credit to attend formal dinners (but you will still have to pay for the alcohol charge from your UPay balance, which is billed separately for VAT reasons).

Student Events

The GSB Committee is in charge of organising social activities for students during the academic year. The choice of activities depends very much on the preferences of the student body of each year, but here are some examples of events organised in the past:

- Themed parties at the ALB (Halloween, Valentine’s Day, Christmas, etc.)
- Themed formals, including jazz formals
- Movie nights
- Student conferences
- Art exhibitions
- Viewings of sporting events

Online activities organised during the COVID-19 pandemic include:
- Home cooking challenges
- Virtual drink & draw evenings
- Virtual pub quizzes
- Jigsaw puzzles
- A home gardening project

In previous years, the GSB External Officers have also organised formal swaps, during which a group of Clare Hall students attends formal hall at a different college. These events are particularly interesting for those who would like to have the “Harry Potter experience” by dining in some of the older, more traditional colleges. We hope to continue formal swaps this year.

The ALB Bar

The ALB Bar opens most evenings during term time. It is a nice, cosy space to relax with friends while having a drink or playing pool or foosball. There is also a projector (to be booked ahead of time through the GSB), a Nintendo Switch (for use within the ALB only), a television if you want to watch TV or a film, and a sound system if you want to play music. The upstairs area where the bar is located is open at all times, but please be considerate if you’re using it very late at night.

The bar is completely run by students and is always looking for people interested in bartending, which is one of the few paid jobs offered in college. Please contact Emily Goodacre, the bar manager, (ejg69@cam.ac.uk) if you are interested in becoming a bartender.
Student Societies and Clubs

Being a student in Cambridge, you will have access to an exciting range of societies and clubs you may wish to join. The University of Cambridge has its own multitude of societies, which we highly recommend you check out during Cambridge SU’s Virtual Freshers’ Fair.

Cambridge SU hosts an annual Freshers’ Fair event to showcase everything Cambridge has to offer to both new and returning students. The 2021 Freshers’ Fair will be on Tuesday 5th and Wednesday 6th October on Parker’s Piece. This event will be taking place in-person, following government guidelines on large-scale events. Tickets will be free, and will be released on Wednesday 8th September at https://www.cambridgesu.co.uk/opportunities/societies/freshersfair/.

There are also some clubs and societies based at Clare Hall that you may be interested in joining. Students interested in applying for funding from the GSB for the purposes of a society or club are encouraged to contact the GSB Treasurer at gsb.treasurer@clarehall.cam.ac.uk.

Special Interest Groups

From this academic year Clare Hall will be offering students a chance to join Special Interest Groups, which are designed to facilitate small-group social and intellectual interactions among people who share an interest in particular academic subject areas. (The general roll-out of this scheme follows a successful pilot in Easter Term 2021.) Each group will be led by one or more Fellows of Clare Hall. It is hoped that the group interactions would naturally lead to individual mentoring relationships (including peer-mentoring), and also the provision of advice on professional and career development where relevant. The range of activities is open, to be determined by each group, and there may be small amounts of funding available from the college to help facilitate productive interactions. A full list of groups will be available by the start of term. You are welcome to explore your interests by joining one or more groups, and participation is not limited to groups in the area of your degree subject. If you have any questions about the scheme, please contact Prof. Hasok Chang (hc372@cam.ac.uk).

Clare Hall Choir

“As long as we live, there is never enough singing” – Martin Luther

Amid the stresses and focus of Cambridge academia and research, the Clare Hall Choir offers weekly light relief through fun, relaxed, pressure-free music.

Formed in its current guise in 2018, the choir has become a regular fixture at college events including the Christmas, Burns' Night, and Foundation Feasts, as well as the Cricket Formal. The choir also enjoys performing at events elsewhere in Cambridge, which have included an annual joint Evensong with Robinson College Chapel Choir, a concert in Clare College Chapel, a concert with Darwin College choir and a performance at ‘Sing’, hosted by Magdalene VoxSoc.

Under the direction of its musical director, Clare Hall choir has gained a reputation for being a relaxed, enjoyable, and accessible choir and is considered an integral part of college life. The choir is open to anyone affiliated with the college – graduate/PhD students, fellows, visiting fellows, tutors, staff, and life members, as well as family members of the above – and meets every Monday evening in the Dining Hall.* New members are always welcome, and the choir is also seeking
a piano accompanist for rehearsals and performances. **No previous singing or musical experience is necessary.** The only requirement is that you want to sing and have fun doing it!

If you are interested in joining, please email Ben de Souza (bd402@cam.ac.uk). Ben is a Clare Hall graduate and is a freelance choral conductor and accordionist.

*Please note, rehearsal dates and times may be subject to change.

