

## STUDENT HOUSE RULES NCHR

### THE CENTRE IN GENERAL

The Centre premises may be used in the period between 06:00 and 24:00. No one should be in the Centre's premises between 24:00 and 06:00.

Please, read the fire instructions and check where the fire hose is located.

The Centre takes very seriously its role in providing our students with a safe and engaging learning environment. We encourage you to speak up when you are not satisfied, if you have a suggestion for improvement, or if you would like to give us positive feedback. Our aim is to prevent and to address any serious problems you may experience or observe in the learning environment at the university. For more information, see the UiO "*Speak Up system*":

<https://www.uio.no/english/studies/contact/speak-up/index.html>

Please inform your class representative (or the Director of the Master Program) about any situation you think might endanger the working and learning environment.

We appreciate ideas on how to improve this environment. Feel free to give positive and constructive feedback to each other!

### STUDY AND LEARNING AREAS

The student representatives are responsible for establishing a system through which the students who regularly use the reading area act as orderlies (caretakers) on a rotating, weekly basis. The orderlies will be responsible for supervising the following rules:

- All desks in the reading areas are free for all students to use.
- Students cannot reserve a desk for exclusive use (for instance, by leaving material on the desk) for longer periods unless they are in the process of writing their Master theses, and then only after previous notification to the student representatives and/or the orderlies.
- Students may use the two small meeting rooms and the inner room (#321) adjacent to the reading area on the third floor freely for meeting in reading groups or other meetings etc. In all other meeting rooms, staff members have priority and thus these rooms can be used by students only when they are vacant.
- Students may stay in the Asbjørn Eide Seminar Room before and after lectures provided it is not booked, but only on the condition that they are prepared to leave on quickly if staff members need the room to prepare for the next event.



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[www.jus.uio.no/smr/english](http://www.jus.uio.no/smr/english)

- Students may use the book storing facilities as long as they are registered as HUMR students. The orderlies are responsible for controlling access to this service. If you lock the box, you must mark it with your name. Locked boxes without name will be unbolted and the content removed at the semester's end or earlier, if the orderlies deem this necessary.
- Students may store books and other material relevant for studying on the bookshelves in the reading area. The shelves are kept tidy by the orderlies.
- Students may not use other office spaces, even if they are empty.

### **KITCHEN AND SOCIAL AREAS**

The student orderlies are responsible also for keeping an eye on the general order in the kitchen on the third floor and adjacent social areas.

HUMR students may enjoy free coffee, tea and water in the kitchen on the third floor. Do not put used glasses and cups in the dishwasher after use. The orderlies are responsible for running the washer once it is full; preferably on a daily basis.

In line with the general house rules for the building (Cort Adelers gate 30), preparing hot food (for instance, in micro ovens etc.) is prohibited on both floors at the Centre.

Please learn the rules that apply to waste disposal; see the posters on the walls behind the bins in the kitchen areas.

The canteen on the ground floor of CA 30 is open for everyone who work in or visit the building.

In the period from 1200 to 1230 hours (12 am to 1230 pm) the kitchen area on the second floor is reserved for staff members only.

The fridge to the left in the kitchen on the third floor is reserved for students only.

The storage shelf to the right in the kitchen on the third floor is for students only.

Please, *always leave the kitchen and all other areas tidy and clean!*

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