



KEY COLLEGE CONTACTS & PORTS OF CALL

Wolfson College website: <https://www.wolfson.cam.ac.uk/>
Wolfson College Student Association: <http://www.wcsa.wolfson.cam.ac.uk/>
Wolfson College site map: <https://www.wolfson.cam.ac.uk/tour>

Contact a College Department: <https://www.wolfson.cam.ac.uk/contact>
List of College Staff: <https://www.wolfson.cam.ac.uk/people/staff-departments>
Book an Event or Meeting Room: <https://www.wolfson.cam.ac.uk/conferences/get-in-touch>
Book Formal Hall: <https://formalhall.wolfson.cam.ac.uk/>

Social Media Pages

Official Wolfson College Facebook: <https://www.facebook.com/WolfsonCollege/>
Official Wolfson College Instagram: <https://www.instagram.com/wolfsoncollegecam/>
Official Wolfson College Twitter: <https://twitter.com/wolfsoncam>
Official WCSA Facebook Group: <https://www.facebook.com/groups/330125120699321/>
WCSA Ents Page (for WCSA events): <https://www.facebook.com/wolfsonents>
WCSA Members' Group 2018-2019: <https://www.facebook.com/groups/2071666879545392/>
[the year in the title will soon be updated to 2019-2020; once you have your CRSID you may join this closed group for all current Wolfson students]

Wolfson College Student Association (WCSA)

The WCSA Committee are your representatives in College, generating the student experience. Current committee members and their contact details are listed here:

<http://www.wcsa.wolfson.cam.ac.uk/index.php/committee/>

WCSA sends representatives to most College committee meetings and engages with College staff on all student-related matters. WCSA also organises a wide range of student social and welfare events and provides a wide range of equipment for making music, playing sport, hosting BBQs or just lounging on the grass. WCSA-sponsored activities include Freshers' Week events, student societies, informal sports, bops and other 'Ents' (entertainments), weekly tea and cake, inter-collegiate activities (e.g. formal hall swaps), themed College formals, board game evenings, movie nights, informal sports, theatre trips, excursions....the list goes on. Elections for new Committee members are held in the Michaelmas term, but students are encouraged to get involved with WCSA at anytime. Just contact the WCSA officer or representative in the area of your interest.

College Porters

The Porters' Lodge is open daily, 6am-midnight. Outside these hours only contact the Porters in an emergency. Porters deal with a lot: letters and parcels; giving out keys to just about every room in College; booking College and WCSA equipment and **providing first aid**. They also sell College souvenirs, give out change and a whole lot more. If in doubt, ask the porters! They are among the staff you will get to know best while here. Their names and photos are posted on the notice board outside their office.

College Tutors

Cambridge uses the term 'Tutor' to refer to College-based academics who provide support, information and advice to students. Your Tutor will never be an instructor or Faculty member in your subject. This prevents conflicts of interest from arising if you need them to be an advocate for you in relation to your home Department/ Faculty. Tutors can be approached for help with problems about



study, finance, illness, friends and family or other personal circumstances. They also serve as an administrative interface between the College, the University and students. They cannot solve all your problems, but they can refer you to other services both within Collegiate Cambridge and externally. It is important to meet regularly with your Tutor—at the start and end of each term for undergraduates and at least once a year for postgraduates—so that you can get to know each other. Don't wait until you have a problem to get to know your Tutor! A short casual conversation with a Tutor can help you discover valuable resources or develop solutions to questions before they become problems. The College will notify you of your Tutor's name when you arrive. Their name and contact details are also listed in your CamSIS self-service account (accessible after completion of online Student Registration). Tutors have weekly drop-in hours in term time, but you may contact them by email at any time with questions or to request an appointment.

College Nurse

Sally Maccallum, nurse@wolfson.cam.ac.uk

Clinic location:

Morrison House "College Nurse" Entrance

Drop-in Hours:

Mon-Wed, Fri 11:00-12:00. Thus 10:00-12:00 and 15:00-16:

No appointment needed, but you are always welcome to write and request one. The College Nurse is happy to meet with any student who has concerns or questions about physical or mental health.