**Clare Hall Mathematical Association**

The Clare Hall Mathematical Association (CHMA) was founded in 2016 by a collection of mathematics and computer science students in the College. Our mission is to provide a unique opportunity for the discussion of advanced mathematical topics and to create a stimulating environment for research-minded students. Although the CHMA is most accessible to students in mathematical fields, all graduate students are welcome and encouraged to join. The CHMA holds weekly lunches which are attended by students as well as mathematics faculty members. These lunch time meetings are a great way to discuss a wide range of topics, from light-hearted conversation to current research. Additionally, the CHMA organises one or more social event each academic term, such as a sponsored trip. Our founding event was a trip to the Bonfire Night in Lewes and in the past few years we have also organised trips to places such as Bletchley Park, the Royal Greenwich Observatory, and the Bodleian Library. Our trips are a mix of socialising, sight-seeing, fun activities, and just the right amount of mathematics within. So, if you are interested in learning something new about the history of mathematics or about the most recent research advances during a fun day trip with your friends and peers, you should definitely consider joining. And if all that is still not enough mathematics for you, we are also planning to start a series of invited talks by mathematics faculty members this term. Keep an eye on your email inbox and don't miss out! CHMA membership is free of charge for all Clare Hall students.

**BAME Access & Equality: a GSB sub-committee**

The BAME Access & Equality sub-committee was created in 2020 after the killing of George Floyd and the Black Lives Matter protests worldwide. The sub-committee aims to address race and ethnicity-based discrimination, promote a culture of respect and tolerance, and mainstream diversity within the Clare Hall community. Initiatives and ideas so far include the creation of an online and physical library featuring literature on BAME-related issues and by BAME authors, projection of movies, and improvements to the visibility of anti-discrimination policies and norms. The sub-committee will furthermore work in close cooperation with the college’s new Access & Equality Working Group. Meetings are held online on a frequent basis (weekly to fortnightly), and members are free to join whenever they can. We are open to all students from Clare Hall and are actively looking for new members and fresh ideas! Do not hesitate to get in touch with Mariana (mp850@cam.ac.uk) if you wish to join, make a suggestion, or have any questions.

**Clare Hall Law Society**

Clare Hall has a strong background in law. In some years, law students have come together to form the Clare Hall Law Society, to give any Clare Hallers with an interest in the law the chance to share research and interests, to socialise, and to get to know each other. In the past, events have included regular Monday lunchtime get-togethers in the dining hall. The Clare Hall Law Society is currently looking for new representation.
Clare Hall Chess Club

The Clare Hall Chess Club is a club that is dedicated to playing casual games between each other as well as competing in the inter-college competition. The Clare Hall Chess Club welcomes players with any strength and usually plays an inter-college match about once a term. The Clare Hall Chess Club is currently looking for new representation.

Sports at Clare Hall

Clare Hall has a stock of sporting equipment that you can borrow and use at any time, including badminton, tennis, table tennis and squash racquets, cricket gear, a croquet set, a Viking chess, two chess boards and timers and several different types of balls (football, rugby). The Kings College Squash Courts are available for use by Clare Hallers who complete an induction. There may be some restrictions in place on the use of this equipment due to COVID-19, but this is likely to develop throughout the academic year.

Cricket

Cricket? Game with a ball and a bat. The rest is ritual. At Clare Hall a very big ritual. Come midsummer there’s a Grand Challenge Match between the President’s XI (or so) and the Students. Prior to this there are practice “nets” outside, as sociable as they are sporting. Small college. Two years of Covid. The cricket club can only happen if you join. Newcomers to the game always make up as much of the club as experienced players. The club draws upon everybody who works in Clare Hall: you can talk cricket with Dave Smith as he creates our beautiful gardens. Meanwhile, Ems Lord is extending her outreach for women in Science with one for women in our college cricket: women, too long left on the boundary, are doubly welcome. If there is strong enough interest, the club can run winter indoor nets at Fenners and in summer organize matches with local teams (Sam in Accounts has been our Mr Cricket in this respect). Typically, the club has several experienced players from cricket-playing nations, a number of baseball and tennis “converts” and a long “tail” of newcomers. The Grand Challenge Match (with its scrumptious Tea & Dinner) is a truly international affair, with players from never less than a dozen countries. If you want to join (and, better still, help run) the club, kindly contact current Club Secretary, Dylan Siriwardena, erstwhile newcomer to the game whose family migrated from Sri Lanka to Canada but forgot to take a bat: dks30@cam.ac.uk or cricket@clarehall.ac.uk

Further information about the club and its serendipitous history can be found on the college website as well as at Induction.

Twelfth Man.

(Sessions usually start in mid-October on a fortnightly basis. At the end of each academic year, the Clare Hall community comes together to watch the Clare Hall fellows play the students in a cricket match. Afternoon tea is served, a typical experience you cannot miss whilst in Cambridge! The team welcomes all interested people with different levels of experience.)
Clare Hall Boat Club

Traditionally, rowing is the quintessential sport of Cambridge. It is a fantastic sport where becoming a team is essential to moving in unison. Every college member is invited to join the Clare Hall Boat Club (CHBC) to experience this unique Cambridge activity. The Club welcomes both novices and experienced rowers, with any level of commitment. Rowing is loads of fun and you will make lasting friendships along the way!

You will be introduced to the CHBC during the GSB Welcome Week, which will include twice weekly virtual morning workouts run by the Boat Club (more information here) and a dedicated Boat Club event, as well as a Societies Fair at which the Boat Club will be present. Many more events typically happen throughout the year, including formals, award ceremonies, and pub nights.

Clare Hall Boat Club shares a boat house with Clare Boat Club, which is located at Cutter Ferry Lane, Cambridge, CB5 8DD. The boat house has ergometers (rowing machines), changing rooms, showers, weights, and obviously boats. Clare Hall Boat Club owns five boats: two 8 rowers, a 4 rower, and two single sculls. If you have any questions about CHBC, you would be interested in using the CHBC’s facilities, or would already like to join, please contact the Boat Club president (clarehall.captain@cucbc.org). We hope to welcome you on the water soon!

All Greys Rugby Club

Calling current and former rugby players, rugby enthusiasts and curious sportspeople! The mature and graduate college rugby team (the All Greys) is recruiting for next season. Whether you are new to the game or have been playing for years, this is the perfect time to get active after quarantine and try out the world’s best sport! In keeping with rugby clubs up and down the country, we are taking part in a phased return to contact rugby with the aim to create a safe environment in which you can learn and embrace rugby.
With regular games, socials throughout the year, and a strong rugby tradition in the uni, do your Cambridge year right and chase an egg-shaped ball with us.

To register your interest, please message Dylan Siriwardena (dks30@cam.ac.uk)

May Balls, June Events, and Garden Parties

Among the great traditions of the colleges of the University of Cambridge are the extravagant May Balls, which take place (ironically so) in June to celebrate the end of the academic year. These are nights absolutely packed with food, drinks, and entertainment. Most colleges organise one every year or every other year. When a college does not organise a May Ball, they will often organise a June Event, which is slightly cheaper and smaller-scale than a full-blown May Ball. Ticket sales usually start around February, so keep an eye out for them. This website contains an overview of all the May Balls and June Events (as of writing, the events that were planned for the summer of 2020), and will be updated regularly.

As a smaller college, Clare Hall does not host a May Ball, June Event, or Garden Party annually or biannually as some other colleges do but instead holds one every few years. Most recently, in July 2019, a small committee of Clare Hall students hosted a “Summer Soirée” (Lost in Wonderland) which was very well-received. On years when we do not host one of these events, many Clare Hallers choose to experience the spectacles that are May Balls at other colleges. Students should be aware that these events often come with hefty price tags.

If you are interested in planning events or would like to know more about these celebrations, please contact the previous Head of Events for the “Summer Soirée”, Mariana (mp850@cam.ac.uk). City Council meetings often take place as early as January, with calling notices for likely events starting in November or December. This is because most May Ball events are huge and require massive planning, visits by Fire Brigade and/or health inspectors, and so on.

The Graduate Student Body (GSB) Committee

All students at Clare Hall are part of the Graduate Student Body (GSB), and its elected committee organises many activities and makes sure to represent the interests of the students within and beyond college. Being part of the committee is a great way to make new friends while at the same time contributing to the well-being and enjoyment of your fellow students. There are many positions available: whatever your particular interest may be, we will have a place for you. In previous years, the GSB Committee has met fortnightly to discuss student matters. Some GSB Committee members also represent the students at college committee meetings and report back to the GSB regarding those meetings.

The following positions, with the exception of the Treasurer position, will be open for nominations at the beginning of the Michaelmas term:

- **President**, represents Clare Hall students both internally and outside of the College and is the head of the GSB Committee. The President sits on Council and Governing Body.
- **Vice-President**, assists the President and aids in the management of the GSB Committee. The Vice-President sits on the Council and Governing Body.
- **Treasurer**, maintains the integrity of the GSB economy and ensures financial security by managing finances and resources effectively. As the key account holder for the GSB, the Treasurer is responsible for advising the President,
Vice-President and the rest of the GSB Committee on financial issues as well as managing the disbursement of payments to various activities. The Treasurer attends Finance Committee meetings.

- **Secretary**, plans GSB Committee meetings, takes minutes and circulates them to the rest of the GSB Committee, and is also responsible for compiling and sending out regular email bulletins to the Student Body. The Secretary works closely with the President and Vice-President and represents the GSB at Council and Governing Body meetings if the President and Vice-President have other obligations.