College Counsellor

Margaret Bailey

Book an appointment using the online form available here:

<https://www.wolfson.cam.ac.uk/current-students/support/health-wellbeing/college-counsellor>

Appointments may be made with the College Counsellor on Mondays and Fridays only. Appointments with other Counsellors may be made, using the same form, at the University Counselling Service (in the Student Services Centre on the Downing Site).

College Office (where you will pay your fees)

Located:

Bredon House, Ground Floor

Opening Hours:

09:00-12:30 and 13:30-15:00, Mon-Fri

Accommodation Manager:

Jo Fisher - accommodation@wolfson.cam.ac.uk

Full-time Student Fees:

Katerina Gargaroni - fees@wolfson.cam.ac.uk

Part-time Student Fees:

Birgit Lintner - ptfees@wolfson.cam.ac.uk

Tutorial Office

Located:

Bredon House, First Floor, Rooms 4 & 5

Opening Hours:

09:00- 17:00, Monday-Friday

Tutorial Office Manager:

Rajashree Dhanaraj – tutorial-manager@wolfson.cam.ac.uk

Postgraduate Administrator:

Kim Allen - pgadministrator@wolfson.cam.ac.uk

Undergraduate Administrator:

Debbie Allen - ugadministrator@wolfson.cam.ac.uk

Tutorial Administrator (*for matriculations, graduations and part-time student matters*):

Emma Faid – tutorial-administrator@wolfson.cam.ac.uk

IT Office

Located:

Jack King Building

Opening Hours:

11:00-17:30, Mon-Fri (Ground floor)

08:30-17:00, Mon-Fri (First Floor)

Help Desk:

helpdesk@wolfson.cam.ac.uk



Club Room:

Open 24 hours, 7 days a week, 365 days a year. This is the heart of the college. Home to the College Café during the day and the student-run Bar at night, the Club Room is also home to the Wolfson Howler (legendary comedy nights), WCSA-sponsored Bops and many other student events.

Wolfson College Bar

Opening Times: 20:00-midnight, Mon-Sun in Michaelmas 2019. *May revert to opening at 21:00 in Lent. Watch for updates.*

Wolfson College Café

Opening Times: 09:30-17:00 Mon-Fri, closed weekends. *A different cake every day and fabulous coffees at very reasonable prices!*

Maintenance Team

Contact: <https://www.wolfson.cam.ac.uk/maintenance>

Should you notice anything in your College room or around College, use the contact above. They know their stuff and deal with it all (e.g. plumbing, electrics, furniture, carpentry etc.).

College Library

Location: Lee Court (East of the site)

Opening Hours: 24 hour (card access)

Facilities: Library, Study Room, Computer Room, Printing

College Librarian: Meg Westbury - librarian@wolfson.cam.ac.uk

Academic Skills Librarian: Laura Jeffrey – academic-skills@wolfson.cam.ac.uk

Check the site below for each term's listing of workshops on skills for academic success:

<https://www.wolfson.cam.ac.uk/current-students/support/academic/skills-academic-success>

And explore this site: <https://libguides.cam.ac.uk/wolfsoncollege>

to discover a variety of online resources prepared by our Librarians to help you get the most from your course and prepare for success in the future. Topics include: speed reading, time management, note making, academic writing, research impact, managing your digital footprint, navigating reading lists and many others.

College Gym

Location: Part of building opposite C-block.

Opening Hours: 6am – midnight, Mon-Sun.

Facilities: <https://www.wolfson.cam.ac.uk/tour/gym>

Register for access: <https://gym.wolfson.cam.ac.uk/>

College Laundry

College laundry top-up cards can be obtained from the pay machines opposite the Porters' Lodge or use the Circuit app (requires internet to use). Top-up cards online at www.circuit.co.uk

Nightline

01223 744444 or <https://linkline.org.uk/>

This is a Cambridge-wide service providing confidential night-time support to students.