- **Social Officer(s)**, organise social events and parties within the College, as well as excursions for the Student Body. The Social Officers represent the GSB at the Social Events Committee. Social Officers sometimes choose a particular focus, such as planning events for students with families.

- **Sports Officer(s)**, maintain communication with College sports teams. They are also responsible for the upkeep of the College sports equipment, including football, cricket, badminton, tennis, squash, and croquet equipment.

- **Welfare Officer(s)**, look after the general welfare of the students by organizing Welfare events, inform students on services available inside and outside college, and represent the GSB at the Health and Safety Committee.

- **External Officer(s)**, interact with other colleges and organisations in Cambridge, arrange formal swaps, and maintain relations with our sister college, St Cross College, Oxford.

- **Fellows-Students Interaction (FSI) Officer(s)**, organise social and academic events aimed at bringing students and fellows closer together, such as drinks receptions, talks, and the Clare Hall Graduate Conference. The FSI Officers may sit on the Social Events Committee, along with the Social Officers.

- **Green Officer(s)**, make the College a more environmentally friendly place, organise green initiatives in the College. Previous work by Green Officers included Fossil Fuel Divestment of Clare Hall, and the start of the Food Waste Programme. The Green Officers sit on the Environment Committee.

- **Equalities Officer(s)**, ensure that issues impacting the Student Body unequally along the lines of race, gender, sexual orientation or socioeconomic background are addressed and dealt with. The role covers BAME+, women’s, and LGBTQ+ related issues, as well as issues related to disability. Equalities Officers sometimes choose one of these, or any other areas as a focus for their role. The Equalities Officers sit on the Prevent Committee, along with other GSB Committee members.

- **Arts and Music Officer(s)**, work closely with College to promote arts and music and organise events such as open mic nights and jazz formals. The Arts and Music Officers are also responsible for maintaining the ALB Music Room with new and replacement equipment as needed. The Arts and Music Officers sit on the Art Committee and the Music Committee.

- **Information Technology Officer(s)**, liaise with College on any IT-related issues and opportunities. The IT officers may sit on the Publications committee and are encouraged to work closely with the College’s Web Editor.

For the President, Vice-President, Treasurer, and Secretary roles, only one person can be elected, but multiple people can be elected for all other roles. Please contact Srijit (gsb.president@clarehall.cam.ac.uk) if you have any questions or are interested in joining the GSB Committee.

In addition, we have **House Reps** in all houses who are entitled to 8 extra free meals a term and is mostly resident in the house over the week and weekends. They should be willing to act as focal point for raising House issues and complaints about living standards or services provided. During covid lockdowns if any they should be willing to act as focal point.
for the house (i.e.: part of a WhatsApp or email group). Every month they could attend House Rep meetings when requested by the Senior Tutor to raise concerns or queries objectively on behalf of the house. You can choose to be House Rep for at least one academic term or preferably the whole year.
Beyond Clare Hall

Cambridge Students’ Union (SU)
Cambridge SU is the university-wide representative body for all students at the University of Cambridge. Elected officers represent the students at University-wide committees. Apart from representing students, the Cambridge SU runs events throughout the year, such as yoga classes, workshops, dedicated events for various student populations (e.g. parents, international students, working class students, etc.), and the annual Freshers’ Fair. Cambridge SU offers printing, soft-binding, hard-binding, gown hire, and Cambridge-branded stationary all for reasonable prices. They also offer free sexual health supplies, such as condoms, to all students. The Students’ Unions’ Advice Service, run by Cambridge SU, offers free, confidential, and independent support to all University of Cambridge students. You can find the union at 17 Mill Lane, and you can find their dedicated Freshers’ website here.

The Careers Service
The Careers Service offers support for both current students and alumni of the university. Their website has resources on jobs, CVs, applications, cover letters, interviews, bursaries, internships, negotiating job offers, etc. You can also use their website to make an appointment with a careers adviser to review your CV, LinkedIn profile, or job application or to practice an interview. The Careers Service has recently adopted the platform Handshake, through which you can search for jobs, learn about different career fields, reach out to alumni, book appointments with career advisers, and register for events hosted by the Careers Service. Clare Hall has its own networking platform, called Clare Hall Connect, which is run by our Alumni team. After creating a profile on the website, you can get in touch with Life Members of Clare Hall as well as current members. Additionally, it’s a great way to keep in touch with your Clare Hall colleagues after graduating!

Funding while in Cambridge
Getting funding for socials, conferences or for your research can prove to be difficult at times. But there are several funds and awards available for current Clare Hall students from the college, GSB, the University and other external sources. I would like to remind you of these opportunities once again before the beginning of the new academic year. This information is true to the best of my knowledge at the time of writing, however, do check yourself for updated information. -Srijit

Formal Tickets Subsidy
The GSB is happy to announce one formal ticket for the next four formals will be subsidized by the GSB Committee for students that may otherwise not be able to afford this opportunity. If you would like to join a Formal but are concerned about the costs kindly contact our Treasurer at gsb.treasurer@clarehall.cam.ac.uk who will approve the request while maintaining confidentiality. We will not ask any questions or explanations for the same.

Tutor’s Research Grant
You can avail research awards of £100 as students doing a one-year course and PhD students in their first year of graduate study? PhD students can apply for a further £250 in both their second and third years, up to a total of a maximum of £600 for a PhD course. There is no competition to these funds and most students who request are awarded with the
intention to help with conference and computer expenses or for the purchase of books. You can download the form for the same here https://www.clarehall.cam.ac.uk/files/Form_Research_Funding_2018.pdf

If you are a current student and receive funding from the Cambridge Commonwealth, European & International Trust, you can also apply for financial assistance towards extension funding, conference funding, or any other unforeseen expenses at https://www.cambridgetrust.org/assets/documents/App_form_for_current_scholars_Feb_2021.pdf

**The Boak Student Support Fund**

Clare Hall has a special fund to support student research for conference travel, travel to archives to get archival material scanned, for recording equipment, computational resources, laptops for research, software or other equipment to help you do your research remotely or online conference expenses, if the conference is important for your academic development and/or if you are giving a paper. Awards ranged from £1,000 to £2,000, and lower awards are also made. Both MPhil and PhD students are eligible to apply to this fund. The current deadline is 31 July 2021. A decision is expected within three weeks of each deadline. The form can be downloaded at https://www.clarehall.cam.ac.uk/files/FINAL%20Application%20Boak%20Support%20Fund%202020-21.pdf

If you need a GPU, you may wish to consider NVIDIA Academic Hardware Grant Program at https://mynvidia.force.com/HardwareGrant/s/Application. (Deadline 23 July)

**Smuts Memorial Fund**

Funding here is available for PhD students carrying out substantive fieldwork or attending a conference to disseminate research findings. The maximum amount available for student applications is £1000 for fieldwork, £500 for attendance at a conference and £100 for photocopying.

Limited funding will be available for second periods of fieldwork. In previous years PhD students have been awarded grants for data collection, compressions and cataloguing of archive material and participation in a conference abroad. AVA needs, the costs of transporting samples back to the UK, a contribution towards the cost of field assistants (where a very strong case is made). photocopying and photographic processing, assistance for participation in conferences in the UK, language training (where a very strong case is made) and costs for medical shots such as malaria are also made.

For further details on how to apply please visit https://www.smuts.admin.cam.ac.uk/grants/research-grants-students.

**Hardship Awards**

The College has funds available to support students experiencing unexpected financial hardship. Students are encouraged to contact their Tutor to discuss the matter and to hand in the form below to apply for a hardship award. You can download the form here https://www.clarehall.cam.ac.uk/files/Form_Hardship_Funding_2018.pdf

The University also makes hardship awards, please visit below for more details. In such circumstances you should consult your College Tutor as soon as possible. They will discuss your financial situation and provide advice about appropriate sources of financial assistance. Your College Tutor may advise you to apply for a Postgraduate Hardship Award.

https://www.cambridgestudents.cam.ac.uk/fees-and-funding/financial-hardship-support-access-funds/hardship-funding

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Cambridge Political Economy Society Trust:

Applications for Emergency Funding are welcomed from students currently undertaking a full-time PhD within the field of Political Economy (as described above) in any Faculty or Department of the University of Cambridge. The Trustees may make up to ten grants annually, to a maximum of £1,000 each. These grants are only for eligible research students who can show that they are in immediate and unanticipated financial need. There is no deadline. Applicants should demonstrate that they have exhausted all other funding possibilities and have no other means of meeting the expenses for which they are applying. https://www.student-funding.cam.ac.uk/cambridge-political-economy-society-trust-emergency-funding-202021

The Cambridge Philosophical Society has a fund for the award of studentships or grants for research in the natural sciences or any branch of technology or mathematics. The purpose of these awards is to provide for the continuation of an exceptionally promising piece of research beyond the usual standard of the PhD or alternatively to allow extra time for the completion of a PhD thesis which has been delayed by circumstances outside the applicant's control. More details including travel grants at https://www.cambridgephilosophicalsociety.org/funding/research-studentships

Cambridge University PGR Covid-19 Assistance Scheme (PGR CAS)

Financial assistance is available to support Postgraduate Research (PGR) self-funded students impacted by the coronavirus (Covid-19) pandemic. Cambridge is committed to assisting students who have had to delay the submission of their thesis but have had no opportunity to receive extended funding. Students meeting the criteria can apply for an enhanced award from the PG Hardship scheme of up to £3,700 (rather than the usual £2,000). This is equivalent to 3 months of maintenance at the PG Admissions rate. Please visit https://www.cambridgestudents.cam.ac.uk/fees-and-funding/financial-hardship-support-access-funds/hardship-funding for more details.

Fourth Year Funding

Funding may be available from College and from the Cambridge Trusts for those supported by the Gates Cambridge Trust, the Cambridge International Scholarship Scheme (CISS) or Cambridge Home and EU Scholarship Scheme (CHESS). Applications should be made directly to the College or Cambridge Trusts. A few students, notably EPSRC CASE students, will continue to receive maintenance funding for a further six months. Hardship funding may be also available from the department.

Researcher Development Grants up to £250 at Royal Society of Chemistry are open to PhD students and postdoctoral researchers wishing to undertake an activity that supports their research career. Please see https://www.rsc.org/prizes-funding/funding/researcher-development-grant/ for details.

Also, consider:

Funds for Women Graduates (FfWG): The organization can contribute to living costs for overseas and British women while they are in their fourth year of postgraduate study.

Yorkshire Ladies Council of Education also offers support for female postgraduates. The surprising part is that you do not need to be from Yorkshire!

Additionally, The Al Charitable Trust can provide small grants to assist with PhD living costs whilst you are writing up. Preference has historically been given to social science candidates who are writing in relation to a particular theme.
Finally, fourth-year students working in international relations/studies are invited to apply to British International Studies Association (BISA) for support. These grants (of up to £500) are intended to help you to finish writing up in the short term.

Some departments may have additional resources, please contact your supervisor/graduate advisor/representative at the department for more information.

**PhD Enrichment Scheme at The Alan Turing Institute**

The Enrichment scheme offers students currently enrolled on a doctoral programme at a UK university the opportunity to join us for up to 12 months at the Turing. Students continue their PhD in conjunction with their current supervisor while enriching their research and making new collaborations during their time at the Institute. Enrichment places are offered for 6, 9, or 12 months with start dates in October 2022 and January 2023. While on placement students are expected to work out of the Turing offices in the British Library. To support relocation and travel costs the award provides either a stipend top-up and/or expenses allowance for eligible students. For more information, please use the following link [https://www.turing.ac.uk/work-turing/studentships/enrichment](https://www.turing.ac.uk/work-turing/studentships/enrichment)

**Mental Health Fund**

If you require mental health support beyond what is offered by the University Counselling Service and College Based Counselling, you can apply for support from the College’s mental health fund. This fund can be used to pay for tailored therapy by a private counsellor or psychotherapist. Please contact your Tutor and complete the application form below. You can rest assured that your request will be handled with the utmost confidentiality, and you are not required to share any particulars beyond the fact that you require mental health support. The fund can be accessed via this form [https://www.clarehall.cam.ac.uk/files/mental_health_form.pdf](https://www.clarehall.cam.ac.uk/files/mental_health_form.pdf)

**Assistance with Medical Costs (Crane's Charity)**

The Crane's Fund exists to provide financial assistance to members of the University who need treatment for physical or mental illness and who can demonstrate financial need. Assistance is normally provided by grants for junior members in residence towards the cost of medical, surgical, or psychiatric treatments, items associated with such treatment (for instance, nursing home, convalescent accommodation, travel etc) or treatment for injuries resulting from accidents. In all cases, treatment should not be conveniently or readily obtainable under the NHS. For further information visit: [https://www.cambridgestudents.cam.ac.uk/fees-and-funding/financial-hardship-support-access-funds/assistance-medical-costs-cranes-charity](https://www.cambridgestudents.cam.ac.uk/fees-and-funding/financial-hardship-support-access-funds/assistance-medical-costs-cranes-charity)

Please contact your tutor in the first instance and College will support you by making an application on your behalf by their College Tutor.

**Researcher Development Language Training Bursary Fund**

Doctoral/PhD students and MPhil students on a PhD fast track ONLY may apply for a bursary to cover the course fees up to a maximum of £142.50 or half the cost of the course, whichever is the lower, of the following types of tuition, which must be taken during the academic year in which the bursary is granted. More details at [https://www.langcen.cam.ac.uk/graduates/funding-opportunities.html](https://www.langcen.cam.ac.uk/graduates/funding-opportunities.html)

**Travel Awards**
The University makes travel awards are made annually from three funds: Mary Euphrasia Mosley Fund, Sir Bartle Frere's Memorial Fund and Worts Travelling Scholars Fund. The Bartle Frere Exhibitions are awarded annually for study or research in any branch of knowledge relating to a Commonwealth country, not including the United Kingdom and countries of the Indian sub-continent. The Mary Euphrasia Mosley Fund provides awards for the encouragement of travel to the countries of the Commonwealth and dependent territories, excluding the United Kingdom, for the promotion of study or research and for the maintenance of good relations between them. Grants from the Worts Travelling Scholars Fund are made annually for the promotion or encouragement of investigations in countries outside Great Britain respecting the religion, learning, law, politics, customs, manners, and rarities, natural or artificial, of those countries, or for purposes of geographical discovery or of antiquarian or scientific research in such countries, subject to any conditions as to the publication of the results of investigations which may be laid down at the time of the making of the grant. For further details please visit:

https://www.cambridgestudents.cam.ac.uk/fees-and-funding/funding/travel-awards

Organising Conferences

The Researcher Development Executive has agreed to make funds available for researcher-led events. The intention of this scheme is to allow postgraduate research students across the University to set up and run research events such as conferences and symposia. The intention is to facilitate the postgraduate and ECR research culture and activities within the Schools while providing an opportunity for the development of invaluable skills and experience in the process. Successful bids will not be for more than £500 per activity. For more details visit https://www.rdp.cam.ac.uk/researcher-led-events-scheme.

More information can be found here: https://www.clarehall.cam.ac.uk/funding-current-students and https://www.cambridgestudents.cam.ac.uk/fees-and-funding/faq. We would recommend reaching out to your graduate tutor or the Tutorial Office who can advise on college funds.

Representation

Cambridge City Council and Cambridgeshire County Council, UK Parliament

At Cambridge City Council, the needs of Clare Hallers and other local residents (part of the Newnham Ward) are usually represented by our three city councilors and one county councilor. The city council deals with council housing and homelessness, waste collection and recycling, community safety and events, the city's open/green spaces, and much more. The county council is in charge of transport, education, and public health. An up-to-date list of city councilors can be found here. In UK Parliament, the needs of the city of Cambridge and its residents are represented by our Member of Parliament (MP).

Registering to Vote

There are several different types of elections in the UK, and many people (for example commonwealth citizens; even if they're not UK citizens) are able to vote in some of these elections. You can find out more about election types and eligibility here. You can find out your eligibility and register to vote here.
St Cross College, Oxford

St Cross College is Clare Hall's sister college in Oxford. This means that Clare Hall members are free to use the facilities of St Cross and book a guest room there while in Oxford, and vice versa, of course. The GSB organises annual formal swaps between Clare Hall and St Cross, and we hope to do so again this year, if possible. Please keep an eye out for dates of these events, as places are usually limited.

Photo credits in the GSB welcome book: Sarah Hainsworth, Tobias Baldauf and Jeremy Peters.

Content Credits: Harry Joseph, Katherine Selby and GSB 2018, 2019, 2020

Thanks to Holly Hedgeland and the Tutorial team for their support.

-Graduate Student Body
Meals at Clare Hall are charged out using an electronic point of sales (EPOS) system that scans your college/university card and automatically charges your meal against any college meals allowance you may have, if appropriate, or against cash you have loaded onto your card utilising Upay.

**Overview:**

◊ **Upay**

- An electronic sales system is used in the college for meals taken in the dining hall, for drinks purchased at the two college bars and for payments and purchases made through the Porters Lodge.

- All University cards issued through the college will automatically be set up with a college Upay account linked to the card.

- Cards issued through a department will need to be brought to the college accounts office so a Upay account can be created for you and linked to your card.

- Whenever a replacement card is issued, your Upay account remains the same but the new card will need to be linked to it.
  - Cards issued through the college will be linked automatically
  - Cards issued through a department will need to be brought to the college accounts office.

- The student meal allowance (£46 per term) you are entitled to should already be allocated to your account and will automatically be used for any appropriate meals.

- You will need to create a Upay account to upload cash to your card to use in the bar etc. and to cover the drinks charge for formal halls.

- Details of meals and other charges can be viewed online

- Also used to book and pay for Formal Halls and Feasts
Creating a Upay account:

REGISTRATION

To register for an account go to WWW.UPAY.CO.UK on any of the following internet browsers IE9+, Chrome, Firefox or Safari or download our free Upay app from the App Store, Google Play or the Windows Store.

Click on the 'Register my Upay Account' button and enter your Company's Affiliate ID, this is 123. Then enter your USER ID, this is a 7 digit alpha numeric code on the back of your card e.g. ba2491c.

You will then be prompted to confirm your details. Please confirm and continue to complete the registration form. You will need to verify your account and will need to have access to either your email (this does not need to be an @cam address) or your mobile number for this verification step. Once you have received your verification code, please enter it in to the designated box and click 'continue'. If you have not received this email, please check your spam folder or click resend 'email'.

Upay home screen

- My Balance:
  - This is the balance of cash that you have uploaded to your Upay account
- Token Balance:
  - This is the balance of any Commons (meal) allowance you are entitled to.
- Mini Statement
  - This shows any recent charges to your account
- Events list
  - Shows any events that can be booked through Upay
  - Primarily Formal Halls and Feasts
  - Clicking on an event opens up the booking page for that event
- My Active Events
  - Will show any upcoming events that you have booked through Upay.
  - Clicking on this will give you more detail on events you have booked
- Top-Up
  - Takes you through to options for loading cash onto your account

The menu option (Three bars at top right above your name) takes you to a menu listing these options. Clicking on the Upay symbol at the top left of the screen returns you to the Home Page.
Top-Up Options

Each option is fairly self-explanatory and all require a credit or debit card to be used. The processing is done through Upay which is a secure site – their PCI security certificate can be viewed from the menu at the bottom of the screen. It will look something like this:

Passed Vulnerability Scan

On June 01, 2017, www.upay.co.uk met the PCI data security requirements by passing a SecurityMetrics® Vulnerability Assessment.

www.upay.co.uk is tested quarterly to ensure that high security standards are maintained, which significantly reduces the risk that this site will be compromised and credit card or other sensitive data will be stolen or misused.

Disclaimer: This certificate confirms the site listed above has been tested for common security weaknesses and no significant security vulnerabilities were found at the date shown above. This certificate does not imply the website shown above is completely invulnerable to unauthorized attacks.

OPTIONS:

- **Pay as you go**
  - Allows the user to select a one off amount to add to their card.
  - If a credit/debit card has previously been used/saved to the system this can be selected otherwise card details will have to be entered each time this option used.
  - Although the system should warn at the till when your credit is low there is the possibility of not having enough credit when needed.

- **Auto Top-up**
  - This is the recommended option
  - When your account hits a pre-determined minimum amount (set by you) it will:
  - Automatically top-up your card by a set amount (again, pre-determined by you) and charge it to your debit/credit card.

- **Quick Top-up**
  - When your account hits a pre-determined minimum amount (set by you) it will:
  - Email you to warn you and contain a link that will take you straight to your top-up process.

When you leave the college at the end of your course any remaining balance on your Upay account can be refunded to your credit card or remain on your Upay account ready for your next visit to the college.
Event Booking

On the Events page:

- **Summary Information**
  - Date of event
  - Closing date/time for making bookings
  - My Tickets: Number of tickets you already have booked and total number you can book
  - Total number of tickets still available for event

- **Detailed information**
  - Title of event, location, time, etc.
  - Prices – BUT please note for most events this will be a range of prices based on various Senior rates and Student rates.

Click on the summary information banner to go through to the booking page.

- Shows how many tickets still available for the event and how many tickets you can book
- Click on black bar and select quantity of tickets
- The First Ticket will always be labelled with your name and “(My Ticket) “
- Enter your Guest names
- At this point you can also view the Attendance list to see who has already booked
- Click Next

Select Tickets:

- The ticket options displayed should be those appropriate to your category of college membership.
- For formals that are booked using a commons (meal) allowance the price displayed is the meal price, **the drinks charge will be charged to your card the following day**. All other prices are inclusive of the drinks charge.
- If there is insufficient credit on your account where required, then the booking cannot be made.
- Select the meals that you wish to book
- The tick box “My Choice” refers to which charge to allocate to your ticket. If using your commons allowance, this should be selected as My Choice.
- The system will prevent you choosing more tickets than you are entitled to and require you to select the number you originally requested on the previous page.
- Click Next

Summary Page:

- Shows how many and what types of tickets you have chosen and the total charges that will be applied to your account.
- At this stage you also have an opportunity to enter any special dietary requirements in the space provided.
  - **If you enter the Name of the person and what their dietary requirement is, than this will assist the catering staff in ensuring the correct people get the right meal.**
- Click Place Booking
- The next page shows what credit you have on your account
- Click continue
- If there is sufficient credit the booking will be made and an email will be sent to you (using the email address you registered with!) confirming your booking.
Clare Hall Student Meal Allowance 21/22

- All fee paying Clare Hall students are entitled to a termly meal allowance that is equal to 8 standard meals (lunch/supper).
- This is given as a credit of £46 and can only be used for food at the Dining Hall.
- The allowance can be used for your Formal Hall ticket but please note there is a separate drinks charge of £4 to be paid by your own uploaded money. This covers wine and soft drinks provided with the meal.
- Please see below for the period during which each termly allowance is available. This is normally during Full Term only but the end date has been extended and Michaelmas Term is available from 27th September.
- Any unused balance at the end of each period does not carry forward.
- The balance will appear on your Upay account as ‘Free Spend Token’ on the opening date of each period (and disappear on the final date). All eligible transactions will run down this balance, they are detailed on ‘Statement’ tab on your Upay account.

Michaelmas Term 2021 Allowance
Monday 27th September – Sunday 19th December

Lent Term 2022 Allowance
Tuesday 18th January – Friday 25th March

Easter Term 2022 Allowance
Tuesday 26th April – Saturday 25th June